



835 Worcester Street  
Indian Orchard, MA 01151  
Telephone: (413) 439-0609 \* Fax: (413) 439-0623  
**Adult & Pediatric Medicine**

## **Nondiscrimination Policy**

The Orchard Medical Associates, LLC prohibits discrimination on the basis of race, color, religion, creed, sex, age, marital status, national origin, mental or physical disability, political belief or affiliation, veteran status, sexual orientation, genetic information, and any other class of individuals protected from discrimination under state or federal law in any aspect of employment and application for employment. Furthermore, Orchard Medical Associates, LLC policy includes prohibitions of harassment of patients and employees, i.e., racial harassment, sexual harassment, and retaliation for filing complaints of discrimination.

Affirmative Action in employment is required for women; racial and ethnic minorities; disabled veterans, recently separated veterans, other protected veterans, Armed Forces service medal veterans, and Vietnam-era veterans; and individuals with disabilities in order to address under-representation in the workforce.

Inquiries concerning applicable laws, regulations, and policies should be addressed to Orchard Medical Associates, LLC Office Manager, Maria StMarie, 835 Worcester Street, Indian Orchard, MA 01151, tel. (413) 439-0609; email address: [rms42791@aol.com](mailto:rms42791@aol.com).

Maria StMarie, or designee, is the Title VI, Title IX, Section 504, and Americans with Disabilities Act Coordinator for the medical office. This person will provide information about the Orchard Medical Associates, LLC's obligations with respect to the provisions of nondiscrimination statutes including information about the requirement to provide program accessibility for persons with disabilities.

Orchard Medical Associates, LLC is committed to compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title VI of the Civil Rights Act of 1968, Title I and Title II of the Civil Rights Act of 1991, the Equal Pay Act of 1963, Executive Order 11246 (1965), Title IX of the Education Amendments of 1972 and its regulations found at 34 C.F.R. part 106, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Vietnam-era Veterans Readjustment Act of 1974, the Age Discrimination Act of 1975, the Age Discrimination in Employment Act of 1967, the Family and Medical Leave Act of 1993, and with Massachusetts General Laws, Chapters 151B, 151C, and Chapter 149, all as amended.

Inquiries regarding federal laws may also be directed to: Office for Civil Rights, U.S. Department of HHS, 33 Arch Street, Suite 900, Boston, MA 02110-1491; tel. (617) 289-0111; TTY: (877) 521-2172 and to U.S. Equal Employment Opportunity Commission, John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203; tel. (617) 565-3200 or 1-800-669-4000; TTY: (617) 565-3204 or 1-800-669-6820. Inquiries regarding state laws may be directed to: Massachusetts Commission Against Discrimination, 436 Dwight Street, Suite 220, Springfield, MA 01103; tel. (413) 739-2145; TTY: (617) 994-9196.

### **Pursuing a Complaint**

You may file in person or in writing at the Massachusetts Commission Against Discrimination. The MCAD prefers for people to file in person, unless an attorney has prepared the complaint for them. Call in advance for set up an appointment and find out what you need to bring.

**Boston:** (617) 994-6000, One Ashburton Place, Room 601

**Springfield:** (413) 739-2145

**Worcester:** (508) 799-8010

The complaint must be under oath, state the name and address of the individual making the complaint as well as the name and address of the entity he or she is complaining against (called the "respondent"). The complaint must set out the particulars of the alleged unlawful acts and (preferably) the times they occurred.