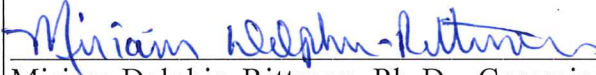




STATE OF CONNECTICUT  
 Department of Mental Health & Addiction Services



**Commissioner's Policy Statement and Implementing Procedures**

<b>SUBJECT:</b>	Employment of Relatives
<b>P &amp; P NUMBER:</b>	Chapter 2—Human Resources/Employee Services
<b>APPROVED:</b>	 Miriam Delphin-Rittmon, Ph.D., Commissioner <span style="float: right;">10/3/18 Date:</span>
<b>EFFECTIVE DATE:</b>	May 6, 1993
<b>REVISED:</b>	July 1, 1996, August 1, 1996, March 20, 2014. Replaces Commissioner’s Policy Statement #48 dated 8/1/1996
<b>REFERENCES:</b>	
<b>FORMS AND ATTACHMENTS:</b>	

**STATEMENT OF PURPOSE:** To establish guidelines governing the hiring and placement of relatives of currently employed persons with the Department of Mental Health and Addiction Services.

**POLICY:** It shall be the policy of the Department of Mental Health and Addiction Services that relatives of current employees may be considered for employment within the Department. However, relatives will not be considered for any position that would place the applicant under direct supervision of the relative or the relative under the supervision of the applicant or any position where the employed relative might influence the salary, benefits, working conditions, or personnel transactions such as disciplinary actions of the applicant or vice versa. Current employees of the DMHAS are required to disclose any familial relationship that may cause conflict in accordance to this policy.

The Department of Mental Health and Addiction Services reserves the right to restrict, or modify the employment of relatives when such appointment would place the applicant within the same physical work location. Reassignment of affected employees may be arranged, when appropriate.

If the relative relationship is established after employment a reassignment shall be made either voluntarily or involuntarily.

For the purposes of this policy, a relative shall mean an individual who is father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, half-sister husband or wife (applies not only to legally married spouse but also to any “partner living with an employee”).