

The Long-Term Care Equality Index: Employee Benefits & Policies (Criteria 3)



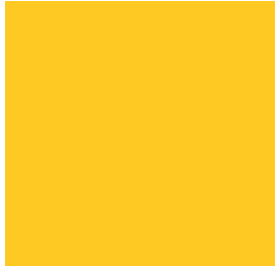
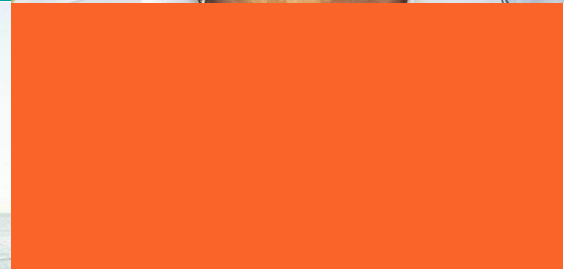
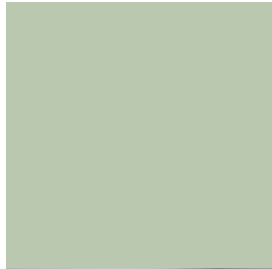
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Advocacy &
Services for
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THANK
YOU



2022 LEI Survey & Criteria

LEI Survey Criteria

1. Non-Discrimination and Staff Training

2. Resident Services and Support

LGBTQ+ Inclusion

3. Employee Benefits and Policies

4. Resident and Community Engagement

Full List of 2022 LEI Survey Criteria

LEI 2022 Criteria and Tiers of Recognition	
<p>The Long-Term Care Equality Index has four core objectives:</p> <ul style="list-style-type: none"> • Ensure foundational non-discrimination protections for residents, visitors, and staff and provide cultural competency training on LGBTQ+ inclusion • Demonstrate progress towards inclusion of LGBTQ+ resident care services and support • Foster an inclusive workplace by providing LGBTQ+ inclusive employee policies and benefits • Demonstrate engagement with and a public commitment to the LGBTQ+ community 	
Criteria 1 – Non-Discrimination and Staff Training	4 Best Practices
<p>This criteria encompasses foundational policy implementation and training completion requirements. All questions in this criteria section must be met in order to attain any tier of recognition.</p>	
<p>Resident Non-Discrimination</p> <p>a. LGBTQ+ Inclusive Resident Non-Discrimination Policy</p> <ul style="list-style-type: none"> • policy must include the terms "sexual orientation" and "gender identity" or "gender identity and expression" <p>b. Resident Non-Discrimination policy is communicated to residents, the public, and staff</p> <ul style="list-style-type: none"> • Policy is shared in two ways with the residents and the public, typically online and in-print • Policy is shared with staff and volunteers in at least one way 	<p>Tier 1/2/3 All Practices</p>
<p>Equal Visitation</p> <p>a. Equal Visitation Policy</p> <ul style="list-style-type: none"> • Policy must allow the resident's visitor of their choice <p>b. Equal Visitation Policy is communicated to residents and staff</p> <ul style="list-style-type: none"> • Policy is shared in two ways with residents and public, typically online and in-print • Policy is shared with staff and volunteers in at least one way <p><i>Note: We acknowledge some communities (e.g. Independent Living, Senior Affordable Housing) are not Federally mandated to have a visitation policy in place. If so, your community is still eligible to receive full credit for Criteria 1.</i></p>	
<p>Employment Non-Discrimination</p> <p>a. LGBTQ+ Inclusive Employment Non-Discrimination Policy</p> <ul style="list-style-type: none"> • Policy must include the terms "sexual orientation" and "gender identity" or "gender identity and expression" <p>b. Employment Non-Discrimination Policy is shared with the public</p> <ul style="list-style-type: none"> • Policy is shared with the public in at least one way, typically online 	
<p>Staff Training</p> <p>a. 80% of key senior executives (Director-level and above) at your community must complete the <i>LGBTQ+ Long-Term Care Equality Index (LEI): Executive Briefing</i></p> <ul style="list-style-type: none"> • Ex. Organization leadership (C-suite), administrator, director of nursing, director of human resources <p><i>Note: Current SAGECare Platinum Communities do not need to complete the Executive Briefing and will receive credit for meeting the staff training requirement.</i></p>	

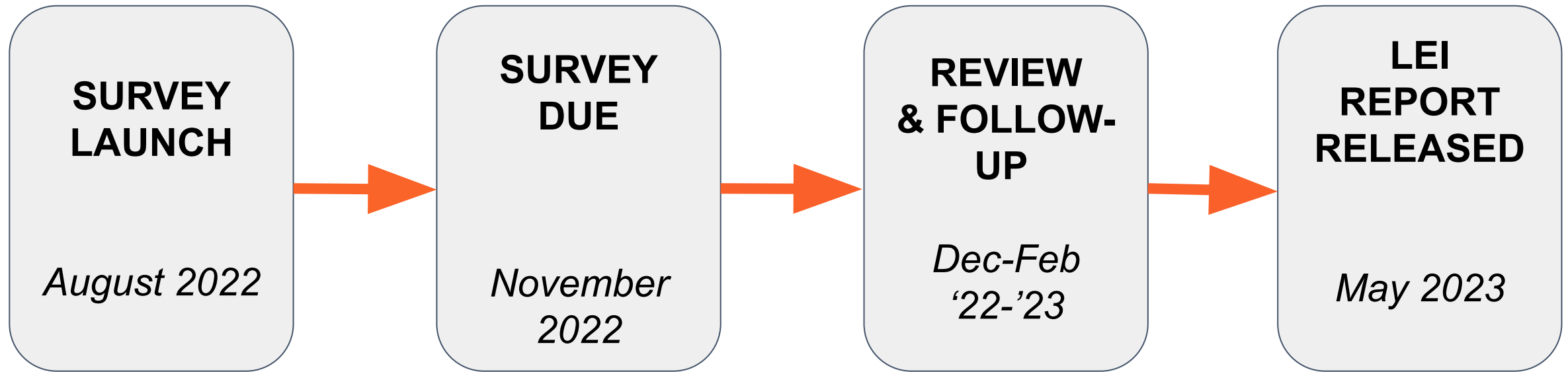
<https://tinyurl.com/CriteriaLEI22>

3 Tiers of Recognition



If you complete the survey, your community will be listed in LEI report

2022 LEI Survey Timeline



Criteria 3.

Employee Benefits and Policies



Equal Benefits

Additional
Support for
LGBTQ+
Employees

For Tier 2: 2 to 4 best practices
For Tier 3: 5 or more best practices*
*(including a trans-inclusive healthcare plan)

12 Best Practices

Equal Benefits

Equal Benefits

5 Best Practices

LGBTQ-inclusive benefits packages are:

- Necessary for talent acquisition and retention and broader economic growth;
- Equal compensation for equal work;
- Helping employers keep pace with changing legal landscape and workforce expectations; and,
- Minimal upfront costs (on average 1% increase for corporate employers' overall health insurance costs).

1. Domestic Partner Healthcare Coverage

- Covers same-sex & different-sex domestic partners
- *Must upload 2022 health insurance coverage summary plan documentation/employee benefits guide*
 - *eligibility and definitions section(s) that define who is eligible for benefits*
 - *if applicable, upload what document is required to enroll a domestic partner as a dependent*

Eligible dependents

Who can I cover?

You can enroll yourself in the benefits listed in this guide if you are a 0.5 FTE or greater and are working in a benefits-eligible position. For more detailed information on employee and dependent eligibility, visit the Benefits website at <https://o2.ohsu.edu/benefits>.

If you participate in OHSU benefits, you may also enroll:

- Your spouse (opposite or same sex) or domestic partner (opposite or same sex; registered or unregistered).
- Your child(ren) (including child(ren) of a domestic partner or spouse) up to age 26. This applies regardless of the child's marital or student status.
- Your child(ren) of any age who is incapable of supporting himself or herself due to a mental or physical disability and who is totally dependent on you.
- Your child(ren) by adoption or court-ordered judgment who otherwise meets these dependent eligibility requirements.

2. LGBTQ+ Inclusive FMLA-equivalent Benefit

- Unpaid, job-protected, family and medical leave to care for:
 - Domestic Partner
 - Children of domestic partner (regardless of biological/adoptive status)
- *Must upload a copy of FMLA-equivalent Policy*

2. LGBTQ+ Inclusive FMLA-equivalent Benefit

PPSWO FMLA Policy and Procedures

Policy:

It is PPSWO's policy to follow federal guidelines and provide work protections for our employees in the case of illness or injury. The Family and Medical Leave Act (FMLA) provides certain employees with up to 12 weeks of unpaid, job-protected leave per year. It also requires that their group health benefits be maintained during the leave.

FMLA is designed to help employees balance their work and family responsibilities by allowing them to take reasonable unpaid leave for certain family and medical reasons. It also seeks to accommodate the legitimate interests of employers and promote equal employment opportunity for men and women.

PPSWO extends the federal guidelines and allows employees to take family and medical leave to care for domestic partners as well as the children of a domestic partner, regardless of biological or adoptive status.

FMLA applies to all public agencies, all public and private elementary and secondary schools, and companies with 50 or more employees. These employers must provide an eligible employee with up to 12 weeks of unpaid leave each year for any of the following reasons:

- for the birth and care of the newborn child of an employee;
- for placement with the employee of a child for adoption or foster care;
- to care for an immediate family member (spouse, domestic partner, child, or parent) with a serious health condition; or
- to take medical leave when the employee is unable to work because of a serious health condition.

3. Paid Family Leave Policy

- Paid time off to care for:
 - Domestic partner
 - Children of domestic partner (regardless of biological/adoptive status)
 - Parental Leave (DOES NOT EXCLUDE non-birth parents)
- No discrimination in access to benefits based on sex, sexual orientation, gender identity, and marital status
- *Must upload a copy of policy*

1
in
5

survey
respondents
says

"I would be afraid to request time off to take care of a loved one because it might disclose my LGBTQ identity."⁶

⁶ Percentage of respondents, n=4,528.
See appendix for further detail.

4. Bereavement Leave

- Can take time off for death of an unmarried same-sex domestic partner or their immediate family
- *Must upload a copy of the bereavement policy*
 - *Can be system level policy*



Policy: **Bereavement Pay**
Approver: Director Human Resources
Initiated:
Version:
Last Approval Date:
Reference: N/A
Responsible Department(s): All Departments utilizing policies

1.0 DEFINITIONS:

Immediate family: For purpose of this policy, the immediate family is defined as spouse, son, stepson, daughter, stepdaughter, father, step-father, mother, step-mother, brother, step-brother, sister, step-sister, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandfather, step-grandfather, grandmother, step-grandmother, grandchild, step-grandchild, **unmarried same or opposite sex domestic partner or their immediate family** and any relative or legal guardian relatives other than the above who reside in the employee's household.

2.0 POLICY:

Woodland Pond provides bereavement compensation to employees who experience the loss of an immediate family member. The intent of the Bereavement Pay Policy is to promote efficiency and effectiveness in scheduling and paying employees for bereavement time.

5. Healthcare Benefits for Trans Employees

- At least one health plan to all employees that explicitly covers medically necessary health services for transgender people
- Basic coverage includes:
 - Mental health
 - Pharmaceutical coverage (hormone replacement therapies)
 - Medical visits or lab services
 - Gender-affirmation survey (aka gender reassignment surgery)
 - Short term medical leave
- NO exclusions on reversals

****Resource - [Corporate Equality Index Resources - Guide on Trans Inclusive Healthcare](#)**

5. Healthcare Benefits for Trans Employees

- *Must upload 3 documents for validation:*
 - Summary Plan Documentation - contract facility has with insurer; details gender transition coverages available
 - Clinical Plan Bulletin - provided by insurer; describes overall range of gender transition services; no exclusions
 - <https://transhealthproject.org/>
 - Employee benefits material - given to staff; explicitly states availability of these benefits
 - e.g. slides from benefits presentation; materials given at enrollment

Additional Support for LGBTQ+ Employees

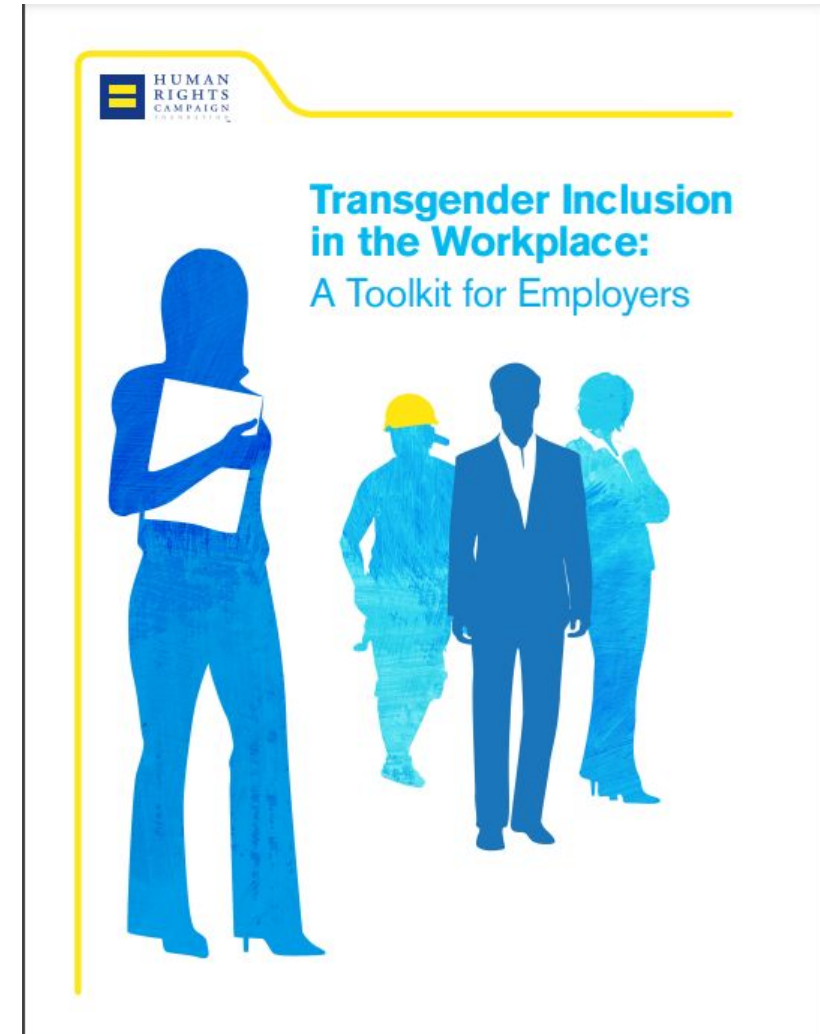
Additional Support for LGBTQ+ Employees

7 Best Practices

1. Inclusive Anti-Harassment policy
 - a. Sexual orientation & gender identity
2. Gender transition guidelines
3. Employee survey: SOGI data
4. Employee survey: LGBTQ+ concerns
5. Inclusive hiring efforts
6. Openly LGBTQ+ leader
7. DEI office/council focused on diversity includes LGBTQ+ in mission

Gender Transition Guidelines

- HRC Transgender Inclusion in the Workplace: A Toolkit for Employers
- Guidelines includes at least 3 policies such as:
 - guidance on restroom access (sample template)
 - dress code
 - name usage
- Must upload a copy of the gender transition guidelines



Employee Survey - SOGI

EXAMPLE:

BROAD SELF-IDENTIFICATION AS LGBT (or LGBTQ)

Our company does not discriminate on the basis of sexual orientation, gender identity or gender expression. In order to track the effectiveness of our recruiting efforts and ensure we consider the needs of all our employees, please consider the following optional question:

Do you consider yourself a member of the Lesbian, Gay, Bisexual and/or Transgender (LGBT) community?

☐ Yes

☐ No

☐ No, but I identify as an Ally

☐ Prefer not to say

- *Must upload a copy of survey and/or results*

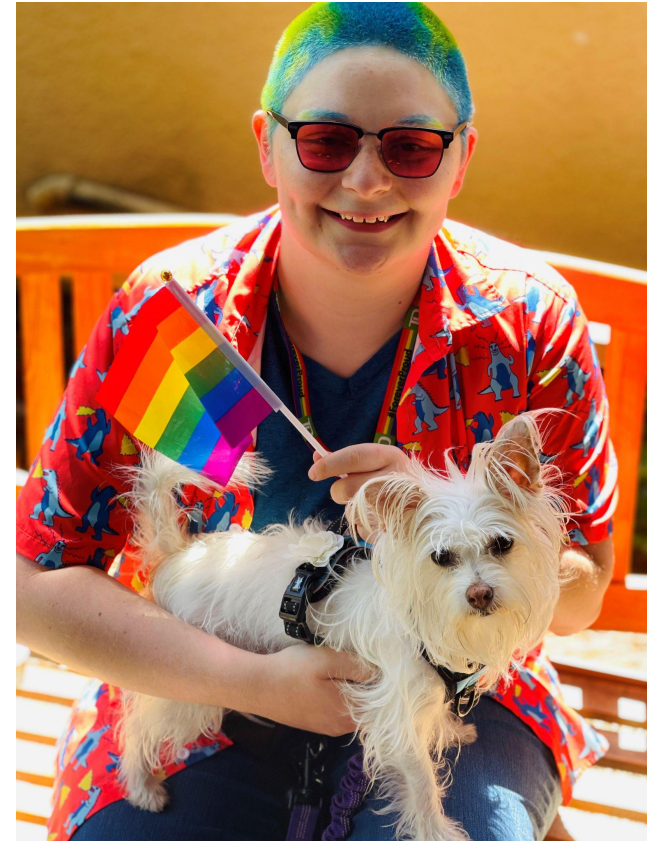
Employee Survey - LGBTQ+ Concerns

Examples:

- Does this organization value differences in age, gender, sexual orientation, gender identity or expression, and race or ethnicity? Measure level of agreement and rating scale.
- Are diverse people (differences in race, gender, age, religion, sexual orientation, gender identity etc.) treated fairly at this organization?
- Do all staff members have an equal opportunity for promotion regardless of race, religion, gender, sexual orientation, age, ethnic background, national origin, or disability?
- *Must upload a copy of survey and/or results*

Inclusive Hiring Efforts

- *Demonstrate how hiring efforts are LGBTQ+ inclusive*
- *Must describe and provide specific details (names of job sites, flyer, etc.)*
- Print/Online job posting in local LGBTQ+ publications
- LGBTQ+ Specific Job Sites
 - TJobBank.com
 - PrideCareers.net
 - Pink-Jobs.com



Openly Out Leader & DEI Council

- Senior/executive-level professional at your organization
- *Must provide the person and their position*
 - Name not published in report
- DEI Council/Office includes LGBTQ+ focus
- *Must provide link to website describing the work of the council/office or upload a document with LGBTQ+ diversity in mission statement*

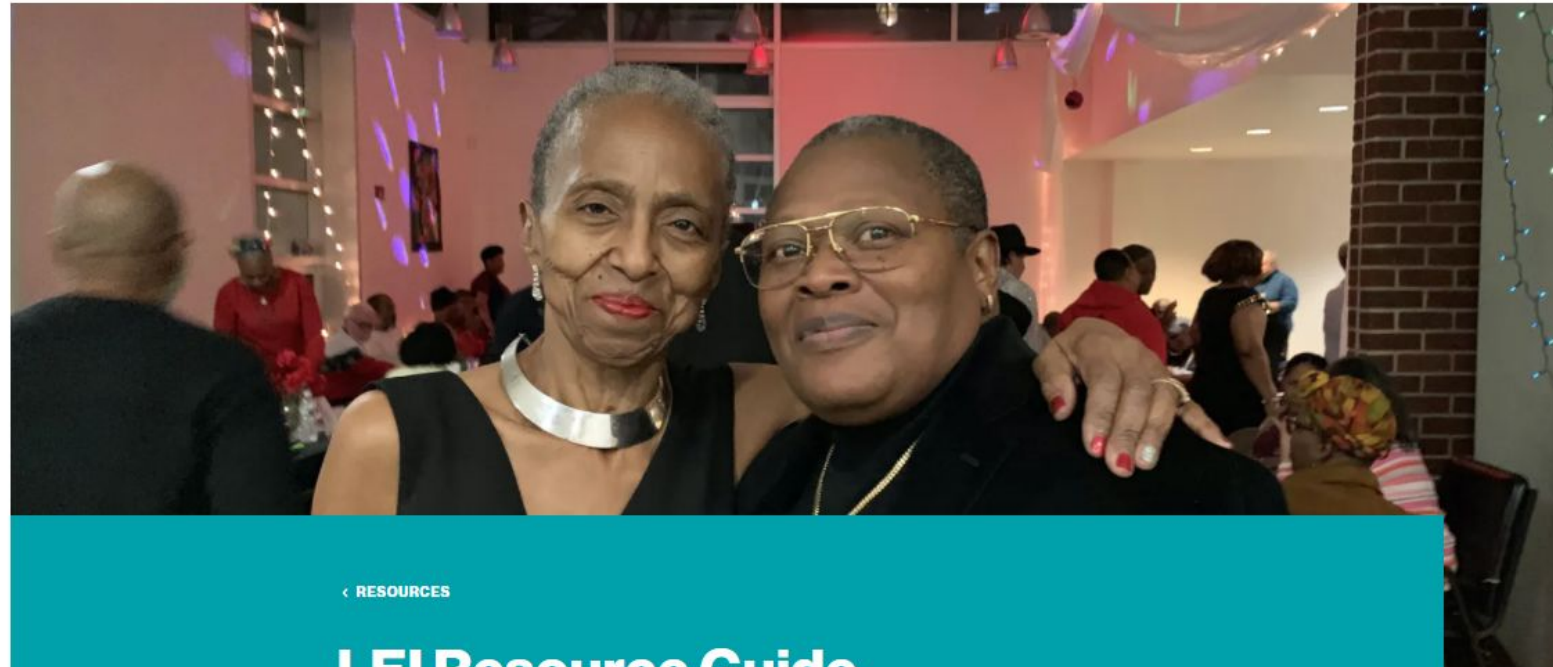
Next Steps

Resource Guide



Advocacy &
Services for
LGBT Elders
We refuse to be invisible

[THE LEI](#) [PARTICIPANTS](#) [REPORTS AND RESOURCES](#) [ABOUT US](#) [CONTACT US](#) [FREQUENTLY ASKED QUESTIONS](#)



◀ [RESOURCES](#)

LEI Resource Guide

SHARE



The LEI Resource Guide is a comprehensive instructional and reference accompaniment to the Long-Term Care Equality Index (LEI) self-assessment and LEI survey. The LEI Resource Guide covers all sections of the LEI survey in great detail, providing explanation why these policies and practices we ask about are important, example policies, links to outside resources, and more. The resources provided here are certainly not the only ones available to help guide your community in LGBTQ person-centered care; however, we hope they can help you get started on implementing best practices in equitable and inclusive care for LGBTQ residents.

[https://thelei.org/
resources/lei-res
ource-guide](https://thelei.org/resources/lei-resource-guide)

Full List of LEI Survey Questions & Validating Docs

LGBTQ+ Resident & Community Engagement For more detailed information about this section and specific examples that meet the criteria please see the LGBTQ+ Resident and Community Engagement section of the LEI Resource Guide			
Understanding the Needs of LGBTQ+ Residents and Community			
Criteria/Best Practice	Question(s) No. & Specific Wording*	Validating Information Required	System Information Accepted
Resident satisfaction surveys allow residents the option to identify as LGBTQ+.	Q1. Does your organization regularly survey residents' satisfaction? Q1a. Does your resident survey include a way for residents to voluntarily disclose their sexual orientation and/or gender identity along with other demographic questions such as race and gender?	Must upload a copy of the survey and/or the results demonstrating the inclusion of LGBTQ+ demographic measures	<u>Yes, if system-wide</u>
Resident satisfaction survey includes question(s) related to LGBTQ+ concerns	Q1b. Do your resident surveys include one or more questions related to LGBTQ+ concerns?	Must upload a copy of the survey and/or the results demonstrating the inclusion of LGBTQ+ climate measures.	<u>Yes, if system-wide</u>
Organization works with external LGBTQ+ organizations or community members to assess LGBTQ+ needs or address LGBTQ+ related concerns.	Q2. In what ways does your community make efforts to gather information about the needs and concerns of LGBTQ+ people? [check all that apply]	Must describe these efforts and the results of your engagement with the community and upload any documents related to your organization's engagement with the community (i.e. results from a focus group, meeting minutes, examples from community needs assessment, etc.) Since 1/01/2021	<u>System - Possibly</u> , if system has a very limited geographic reach.

Learning Opportunities

Tuesday, 7/12 @ 2pm EST - Criteria 4: Resident & Community Engagement

<https://tinyurl.com/regwebLEI>

Watch The LEI Survey Overview and Criteria Webinars

<https://thelei.org/lei-22-webinars>