

OUR MADISON: INCLUSIVE, INNOVATIVE AND THRIVING



Creating a Gender Inclusive Workplace for All

This communication provides frequent and transparent information on our efforts to create a Gender Inclusive Workplace.

What You Should Know

Recently, the SSM Health Clinic decided to halt gender-affirming surgeries. As Open Enrollment begins it is important for staff to know the following:



- Employee Trust Funds (ETF) administers our health insurance program which means they develop a Universal Schedule of Benefits that each health plan is required to meet.
- Dean Health Plans is one of the providers who is contracted to provide health care benefits for employees in the ETF plan.
- **Related to Dean Health Plan participants**, SSM Health no longer provides on-site gender-affirming care. Participants will be required to access resources outside of SSM Health for gender-affirming care. When a network physician needs to refer a member for covered services, Dean Health Plan works with the referring doctor to authorize those services with providers in that specialty.



Please know that Open Enrollment Period is your chance to assess your needs related to your health and to choose one of the Plans available through ETF. Team HR is grateful for all you do and we are committed to ensuring all of our employees have equitable access to the health care they need.

Call to Action



In the August edition, we learned that the third step in any successful change is *Knowledge* on how to change. After we have acquired the knowledge by learning new skills, our next step is to put these new skills into action. **Ability** is the fourth step, when we do things the new way. Knowing how to do something new and actually doing it are two different things.

There are many factors that influence ability. Habits, processes, mindsets, time, and availability of resources all can impact our ability. **Ability** is when the change actually occurs. Ability looks like: eating better; working out more; reducing screen time; changing language.

Implementing change is hard! Here are a few tips to help you along your change journey:

- Be patient with yourself and others
- Stay persistent
- Ask for help
- Own and learn from your mistakes

Remember, that if we don't have Awareness, Desire, Knowledge, and **Ability** to change we cannot successfully change. Check out our [Gender-Inclusive Workplace webpage](#) for resources and [Organizational Development Courses webpage](#) for trainings.



Implementation Teams Updates

Communications and Core Team

The core team is implementing the evaluation plan which measures and reports on the impacts of our efforts. Some highlights include:



- Adding a radio button in NeoGov for HR staff to confirm that gender-neutral language was used in job posting.
- Adding expectation for staff to use gender-inclusive language in interview process. This has been highlighted for hiring managers in the recent [Hiring Foundations and Behavioral Interview Trainings](#).

Training Team

We are excited to share the feedback from training participants.



Three [Gender-Inclusive Language](#) and three [Supervisors Building Gender-Inclusive Workplace](#) sessions (six total).

- 98 attendees, with a total survey response rate of 39%.
- 100% of respondents can apply what they learned in the course to their work.
- 89% responded the pace of the course was just right.
- 94% responded the overall rating of course was excellent or good.

Two [LGBTQ+ Part 1: Creating Inclusive Spaces](#) and two [LGBTQ+ Part 2:](#)

- A gendered language search found less than one percent of centrally-located position descriptions contain gendered language.
 - Supervisors will be expected to use gender-inclusive language in position descriptions.



Operations Team

The [Breastfeeding EmployeeNet page](#) has been updated to include chestfeeding.

Chestfeeding is a more inclusive term used to describe the act of feeding your baby milk from your chest. It is a way for transgender and nonbinary parents to feed and nurture their babies.

If you are interested in learning more about chestfeeding check out the [National Health Services Chestfeeding information](#) and this article [“What is Chestfeeding” found on Healthline](#).

Using the term *chestfeeding* shows respect and support to all parents, and helps our transgender and nonbinary staff feel included and welcomed.



Contributing to Systemic Change

sessions (four total).

- 55 attendees, with a total survey response rate of 56%.
- 100% of respondents can apply what they learned in the course to their work.
- 96% responded the pace of the course was just right.
- 96% responded the overall rating of course was excellent or good.



Resources Team

The Resources Team shared these tips for addressing folks in formal meeting settings:



- If honorifics are not known or instead of using honorifics, **use a person’s “position”/purpose in the meeting as a title.** Use “Public Speaker *first name*”, or “Community Member *first name*.”
 - *Example:* Public Speaker Joe or Community Member Joe
 - This can also be used in staff meetings: Staff Member Joe or Staff Person Joe
- If honorifics are not known and using only a first name would not be appropriate, **use the person’s full name.**
 - *Example:* Does anyone have any questions for Amanda Jones?

Example: Does anyone have any questions for Public Speaker/Community Member Amanda Jones?

Did You Know?

The difference between gender-equality and gender-inclusive can sometimes be misunderstood.

The [California Speech Language Hearing Association](#) defines gender-equality as “a state in which people have access to rights or opportunities regardless of gender” and defines gender-inclusive language as... “speaking and writing in a way that does not discriminate



against a particular sex, social gender or gender identity, and does not perpetuate gender stereotypes.” Check out [additional details and resources](#).

Resources & Links:

- [Gender-Inclusive Language Course](#)
- [Change Management Learning Resource](#)
- [LGBTQ+ Inclusion Part 1: Creating a Welcoming Environment](#)
- [LGBTQ+ Inclusion Part 2: Advocating for Change](#)
- [Supervisors Building a Gender-Inclusive Workplace](#)
- [Affinity Groups Guidance Document](#)
- The most recent APM 2-52 Gender Inclusive Workplace updates – including copies of communications like these – can be found on [EmployeeNet under Announcements](#).

Administrative Procedure Memorandum (APM) No. 2-52:

- [Inclusive Workplace APM 2-52](#)
- [APM 2-52 – Resource Guide for Transgender, Gender Non-Conforming, and Non-Binary Employees](#)
- [APM 2-52 – Gender-Inclusive Language Style Guide](#)

Organizational Development:

- [Upcoming Organizational Development Courses](#)
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