



# VCU

## Integrity and Compliance

### Anatomy of a Case/Report

# 0000aa16: Discrimination Based on Protected Class - Audit and Compliance Services

1

[Use my default notification settings](#)

#### Overview

Provided by Reporting Party 10/4/2016 5:07 PM

**Issue Summary** [Edit](#) 2

This is where we would type the short summary for reporting purposes.

**Organization Name**  
Virginia Commonwealth University

**Relationship to Organization**  
I am currently an employee

**Issue Types** 1

*Current Issue Types*

Discrimination Based on Protected Class  X

Bullying 3

*Reported as*

Abuse of Power, Authority, or Control

**Involved Parties**

*Current Involved Parties*

Mr. Burns

Mayor Quimby 4

Waylon Smithers

*Initially Reported Involved Parties*

Mr. Burns

Mayor Quimby

**Location**  
[Audit and Compliance Services](#)

**Intake Method** 6  
Self

**General Timeframe** 5  
The last 26 seasons

**Submitted**  
10/4/2016 5:07 PM

**Department**  
[Audit and Compliance Services](#)

**Description**  
Mr. Burns is blackmailing Mayor Quimby for political favors. Also, he hires and fires people on a whim depending on whether they agree with him on the subject at hand.

**Reporting Party Survey Responses** 7

Q: Did the incident or violation occur more than once?  
A: Yes

Q: Were you the target of this behavior?  
A: No

Q: Did anyone else witness this incident?  
A: Yes

Q: Is anyone else aware of this violation?  
A: Yes

Q: Was anyone outside the organization involved in the violation?  
A: Yes

Q: Has the incident been reported to anyone in supervision or management?  
A: No

Q: Has the incident been reported to anyone outside the Organization?  
A: No

Q: Are you a current employee of the organization on which your report is based?

**71** 8  
Days Old

**Customer Reference Number**  
[2016.10.047.01](#)

**Status**  
[In Review](#)

**Issue Owner**  
[Jacqueline Kniska \(V70303535\)](#)

**Severity**  
[Unspecified](#)

**Recent Activity** 9

15 DEC Issue Viewed by Jaycee Dempsey (V00281168) today 10:37 AM

15 DEC Post Created by Jaycee Dempsey (V00281168) today 10:37 AM

15 DEC Thread Viewed by Jaycee Dempsey (V00281168) today 10:36 AM

15 DEC Involved Party Added by Jaycee Dempsey (V00281168) today 10:35 AM

15 DEC Issue Information Changed: Summary (Previous: This is a section for our internal purposes to leave notes for one another, yes? A: This is where we would type the short summary that we include on the Snapshot report.; Current: This is where we would type the short summary for

# Issue Types

10

Add issue type

See all activity (66 more)

## Discrimination Based on Protected Class

+ Add involved party

## Related Issues

Add issues

Issue 0005aa16  
Retaliation or Retribution: Audit and Compliance Services

14

## Related Policies

Add policies

## Bullying



Mr. Burns

### Roles

+ Manage roles

### Sanctions

Warning, Written  
Manage sanctions



Waylon Smithers

### Roles

+ Manage roles

### Sanctions

Manage sanctions



+ Add involved party

## Tags

Tags

15

4

People with access to this issue  
Manage allowed users for this issue

16

0

People denied access to this issue  
Manage denied users on this issue

# Messages

11

## Messages Visible to the Reporting Party

Start new message thread with reporting party



Reporting Party  
05:07 pm 10/4/2016

Communications with reporting party - This thread was created automatically for you to communicate with the organization.



1 reply  
10:37 am today

## Internal Team Messages

Start new message thread with the internal team



Jaycee Dempsey  
(V00281168)  
03:55 pm 10/10/2016

Looks like Sue would handle? - Do you agree?



0 replies  
03:55 pm 10/10/2016

## About the Reporting Party

Neither Convercent Staff nor your organization will receive your contact information

[This issue is not for my organization](#)

# Open Tasks

12

Add a new task



Assigned to  
Jaycee Dempsey  
(V00281168)  
today 10:50 AM

Record Review - Please pull Mr. Burns' personnel record, including past performance reviews.

0%



Due:  
12/22/2016

See all tasks (1 open, 1 completed)

# Attachments

13

## Attachments visible to reporting party

Upload Files



uploaded 10/4/2016 5:07 PM by Reporting Party  
burns.gif



## Attachments visible to internal team

Upload Files



No Attachments visible to Internal Team Only  
[Add a New Attachment for the Internal Team](#)

**Corruption/Favoritism***assigned to Jaycee Dempsey (V00281168)*[0 activities](#)[0 messages](#)[0 open tasks](#)[0 attachments](#)**Corruption/Favoritism***assigned to Jaycee Dempsey (V00281168)*[0 activities](#)[0 messages](#)[0 open tasks](#)[0 attachments](#)

## Contributing Factors Summary 18

[Edit Contributing Factors](#)

## Behavioral Factors

[View selected behavioral factors](#)

## External and Organizational Influences

[View selected external and organizational influences](#)

1. Title and report identification #
2. Issue Summary – Internal for convenience and reporting purposes
3. Issue Type – As reported; Change or add below
4. Involved parties – As reported; Change, add and link to issue type below
5. Location, Time and Department – Update Location to MBU
6. Intake and Date – Self (proxy), web, call center
7. Description and Survey Response – Report details
8. General Report Information
  - Custom report #
  - Updating status
  - Who it is assigned to
  - Severity
9. Audit Trail – Who has done what with this report
10. Issue Types – Change or add; link to involved party; sanctions
11. Messages – Internal and to the reporter; initial notice within 24-48 hours
  - Asking questions or communicating status to reporter
  - Notes to other assigned team members
12. Tasks – Assigning specific tasks to an investigator or other individual
  - If not assigned report, task owner cannot see details
  - Must be marked complete
  - Email reminder every day after due date
13. Attachments
  - Documents provided by the reporter
  - Workpapers and other related case documents
14. Related Issues – Link reported concern to other related reports
15. Tags – Key words, policy titles, and anything that you would like to track
16. Report Access – Who can see the report; parties who are conflicted due to being involved, relationship with involved parties or other conflict
17. Investigations – For complex reports; as needed
18. Contributing Factors
  - Open text
  - Selecting from list for each issue type