



Student Mistreatment Flowchart

Student(s) experiences mistreatment, discrimination, or harassment.
[Definitions here.](#)

Contact Student Affairs Coordinator*

Student Affairs Coordinator sets up meeting (phone, email, in person, virtual)

Student Affairs Coordinator provides informal advising. Student decides how to proceed

Note:
 If you are concerned about harm to yourself or others call 911 and seek immediate assistance.
 You may also contact the Office of Discrimination and Harassment Prevention Services (DHPS)
DHPS@usask.ca

* All information shared with the Student Affairs Coordinator is confidential unless the student gives consent. This preliminary online form has the option to remain anonymous. If you choose complete a nonymity, OSA will be unable to follow up with you about the status of your complaint.

No report at this time

Informal Report**

Formal Report

OPTIONAL: Work with the Student Affairs Coordinator on strategies to move forward

Complainant determines if they wish to remain anonymous

Work with the Student Affairs Coordinator to complete formal complaint form here

Anonymous

Non - Anonymous

Report forwarded to respondent's¹ relevant authority who meets with respondent to discuss

Mediation meeting with the Student Affairs Coordinator, respondent¹, complainant², and if needed, relevant authority or support person

Submit report to Office of DHPS

** The Student Affairs Coordinator can work with you to complete a report but will not initiate informal/formal process until you are comfortable to proceed. Options include proceeding after clinical placement completion or after graduation.

Follow-up report submitted to complainant***, Student Affairs Coordinator, Director, Program Chair, and relevant staff/faculty.

*** Unless the complainant chooses to remain anonymous in the preliminary online form.

Accrued and de-identified mistreatment data reported quarterly and/or annually to key stakeholders.

¹ alleged offending party in the report
² individual making the report