

System-wide Policy: HR0115 - Employment of Relatives	
Version: 6	Effective Date: 10/01/2017

HR0115 – Employment of Relatives

Topics:

Procedures	Related Policies
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Objective:

To prevent conflict of interest in decision-making due to factors of kinship in reporting relationships among employees.

Policy:

For the purpose of this policy, **relative** shall mean a parent, foster parent, parent-in-law, child, spouse, brother, foster brother, sister, foster sister, grandparent, grandchild, son-in-law, brother-in-law, daughter-in-law, sister-in-law, or any other family member who lives in the same household.

Employment of relatives is permitted. However, no employees who are relatives shall be placed within the same direct line of supervision whereby one relative is responsible for supervising the job performance or work activities of another relative.

Should a situation arise whereby a university employee must directly supervise the job performance or work activities of a relative, that situation must be remedied by either an intradepartmental or interdepartmental transfer of at least one of the employees. The next higher administrative officer of the employees shall advise the employees of the available alternatives. Such employees shall be given the opportunity to select among the alternatives. If the employees are unable to agree upon any such alternative within 60 days, then the next higher administrative officer, with the approval of the campus human resources office and chief administrator shall take appropriate action to remedy the situation. Such action may include an involuntary transfer or termination of employment.

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PROCEDURES:

Health Science Center:	https://uthsc.policymedical.net/policymed/home/index?ID=de47aa28-16aa-408b-9c96-cb04f232964f&
Space Institute:	http://www.utsi.edu/index.php/utsi-procedures/

Related Policies: [HR0105 - Employment Status](#), [HR0110 - Employment of Minors](#), [HR0120 - Employment of University and State of Tennessee Retired Employees](#), [HR0122 - Employment of University Employees by Other University Personnel](#)