

ANTI-DISCRIMINATION

Policy and Procedure

POLICY

(Ref. 10 CCR 2505-10 8.600.5)

Metro Support Services believes that equal opportunity is important for the continuing success of our organization. In accordance with state, federal, and municipal laws, this agency intends to comply with these laws which preclude negative discrimination because of race, disability, color, creed, religion, gender, age, sexual orientation, national origin, ancestry, citizenship, military status or any other protected classification. Metro Support Services defines “negative discrimination” to include (but not limited to) denial of services, employment, participation in programs, or volunteer opportunities to any class of individuals in a manner that negatively restricts opportunities to that class of individuals.

PROCEDURE

Persons

- Referrals will be considered on a first-come / first-serve basis.
- Metro Support Services does not maintain a waiting list but persons are free to request services and supports at any time.
- Preferably, an Individualized Service Plan (SP) will accompany each referral or request for services.
- Persons will be evaluated and welcomed according to the ability of Metro Support Services to support SP goals.
- Persons will be evaluated and welcomed according to the ability of Metro Support Services to meet health and safety needs.

Employment

- Employment will be open to all individuals regardless of race, disability, color, creed, religion, gender, age, sexual orientation, national origin, ancestry, citizenship, military status or any other protected classification.
- Employment will be considered after Metro Support Services receives a completed application with references.
- Metro Support Services will conduct reference and background checks prior to employment.
- Metro Support Services will evaluate hiring based on completed application, references, background screening results, face to face/phone interviews and overall qualifications.

Metro Support Services reserves the right to deny employment for any person determined to be a health and safety risk to any other person. Background screening results, references, and face-to-face/phone interviews will be utilized to determine employment.