



University of
Pittsburgh

Office of
Human Resources

Office of Human Resources

Standardized Patient Orientation

Updated Sept. 2, 2026



University of
Pittsburgh

Office of
Human Resources

A Message From Chancellor Joan Gabel



University of
Pittsburgh®

Orientation Agenda

- New Hire Paperwork and Policies
- Accessing the Pitt Portal and Pitt Worx
- Payroll Information
- Panther ID
- SP Specifics
- Campus Resources
 - Pitt Sustainability
 - Department of Environmental Health & Safety
 - Pitt Public Safety
 - Pitt Wellbeing

New Hire Paperwork and Policies



New Hire Paperwork

- **Standardized Patient Notification Form**
 - New hire has attended orientation
 - Additional information on University policies and procedures
- **Intellectual Property Rights Assignment Form**
 - Outlines University policies related to intellectual property rights

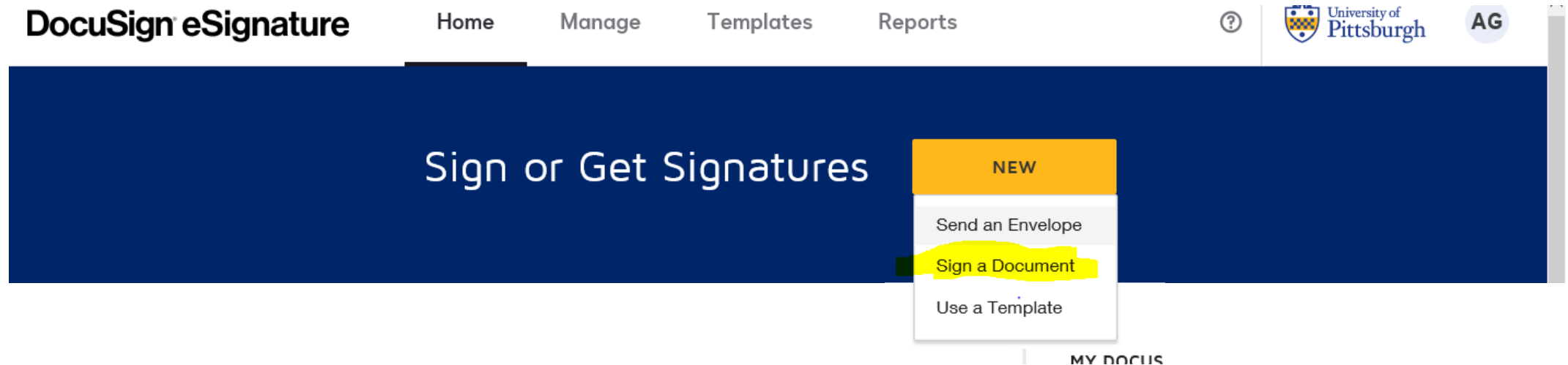
DocuSign

- DocuSign is Pitt's e-signature and workflow solution
- It allows you to send, sign and manage documents electronically
- Easily access and store your documents in a secure, online location
- Manage workflows and improve turnaround time on processes



DocuSign Process

1. Select “New” and then “Sign a Document”
2. Select “Upload” and then find the document that you want to upload for signature; once uploaded, select “Sign”
3. DocuSign will then ask for your signature and **email address to send the signed documents to**



University Policies

- The University promotes a respectful work and academic environment
- The Office of Policy Development and Management administers the policy development process, manages policy publication and catalogs, and advises on policy-related inquiries and education
 - These policies, available at policy.pitt.edu, apply to all University faculty, staff, students, and individuals on University property
- The Staff Handbook provides University staff members with an overview of the University's best practices
 - University policies can be found in the OHR handbook at hr.pitt.edu/handbook

Family Educational Rights & Privacy Act (FERPA)

- FERPA is a federal law that pertains to the release of and access to students' educational records maintained by an educational agency or institution or a party acting for or on behalf of the agency or institution.
- Under FERPA, students have the right to:
 - Inspect and review their educational records;
 - Request to amend their educational records;
 - Have some control over the disclosure of information from their educational records
- Unless subject to an exception under 35 CFR § 99.31, the University must have **written permission from the student** in order to release any information in their educational records, including to parents.

Additional FERPA information available at compliance.pitt.edu/FERPA

Health Insurance Portability and Accountability Act of 1996 (HIPAA)

- The Health Insurance Portability and Accountability Act of 1996 (HIPAA) was enacted to protect the privacy and security of health-related personal information.
- HIPAA requires institutions that store, transmit, and manage personal medical information to have control over the confidentiality, integrity, and availability of this data.
- The University has established guidelines for complying with HIPAA and has established specific computer security controls that must be enacted on any University computer system that stores, transmits, or manages HIPAA data.

Additional HIPAA information available at compliance.pitt.edu/HIPAA

Personal Use of University Time and Property

- Personal cell phone use should not interfere with your work and should be kept to a minimum.
- The University's email address cannot be used for personal mail.
- Personal use of University resources is not permitted (photocopiers; local and long-distance telephone and fax services; mail services; supplies and equipment).

Required Trainings

Required training for all staff:

- **RespectEDU for Faculty & Staff: Title IX and the Clery Act**

Please note: access to this training is not available until 7-10 business days after your start date.

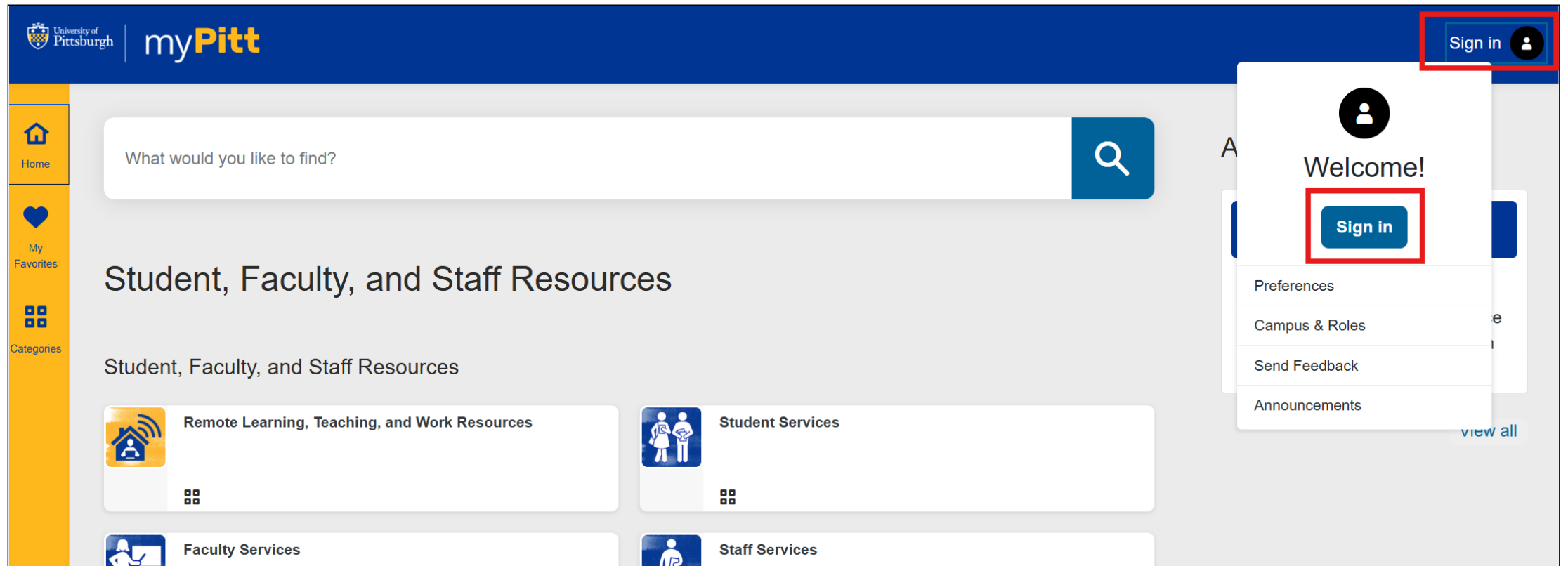
- **Information Security Awareness Training:**

Login to **KnowBe4** through pi.tt/securitytraining

Pitt Portal and Pitt Worx

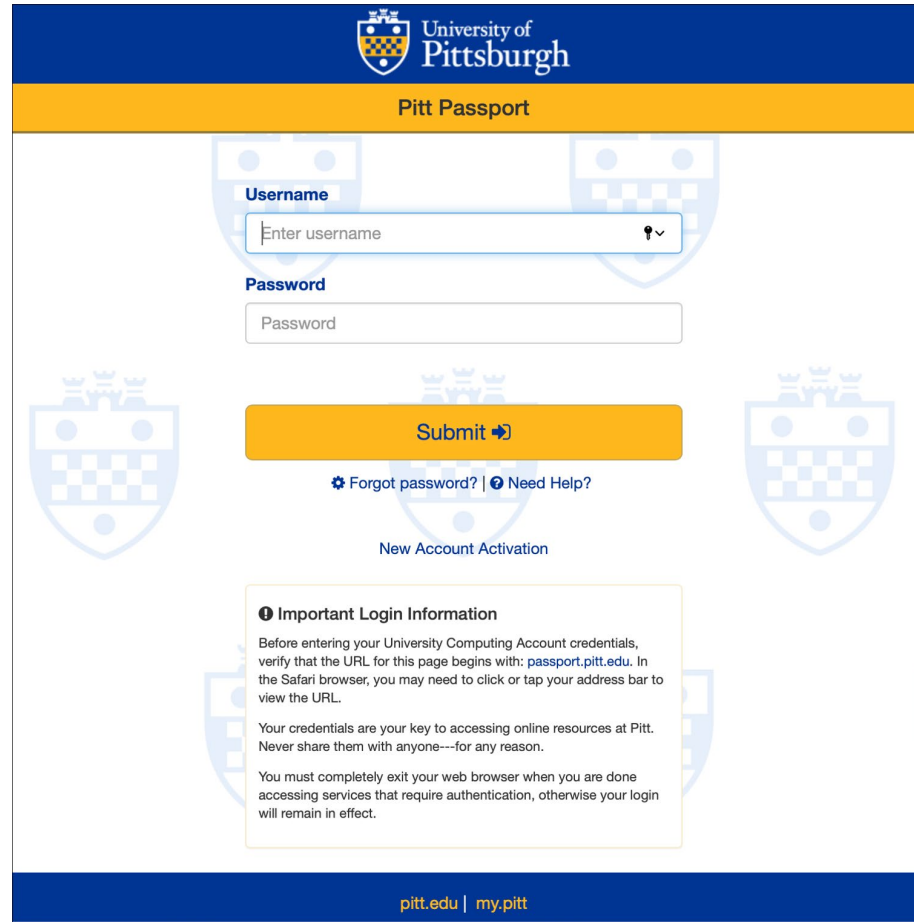


myPitt (Pitt Passport) Portal



Log in at: my.pitt.edu

myPitt Portal Log In



The screenshot shows the myPitt Portal Log In page. At the top is a blue header with the University of Pittsburgh logo and name. Below this is an orange banner with the text "Pitt Passport". The main content area has a light blue background with a repeating pattern of the University of Pittsburgh crest. It features a "Username" label above a text input field with the placeholder "Enter username" and a dropdown arrow. Below this is a "Password" label above a password input field. A large orange "Submit" button with a right arrow is centered below the fields. Under the button are links for "Forgot password?" and "Need Help?". Below these is a link for "New Account Activation". A yellow box contains "Important Login Information" with instructions on URL verification, credential security, and browser exit requirements. The footer is a blue bar with the text "pitt.edu | my.pitt".

University of Pittsburgh

Pitt Passport

Username

Enter username

Password

Password

Submit

[Forgot password?](#) | [Need Help?](#)

[New Account Activation](#)

Important Login Information

Before entering your University Computing Account credentials, verify that the URL for this page begins with: passport.pitt.edu. In the Safari browser, you may need to click or tap your address bar to view the URL.

Your credentials are your key to accessing online resources at Pitt. Never share them with anyone--for any reason.

You must completely exit your web browser when you are done accessing services that require authentication, otherwise your login will remain in effect.

pitt.edu | my.pitt

Multifactor Authentication (Duo)

- Multifactor authentication, provided by Duo Security, adds another layer of security to your online accounts when using the myPitt portal
- Duo also prevents unauthorized access to your information and University data, including confidential retirement account details, pay statements, or direct deposit information

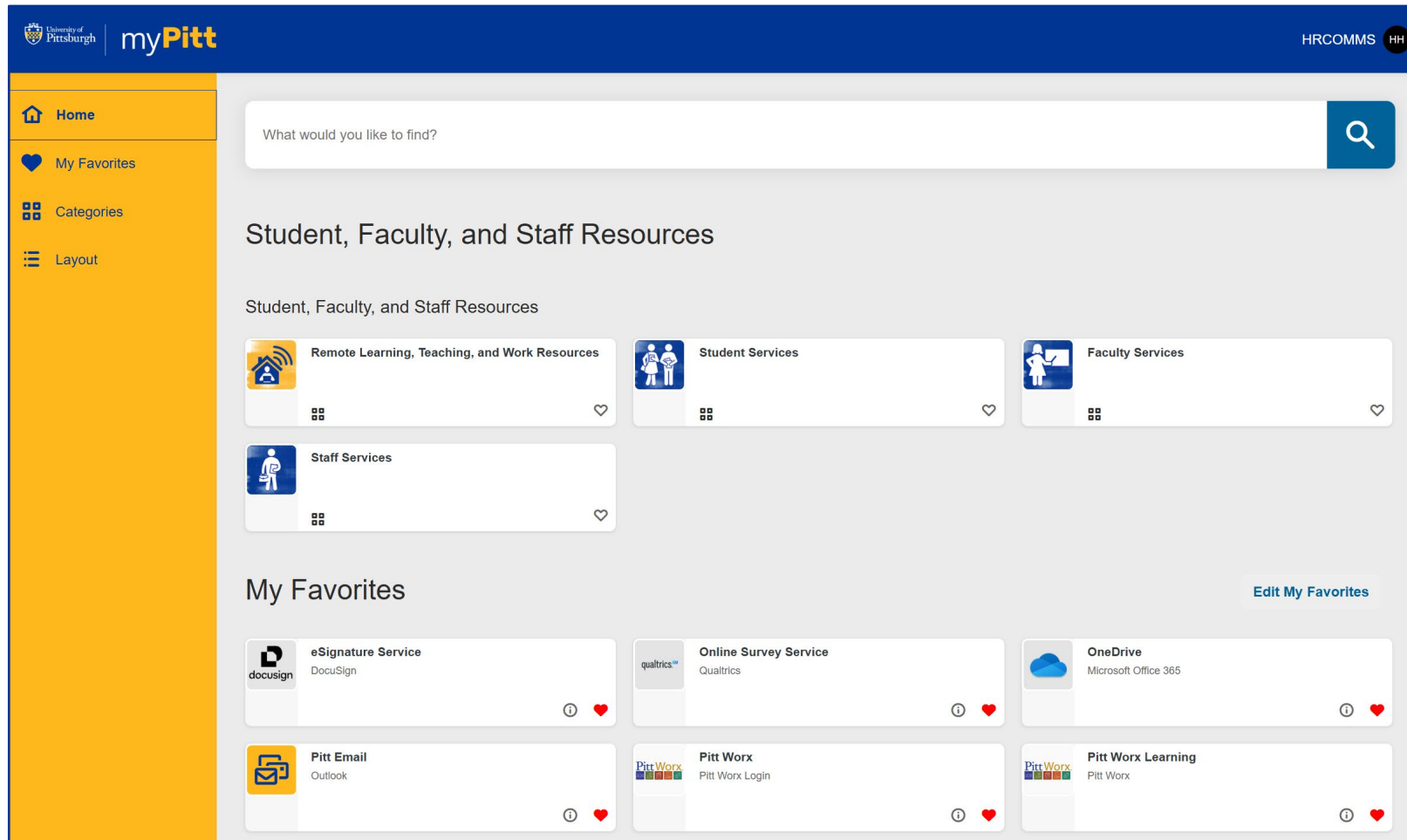
Getting Started with Duo

Get started in three easy steps:

- Decide what type of device or method to register as your primary means to authenticate
 - No smartphone? Get a hardware token (digital key fob) from either Drop-In Support Desk at the [University Store on Fifth](#) or [Hillman Library \(room G65\)](#).
- Register your devices and/or method
 - Log in to the *Manage My Account* service via [my.pitt.edu](#)
 - Click *Login & Security* then *Add/Manage Pitt Passport Devices* and complete the steps
- Log in to a Pitt Passport service using the device you registered and select *Send Me a Push*, *Call Me*, or *Enter a Passcode*

Set up multifactor authentication for your online accounts at
[**digital.pitt.edu/multifactor**](#)

myPitt (my.pitt.edu) Main Menu



The background is a grayscale photograph of a campus path lined with trees. Several black flagpoles are visible, each holding a flag. The flags feature the University of Pittsburgh logo, which includes a panther head and the word 'Pitt' in a stylized script. A black lamppost is also visible on the left side of the path.

Payroll Department

payroll.pitt.edu

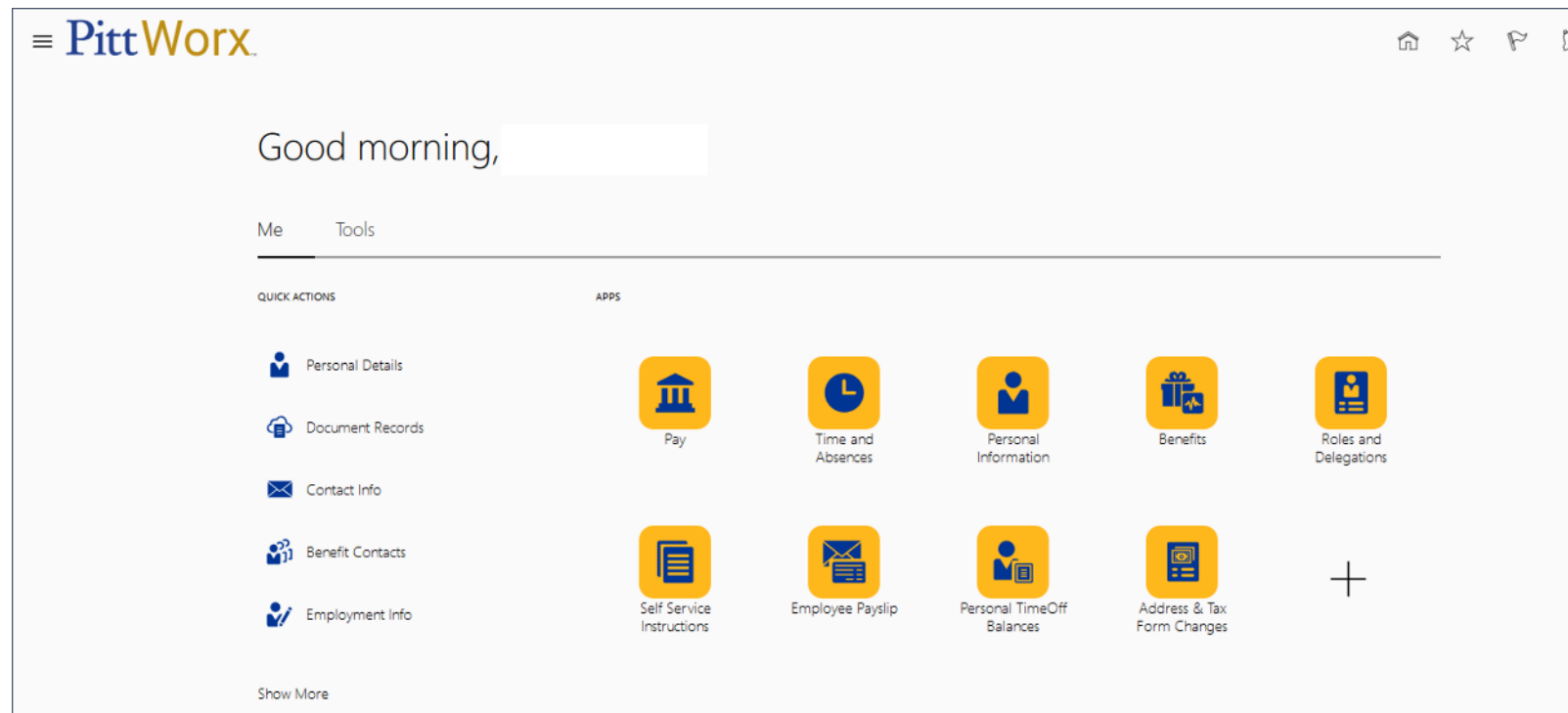
Logging into Pitt Worx

The screenshot shows the myPitt portal interface. On the left is a navigation sidebar with links for Home, My Favorites, Categories, and Layout. The main content area features a search bar at the top with the text 'Pitt Worx'. Below the search bar, the results are titled 'Search Results: 'Pitt Worx'' and include filters for Campus (All) and Roles (All, with a 'change' link). A grid of task cards is displayed below. The card titled 'Pitt Worx' with the subtitle 'Pitt Worx Login' is highlighted with a red rectangular border. Other visible task cards include 'Pitt Worx Learning', 'Pitt Worx Resources', 'Submit My Time Card', 'Update Personal Contact Information', 'Approve Time Cards', 'Change My Address as an Employee', 'Update Personal Status', 'The PantherExpress System', 'TeamDynamix Time Card', 'Fiscal Panther Dashboard Hub', and 'Compost'. Each card includes an icon, a title, a subtitle, and small information and heart icons at the bottom right.

Search for “Pitt Worx” on the myPitt portal page and select this task to launch

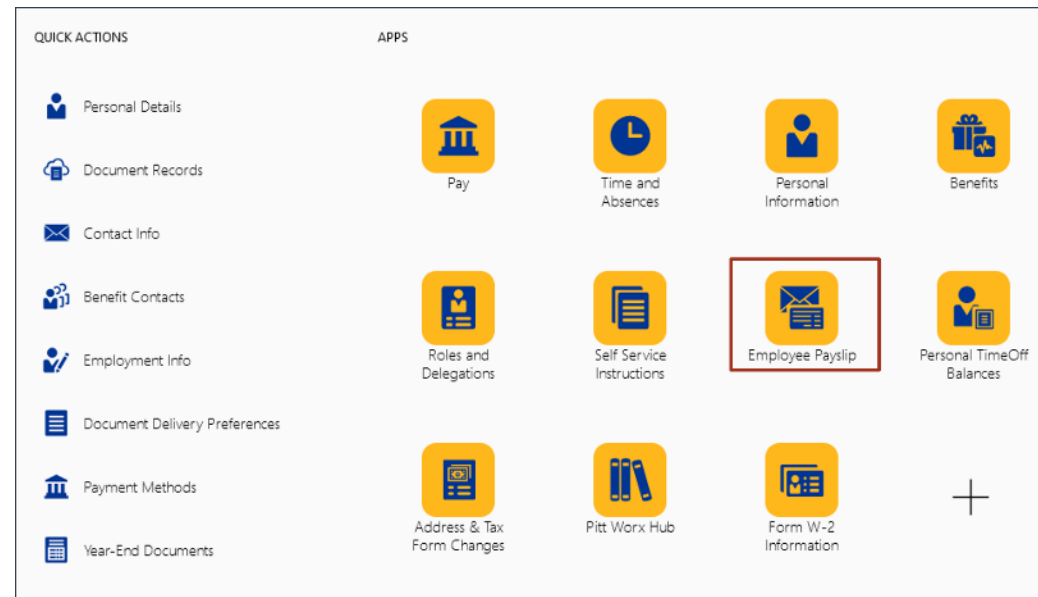
Pitt Worx Employee Self-Service

Use Employee Self-Service in Pitt Worx to update your Direct Deposit, W-4, or Address, or view payslips



Online Pay Statements

- Payslips can be accessed online in the Employee Payslip section of Pitt Worx Employee Self-Service
 - Available on payday
 - View statements up to three years prior
 - Lists earnings and deductions
 - Access to online payslips restricted if you become inactive, so you may wish to download and retain copies of your pay statements after each pay date.
- If you forget your username or password, contact the Technology Help Desk for assistance at 412-624-4357 or helpdesk@pitt.edu



Form W-4

- Anyone hired or requesting a change Jan. 1, 2020 or after must complete the newest Form W-4
 - If you do not complete a new form, the default filing status is Single
- After you submit your change, please be sure to review your next pay statement; it is important you do a review to ensure the correct amount of taxes are withheld
- If you need to make additional changes, the IRS permits you to update your Form W-4 at any time throughout the year; you can update your filing status and allowances through Employee Self-Service

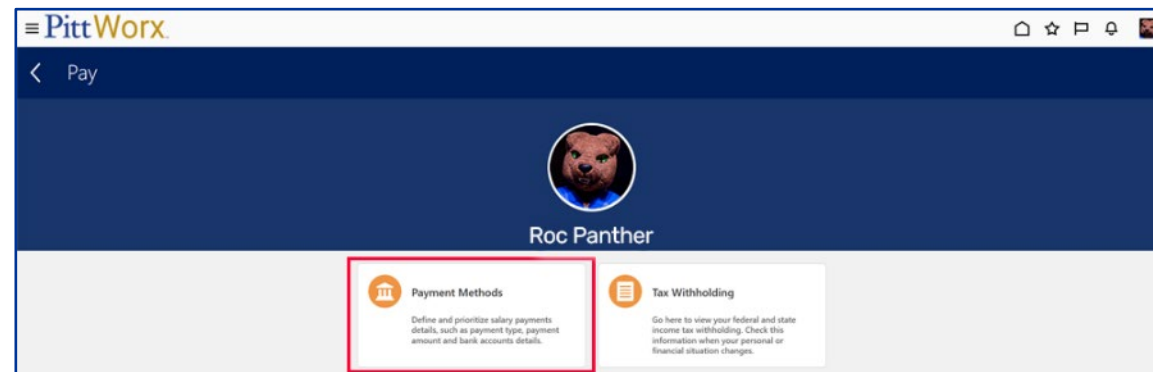
Form W-4 Department of the Treasury Internal Revenue Service		Employee's Withholding Certificate ▶ Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. ▶ Give Form W-4 to your employer. ▶ Your withholding is subject to review by the IRS.		OMB No. 1545-0074 2020
Step 1: Enter Personal Information	(a) First name and middle initial		Last name	(b) Social security number ▶ Does your name match the name on your social security card? If not, to ensure you get credit for your earnings, contact SSA at 800-772-1213 or go to www.ssa.gov .
	Address			
	City or town, state, and ZIP code			
	(c) ☐ Single or Married filing separately ☐ Married filing jointly (or Qualifying widow(er)) ☐ Head of household (Check only if you're unmarried and pay more than half the costs of keeping up a home for yourself and a qualifying individual.)			
Complete Steps 2-4 ONLY if they apply to you; otherwise, skip to Step 5. See page 2 for more information on each step, who can claim exemption from withholding, when to use the online estimator, and privacy.				

Tax Information

Description	Rate
Social Security	6.2%
Medicare	1.45%
Federal Income Tax	Based on Form W-4
SIT – PA	3.07%
SUI – PA	.07%
Local EIT	Rates vary by address
Pittsburgh LST	\$4.33 (monthly) \$2.00 (biweekly)

Online Direct Deposit Form

- **Direct deposit is mandatory for all new hires**
- Direct deposit is available for one bank account only
- You may add/edit personal payment information, including your bank account details, within Pitt Worx, selecting Pay>Payment Methods
- After changing your direct deposit, you will receive an email confirmation to your Pitt email account



Tax Form Changes

- In Pitt Worx, select the Address & Tax Form Changes icon under the APPS section of the Me page. You will be redirected to Pitt Passport to access your forms. *(Image 1)*
- From the home screen, review your home address and work address – this will drive what forms are presented to you. If no changes are needed to your home address, select Continue to Forms under the home address. *(Image 2)*
- You will be presented all applicable federal, state, and company forms based on your home and work addresses.
- You can review all your taxation information for each of your pays via your pay statements in Pitt Worx. Please be sure to check your pay statement if you do make any updates to your tax forms.

Instructions at hr.pitt.edu/tax-form-updates

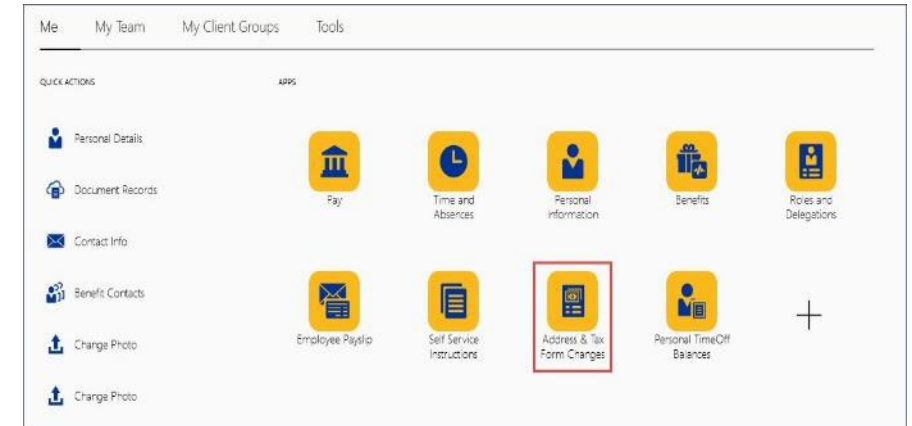


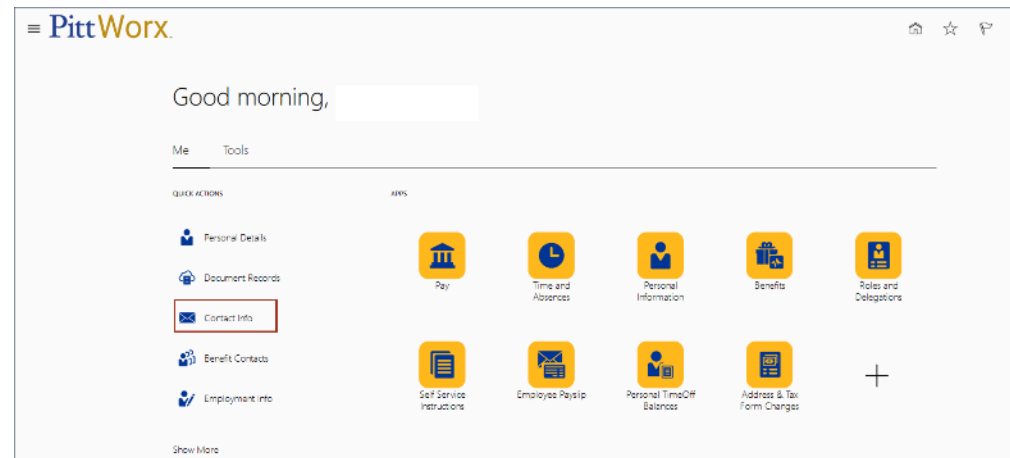
Image 1

A screenshot of the address update form in Pitt Passport. It is divided into two main sections: 'Residential Address' and 'Work Address'. Under 'Residential Address', there is a 'Permanent Address:' field with the text 'Pittsburgh, PA 15207-1454 USA' and a link to 'Edit Permanent Address'. Under 'Work Address', there is a 'Work Location:' field with the text '200 S Craig St Pittsburgh, PA 15260-3706 USA'. At the bottom of the form, there is a blue button with a right arrow and the text 'Continue to Forms'.

Image 2

Online Residency Certification Form

- You must list your permanent address; P.O. boxes are not permitted
- Local taxes are calculated based on the address in the system
- Your annual W-2 tax form will be mailed by ADP via USPS to the address on file in Pitt Worx, unless you opt in for electronic delivery
- Address can be changed in the “Contact Info” section of Pitt Worx Employee Self-Service
- If you will be working remotely, please work with your department to complete a [Flexible Work Agreement](#).



Electronic Form W-2: Employee Consent

- You have the option to receive your Form W-2 (IRS Wage and Tax Statement) electronically.
- You will have the ability to opt-in for electronic Forms W-2 on the next business day after your first pay date; however, you must have a permanent social security number on file. Refer to the [opt-in instructions](#) on the Payroll website for more information.
- To opt-in or to access your electronic Form W-2 through Pitt Worx as an active employee: log into the [my.pitt.edu](#) portal, select “Pitt Worx” from the task list, then select “Form W-2 Information” from the “Me” section of the homepage.
- To opt-in or to access your electronic Forms W-2 directly through ADP: follow the detailed [ADP access instructions](#) on the Payroll website.
 - You must go through ADP directly if you do not have Pitt Worx access due to inactive status, termination, or if there is a Pitt Worx outage.
 - Active employees can access Forms W-2 directly through ADP at any time but have the additional option of going through Pitt Worx as described above.
- Benefits of receiving an electronic W-2 form:
 - **Safe.** Reduces the risk of identity theft, reduces the risk of a Form W-2 being lost in the mail, secures your personal information.
 - **Fast.** Electronic W-2 forms will be available before mailed forms. Employees will be notified in Pitt Worx when their W-2 is available to view and print.
 - **Accessible.** W-2 statements will be accessible in Pitt Worx whenever necessary by all active employees.
 - **Green.** Help us advance our sustainability goals. If electronic consent is provided, a paper W-2 form will not be printed and mailed.

Visit the Payroll website to learn more about the electronic Form W-2 and how to opt in at [payroll.pitt.edu/employee-self-service/electronic-form-w-2-access-and-consent-opt-paperless](#)

Payroll Website

- Frequently Asked Questions
- Pay schedules (including Compensation and Overtime)
- Paycheck calculator for estimating your pay
- Forms and instructions
- Tax information

Visit the Payroll website for all resources at payroll.pitt.edu



Retirement Savings Plan and Your Panther ID Card

Retirement Savings Plan

- Defined Contribution Plan (403b plan) – Supplemental only
- Not eligible for matching University contributions
- Employee makes contributions – a % of biweekly pay
- Balance of the account depends on the returns from the investments and the funds contributed over time
- Eligibility to contribute begins the first of the month following 30 days of employment

Retirement Savings Plan at Pitt: hr.pitt.edu/retirement-savings

Your Panther ID (Gold Card), Part 1

Newly hired faculty/staff at our Pittsburgh campus can choose between two options for their University ID: Either a **Mobile Panther ID** or a physical **Panther ID Card**:

- The **Mobile Panther ID is the preferred credential on the Pittsburgh campus** that allows our students, staff, and faculty to use their iPhone, Apple Watch, Samsung Galaxy, Samsung Galaxy Watch, and other eligible Android phones in place of a physical ID card. Once downloaded to the digital wallet on your phone or watch, the Mobile Panther ID does everything that a physical Panther Card does and more. **If you choose the Mobile Panther ID, you will not be issued a physical ID card.**
- Panther Central, the University's ID Center, will reach out to you via email, with photo guidelines and instructions on how to pre-submit your photo for either option.
- If you've opted for the Mobile Panther ID, you'll receive an email from Panther Central to upload a photo. Once the photo is approved, you'll get an email to download the **Transact EAccounts** app. After the app has been downloaded, follow the instructions to install your Mobile Panther ID. If you wish to use tap-to-pay on Pittsburgh Regional Transit (PRT) transportation, you'll also need to [download and install the PRT Ready2Ride app](#) to use along with your Mobile Panther ID.
- If you've opted for a physical Panther ID Card, Panther Central will notify you via email that your card is ready for pick up at Panther Central in the Litchfield Towers.
 - Please wait 24 hours to allow your department and the system to update to reflect your employment
 - It is the responsibility of your department to fill out the paperwork to add swipe access to your ID card for your department or building
 - If you work in a UPMC-owned or operated building, you may be required to obtain a UPMC ID/Security badge for access into these areas - Please see your supervisor to process that request.

Your Panther ID (Gold Card), Part 2

Newly hired staff at our Pittsburgh campus working in the following locations will **need to obtain a physical Panther ID card** as part of your onboarding process. Please work with Panther Central to process your Panther ID card.

Buildings:

- **The Assembly** - 5051 Center Avenue – Biomedical research
- **BST3** - 3501 Fifth Avenue – Biomedical Science
- **Murdoch Building** - 3420 Forbes Avenue – PAS program offices
- **Bioforge Building** - 3400 Forbes Avenue – Life Sciences
- **Bridgeside Point II** –450 Technology Drive – McGowan Institute, Regenerative Sciences

Also, newly hired staff working for the DLAR will need to obtain a physical card for entry into buildings and timecards.

Additional Panther Central information is available at pc.pitt.edu

Panther Central

- **Panther Central's main office** is located in the lobby of **Litchfield Towers**. The office can be accessed from the Forbes Avenue side of Towers, and is open 24 hours a day, seven days a week.



Perks of being a Standardized Patient

- Unlimited free access to the University's shuttle system using your Pitt Gold Card – includes Pitt, CMU and UPMC shuttles
- Free parking for Oakland events at the University Center Garage
- University Library privileges using your Pitt Gold Card
- Free *LinkedIn Learning* course access - hr.pitt.edu/learning
- Flexible hours

OHR Resources

- **HR website – hr.pitt.edu**
 - Staff handbook; University policies and procedures; Faculty and Staff Development Program; manager resources
- **[myPitt](#) Portal > Categories > Human Resources**
 - Single sign-on access to many HR tasks, including: Health Plan Access, Retirement Savings login and more!
- **Read the University Fact Book at ir.pitt.edu/factbook**

OHR on Social Media:

- **Facebook:**
 - fb.me/PittHumanResources
- **Instagram:**
 - instagram.com/Pitt_HR
- **LinkedIn:**
 - linkedin.com/showcase/pitt-ohr

Pitt Sustainability
sustainability.pitt.edu



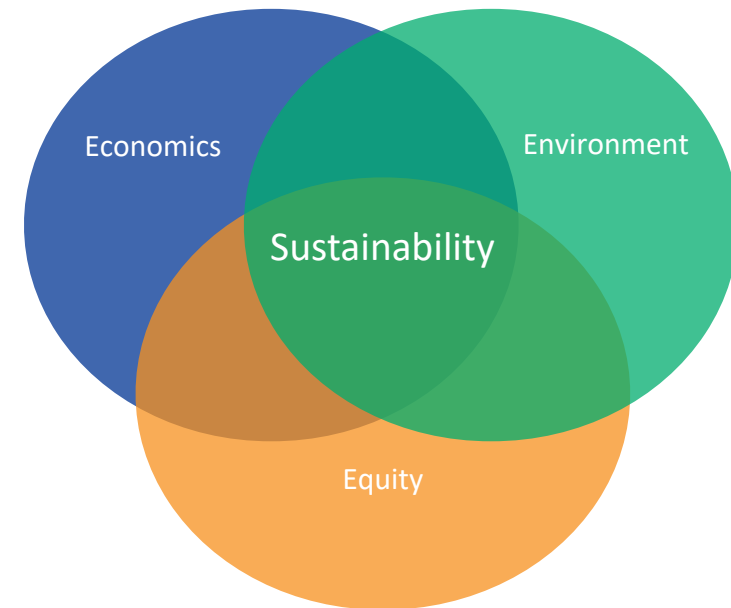
About Pitt Sustainability

The University of Pittsburgh defines “sustainability” as balancing equity, environment, & economics so current and future generations can thrive. Sustainability is a **core value** at the University of Pittsburgh, integrated into research, education, engagement, & operational missions.

EQUITY - We focus on providing fair access to resources and opportunities, addressing disparities across communities.

ECONOMICS - We foster economic growth that aligns with sustainable practices, balancing development with long-term environmental and social goals.

ENVIRONMENT - We safeguard natural ecosystems and promoting practices that support ecological health and resilience for future generations.



Our Impact and Rankings

Recognition: Pitt has earned national third-party rankings & certifications, highlighting our commitment to sustainable practices & measuring our achievements against peer institutions.



Strategy: Published in 2018, the *Pitt Sustainability Plan* outlines 15 impact areas and 61 goals to guide the University's sustainability efforts & track progress through key performance indicators. These impact areas are grouped into three themes: **Stewardship, Exploration, and Community & Culture.**

See how we're doing in the [**2018-2022 Progress Report!**](#)

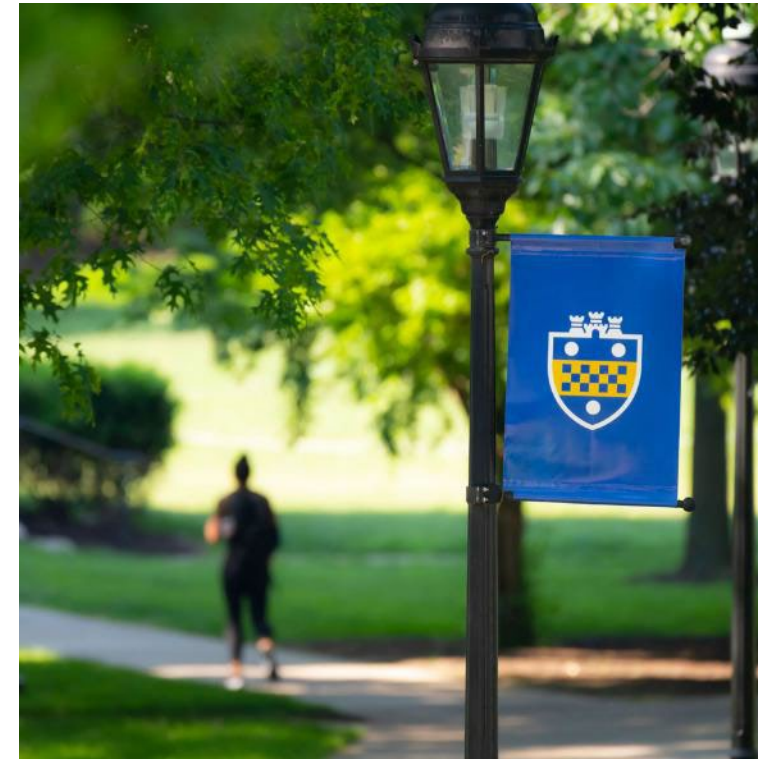


Employee Sustainability Resources

Culture: Every Pitt employee has a role to play in achieving Pitt's 61 sustainability goals, including reaching carbon neutrality by 2037 and reducing landfill waste 25% by 2030.

Tools: The **Employee Green Guide** provides employees with resources to take an active part in advancing the University's sustainability efforts:

- Pitt Green Office & Lab designations
- Recycling, composting, & zero waste
- Commuting options, including free transit & bike share
- Sustainable purchasing, surplus, & reuse
- Sustainability professional development certificate
- Education, events, community, & culture opportunities



Learn about Pitt Sustainability at sustainable.pitt.edu

Environmental Health and Safety

ehs.pitt.edu



Department of Environmental Health and Safety

- EHS is committed to keeping the campus safe by providing occupational training, providing health and safety resources, and more to the Pitt community
- Services include:
 - Fire prevention and life safety
 - Hazardous materials and waste
 - General safety and accident investigation
 - Training and education
 - Regulatory compliance

Additional information is available at ehs.pitt.edu



Public Safety
Department
police.pitt.edu

Public Safety Department Info

- How to contact the Pitt Police:
 - **Emergency phone line:** 412-624-2121
 - **Administration phone line:** 412-624-4040
 - **Anonymous tip line:** 412-624-2121
 - Explore the Emergency Event website for students and staff at emergency.pitt.edu
 - Email Pitt Police at police@pitt.edu
 - Online at: safety.pitt.edu/police
- Mini-stations are available at:
 - Forbes Avenue, under the stairs entering Lawrence Hall
 - Lobby of Sutherland Hall (upper campus – Sutherland Drive)
 - Bouquet Gardens, Building J
- Training
 - The new [Public Safety Training Module](#) is now available to guide Pitt community members through various public safety and emergency situations.

Public Safety Department Resources

- Stay safe around campus!
- Look for the blue EMERGENCY lights around campus
- Call the SafeRider program at 412-648-CALL (2255)
- Access shuttle services at pittshuttle.com
- Explore all services and resources available to the Pitt community at safety.pitt.edu



Pitt Concern Connection

What is Pitt Concern Connection?

- Pitt Concern Connection is available to the Pitt community to raise concerns and ask questions on many ethics and compliance topics – including Title IX, workplace discrimination, financial controls, and more – to help create a stronger, safer University community. [Watch a brief introduction video.](#)

Ask a Question

- If you have a question, you can ask anonymously and confidentially. You will be given a case number and password to check the status of your question.

Report a Concern

- The University of Pittsburgh wants to hear from you. This system makes it easy to report a concern, and you can do so anonymously.

Check Status

- You can check the status of your report or question using the access number and password you created when you submitted the report or question.

Website: pi.tt/concern **Anonymous Text:** 888-708-2722

PittSAFE Mobile Safety App



- Emergency Assistance
 - Call Pitt Police directly/access 911 emergency services
 - Mobile BlueLight emergency assistance
 - Pitt Alerts and emergency notifications
 - Emergency guidelines and preparedness resources
- Personal Safety Tools
 - Safety Timer for personal check-ins
 - Friend Walk to share your location with trusted contacts
 - Virtual Walkhome feature
 - Send an “I’m OK!” notification to friends and family
- Reporting and Communication
 - Report a Tip and Live Chat with Pitt Police
- Campus Resources, Alerts and Notifications



Visit the [Using the PittSAFE Mobile Safety App](#) how-to-guide

**Office of
Institutional
Engagement
and Wellbeing**
wellbeing.pitt.edu

What is Pitt Wellbeing?

The **Office for Institutional Engagement & Wellbeing** is a new office that brings together resources central to four main areas:

- Accessibility, Community & Culture
- Bias & Harassment Response
- Disability & Religious Accommodations
- Sexual Misconduct Prevention

Pitt Wellbeing's goal is to maintain the University's reputation as a world-leading institution of higher learning, an employer of choice and an economic driver for the Pittsburgh region.



Units That Make Up Pitt Wellbeing

- Civil Rights & Title IX
- Disability Resources & Services
- Engagement & Wellbeing Programs
- Sexual Violence Prevention & Education
(Prevention at Pitt)

Preventing Bias and Harassment

The University is committed to **maintaining an environment free from discrimination and harassment** based on race, color, religion, national origin, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity and expression, genetic information, disability, or status as a veteran (protected characteristics).

The Office for Civil Rights & Title IX also aids with obtaining **religious and pregnancy accommodations** for the University community.

Contact Us: titleixcoordinator@pitt.edu
pitt.ly/TitleIX

Plan for Pitt: Pillar 3

We will be welcoming and engaged.

As a place-based institution, we will hold fast to our roots and responsibilities in the communities of western Pennsylvania as we strive to have a powerful, positive effect on the world around us:

- **Represent the communities we serve and expand opportunities.**
- **Cultivate belonging and a welcoming culture.**
- **Be an employer of choice.**

University Policies and Practices

The **Nondiscrimination, Equal Opportunity, and Affirmative Action Policy**, **Sexual Misconduct Policy**, and **Interim Title IX Policy** each apply to all University faculty, staff, students, and/or individuals on University property.

The **Sexual Misconduct** and **Interim Title IX Policies** cover:

- Denial of access to benefits or services based on sex or gender
- Disparate treatment based on pregnancy
- Sexual violence
- Sexual harassment
- Relationship violence
- Stalking

The **Nondiscrimination, Equal Opportunity & Affirmative Action Policy** covers:

- Harassment based on protected characteristics
- Discrimination based on protected characteristics
- Retaliation related to reporting incidents of discrimination and discriminatory harassment

Bias Incident Response and Resolution

Upon receiving reports of bias incidents, the Office of Civil Rights & Title IX **reviews** each report, **responds** with prompt outreach, **resolves** the incident through institutional measures, and **remedies** the effects of the incident.

Resolution options include:

- **Informal report** recording to analyze hostile environments
- **Informal Resolution** – non-disciplinary, flexible, educational approach to resolving incidents
- **Formal Resolution** – a request for an institutional investigation to determine if a policy violation occurred with potential sanctions

Remedies are offered through **supportive measures** and **accommodations** such as:

- Academic or workplace accommodations
- Housing accommodations
- Mutual no-contact orders
- Access restrictions (pending resolution)
- Connection to University resources such as counseling and health services
- Connection to external resources such as PAAR

Sexual Misconduct Prevention

PREVENTION AT Pitt

Resources include

- SAFE Peer Educators
- Circle Up! conversation circles
- SetPoint self-defense training
- PAAR drop-in hours
- Prevention programming/events
- Training & development for faculty/staff/students

Prevention at Pitt works to reduce sexual violence at Pitt and better support the survivors in our community through dialogue-oriented prevention, community partnerships, innovative research, and centering student voices.

Get involved: pitt.ly/prevention

LGBTQIA+ Support and Allies

The University of Pittsburgh is committed to supporting and sustaining a welcoming campus environment that values and embraces the diverse perspectives of all community members, their families, friends and allies.

The University offers resources for LGBTQIA+ faculty and staff and their allies, including opportunities for community engagement, networking and wellbeing support.

Find links to University policies (including those related to health care and gender transition), information about single-occupancy restrooms, and more at:

lgbtq.pitt.edu

Accessibility and Disability

Disability Resources & Services (DRS) partners with individuals with disabilities and the University community to provide equal access to employment, classes, programs, and activities.

Our vision is to become the most inclusive University possible, where individuals with disabilities are integrated as completely as possible, empowering them to achieve their greatest potential.

If at any point in your employment you experience a medical condition that you believe substantially limits one or more major life activities, you may have a qualifying disability.

If you believe a reasonable accommodation is needed due to this condition in order to perform the essential functions of your job, please reach out to DRS to begin the interactive process.

drs.pitt.edu

- **Pitt is the only institution of higher learning in the U.S. that has been named a Leading Disability Employer for two years in a row**



Digital Accessibility

There are 6,000 faculty and 9,000 staff at the University of Pittsburgh. Our mission is to create a digital environment that they can all freely, independently, and easily access.

Making our material digitally accessible benefits everyone. Though it is primarily aimed at those with disabilities, anyone can benefit from universal, accessible design:

- Providing captions on videos
- Designing with high color contrast
- Adding alt text to images
- Using heading structure when writing content

Accessible technology includes web pages and online content, instructional content posted on Canvas, and hardware and software

Get started with digital accessibility!

- Visit pitt.ly/DigitalAccess
- Use [online tools and apps](#) (such as Dubbot, Microsoft Accessibility Checker, and others) to evaluate the accessibility of websites and documents
- Email accessibility@pitt.edu for a consultation

Pitt Communities

Pitt Communities are networking groups of like-minded people united by a common purpose or interest.

These resource groups are open to everyone and play a vital role in ensuring an inclusive campus environment where all are valued, included, and empowered to succeed.

Watch calendar.pitt.edu for events on campus supported by our Pitt Communities!

Some Pitt communities:

- Chinese Affinity Group
- Chayim B’Pitt (Pitt Jewish Community)
- Equipoise (Black/African American)
- Hispanic and Latino Professional Association
- Intergroup Dialogue
- Pitt Adoption Community for Education
- Pitt Disability Community
- Pitt Muslim Affinity Group
- Pitt Parenting Community
- Pitt Queer Professionals (PQP)
- Veterans Affinity Group
- Women’s Affinity Group

Your Voice Matters!

All community members are encouraged to report incidents of discrimination, harassment and bias.

Responsible reporters, which includes most faculty and staff, are required to report incidents of sexual misconduct to the Office for Civil Rights & Title IX.

Reports can be made by submitting a report on the **Pitt Concern Connection website** (pi.tt/concern) or texting 888-708-2722.

The University prohibits retaliation against any person who makes a claim of discrimination or harassment or who participates in an investigation.

Reports may be made anonymously.

Pitt Concern Connection

- Website: pi.tt/concern
- Anonymous Text: 888-708-2722

In Case of Emergency: Pitt Police

- Website: police.pitt.edu/submit-tip
- Email: police@pitt.edu
- Phone: 412-624-2121

PittSAFE Mobile Safety App

- [PittSAFE How-To-Guide](#)

How to Find Pitt Wellbeing:

Office of the Vice Chancellor Civil Rights & Title IX

*18th Floor
Cathedral of Learning*

- wellbeing@pitt.edu
- 412-648-7860
- wellbeing.pitt.edu

Disability Resources & Services

140 William Pitt Union

- drsrecep@pitt.edu
- 412-648-7890
- drs.pitt.edu

Sexual Violence Prevention & Education

*31st Floor
Cathedral of Learning*

- PittPrevention@pitt.edu
- pitt.ly/prevention
- **PAAR Walk-In Hours:**
Advocates from Pittsburgh Action Against Rape are available to support student, faculty, and staff at the Prevention at Pitt office, 10 a.m. to 4:30 p.m. Wednesdays

Social media
@pittwellbeing





University of Pittsburgh®

Office of Human Resources
200 South Craig Street
Pittsburgh, PA 15260
8:30 a.m. to 5 p.m.
412-624-7000

hr.pitt.edu

hr.pitt.edu/contact-ohr