



Policy Number GME-8242-024
Date of Last Review Month Year: 1/16/2013
Date of Last Revision Month Year : 1/16/2013
Policy Owner(s) Department GME

Graduate Medical Education : Disaster Preparedness

I. Purpose

The purpose of this policy is to provide guidelines for communication with house staff in the event of a disaster, and to assure appropriate staffing coverage and program integrity during disaster events

II. Scope

All Ochsner employed Residents and Fellows, Education Program Managers, and GME Administrative Staff

III. Policy Statements

- A. All Resident / Fellows are considered essential personnel during a disaster and will be assigned to Team A or Team B responsibilities as determined by their Program Director in collaboration with Clinical department leadership and the Designated Institutional Official for Graduate Medical Education (DIO).
- B. Essential personnel lists will be updated annually in July by program managers as directed by the Ochsner Safety and Security policy and procedures.
- C. GME administration will provide continuous coverage from an alternate site within the Ochsner Health System and establish ongoing communication through the disaster and recovery period.
- D. Program Directors in collaboration with clinical department leaders will establish coverage schedules and assignments for that time during the disaster event and recovery period.
- E. Program Managers will assure that all residents document duty hours in New Innovations Resident management system utilizing the appropriate duty type designation "Other / Team A / Team B" prior to locking of the monthly schedule .
- F. All house staff are accountable to policy and guidelines established by the Ochsner Medical Center / Health System Emergency Guidelines and specific organization Disaster Plans



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- G. Continuation of salary and benefits during any disaster event and recovery period will be determined by Executive leadership and collaboration with the DIO and will be consistent with Ochsner Human Resource and Accreditation Council for Graduate Medical Education (ACGME) guidelines.
- H. In the event of a disaster, Ochsner GME leadership will work closely with the ACGME and other accrediting bodies to ensure that minimal interruption occurs in the training experience for any resident and transfers are facilitated if needed temporarily or permanently to sites within or external to the Ochsner Health System.
- I. In the event of a disaster Ochsner GME leadership will assess, in consultation with the appropriate accrediting bodies, whether particular programs may need to be temporarily or permanently withdrawn in order to ensure the quality of the training experience.

IV. Definitions:

- A. Disaster:** A disaster is defined herein as an event or set of events causing significant alteration to the residency experience at one or more residency programs. This policy and procedure document acknowledges that there are multiple strata or types of disaster that are specifically addresses in the Ochsner Medical Center Emergency Preparedness Manual
- B. Essential Personnel:** Essential personnel are those who are requested to work or to remain on site before, during and / or after a disaster.

V. Internal References

The Ochsner Emergency Management Manual (<http://ochweb/page.cfm?id=4190>)



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Approved

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Policy History

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