



DATE: March 9, 2004
 TO: William W. Thompson, PhD, Epidemiologist
 FROM: Robert T. Chen, MD, MS, Chief, Immunization Safety Branch
 SUBJECT: Paid Administrative Leave

Centers for Disease Control
 and Prevention

This memorandum is to notify you that you are being placed on paid administrative leave effective immediately.

This action is being taken in order to provide adequate time for you to obtain and provide management the documentation requested in our March 9, 2004 Request for Documentation memorandum. Once the documentation has been assessed by management, further decisions may be made regarding your assignments and possible special accommodations. In the meantime, you will be placed on administrative leave and you will be notified when it is appropriate to return to duty after management has completed its assessment of the documentation you provide.

This is not a disciplinary or adverse action. You will receive full pay and benefits while you are on administrative leave.

The CDC / ASTDR has a variety of resources available to assist employees who may be experiencing personal and work-related difficulties. If you have not already been in contact with a consultant from one or more of these resources, you are encouraged to do so. Consults are free and completely confidential. Among the resources are: the Employee Assistance Program (404-639-2830) which offers confidential consultation services to help address difficult situations that may be affecting work, personal or family interactions; and LifeCare (800-873-4636) which assists employees in proactively managing daily responsibilities and life events. If you have not already been in contact with a consultant from one or more of these resources, you are encouraged to do so. Consults are free and completely confidential. No information will be released to me or to anyone else without your written consent.

I am hopeful that we can properly assess your situation as soon as possible and determine appropriate course of action to accommodate your situation. Please let me know if you do not understand any part of this memorandum, or if you have any questions related to your vaccine safety assignments. Should you have any other questions or need assistance in this matter, contact Ms. Pamela Moseley, Workforce Relations Specialist, at 770-488-1766.

Robert T. Chen
 Robert T. Chen, MD, MA
 Chief, Immunization Safety Branch

I acknowledge receipt of this Paid Administrative Leave memorandum:

William W. Thompson *3/9/2004*
 Employee Signature Date

By acknowledging receipt of this memorandum, the employee has not waived any of his legal rights.
Pamela J. Moseley
 3/9/04 *CA Specialist*
 PHRC



DATE: March 9, 2004

TO: William W. Thompson, PhD, Epidemiologist

FROM: Robert T. Chen, MD, MS, Chief, Immunization Safety Branch

SUBJECT: Memorandum of Counseling

This memorandum will document the counseling sessions I had with you on February 4, 2004 and March 9, 2004 regarding the extremely stressful environment facing vaccine safety research, and the challenges you've faced in coping with those stresses; especially several documented instances of inappropriate and unacceptable behavior in the workplace (Annex 1).

It is extremely unfortunate that this stressful environment and incidents occurred. CDC is working to reduce the stress and expects that you will work with your clinician to ensure that incidents of this nature do not occur again. Please understand that this memorandum is meant to advise you of our expectations for the office and is not a disciplinary action. A copy of this memorandum will not be placed in your Official Personnel Folder (OPF). However, any recurrence of such behavior on your part will cause a more severe penalty to be proposed.

CDC / ASTDR has a variety of resources available to assist employees who may be experiencing personal and work-related difficulties. If you have not already been in contact with a consultant from one or more of these resources, you are encouraged to do so. Consults are free and completely confidential. Among the resources are: the Employee Assistance Program (404-639-2830) which offers confidential consultation services to help address difficult situations that may be affecting work, personal or family interactions; and LifeCare (800-873-4636) which assists employees in proactively managing daily responsibilities and life events. No information will be released to me or to anyone else without your written consent.

As always, I am available to discuss this or other matters with you. Please acknowledge receipt of this memorandum by affixing your signature and today's date below.

Robert T. Chen
Robert T. Chen, MD, MA

I acknowledge receipt of this Counseling memorandum.

William W. Thompson
Employee Signature

3/9/2004
Date

By acknowledging receipt of this memorandum the employee has not waived any of his legal rights, March 9, Thursday 3/9/04 ER Specialist ATHC

Annex to March 9, 2004 Memorandum of Counseling

Specific instances of inappropriate and unacceptable behavior in the workplace

On February 2, 2004 you sent an e-mail to Dr. Gerberding and various supervisors within the National Immunization Program (NIP) regarding your upcoming Institute of Medicine (IOM) presentation. In your email you criticized the NIP/OD for doing a very poor job of representing vaccine safety issues, claimed that NIP/OD had failed to be proactive in their handling of vaccine safety issues, and you requested that Dr. Gerberding reply to a letter from a congressional representative before you made your presentation to the IOM.

On or about February 26, 2004 Dr. Gina Mootrey approached you and asked questions about slides you had prepared for a previous influenza presentation. Dr. Mootrey was attempting to clarify a few points from your slides in order that Dr. Walter Orenstein could modify some of the slides for a different presentation to be made by Dr. Orenstein. You did not agree to assist.

On February 27, 2004 you approached Dr. Orenstein in the Building 12 parking lot, at which time you demonstrated inappropriate anger towards Dr. Orenstein, his request, and your perception that Dr. Orenstein was responsible for permitting a hostile environment to exist within your organizational unit.

On February 27 and 29, 2004 you again sent emails to Dr. Orenstein in which you alleged that Dr. Orenstein had not properly addressed various issues related to vaccine safety and expressed your opinion that he should apologize.

On February 29, 2004 you wrote additional emails to senior NIP staff stating that you had serious concerns regarding Dr. Orenstein's behavior and felt that it harassment.

The general tone and content of your e-mails were inappropriate and gave the appearance that senior management had not fulfilled their public health obligations as they pertain to vaccine safety. Your actions had the effect of eroding the employment relationship between supervisor and subordinate, and appear to make mockery of management's authority to direct the activities of this office. Furthermore, your interaction with Dr. Orenstein created concern about your level of anger being out of proportion to the facts.