

**AAPA Harassment Committee for Awareness, Response and Equity
Annual Report April 14, 2021
Andrea B. Taylor, Chair**

This annual report summarizes the activities of the AAPA Harassment Committee for Awareness, Response and Equity (HCARE) from February 20, 2020 to April 14, 2021.

Formation of the HCARE

The HCARE was established by AAPA Executive Committee leadership in February of 2020 as an Ad Hoc Committee. The Chair and committee members serve by appointment of the AAPA President for three-year (renewable) terms, except for the first rotation, whereby two members have 2-year terms and the appointed Chair has a four-year term.

The HCARE was charged with the following responsibilities:

1. Assisting the Executive Committee officers in creating and implementing harassment reporting policies and procedures.
2. Receiving and responding to incoming reports of harassment.
3. Deliberating and determining appropriate responses.
4. Making recommendations to the AAPA President.

Development of the HCARE mission statement

The HCARE developed the following mission statement, which was formally approved by the AAPA Executive Committee on July 30, 2020:

The AAPA is committed to creating and promoting a culture in which every member of our community is treated with civility and respect, and to fostering a safe environment free from harassment, intimidation, and retaliation. The purpose of the Harassment Committee for Awareness, Response and Equity (HCARE) is to assist the AAPA in establishing accountability measures and procedures for maintaining the highest standards of ethical, professional and inclusive conduct for attendees of our annual meeting, our members, and our academic community.

Development of Policies and Procedures for Reporting

The HCARE formalized a set of policies and procedures for reporting, reviewing, investigating complaints of harassment, bullying and/or assault, and making recommendations regarding such complaints to the AAPA Executive Committee. These procedures were submitted to and approved by the AAPA Executive Committee, and are currently posted on the AAPA website

(<https://physanth.org/about/committees/harassment-committee-for-awareness-response-and-equity-hcare/>).

Harassment Training for HCARE

Members of the HCARE received training by Sherry Marts of S*Marts Consulting, LLC on Code of Conduct Enforcement and Code of Conduct Implementation.

Complaints

The HCARE received and assessed four written complaints regarding concerning behaviors. Not all complaints involve a violation of the AAPA Code of Conduct or the AAPA Code of Ethics, and not all complaints result in disciplinary action. The HCARE deliberated on complaints involving one individual and took action on those complaints, the status of which has been resolved.