

BROOKHAVEN NATIONAL LABORATORY CLINICAL RESEARCH CENTER POLICY	CRC POLICY 3.3	PAGE 1 OF 1
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SUBJECT: Requests by CRC Staff to be Excused from an Aspect of Subject Care	REVIEWED BY: F. HENN	
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	EFFECTIVE DATE: 4/13/07	
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1.0 POLICY

The CRC staff shall respect the Laboratory's policy statement on Equal Employment, as published in the official policies of the Human Resources Division of Brookhaven National Laboratory. The Principal Investigator and/or Responsible Physician will be responsible to insure that staff members' requests to be excused from a clinical study as a result of his/her values, ethics or religious beliefs does not affect the level of care provided to subjects.

2.0 REQUEST TO BE EXCUSED FROM A CLINICAL STUDY:

2.1 CRC staff shall make requests to be absent from work due to above conditions as far in advance as possible in order to permit time for alternative/back-up staff to be assigned.

2.2 A CRC staff member may ask to be excused from a specific clinical study or a specific aspect of a study if participation in that study was not a prerequisite for initial employment. See Section 3.0, below, for resolving disputes pertaining to this issue.

2.3 It is the responsibility of the PI and RP to insure that a qualified alternate CRC staff member is available to perform the required tasks when leave time has been granted.

3.0 MEDIATION PROCEDURES WHEN AN EMPLOYEE'S REQUEST TO BE EXCUSED FROM A CLINICAL STUDY IS DENIED:

If a CRC staff member requests that he/she be excused from a particular clinical study because of ethical conflicts, religious beliefs or other similar reasons and the clinical supervisor denies this request, contending that such participation is a requirement of employment, the following steps should be taken:

- BNL's Human Resources Division should be contacted to insure that Laboratory policies regarding equal employment are properly adhered to;
- The staff member shall be temporarily replaced on the study until a resolution can be made;
- The Medical Department Chairperson shall create an ad hoc committee to hear the dispute and advise on a resolution;
- The Medical Department Chairperson shall meet with BNL's Human Resources Division to determine and implement a resolution.

The only official copy of this file is the one online on the Medical Department website under "Clinical Research Center Policy Manual." Before using a printed copy, verify that it is the most current version by checking the document effective date on the website.