Simulation Program
Operating Policy and Procedure Manual

SIM OP: 90.205  Emergency Preparedness

PURPOSE: The purpose of this TTUHSC Simulation Program policy is to reinforce TTUHSC policies related to emergency preparedness.

REVIEW: The Simulation Program OP will be reviewed September 1 of each even-numbered year by the Executive Director of the Centers.

POLICY/PROCEDURE

1.0   Policy

All TTUHSC Simulation Program faculty and staff are to abide by TTUHSC policies and procedures pertaining to emergency preparedness.

2.0   Procedure

A. All Simulation Program employees will abide by policies and procedures related to emergency preparedness as outlined on the TTUHSC Emergency Preparedness website (www.ttuhsc.edu/emergency) as well as TTUHSC policies HSC OP 76.01 and HSC OP 76.15. TTUHSC OP 76.01 provides a very detailed Emergency Management Plan addressing various emergency situations, e.g. evacuations, communications, resource management, etc. TTUHSC OP 76.15 covers severe weather emergencies and the severe weather alert systems.

B. All Simulation Program employees will participate in TTUHSC emergency preparedness drills as they are scheduled. Drills that are scheduled periodically throughout the year include but are not limited to fire drills and tornado drills.

C. All Simulation Program employees are encouraged to visit the TTUHSC Emergency Preparedness website for additional training and resources.

D. All Simulation Program employees will complete the required paperwork during TTUHSC emergency preparedness drills.

E. Essential personnel are designated “essential personnel” as designated by the President, Vice President or Dean.

SB
Adopted: 7/2016
Date of last revision: