

# RESIDENT HANDBOOK

## SECTION VII: GME OFFICE RESPONSIBILITIES

### RESIDENT PLAN IN THE EVENT OF A DISASTER OR EXTRAORDINARY CIRCUMSTANCE

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#### INTRODUCTION

The Graduate Medical Education Committee (GMEC) established this policy to protect the well-being, safety and educational experience of residents and fellows in the Kirk Kerkorian School of Medicine at UNLV training programs in the event of a disaster or extraordinary circumstance. In this policy, the term resident will refer to all residents and fellows in Accreditation Council for Graduate Medical Education (ACGME) accredited programs. The purpose of this policy is to:

- I. Provide guidelines for communication with and immediate assignment of Kirk Kerkorian School of Medicine at UNLV residents in the event of a disaster.
- II. Provide guidelines for communication with the ACGME, program directors, and administrators and residents on efforts to reconstitute and restructure educational experiences as soon as possible after a disaster.
- III. Provide guidelines for determining the need to temporarily or permanently transfer residents and/or fellows if Kirk Kerkorian School of Medicine at UNLV graduate medical education (GME) programs cannot provide adequate educational experiences following a disaster.
- IV. Provide policy and procedure for addressing administrative support for Kirk Kerkorian School of Medicine at UNLV GME training programs and residents in the event of a disaster.

#### SCOPE

All Kirk Kerkorian School of Medicine at UNLV GME programs accredited by the ACGME and sponsored by the Kirk Kerkorian School of Medicine at UNLV and the residents who participate in these programs.

#### DEFINITION

A disaster is defined as an event or set of events causing significant alteration to the residency experiences at one or more training programs. This policy and procedure document acknowledges that there are multiple of natural or man-made disasters that include but are not limited to acute disaster with little or no warning (i.e. earthquake, bombings) and the insidious disruption or disaster (i.e. pandemic event).

#### POLICY

This policy and procedure will address disaster and disruption in the broadest of terms:

- I. At the Kirk Kerkorian School of Medicine at UNLV, a formal disaster declaration will be made only in accordance with the University of Nevada, Las Vegas disaster policies by the president of the university.

- II. Within any of the school's hospital partners, if a disaster occurs, the Office of GME will work with the identified site of training to determine whether a formal disaster declaration has been made based on the policies of that partner hospital.
- III. When warranted and after consultation with the GMEC, the Desig

- a. Gather data/information from facilities and training programs regarding the extent of damage and the impact of the disaster on the short term (days/weeks) and long term (weeks/months) function of individual programs and/or sites of training.
  - b. Work with GMEC, the dean's office, and the hospital partners' medical directors' offices to determine the short term and long term impact on clinical operations at their sites (affected by the disaster).
  - c. Work statewide to determine if local solutions for training can be implemented.
- II. The GMEC will hold an emergency meeting after the disaster to review the available information regarding the impact of the disaster on clinical operations and training programs. If circumstances dictate, an executive committee including the DIO, the institutional GME coordinator and a senior program director, will be formed. All actions taken by this executive committee will be reported to GMEC. The ACGME will be notified by the DIO.
- III. The GMEC will meet regularly as necessary to continue its assessment of the situation and to make decisions regarding Kirk Kerkorian School of Medicine training programs. The Office of GME will continue to provide administrative support to all affected programs during this period. When necessary the executive committee will be put into action.
- IV. Issues for the GMEC to review, assess and act upon include:
- a. Patient safety
  - b. Safety of residents, faculty, and staff
  - c.
- c.
- b.

