



#### **NAME OF POLICY**

Adverse Event Policy

#### **PURPOSE AND SCOPE**

To establish protocol for adverse events for students in all phases of the curriculum and at branch campuses.

#### **RESPONSIBLE PARTY AND REVIEW CYCLE**

Student Affairs reviews the policy in even-numbered years or as needed, and Education Committee approves it.

#### **LCME REFERENCE(S)**

LCME 5.7: Security, Student Safety, and Disaster Preparedness

#### **HISTORY OF APPROVALS AND UPDATES**

Approved by Education Committee April 2018

#### **DEFINITION(S):**

Adverse events refer to any event that disrupts normal university and educational operations. Adverse events include inclement weather.

#### **POLICY**

Students should follow the University of North Carolina School of Medicine instruction, noted below, based on the campus where they are located. With respect to inclement weather, students should use their best judgement, taking into account local weather and road conditions, and should not travel if they do not feel safe.

#### **Foundation Phase at Central Campus**

- For Condition 1 (Reduced Operations), students should use caution when reporting to class and may be excused if local conditions prevent safe travel.
- For Condition 2 (Suspended Operations) or Condition 3 (Closure), students should not report to class.
- If the University of North Carolina at Chapel Hill cancels classes, the School of Medicine will also cancel classes regardless of Condition.



## **Application and Individualization Phases**

### *Central Campus*

- For Condition 1 (Reduced Operations), students should use caution when reporting to class or clinical rotations and may be excused if local conditions prevent safe travel.
- For Condition 2 (Suspended Operations) or Condition 3 (Closure), students should not report to class or to clinical rotations. Although third and fourth year students are involved in patient care, they are not considered critical personnel by the UNC Health Care System, or by the various AHECs.
- Local weather conditions at clinical sites within Central Campus may vary, preventing students from traveling even when the university is not under an adverse weather condition. In this instance, students should contact the local preceptor or site coordinator to inquire about local weather conditions. If operations closed at these sites or travel to the site is hazardous, students should not report to clinical rotations.
- If the University of North Carolina at Chapel Hill cancels classes, the School of Medicine will also instruct students to not report or leave clinical sites, regardless of Condition.

### *Branch Campuses*

Students at Branch Campuses are to follow instructions provided by campus leadership.

## **PROCEDURE(S):**

### *Central Campus*

If conditions change the University's operating status, campus communications will include:

- An email, website post and, if conditions warrant, a text message from Alert Carolina, <http://www.alertcarolina.unc.edu>. You must be signed up to receive an Alert Carolina text message. Alert Carolina will send text messages about decisions to activate or deactivate Condition 2 or Condition 3 and/or cancellation of classes.
- Posts on the homepage, [www.unc.edu](http://www.unc.edu), amplified via official University social media accounts including @UNC and @UNC\_HR on Twitter.
- Adverse Weather and Emergency Phone Line: 919-843-1234. You may call this number to hear recorded announcements about campus operations.
- UNC Traveler's Information System Radio, 1610 AM, near campus.
- UNC Transportation and Parking for information including parking lot conditions. (<http://move.unc.edu>)
- Area news media websites and news reports.
- Many University units and UNC Health Care post news about the status of their specific operations and events on their websites and official social media accounts.
- Chapel Hill Transit also posts adverse weather news and routes and schedules. Refer to <http://www.townofchapelhill.org/town-hall/news-events/emergency/adverse-weather-updates>

### *Asheville*



Students should follow delays and closures according to Mountain Area Health Education Center (MAHEC). Students can call 828-257-4400 to hear a recording with instructions or check the website (mahec.net) to determine whether there is a delay or if a site is closed. Asheville campus administration will also notify students by text/email as soon as information is made available. It is the responsibility of the student to notify the preceptor if they will not be attending clinical activities due to a delay or closure. Medical students are not considered essential personnel for clinical activities.

#### *Charlotte*

If an adverse event, such as inclement weather, change the healthcare system operating status, campus communications will occur via email and/or group text (GroupMe). Students are asked to make personal safety a priority. Individual questions or concerns can be addressed directly with Campus Director, Heather Tarantino (304-444-1760) or student affairs liaison Celeste Colcord (704-661-6847).

#### *Wilmington*

The Wilmington campus works in conjunction with the New Hanover Regional Medical Center Command Center. Announcements concerning changes in operations or weather events and their effect on operations are sent via email as well as communicated on the website ([www.nhrmc.org](http://www.nhrmc.org)). Any students with concerns or questions should first reach out to the campus's student affairs liaison (Meredith Hughes at [Meredith.hughes@seahec.net](mailto:Meredith.hughes@seahec.net) or Tiffany Conway [tiffany.conway@seahec.net](mailto:tiffany.conway@seahec.net)).

#### **DEFINITION(S):**

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