

EQUAL EMPLOYMENT OPPORTUNITY



Number	N/A
Policy Owner	Human Resources
Approved By	Chief HR Officer

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POLICY

Select Medical is an equal opportunity employer committed to dealing with employees in a nondiscriminatory manner and based on job-related qualifications and abilities. The Company will recruit (including recruitment advertising), hire, train, demote or transfer, layoff, recall, terminate, change rate of pay or other forms of compensation, and promote all persons without regard to race, color, sex (including pregnancy, gender identity, and sexual orientation), religion, national origin, age (40 and over), marital status, disability, or status as a disabled veteran or other protected veteran, genetic information, or any other protected status.

PROCEDURES

1. **Coverage:** This policy applies in all phases of the employment process and in compliance with applicable federal, state, and local laws and regulations.
2. **Identification as EEO Employer:** Select Medical identifies itself as an Equal Opportunity Employer on materials including but not limited to:
 - A. Employment Advertisements
 - B. Job Postings
 - C. Recruiting Materials
 - D. Application Forms
 - E. Employee Handbooks
 - F. Offer Letters
3. **EEO Posters:** All required federal and state posters on Equal Employment Opportunity will be posted in a conspicuous area accessible to employees.
4. **Pay Transparency Policy:** Select Medical will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with Select Medical's legal duty to furnish information.
5. **Anti-Harassment/Anti-Discrimination Policy:** Employees and applicants of Select Medical will not be subjected to any form of harassment or discrimination for exercising rights protected by, or because of their participation in an investigation or compliance review related to, the Americans With Disabilities Act, Section 503 of the Rehabilitation Act of 1973, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, the Veterans Employment Opportunities Act of 1998, or any other federal or state non-discrimination law, rule, or regulation. Such rights include protection against discrimination on the basis of a person's relationship or association with a protected veteran.

6. **Open Door Policy:** Any applicant or employee who believes there has been a violation of Select Medical's policy, or any applicable law relating to equal employment opportunity, should immediately contact their recruiter, in the case of an applicant, or their direct supervisor, in the case of an employee. If the recruiter or supervisor is unable to resolve the issue or the applicant/employee feels uncomfortable going to that individual, the applicant/employee may contact senior management or Human Resources at the division level or Shared Services Human Resources at Select Medical in Mechanicsburg, PA (See "Open Door Policy").

7. **Complaints:** Select Medical will continue to direct management personnel to take such action as may be required to prevent behavior prohibited by this policy. All matters will be investigated and appropriate disciplinary action will be taken, up to and including termination of employment, if necessary. Retaliation against anyone who complains of or witnesses behavior contrary to this policy is also prohibited.

8. **Affirmative Action Program:** Select Medical also maintains affirmative action programs to implement our equal employment opportunity policy for individuals with disabilities and protected veterans. Employees or applicants who wish to review the full narrative portion of Select Medical's affirmative action program for individuals with disabilities or protected veterans may schedule an appointment to do so by contacting Mary Lacey, Compliance Officer, during normal business hours.