

WSU POLICY ON RELIGIOUS HOLIDAYS AND OBSERVANCES

This document includes a resource on [Religious holidays and observances - Office of Inclusive Excellence](#) (*click link*) to encourage program awareness and engage in practices that focus on **retaining a diverse and inclusive workforce** of residents, fellows, faculty members, and administrative staff members ([ACGME Common Program Requirement: I.C.](#))

The calendar of religious holidays and observances is designed to support efforts to respect the faith and religious observances of our trainees, faculty, and administrative staff. Because of the extraordinary variety of religious affiliations of the Wayne State University student body and staff, the Academic Calendar makes no provisions for religious holidays. However, it is the University's policy to respect the faith and spiritual obligations of the individual.

Adding holidays/observances to your calendar

Method 1: From Religious Holidays and Observances Resource

Click on the date to add a holiday/observance to your calendar. Then, follow the instructions on the event page to add the calendar date.

Method 2: From Outlook

- Click **File > Options > Calendar**.
- Under **Calendar options**, click **Add Holidays...**
- Check the box for each faith or country whose holidays you want to add to your calendar.

Program opportunities to incorporate inclusive workforce practices

When possible, practices throughout the year should be inclusive. Here are a few helpful tips for maintaining an inclusive clinical and educational environment.

- Add holiday/observance to your calendar
- Be mindful of religious practices when scheduling meetings and events.
 - For example, a working lunch during Ramadan could exclude fasting Muslims.
- Recognizing that not every employee celebrates the same holidays.
- Educating residents, fellows, and faculty about different religious practices can reduce workplace conflicts due to misunderstandings and foster a more inclusive work environment.

Questions may be directed to GME Director of Education [Molly Hepke](#) or Administrative Director [Martha Jordan](#).