

## Postgraduate Medical Education (PGME)

Title:	Postgrad Extraordinary Event Guideline	Number:	
Approved By:			
Approval Date:			
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### Preamble

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Should there be any emergency circumstances that Postgraduate Medical Education Trainees may be involved or exposed to, below is a guideline of resources and management plans in place.

### Definitions

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Extraordinary circumstance includes any incident/event with apparent crisis or disaster potential, such as mass casualty, epidemic, evacuation, earthquake, wildfire, flooding, etc.

### Guidelines

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Postgraduate Office:

**\*\*In the event of a potential emergency, Residents are to report to their Program Director as soon as reasonably possible and await further instructions.**

When any such situation is identified, the PGME office will liaise with the appropriate University/Community Health authorities and other stakeholders as required and provide Program Directors with specific advice or directions for residents. Where mass communication across programs is required, the PGME Office will coordinate and manage this.

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### Residents off campus within a Clinical Environment:

Residents should refer to and be aware of Hospital specific or Health Authority Emergency and Disaster Management Plans at the location where they are scheduled. The key response activities, in the event of an emergency or disaster, rests with the Health Authority or Hospital unit to direct, and the resident is to follow the protocol in place at the clinical environment where they are working.

In the event the resident is on a rotation away from their home site, and there is a potential emergency threat (ie wildfire, flooding, etc) they are to connect with their home program as soon as possible to determine next steps and await instructions.

The Provincial Emergency Program recommends that all individuals be prepared for emergencies at all locations, including in the workplace and at home. This includes preparing to meet individual needs for a 5 period of up to 72 hours. The University encourages all personnel to undertake emergency preparedness measures, and supports this through the delivery of emergency preparedness workshops coordinated by the Department of Health, Safety and Environment.

### Residents on campus:

For the UBC Disaster Response Plan, please refer to Policy #8 Disaster Management. This policy speaks to the University Plan in developing and maintaining a disaster management program based upon the elements of preparedness, response, recovery, and mitigation.

<https://universitycounsel.ubc.ca/files/2013/08/policy8.pdf>

For UBC Policy on Occupational and Research Health and Safety, please refer to Policy #7. This policy articulates UBC's commitment to provide healthy and safe workplace, teaching, and research environments for UBC Members.

<https://universitycounsel.ubc.ca/files/2018/12/policy7.pdf>

UBC Faculty of Medicine has a website on Emergency Preparedness which includes emergency protocols for active shooter situations, bomb threats, earthquake, evacuations and fire safety; as well as emergency contact numbers. <https://rms.ubc.ca/emergency/>

Included in the Emergency Preparedness site, there are the following resources:

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- Crisis Management Plan  
<http://riskmanagement.sites.olt.ubc.ca/files/2018/10/CrisisManagement-Plan-.pdf>
- Emergency Response Plan  
<http://riskmanagement.sites.olt.ubc.ca/files/2019/02/UBCVancouver-Emergency-Response-Plan-2019-2020.pdf>

Action	Committee	Date	Status