

## Hurricane Season/Emergency Readiness

Every year during hurricane season, the possibility exists that classes and clerkships will be disrupted because of a tropical system. This document serves as a guide for how to proceed and with whom to check in the event of a tropical system. Please recognize that the situations with storms are subject to change as the conditions change and students and faculty should remain attentive to their email or texts for updates.

The decision to close the medical school comes from the University President's Office or a higher authority. It does not come from the hospital or the College of Medicine alone. Additionally, while the main University campus may close, the hospital and clinics will frequently remain open. **Do not assume classes or clerkships are cancelled** **Communication about closing clinics and elective procedures/surgeries will come to your UF email and/or UF alert system** if you've downloaded it onto your phone. Information you will need for hurricane preparedness and how to download alert systems to your phones can be found in the following links:

<https://emergency.ufl.edu/>

<https://emergency.ufl.edu/preparedness/emergency-preparedness/>

Below are **guidelines** that we will follow during a tropical system. The COM recognizes the need to be adaptable due to changing weather conditions and extent of associated damage.

1. Tropical Storm/Hurricane **watch** is issued for the area where you are in class or clerkship
  - a. Classes continue as scheduled
  - b. Clerkships continue as scheduled unless the clinic closes independently of the notifications.
    - i. If this happens, contact the clerkship coordinator to receive a new assignment for that day(s)
2. Tropical Storm/Hurricane **warning** is issued for the area where you are in class or clerkship
  - a. Classes and Clerkships are cancelled
  - b. Follow local recommendations regarding evacuation or shelter in place
  - c. Phase 1 Students
    - i. Previous years' videos will be made available as soon as a warning is issued based on expected day(s) missed in the event those lectures cannot be made up.
    - ii. Suggestion is to download any and all available videos as soon as the warning is issued.

- iii. The course director along with the Associate Dean of Medical Education will decide whether make-up lectures and/or exams will be done on weekend or extended evening hours.
  - iv. Additional days, matching the number of days classes are out, will be given for assignments that were due during the warning period.
  - v. If the warning issued is during a weekend where there is a quiz, extra time will be provided to complete the quiz once the warnings are lifted.
  - vi. If a student cannot return to school or is unable to complete the assignments in the timeframe provided it is the students' responsibility to notify the course director AND the office of student affairs about the difficulty in returning to school as soon as communication is restored.
  - vii. Do not take shelter in the HMEB. Please follow local recommendations for seeking shelter. Take shelter in only designated buildings
- d. Phase 2 Students
- i. Follow local recommendations for seeking shelter in the event of a tropical system. If you are told to shelter in place, please follow those instructions. If you are told to evacuate, the COM expects all students to heed the warnings of local officials whether in Gainesville, Jacksonville or other sites.
  - ii. If a tropical system disrupts a clinical clerkship for more than one week, the clerkship directors committee will determine whether it is necessary to provide for make-up time either during the weekends or through an additional week.
  - iii. If a tropical system disrupts a clerkship exam, the clerkship director(s) along with the Associate Dean for Medical Education will determine a make-up date either after hours or on a weekend date.
  - iv. As soon as a tropical system warning is issued, students should download any assignments not yet completed. Additional days, matching the number of days classes were out, will be allowed to turn in clerkship assignments.
  - v. Any student who has a hardship related to a tropical system should notify their clerkship director AND the Office of Student Affairs as soon as they are able.
  - vi. As soon as the all-clear is given, students are expected to report back to their clerkships the next workday. For example, if the all-clear is given Monday before midnight, students should return to their clerkship responsibilities Tuesday am. If the all clear is given after midnight, the students would return to their clinical duties Wednesday am.

3. Accepting Students from Coastal Schools
  - a. We are committed to supporting the needs of other LCME accredited institutions should their schools sustain significant enough damage that their students cannot continue their courses or clinical clerkships in their home institution.
  - b. We can absorb 1-2 students/clerkship.
  - c. We can also absorb 8 Phase I students if necessary (one CLG group)
  - d. The Associate Dean for Student Affairs will coordinate living accommodations for students who may be displaced and will seek volunteers to provide temporary housing.
  
4. If the HMEB/hospital/clinics sustains significant damage several possibilities exist for the continuation of courses
  - a. Phase I
    - i. Continue classes in the Communicore
    - ii. Provide mostly online courses
    - iii. Shift all courses to include the summer months with a shorter summer between 1<sup>st</sup> and 2<sup>nd</sup> year
      1. Add Saturday classes
  - b. Phase 2
    - i. Cohort students in clinics/inpatient services away from the clinics that were damaged
    - ii. Hospital inpatient services will not likely be disrupted in Gainesville
    - iii. Jacksonville students could be moved back to the Gainesville campus and/or could partner with other medical schools in Florida and Georgia to place students temporarily