



## **TITLE OF POLICY**

Hostile Intruder Policy and Procedures for UNC Chapel Hill Campus and Clinical Sites

## **PURPOSE AND SCOPE**

To document the procedures at clinical sites in the event there is a hostile intruder. The policies and procedures apply to all students, faculty, and staff.

## **RESPONSIBLE PARTY AND REVIEW CYCLE**

This policy is reviewed in even-numbered years or as needed with input from the Vice Chancellor of Safety and Risk Management.

## **ARC PA REFERENCES**

A1.03g The sponsoring institution is responsible for addressing appropriate security and personal safety measures for PA students and faculty in all locations where instruction occurs.

## **HISTORY OF APPROVAL AND UPDATES**

Approved by the Program Director, May 2020.

## **DEFINITIONS**

A hostile intruder is any individual actively engaged in harming or attempting to harm people in a confined space and populated area. In most cases, active shooters use firearms, and there is no pattern or method to their victim selection.

## **POLICY**

The UNC Physician Assistant Program follows hostile intruder protocols established at each of its clinical sites. Protocols for UNC Chapel Hill Campus and each clinical site are developed in collaboration with their security teams. Phone numbers for point of contacts for personal safety are available on the provided code card. The code card must be displayed behind the UNC student ID badge to allow for easy access for emergency contact numbers and codes. Students are informed of the policy through multiple mechanisms, including:

- Class meetings and e-mail correspondence
- Pre-Clinical and Clinical Year Orientations;
- Learning management system sites pre-clinical and clinical year
- The website for the UNC Physician Assistant Program; and
- Drills at clinical sites.

Specific procedures for the following sites are included and linked within this policy:

- [UNC-Chapel Hill Campus](#)
- [UNC Healthcare \(applies to UNC Hospitals, Physician Network sites\)](#)
- For off-site clinical locations, follow the guidelines listed in the emergency operation procedures of the clinical site and the instructions given during each specific clinical site orientation.

## PROCEDURE(S)

### UNC-CHAPEL HILL CAMPUS PROTOCOL FOR HOSTILE INTRUDER

Campus Security ([police.unc.edu/carolinasafe](https://police.unc.edu/carolinasafe)) has developed the following protocol that students are advised to follow. The UNC School of Medicine has locks on all classrooms and auditoriums to support the campus protocol.

In a situation in which someone intends to do harm, assess the situation and make a decision. Unfortunately, there may not be a clear “right” answer. However, your circumstances may make one of these actions the only viable option to protect yourself.

- **RUN:** Have an escape route and plan in mind, leave your belongings behind, keep your hands visible, exit the building as quickly and safely as possible, distancing yourself from the threat, and follow law enforcement’s direction.
- **HIDE:** If you cannot safely evacuate your building or are unsure of the location of the threat, secure your room, classroom or office, creating as many barriers between you and the threat. If you are caught outside, seek shelter inside the nearest building, and secure an interior space. Take the following actions: Lock or secure doors, turn off lights, move into concealed areas of the room away from doors and windows, silence your mobile devices and/or pagers, and remain calm and quiet.
- **FIGHT:** Use this as a last resort if your life is in imminent danger. If there are no other options to safely escape and you are confronted by the intruder, attempt to disrupt or incapacitate the intruder using all available resources (e.g., acting aggressively, yelling, throwing items, improvising weapons).

If you need to exit the building in an emergency:

- Seek cover behind buildings, cars and other solid structures
- Go as far away as possible while still staying safe

### UNC HEALTHCARE SYSTEM

(includes UNC Hospitals, UNC Rex and Physician Network sites)

An Active Shooter response will be initiated upon reports of shots being fired or a weapon being displayed by a non-law enforcement officer in or near UNC Medical Center. An overhead announcement will be made indicating that an active shooter situation is taking place and instructing all personnel to shelter in place.

### Staff Action and Responsibilities

Following an Active Shooter announcement, if staff see or hear shots being fired or see a non-law enforcement officer displaying a firearm, the following actions should be taken:

If you are not involved in direct patient care:

- Lock yourself in the nearest office, conference room, restroom, closet, or other securable area

- Cover the windows
- Move patients, visitors, and staff out of waiting rooms or other open areas, if possible
- Keep quiet and act as if no one is in the room
- DO NOT answer the door
- Immediately call 911 and provide the following information
  - Your name
  - Your location (be specific as possible)
  - Number of shooters
  - Description of shooters
  - Description of weapons involved
  - Number of persons with you and any injuries
- If you see patients, visitors, or staff in the front concourse or open area they should immediately be directed to nearest safe zone.
- **Do not leave your location until an “All Clear” announcement has been made.**

If you are directly involved with patient care the following actions should be taken:

- If possible, close and barricade the doors to the unit
- Close all patient room doors
- Try to move all ambulatory patients and visitors to a secured area of the unit or clinic
- Keep as quiet as possible
- Notify UNC Hospital Police via 911 and provide the following information:
  - **Your name**
  - **Your location (be specific as possible)**
  - **Number of shooters**
  - **Description of shooters**
  - **Description of weapons involved**
  - **Number of persons with you and any injuries**
- **Do not leave your location until an “All Clear” announcement has been made.**

If you are escorting or transporting a patient for treatment, the following action should be taken:

- Remain calm
- Immediately evacuate the patient to the nearest in-patient area
- If no in-patient area is nearby, evacuate the patient to a safe area, and immediately call Hospital Police Dispatch to notify them of your location and the condition of your patient.
- **Do not leave your location until an “All Clear” has been announced and your patient is medically fit for transport.**

### **Recovery**

As the threat is isolated and/or neutralized, cleared parts of the facility will be released from Shelter in Place in a phased manner at the discretion of the Incident Commander.