LSU Health Sciences Center
School of Allied Health Professions
Allied Health Students
Emergency Plan (2025)
May 29, 2025

PURPOSE:
The purpose of this policy is to provide all SAHP Students with guidance in the preparation for weather related emergency procedures for LSUHSC-NO, School of Allied Health Professions. All SAHP students are to review and follow CM-51 on weather related emergency procedures as well as the LSUHSC Emergency Preparedness response actions for hurricanes. It is each individual's responsibility to obtain esssential information about a hazardous condition from television, radio, or newspaper. It is each individual's responsibility to evaluate the situation and determine the course of action that is to the individual's best interest. The Allied Health Administration does not guarantee that every individual will be notified, nor assumes any liability for failure to contact any individual. Given these conditions, the SAHP will make an effort to notify students of important information regarding hazardous conditions (e.g., hurricane information). This effort will include one or more of the following means of communication: LSUHSC website, e-mail, text-messaging, mass communication, telephone, and/or answering machine. In the case of mass communication, faculty, staff, and students will be advised to listen to major television and radio stations for information.

POLICY:
LSUHSC-NO SAHP faculty are committed to ensuring the successful continuation of all students' academic education after a weather-related emergency. SAHP faculty will work diligently to continue SAHP Education as soon as possible following a weather-related emergency. Successful management and recovery for any emergency is dependent upon adequate preparation. This requires that every SAHP student is familiar with LSUHSC-NO emergency procedures and follow the guidance provided by SAHP faculty prior to and after an emergency.
The Chancellor has provided all faculty, staff, and students with a policy on Weather Related Emergency Procedures for LSUHSC-NO, CM-51: http://www.lsuhsc.edu/administration/cm/cm-51.pdf. This policy provides directives for activities in preparation for, during, and after a weather-related emergency. In addition, this policy provides categories for an emergency response due to flooding:

- Yellow – Flood Caution
- Orange – Flooding Possible
- Red – Flooding Probable

1. The Chancellor of LSUHSC-NO is the final authority to activate the Disaster Plan.
2. LSUHSC-NO has a Text Message Alert System (TMAS) to advise faculty, staff, and students about emergency matters. Faculty, staff, and students are encouraged to subscribe.
    a. In case of an emergency, students can access the Academic Self-Service site: https://prd.pshe.lsuhsc.edu/psp/csprd/?cmd=login to update their latest contact information.
3. LSUHSC email: If there is a threat of severe weather, the SON will send LSUHSC email that will supplement and reinforce messages coming from the Office of the Chancellor.

PROCEDURE:

A. Communication

1. In the preparation, during, and after an emergency, communication is a critical and vital element for successful management and recovery from a crisis. Therefore, all SAHP students must utilize multiple sources of media to receive communication regarding the state of emergency such as:
    - Television
    - Statewide and local radio stations

- LSUHSC-NO Emergency Website
- Text Messaging Alert System (TMAS)
- Mass communication messages to all SAHP students will be coordinated through either email or the LSUHSC-NO Emergency Website.

2. SAHP students should respond to all emergency messages designated for all LSUHSC students and those specifically posted on the LSUHSC-NO Emergency Website for SAHP students. Emergency messages posted specifically for students in other schools such as medicine, nursing, public health, graduate studies, and dentistry may not apply to SAHP students.
3. In an emergency, students will have access to Zoom through the Moodle site at https://moodle.lsuhsc.edu/. Communication modules have been established for all students and are as follows:
4. In addition, students will have access to an Emergency Information Hot Line: 866-957-8472.
5. If students cannot secure assistance from the Helpdesk, students should contact the School of Allied Health Computer Support Department, ahnopcsupport@lsuhsc.edu.
6. Students should ensure phone numbers and personal emails are current in Academic Self-Service: https://prd.pshe.lsuhsc.edu/psp/csprd/?cmd=login.

B. Declaration of an Emergency

1. The Chancellor will issue an executive decision to activate the Weather-Related Emergency Plan and Procedures. An emergency is not declared until the Chancellor provides the executive decision.
2. During an emergency, LSUHSC-NO will not serve as an evacuation site for faculty, staff, students, or the public.
3. SAHP students will be alerted to the declaration of an emergency through public announcements on the LSUHSC-NO Emergency Website, TMAS, television, and radio. Depending on the timing of the emergency declaration and current situation, SAHP faculty will attempt to notify students regarding the state of emergency. However, this may not be possible; therefore, SAHP students should primarily utilize the LSUHSC-NO Emergency Website, television, or radio for current information and updates.

C. Research and Clinical Activity during a Weather-Related Emergency

1. All SAHP practicum experiences must cease once the Chancellor has closed the HSC/School due to an emergency.

D. Preparation for a Weather-Related Emergency

1. In addition to personal preparation, for personal safety and security during a weather-related emergency, SAHP students are encouraged to prepare for the continuation of the SAHP education in the immediate aftermath of a weather-related emergency. SAHP students are encouraged to prepare in advance to evacuate with the following items:

Emergency Checklist for Students (Items to Take)	
Books	Cell Phone
Course Syllabi	Credit Cards, Cash, Check Book
Identification credentials (e.g., Driver's License, Birth certificate, passport)	Flash Drives
Laptops	Insurance Documents

Mementos	LSUHSC ID Badge
Mortgage and rental papers	Student LSUHSC Empl Id#
URL for Moodle and Zoom: https://moodle.lsuhsc.edu/	Notes, important course papers, and reading materials that are in progress in both paper and electronic format
Personal Health Records/Medications	Personal licenses (drivers, nursing)
Portable radio with batteries	Phone numbers of family and friends
Projects	Uniforms (if applicable)

2. Students who know their evacuation plan can store the information on the SAHP Directory site:

   In addition, students are encouraged to provide course faculty with alternate communications, such as personal email accounts and cell/satellite phones. This will facilitate communication in the aftermath of a weather-related emergency.

E. After the Declaration of a Weather-Related Emergency and the Immediate Aftermath

1. All LSUHSC-NO SAHP students are required to update their personal contact information on the LSUHSC-NO registry. This registry will become available online via the LSUHSC Emergency Website once a state of emergency has been declared by the Chancellor.
2. After the immediate weather-related emergency has ceased, SAHP Students must access an update on LSUHSC-NO events through the LSUHSC-NO Emergency Website, television, radio, Moodle and/or Zoom communication modules.

References:

CM-51 Weather Related Emergency Procedures for LSUHSC-NO

Approved:

By: Administrative Council **Date:** June 23, 2025