



All Wales Anti-Sexual Harassment Policy Frequently Asked Questions (FAQ)

What is sexual harassment?

Sexual harassment is any **unwanted behaviour of a sexual nature** that makes someone feel uncomfortable, degraded, intimidated, humiliated or unsafe. It is judged by the **impact on the person experiencing it**, not the intention of the person behaving that way. This includes, but is not limited to:

- **Verbal behaviours** such as unwanted comments or advances.
- **Non-verbal behaviours** like intrusive staring or inappropriate gestures.
- **Physical behaviours** such as unwanted contact.
- **Creating a hostile environment** that impacts someone's wellbeing.

A single incident can be sexual harassment.

For further information on definitions and terminology, please see section 5 of the policy:

[HR 116 All Wales NHS Wales Anti-sexual Harassment Policy](#)

1. Who does the policy apply to?

The policy applies to **everyone** working with or for NHS Wales, including:

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- All employees (clinical and non-clinical)
- Bank, agency, locum and temporary staff
- Volunteers, students and apprentices
- Contractors and consultants

It also covers harassment by **patients, visitors and third parties**.



2. Where can sexual harassment happen?

Sexual harassment can happen:

- At work or on NHS premises
- During home or community visits
- At training, conferences or work-related events
- During work-related social events
- Online, including email, messaging apps and social media

However, this list is not exhaustive, and people may experience sexual harassment in various other scenarios.

3. What should I do if I experience sexual harassment?

You **do not** have to deal with it alone.

You can: -

- Speak to your manager
- Contact People & Culture
- Speak to a Trade Union representative
- Contact the Safeguarding team
- Use the **Speaking Up Safely** route (including anonymous reporting)

If you feel unsafe or that a criminal offence may have occurred, contact the police (999 in an emergency).

Further information on raising a concern and speaking up safely can be found here: [Raising Concerns and Speaking Up Safely](#)

To contact people and culture visit the self-service portal [Powys Teaching Health Board - User Portal - I need something](#) or email PTHB.workforcegeneralenquiries@wales.nhs.uk.



To contact safeguarding email PowysTHB.Safeguarding@wales.nhs.uk or by ringing the Central Safeguarding number 01686 252806.

4. What if I just want to talk and not act yet?

That is called a **disclosure**.

You can disclose without making a formal report. Your wishes will normally be respected, unless there is serious safeguarding or safety risk.

Support will still be offered.

5. Will my information be kept confidential?

Yes — **as far as reasonably possible**.

Information is only shared on a need-to-know basis. Absolute confidentiality cannot be guaranteed if there are criminal or safeguarding concerns.

6. What if the person accused denies it?

All reports of sexual harassment are taken seriously, and any occurrence will not be tolerated. Concerns are investigated fairly, sensitively, and without any assumption of guilt. A report does not automatically lead to disciplinary action; however, the organisation has a duty to act and will take proportionate steps to protect staff and understand what has happened.

Both the person raising the concern and the person responding to it will be treated with respect and given the opportunity to share their account. Any outcomes or actions will be based on the evidence gathered and in line with policy and organisational procedures.



7. What if the harassment comes from a patient or member of the public?

This is still sexual harassment and **will not be tolerated**. The steps outlined in question 3 still apply, however, ensure that you:

- Report it to your manager
- Record it via DATIX

Relevant and appropriate steps will be taken to prevent this occurring.

8. What if I witness sexual harassment?

You are encouraged to:

- Intervene if it is safe to do so
- Support the person affected
- Report what you saw to your line manager

Witnesses are protected from victimisation.

Further information on raising a concern and speaking up safely can be found here: [Raising Concerns and Speaking Up Safely](#)

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9. Will I be treated badly for reporting?

No. **Victimisation is unlawful.**

Anyone who retaliates against someone for reporting sexual harassment will face disciplinary action.



Support available to staff

Support is available regardless of whether you make a formal report, including: - Occupational Health and Wellbeing Services - Trade Union support - External specialist organisations. Please refer to the wellbeing intranet page for further information.

[PTHB Connect - Wellbeing - Home](#)



Sexual Harassment – Manager Quick Reference Guide

Your role as a manager

As a manager, you have a legal and organisational duty to take reasonable steps to prevent sexual harassment and to respond promptly, fairly and sensitively when concerns are raised.

Sexual harassment is any unwanted behaviour of a sexual nature that makes someone feel uncomfortable, degraded, intimidated, humiliated or unsafe. It is judged by the impact on the person experiencing it, not the intention of the person behaving that way.

If someone discloses sexual harassment to you

Do:

- Listen, believe and thank them for speaking up
- Check they are safe
- Ask how they want to be supported
- Explain confidentiality and its limits
- Record the disclosure securely
- Signpost to support
- Review the All-Wales Anti Sexual Harassment policy
- Contact People & Culture and Safeguarding for advice as required

Do not:

- Investigate informally on your own
- Promise absolute confidentiality



- Minimise or dismiss the concern
- Ask leading or intrusive questions

Disclosure vs Report

- **Disclosure:** the person talks but asks for no action yet
- **Report:** formal process begins

You should respect wishes **unless** there is safeguarding, criminal, safety or legal risk. It is important that you take advice from People & Culture and Safeguarding when a disclosure or a report is made.

Immediate actions to consider

- Contact People & Culture and Safeguarding
- Risk assess safety of the individual and/or team/patients
- Consider temporary adjustments
- Prevent contact between parties where needed
- Protect against victimisation

Please refer to the “responding to reports of sexual harassment” flow chart.

Reporting routes

- People and Culture
- Safeguarding team
- Speaking Up Safely (including anonymous reports)

Criminal concerns → Safeguarding / Police (999 in emergency)

Sexual harassment by patients or third parties

- Not tolerated
- Ensure staff safety
- Report via DATIX



- Complete and record a risk assessment

Risk assessment – manager responsibilities

- Proactively risk assess
- Identify local risk factors
- Record risks and controls
- Escalate significant risks
- Review annually and if incidents occur

Get advice early

If unsure, contact People & Culture or Safeguarding for advice.

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Further Information and Support

Live Fear Free provides help and advice about violence against women and men, domestic abuse and sexual violence. Live Fear Free operate 24/7, offer support through the Welsh language, have access to Language Line and use Sign Live to support deaf survivors.

Tel No: 0808 80 10 800

Rape Crisis England and Wales: 24/7 helpline that can provide immediate support if you have experienced sexual misconduct.

Victim Support: provide specialist help to support victims of crime to cope and move on to the point where they feel they are back on track with their lives.

Local Occupational Health and Wellbeing Services provide a range of services to help employees stay well both at home and at work

Trade Union representatives Provide advice and support to their members when they have issues at work.

Rape & Sexual Abuse Support Centre (RASASC) North Wales provides information, specialist support and therapy to anyone aged 16 and over who has experienced any kind of sexual abuse or violence either recently or in the past.

ACAS: helpline for anyone experiencing workplace related issues including sexual harassment/misconduct.

Rights of Women: have free legal advice lines for women who have experienced domestic abuse, sexual violence and sexual harassment/misconduct at work.

Surviving in scrubs: provide support, share survivor stories and campaign to end sexism, harassment, and sexual assault in the healthcare workforce.

Sexual Assault Referral Centres (SARC) offers confidential medical and practical support to people who have recently been raped or sexually assaulted.

Galop: support LGBT+ people who have experienced abuse and violence

SurvivorsUK: provide support to male and non-binary survivors of sexual violence, providing counselling, practical help and community on your healing journey.

UK Government Sexual Abuse Support for victims of sexual violence and abuse.

NHS help after rape and sexual assault: information on the NHS website about where to find support if you have been sexually assaulted, raped or abused.



Samaritans: support for anyone who's struggling to cope, and who needs someone to listen without judgement or pressure.

Equality and Human Rights Commission Technical Guidance

Rights of Women: A charity dedicated to providing frontline legal advice to women experiencing all forms of violence against women and girls in England and Wales.

HCPC Sexual Safety Hub: Raising awareness of the impact of sexual misconduct and helping to improve the sexual safety of service users, those working within health and social care, and the students and learners on our approved education programmes.

BMA Sexual Misconduct at Work Resources: Information on sexual misconduct and the resources to support you if you have been involved in an incident of sexual misconduct, or if someone is seeking your support.

Managing discrimination from patients and their guardians and relatives (BMA)

Unison sexual Harassment Guidance: Guidance and model policy

Wales TUC Sexual harassment Toolkit: Guidance and toolkit

National Stalking Helpline Run by the Suzy Lamplugh Trust, the helpline gives advice and information to people who believe they're being stalked (includes 'Am I being stalked?' tool

Tel no: 0808 802 0300

Men's Advice Line The Helpline for male victims of domestic abuse

Tel no: 0808 801 0327

BAWSO (Black Association Women Step Out): Provides practical prevention, protection and emotional support services to Black minority ethnic (BME) and migrant victims of domestic abuse, sexual violence, female genital mutilation, forced marriage, honour -based violence, modern slavery and human trafficking

Tel no: 0800 7318 147

Canopi Free and confidential mental health support for NHS and social care staff across Wales

NHS Wales Guidance for Victims of Violence and Aggression