

DYOUVILLE UNIVERSITY
PROPOSED COLLEGE OF OSTEOPATHIC MEDICINE

Classroom Safety, Health & Wellness Plan

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1. Introduction

The Classroom Safety, Health, and Wellness Plan is a comprehensive framework designed to ensure a secure, healthy, and supportive learning environment for all students, faculty, and staff. This plan outlines the protocols and practices necessary to maintain a safe and conducive educational atmosphere, addressing key aspects such as physical safety, mental health, and overall well-being. By implementing rigorous safety standards and promoting proactive health measures we aim to create an environment where academic excellence can flourish alongside the personal and professional growth of our community members. Through collaborative efforts and adherence to these guidelines, we strive to ensure that our learning environment supports the holistic development of future osteopathic physicians.

Purpose and Scope

This Classroom Safety Plan is a written program developed and implemented by DYU-COM. This plan sets forth procedures, equipment, personal protective equipment, and work practices to protect students and employees from experiencing an unsafe learning environment.

DYU-COM has developed this plan in compliance with the Occupational Safety and Health Administration (OSHA) Laboratory Standard Rules and Regulations. The Science Laboratories meet the requirements set forth in 29CFR1910.1450: Occupational Exposure to Hazardous Chemicals in Laboratories.

Roles and Responsibilities

Implementation of this plan is managed by individual chairpersons. However, the effectiveness of the plan depends on the cooperation of all students, faculty, and staff in DYU-COM.

The College of Osteopathic Medicine has assigned the Associate Dean of Pre-Clinical Medical Education to act as the Chemical Hygiene Officer. They will work in conjunction with the Associate Dean of Pre-Clinical Medical Education to ensure a safe environment for all members of the proposed DYU-COM. It is the responsibility of the Chemical Hygiene Officer to:

1. Work with faculty and other employees to develop, implement, and maintain appropriate chemical hygiene policies and practices.
2. Determine the proper level of personal protective equipment, and ensure that such protective equipment is available and in working order.
3. Perform regular, formal chemical hygiene and housekeeping inspections including inspections of emergency equipment.
4. Assist others in developing the precautions to ensure safety.
5. Monitor the chemical waste accumulation and coordinate its disposal.
6. Ensure that employees have been provided the appropriate training.
7. Ensure that employees know the rules and responsibilities of this plan.
8. Review and improve this plan on an annual basis.

Note: The responsibility for the safety of a research project rests with the principal investigator. The principal investigator is responsible for maintaining a safe environment and adhering to the tenets of this plan.

2. Learning Environments

DYU-COM has the following facilities included in their facilities plan. The rules of this plan should be considered as generally applying to any space DYU-COM operates, with particular focus and consideration the main instructional spaces of the curriculum listed below in **Table 1**.

Table 1. DYU-COM's Key Instructional Spaces

Lecture Halls & Classrooms	Specialized Classrooms	Science Laboratories
Lecture Halls DAC 216 DAC 512	Digital Anatomy Lab BFAC 430	Gross Anatomy Lab ALT LL61A
Classrooms BFAC 218 BFAC 220 MAD 103	OMM/OPP Lab BFAC LL47 BFAC LL48 A & B	Foundations of Medicine Lab DAC525
Case-based Discussion Rooms BFAC 302 BFAC 303 BFAC 304 BFAC 305 BFAC 309	Simulation and OSCE Suites Hub 205 BFAC LL45 DAC 112	

Access

Within the learning spaces, students, faculty, and staff must adhere to the safety precautions of the laboratories that are laid out during the first-class meeting of the semester. Each semester, at the first meeting, faculty instructors provide the students with both verbal and written descriptions of the safety rules. PIs must also collect signed records from each student in the respective lab courses stating that the students received and understand the safety rules.

Equipment and Chemicals

Access to a laboratory does not automatically permit the use of instrumentation and/or an unlimited choice of chemicals. Student use of chemicals must be limited to the experiment pertinent to the research project only. Instrumentation used by a student is only permitted after adequate training on that instrument by a faculty member.

3. Laboratory Practices

Safety practices in laboratories are essential to creating a safe and secure learning environment. This section outlines the comprehensive safety protocols designed to safeguard students, faculty, and staff while working in laboratory settings. It covers critical aspects such as general safety guidelines, proper use of personal protective equipment (PPE), signage and information disclosures, and adherence to proper chemical hygiene, storage, transport, and removal protocols.

General Safety and PPE

The following rules should be followed by everyone in a laboratory:

1. It is essential that everyone maintain a clean and organized workspace.
2. Safety goggles are to be worn anytime when using laboratory chemicals.
3. No eating, drinking, or smoking is permitted.
4. Pipetting by mouth is prohibited.
5. Cosmetics and/or lip balm shall not be applied in the laboratories.
6. Pets are not allowed in the labs (this provision excludes service animals).
7. Lab benches must be cleaned regularly, especially after spills.
8. Be familiar with safety equipment and the location of eye-wash stations, safety showers, fire extinguishers, and other first-aid equipment.
9. Check that the gas is turned off before leaving the labs, where applicable.
10. Use of personal electronic devices and headphones is prohibited.
11. No tomfoolery in the laboratories. Pay attention to the task at hand.

Hygiene Guidelines

Contact Lenses: It is the responsibility of each laboratory instructor to develop an appropriate policy regarding contact lenses. It should be noted that if a chemical contacts an eyeball, the lens may trap the chemical behind it, making it difficult to wash out the eye and increasing the potential for injury.

Clothing: Use of gloves, lab coats, and other protective clothing may be required when handling chemicals or working with open flames. Avoid neckties, scarves, or any dangling accessories while in the laboratory. Avoid wearing clothing that exposes large areas of skin.

Loose Hair/Beards: Secure long hair back and off of shoulders to prevent it from coming into contact with chemicals, flames, or any moving machinery. People with beards must also take the same precautions.

Chemical Exposure: Minimize exposure to chemicals by using a fume hood when using gases and volatile chemicals. Never try to identify any chemical by taste or smell!

Signage and Information Disclosures

<p>Warning Signage</p> <p>Each science laboratory has a sign on the door indicating hazards and precautions associated with the chemicals or equipment in the room.</p>	<p>Safety Data Sheets (SDS) Safety</p> <p>An inventory of chemical information can be found for anything stored within a laboratory within DYU-COM. SDS info can also be downloaded from msdsdigital.com.</p>
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Chemical Storage and Transport

Proper management of chemicals, which includes their safe storage, handling, and transportation, is crucial for preventing accidents, minimizing health risks, and protecting both individuals and the broader environment. This section details the protocols for the secure storage of chemicals, including labeling, containment, and segregation practices, as well as the safe procedures for transporting chemicals within the campus.

Labeling: Accurate labeling practices are vital for maintaining safety and organization. Each chemical container must be clearly labeled with its contents, associated hazards, and handling instructions. This labeling ensures that all individuals can quickly and accurately identify chemicals, follow safety protocols, and respond appropriately in case of an emergency.

Designated Location: All chemicals should be safely stored in designated secure areas. This is to prevent theft or unauthorized use of the materials. The chemicals will be placed in cabinets and shelves. Chemicals should not be stored in the hoods, bench tops, on carts, or on the floor. This is to ensure that work areas remain clean and clear of clutter. Chemicals should be regularly examined for deterioration.

Containment and Segregation: Proper containment and segregation of chemicals help prevent accidental spills, cross-contamination, and chemical reactions that could pose risks to health and safety. All chemicals should be safely stored using appropriate containers, and segregating incompatible substances to minimize hazards.

Delivery and Transport: Once a chemical is delivered to the laboratories and removed from the original packaging, only those employees knowledgeable about the use and handling of the chemicals should be transporting. Chemicals shall be transported in an appropriate pail or container to minimize spills. Spill clean-up supplies shall be with the person transporting hazardous materials in case of a spill.

Waste Storage and Removal

Proper management of waste, including biological, chemical, and general refuse, is essential to prevent contamination, maintain cleanliness, and protect the health of students, faculty, and staff. This section outlines the procedures for the safe storage, handling, and disposal of various types of waste generated in the classroom and laboratory settings. The following protocols must be adhered to when storing and removing chemicals, biohazards, and sharps.

Chemicals: Hazardous waste containers must be labeled as “hazardous waste” with proper identification of the contents. Once full, the bottles will be stored in an accumulation area to be taken away by a licensed waste handler. Do not fill a waste bottle to the top. The waste can expand causing overflow and breakage.

Biohazards: Biohazardous waste containers must be labeled with proper warning labels. All biohazard waste must be placed in red biohazard bags, and the biohazard bags must be placed in rigid containers until it is disposed of properly.

Sharps: All sharp objects must be placed in a sharps container. The sharps container must be sealed. The sharps container must be sealed prior to being discarded or replaced.

4. Specialized Classroom Practices

Safety practices in specialized classrooms are important to creating a comfortable and equitable learning environment. This section outlines the comprehensive safety protocols designed to safeguard students, faculty, and staff while working in specialized classroom settings. It covers critical aspects such as maintaining hygiene and cleanliness of the workspace, dress code requirements, and safe handling and practice techniques. These protocols particularly apply to the Osteopathic Manipulative Medicine (OMM) and physical diagnosis spaces, where there is frequent interpersonal body contact and it is critical to the curriculum that each student participates.

Maintaining Clean and Hygienic Workspaces

Maintaining a clean and hygienic workspace is crucial for preventing the spread of infection, particularly in areas where direct physical contact and the use of shared equipment are common. Key practices for maintaining clean and hygienic workspaces include regular cleaning and disinfecting of all surfaces, equipment, and treatment areas before and after each class session to eliminate potential contaminants. Students and instructors are required to follow strict hand hygiene protocols, including washing hands thoroughly with soap and water or using hand sanitizer before and after patient interactions. Personal protective equipment (PPE) such as gloves and masks should be used as appropriate, especially when performing techniques that involve close physical contact.

Dress Code Requirements

Each student must be appropriately attired and prepared before class begins. Failure to be appropriately attired for class impedes the educational process and will not be tolerated. In some specialized spaces, it is imperative to the educational process that the specific body region being examined and/or treated will need to be exposed for observation, palpation, and treatment. The dress requirement in these types of clinical skills training sessions is designed to promote learning by providing optimal access to diagnostic observation and palpatory experience to the specific region of the body being examined. Appropriate attire must be clean and include:

- **Shorts:** several inches above the knee - (no jean shorts, cut-offs, cargo, thick-seamed shorts, spandex, or knee-length shorts).
- **T-shirts:** all genders will be asked to remove t-shirts while acting as patients. Those wearing undergarments must wear sports bras or bathing suit tops that expose the spine and ribs.
- **Shoes:** When in the role of the patient, each student is expected to remove her/his shoes.
- **Hats or head coverings:** are not permitted in the lab. Religious head coverings are permitted but must be modified when necessary to allow palpation when they obscure the immediate area to be examined or treated (e.g., head, neck, upper back).
- **Scrubs:** Students may wear scrubs over the laboratory attire when not in the role of the patient. Students serving as patients may wear cover-ups for areas of the body not being examined (however, students must be prepared to reveal other parts of the anatomy as specific lessons unfold and trace the interconnectivity of the human body).

Religious Sensitivity for the Dress Code

DYU-COM is founded on support of and sensitivity to religious observance. DYU-COM will ensure that reasonable accommodation of religious sensitivities is provided to the extent that it does not impact negatively on the delivery and execution of the curriculum and its learning objectives. DYU-COM, when necessary, reserves the right to determine the extent, frequency, and academic impact of accommodations offered on a case-by-case basis.

Safe Handling and Practice Techniques

Adhering to safe handling and practice techniques is essential to ensure the safety and effectiveness of hands-on training. This section outlines the key safety requirements and best practices for performing osteopathic manipulative techniques in a manner that protects both students and instructors while optimizing learning outcomes.

Proper Technique and Training: All students must be thoroughly trained in the correct techniques for each OMM procedure before performing them on peers or patients. Instructors will provide detailed demonstrations and supervise practice sessions to ensure that techniques are executed accurately and safely. Emphasis is placed on correct body mechanics, including proper posture and hand placement, to prevent strain or injury during manipulative procedures.

Informed Consent and Communication: Prior to performing any manipulative technique, students must obtain informed consent from their practice partners, ensuring that they are aware of and agree to the procedure being performed. Clear and open communication between students and instructors is encouraged to address any concerns or discomfort immediately. Instructors are responsible for monitoring practice sessions and intervening if any safety issues arise.

Patient Positioning and Support: Proper patient positioning is crucial to ensure the safety and comfort of both the patient and the practitioner. Students must be trained to position patients correctly and use supportive techniques to minimize discomfort and prevent injury. Adequate support should be provided to the patient throughout the procedure to maintain stability and prevent accidental movements.

Emergency Procedures: Students must be familiar with emergency procedures and protocols, including how to respond to adverse reactions or accidents that may occur during practice. Instructors should be trained in first aid and emergency response to provide immediate assistance if needed.

By following these safe handling and practice techniques, the OMM classroom will maintain a safe and professional environment that enhances the learning experience while safeguarding the health and well-being of students and faculty.

5. General Classroom and Study Practices

Safety practices in regular classrooms are important to creating a pleasant and enjoyable learning environment. While general classrooms do not present conditions or materials that typically require specialized safety protocols, it is important to recognize and acknowledge individuals must always be courteous of their peers and colleagues in these spaces. Particularly within large lecture hall spaces, where population density is greater, and students frequently share spaces. Some general protocols for these spaces include:

- **Carry-in, Carry-out Cleanliness:** DYU-COM is committed to keeping learning environments safe and clean. To ensure your peers and colleagues always have access to a clean environment, please pick up messes you create to the fullest extent possible (e.g., wipe small spills or crumbs off a table) and never leave trash behind.
- **Personal Space:** Please be mindful of the personal space of people around you. Ensure that to the best of your ability, you choose your seating appropriately, and any unnecessary store books, coats, boots, etc. in designated locker rooms and storage areas to reduce clutter and overcrowding.
- **Quiet Zones:** Designate quiet areas or times within or around classrooms for students who need a quieter environment to study or work.
- **Egress and Emergency Exits:** Emergency exit locations and plans are clearly marked throughout all DYU-COM facilities. Please be mindful of the location of emergency exits and always keep egress paths clear and unobstructed. Clearly mark and keep emergency exits unobstructed. Conduct regular drills for evacuation and emergency response.
- **Fire Safety and First Aid:** Fire safety systems and first aid kits are installed and maintained throughout DYU-COM facilities in compliance with all laws and regulations. In some cases, NARCAN is also free and available for emergency use in wall-mounted dispensers. Please ensure your proper and appropriate use of any emergency supplies, and report consumption to Campus Safety so supplies can be replaced, as needed. smoke detectors, fire alarms, and fire extinguishers. Ensure that all safety equipment is regularly tested and serviced.
- **Facilities Reporting:** DYU-COM is committed to providing best-in-class facilities and furniture to support learning. If you encounter furniture or facilities that are not in working condition (e.g., broken locker door, light out, outlet not working), please report the issue to facilities so the administration can have the issues resolved.
- **Inclusive Design and Assistive Technologies:** If you are in need of an accommodation, please consult DYU-COM's designated Accessibility Officer to discuss accommodation for your specific situation.

6. Responding to Emergencies

If an emergency arises, please follow the following procedures for responding and report emergencies at DYU-COM. These procedures include protocols for (1) emergency notifications, (2) basic emergency procedures, (3) emergency evacuations, (4) hazardous material spills, and (5) active shooters.

Emergency Notification System

DYU-COM has an emergency notification system in place designed to simultaneously send official messages to individuals' designated emergency contact locations (phone, text, and e-mail) in the event of a disruption of normal campus operations or in case of an emergency. If an incident is deemed serious enough, there may be multiple notifications, with the assumption that redundancy is a good thing. In addition to the emergency notification system, other notices may include, website messaging, direct messages to key individuals, and campus signage. Campus Safety will determine who to contact to respond to any incident. Students are automatically enrolled to receive messages from the emergency notification system upon enrollment in DYU-COM. For more information about the emergency notification system or to update/change/omit your personal information, please e-mail Mark Alicea at aliceam@dyu.edu.

Basic Emergency Protocols

All accidents and emergencies should be reported utilizing the following protocols:

1. Contact campus safety (716-829-7777), provide your name, location, and the nature of your emergency.
2. Call 9-1-1 if an appropriate emergency. Provide your name, building name, location, and the nature of the emergency.
3. If the emergency is off campus establish communication lines between the scene and appropriate campus officials.

Emergency Evacuation Protocols

This section is designed to provide clear and actionable instructions for various emergency scenarios, including fires, natural disasters, and other urgent situations that require immediate evacuation of a DYU-COM facility. By establishing a structured evacuation plan, we aim to safeguard the well-being of our college community, minimize risks, and ensure that everyone is aware of their roles and responsibilities during an emergency. The protocols outlined here will be regularly reviewed and practiced through drills to ensure preparedness and to foster a culture of safety and responsiveness throughout our institution. The protocols include:

1. Remain calm.
2. All building evacuations will occur when an alarm sounds and/or upon notification by campus safety or DYU-COM personnel.
3. When the fire/evacuation alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same.
4. Use stairs in case of fire and/or other emergencies. DO NOT use elevators.
5. Once outside, proceed to a clear and safe area away from the building.
6. Keep driveways and walkways clear for emergency vehicles and personnel.

7. Alert campus safety of any individuals with mobility issues and their location.
8. Do NOT return to an evacuated building unless told to do so by a college official.
9. All DYU-COM students and personnel should familiarize themselves with the emergency procedures, know evacuation routes and be prepared to assess situations quickly but thoroughly, using common sense to determine a course of action.

Hazardous Materials Spill Protocols

Any spillage of a hazardous chemical or potentially radioactive material should be reported immediately to Campus Safety (716-829-7777).

- Evacuate the affected site immediately. Do not walk on or touch any spilled substance. Try to stay upstream, uphill, and upwind of the accident.
- Cover mouth with a cloth while leaving the area.
- Do not reenter the area for any reason. Remain outside the area until authorities allow reentry.
- A fire alarm may be activated but care is needed to avoid the spill area during evacuation.
- In case of spills to the face or eyes, immediately wash thoroughly at laboratory eyewash stations.
- Any exposure to toxic fumes, chemicals, or radiation hazards will be notified via Campus Safety or 9-1-1, and appropriate action taken including evacuation, isolation, first-aid, and referral to the Emergency Room.

All Safety issues at Clinical Rotation sites will be managed by the relevant hospital authorities in conjunction with DYU-COM.

Active Shooter Protocols

This section aims to equip students, faculty, and staff with the knowledge and tools necessary to respond effectively and safely during a high-risk incident, such as an active shooter situation. It outlines key strategies for reacting to and recovering from an active shooter event, emphasizing immediate actions to ensure personal safety and minimize harm. Through detailed instructions, periodic training, and coordinated response efforts, we seek to enhance preparedness, maintain a secure campus, and protect the well-being of our DYU-COM community in the face of this serious threat. When an active shooter is in your vicinity the protocol for individuals' actions should adhere to the **Run – Hide – Fight Model**, which is detailed as follows:

<p>1. RUN</p> <ul style="list-style-type: none"> • Have an escape route and plan in mind. • Leave your belongings behind. • Keep your hands visible. 	<p>2. HIDE</p> <ul style="list-style-type: none"> • Hide in an area out of the shooter's range. • Block entry to your hiding place and lock the doors. • Silence your cell phone and/or pager. 	<p>3. FIGHT</p> <ul style="list-style-type: none"> • As a last resort and only when your life is in imminent danger. • Attempt to incapacitate the shooter. • Act with physical aggression and throw items at the active shooter.
<p>Call 9-1-1 at the first opportunity where it is safe to do so.</p>		

Information to provide to Law Enforcement of 9-1-1 Operator

- Location, number, and physical description of active shooter(s).
- Number and type of weapons held by shooter(s).
- Number of potential victims at the location.

When Law Enforcement Arrives:

- Remain calm.
- Put down any items in your hands (i.e., bags, jackets).
- Raise hands, spread fingers, and always keep hands visible.
- Avoid quick movements towards officers such as holding on to them for safety.
- Avoid pointing, screaming, or yelling.
- Do not stop to ask officers for help or direction when evacuating.

7. Mental Health, Wellness, & Fatigue Mitigation

The DYU-COM recognizes and appreciates the importance of good mental health services for all students, faculty, and staff, even when they are on rotations away from campus. There are both in-person and virtual access to these services.

SaintsCare is available to students via TalkNow, with 24/7 availability. SaintsCare utilizes GPS technology to connect students to providers in away rotations and different locations. In addition, for general mental health concerns, mental health counselors are available for consultation via the Wellness Lodge. Students can call, email, and sign up through the university website. Crisis services are available by calling D'Youville Campus Safety, and through Erie County Crisis Services.

Faculty and staff can also access the above services. The university provides commendable health insurance for all full-time faculty and staff which they will be encouraged to utilize for mental health, wellness, and preventative measures. We will ensure that every student has access to mental health services, and faculty and staff are aware of their options and utilize these services whenever necessary. These options and a culture of seeking help will be emphasized during orientation and recruitment and repeated every semester.

The Student Success Program (SSP) also serves as a resource to provide student success coaching, and participants will be instructed in:

1. Basic/review science modules, if necessary
2. High-level study skills
3. Time management for graduate-level studies
4. Test-taking techniques
5. Note-taking techniques
6. Stress management
7. Avoiding “study” burnout

CLASSROOM SAFETY, HEALTH & WELLNESS PLAN

Fatigue mitigation during the Preclinical years will be achieved by a balanced curriculum, different teaching pedagogies that utilize the strengths of individual student learning, and sufficient time off coursework. Students will be encouraged to utilize health and wellness, recreation, and athletic services available at the university and elsewhere. There are substantial facilities and spaces in the university and COM both for quiet time and meditation, as well as socialization and relaxation. Faculty, staff, and leadership will be involved in advising students about time and resource management, a healthy and balanced lifestyle, and utilizing mental health services and help when essential. During rotations, students will be advised and encouraged to utilize all resources available at their location and learning environment to mitigate stress and have an enriching experience. At rotation sites, students are part of the clinical team including residents, fellows, and attendings, and will observe the policies and practices set forth by the team for work hours and time off. Preceptors and rotation sites will be advised every semester about the importance of work-life balance fatigue mitigation and mental health promotion for our students.

There is an open-door policy where any faculty, staff, or student can talk about issues with their supervisors, Chairs, and advisors, and all such information will be held in strict confidentiality within the limits of law and HIPAA requirements. We believe that ensuring and promoting mental health and wellness among our students, faculty, and staff will lead to competent and empathetic health professionals and educators for our community and our patients.