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Chapter: Student Affairs

Modification No. 001

Subject: **Student Health and Safety**

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- I. It is the policy of the College to be responsive to the health and safety of the College community. Any problem concerning the health and safety of College students, employees, or members of the public on campus should be reported promptly to the appropriate College official, as set forth in procedures approved by the President.
- II. All students enrolled in programs or courses which require the handling of food are required to be free from active tuberculosis and other communicable diseases.
- III. Students in clinical or other instructional settings may be required to provide certain health information in order to enroll in a particular program or course.

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Board Approval: December 17, 1984.

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I. General

- A. Emergency first-aid and medical assistance for students and College personnel is provided by the Office of Facilities through the campus based offices of Safety and Security.
- B. The College does not assume liability for any actions taken in assisting students in a medical emergency or for any costs incurred as a result of required medical treatment.
- C. See the personnel section of this manual for policies and procedures regarding employee health and safety.

II. Procedure

Any employee of the College who is informed of a potential health or safety problem by an employee, a student, a representative of a student organization, or an official representative of a municipal/County/State governmental agency will act in accordance with the following guidelines:

- A. In an emergency situation, College personnel and/or students should immediately contact the campus Safety and Security Office and, if appropriate, the rescue squad.
  - 1. Campus Safety and Security will respond immediately by providing assistance and/or contacting the appropriate rescue squad or police department.
  - 2. The Director of Facilities, Safety and Security Manager, dean of student development, and campus provost, as well as other appropriate administrators, will immediately be advised about the nature of the emergency and the type of assistance rendered.
  - 3. Campus Safety and Security will create a written report of the emergency for their files, and forward a copy of the report to the Director of Facilities, Safety and Security Manager, campus dean of student development, and the campus provost. As appropriate, a written report will also be filed by Safety and Security with the Academic Vice President and the Administrative Vice President. The Assistant to the President shall receive copies of reports on all incidents that might have insurance/liability implications for the College.
- B. In a nonemergency situation, College personnel and/or students should contact the campus dean of student development.
  - 1. The campus dean of student development will take action that is deemed appropriate.

2. The campus dean of student development will submit a written report of action taken to the campus provost.
  3. The report will include the salient facts, describe the action taken, and note the results.
- C. The campus deans of student development are responsible for assuring that information about student health and safety is disseminated and publicized on campus.

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Administrative Approval: December 17, 1984.