**Mistreatment Process Flow**

GME Feedback form
- Mistreatment

GME Staff ombuds reviews to forward

UA Office of Institutional Equity and Banner HR if indicated*

GME Mistreatment Subcommittee enters details of action into smartsheets

GME Mistreatment Subcommittee reviews within 7 days and message discussion depending on the circumstances and timing in the form (urgent, when >1 report, or standard process)

Tiered intervention

Monthly summary with the status for all mistreatment and negative learning experience reports

Reporter can look for row with their “Submission number”

*Required reporting for:
- Threatened with physical harm or physically harmed,
- Subjected to offensive remarks related to gender, sexual orientation, national origin, race, color, religion, or any other category protected by law
- Denied opportunities for training or rewards based upon membership in a protected group
- Subjected to lower evaluations or grades solely because of membership in a protected group
- Subjected to unwanted sexual advances
- Asked to exchange sexual favors for grades or other rewards
- Subjected to the threat of revoking visa status for foreign nationals

**Some situations may require a timeline for action**