

Pre-Accreditation Element 5.3.1: Safety, Health and Wellness

Element Description

A COM must publish and follow policies and procedures that effectively mitigate student, faculty, and staff, exposure to infectious and environmental hazards, provide education on prevention of such exposures, and address procedures for care and treatment after such exposures.

A COM must publish and follow policies related to student, faculty, and staff mental health and wellness and fatigue mitigation in the clinical learning environment.

1. Provide the policies and procedures addressing safety and health issues.

XUCOM Narrative

XUCOM places a high level of importance on maximizing the safety, wellness, and well-being of all its faculty, staff, and students, especially those working long hours in the clinical learning environment. Promoting wellness, maintaining health, and mitigating illness and burnout are priorities.

All XUCOM administrators, faculty, staff, and students are to refer to XU and XUCOM policies, protocols, resources and/or personnel for guidance on how to avoid, mitigate, and address exposures, incidents, injuries, burnout, and concerns.

XUCOM's Safety, Health, and Wellness policy is attached.

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XAVIER UNIVERSITY College of Osteopathic Medicine Safety, Health and Wellness Policy

Effective: September 1, 2025

Last Revision: (Date)

Next Review: June 30, 2026

Responsible College Officer: Associate Dean, Clinical Education and GME

Scope: XUCOM Students, Faculty, and Staff

Distribution List: XUCOM Administration, Students, Faculty, and Staff; Preceptors

A. PURPOSE

To maximize the safety, wellness, and well-being of all XUCOM faculty, staff, and students, especially those working long hours in the clinical learning environment.

B. POLICY

Introduction / Background

Element 5.3 of the Commission on Osteopathic College Accreditation (COCA) *New and Developing Accreditation Standards* (effective September 26, 2023; edited 10/1/2024) requires that a COM must publish and follow policies and procedures that effectively mitigate student, faculty, and staff, exposure to infectious and environmental hazards, provide education on prevention of such exposures, and address procedures for care and treatment after such exposures. The COM must publish and follow policies related to student, faculty, and staff mental health and wellness and fatigue mitigation in the clinical learning environment.

Xavier University Policies

XUCOM students must follow the policies of Xavier University. The following sections include important excerpts from XU policies with weblinks to the full policies and additional resources. In some situations, the XUCOM Student Handbook & Clinical Rotation Manual has additional information specific to the training and education of XUCOM students.

Safety

<https://www.xavier.edu/safety/index>

Xavier University is a community of almost 8,000 persons working, living, and studying on campus. As in all communities, personal safety, crime, and the loss of property may occur. Crimes of opportunity such as the theft of unattended books, computers, backpacks, or property compose 95% of campus crime. Crimes related to personal behavior and relationship issues, involving alcohol or substance abuse and personal responsibility, make up the balance. It is important to note most of these crimes are preventable. As you explore this website, we provide suggestions and tips on how to keep yourself and your property safe.

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Information available at the website includes the following:

- Active Shooter Response
- Safety Events and Programs
- Anonymous Reporting Hotline
- Ask or Notify Campus Safety Team
- Building Coordinators
- Emergency Action Plans
- Evacuation Procedures
- Fire Prevention Plans
- Fire Safety
- Hazard Communication Plan
- Safety Committee
- Safety Communications Protocol
- Safety Escort Policy
- XU Alert Me
- Title IX Office

Personal Safety

Every member of the Xavier community contributes to their personal safety. Below are important actions you may practice daily:

- Be aware of your surroundings.
- "See it, hear it, report it" to Xavier Police, (513) 745-1000.
- Lock the door! Whether it is your vehicle, office, or residence.
- Protect and secure your valuables, do not leave them unattended.
- Maintain control of your ALL card, books, and bags.
- Do not abuse alcohol or other drugs.
- Use common sense.

XU Police

Xavier University maintains a professional, state-certified police force with police powers and authority under Section 1713.50 of the Ohio Revised Code. All officers have been certified through a certified Ohio Peace Officer's Training Academy as mandated under Section 1713.50(d) of the Ohio Revised Code. In addition, we provide:

- 24/7 police patrols and dispatch center.
- Blue Light Assistance phones located throughout campus buildings and grounds.
- Secured card access residence halls.
- A variety of crime prevention programs each year.
- Mandatory fire safety training in each residence hall.
- An escort service after dark through XUPD dispatch.

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The Xavier University Police Department utilizes a Community Oriented Policing (COP) program maintaining mutual aid agreements with the cities of Cincinnati, Norwood, and the Hamilton County Police Association. The success of the Community Oriented Police initiative has been recognized by Xavier's Student Government Association for its positive impact on students.

Emergency Phone (513) 745-1000 (answered 24/7)

Non-Emergency Phone (513) 745-2000

Exposure Control Plan (Infectious Materials / Bloodborne Pathogens)

<https://www.xavier.edu/safety/exposure-control-plan/index>

Xavier University has an Exposure control Plan to minimize the transmission of bloodborne pathogens, to provide a safe workplace for all workers and to ensure compliance with the Occupational Safety and Health Administration (OSHA) Regulations, Standard - 29 CFR 1910.1030, Bloodborne Pathogens. <https://www.xavier.edu/safety/exposure-control-plan/exposure-control-plan.pdf>

Bloodborne Pathogens are pathogenic (disease-producing) microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).

Other Potentially Infectious Materials (OPIM) include but are not limited to the following human body fluids: semen, vaginal secretions, synovial fluid, pleural fluid, pericardial fluid, peritoneal fluid, amniotic fluid, saliva in dental procedures, any body fluid that is visibly contaminated with blood and all body fluids in situations where it is difficult or impossible to differentiate between body fluids.

Clery Compliance

<https://www.xavier.edu/clery/index>

The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (20 USC § 1092(f)) is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information about crime on and around their campuses. The law is tied to an institution's participation in federal student financial aid programs and it applies to most institutions of higher education both public and private. The Act is enforced by the United States Department of Education.

The law was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights, and was amended again in 1998 to expand the reporting requirements. The 1998 amendments also formally named the law in memory of Jeanne Clery. Subsequent amendments in 2000 and 2008 added provisions dealing with registered sex offender notification and campus emergency response. The 2008 amendments also added

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a provision to protect crime victims, "whistleblowers", and others from retaliation. In 2013, effective March 7, 2014, the law was further amended by the Violence Against Women Act of 2013 ("VAWA"). In addition to some technical clarifications, VAWA expanded crime reporting, programming, and policy and procedure requirements to include incidents of dating violence, domestic violence, and stalking. Final regulations implementing VAWA were published October 20, 2014.

Information available at the website includes the following:

- Clery Reportable Map
- CSA Anonymous Reporting Form
- Title IX Office
- Timely Warning Policy
- Emergency Notification Policy
- Missing Persons Policy

Wellbeing at XU

<https://www.xavier.edu/wellbeing/index>

Embracing the core Jesuit value of cura personalis, Xavier University is committed to providing a healthy living, learning and working environment. Xavier Wellbeing will equip, support and inspire individuals to achieve their highest personal level in each of the eight dimensions.

1. Emotional Wellbeing is acknowledging, sharing and managing feelings (i.e., anger, sadness, hope, joy) in a productive manner. Understanding one's self, accepting one's identity and building resiliency contribute to emotional wellbeing.
2. Physical Wellbeing is managing one's health effectively. Participating in regular physical activity, making sound dietary choices, and practicing good sleep habits contribute to physical wellbeing.
3. Spiritual Wellbeing is questioning, "Who am I and what is meaningful in life?" Developing an appreciation for the depth and expanse of life contributes to spiritual wellbeing.
4. Social Wellbeing is engaging in authentic relationships that encourage personal development and growth. Developing social networks and committing time to relationships contribute to social wellbeing.
5. Financial Wellbeing is recognizing and utilizing resources effectively. Spending money wisely, investing in experiences and giving to others contribute to financial wellbeing.
6. Community Wellbeing is feeling acceptance, security and equity in one's environments. Sharing one's strengths, passions and resources with others contributes to community wellbeing.

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7. Intellectual Wellbeing is having an open mind and being receptive to new ideas and experiences. Utilizing critical thinking skills, cultivating curiosity and practicing life-long learning contribute to intellectual wellbeing.
8. Purpose Wellbeing is achieving satisfaction and fulfillment through exploring and pursuing personal vocations. Having goals and focus contributes to purpose wellbeing.

Psychological Support for Faculty and Staff

<https://www.xavier.edu/psychologicalservices/services-to-xavier-faculty-and-staff>

C. DEFINITIONS / ABBREVIATIONS

COCA / Commission on Osteopathic College Accreditation

OPIM / Other Potentially Infectious Materials

OSHS / Occupational Safety and Health Administration

XU / Xavier University

XUCOM / Xavier University College of Osteopathic Medicine

D. PROCEDURE / PROTOCOL

All XUCOM students, faculty and staff that are involved with patient contact / clinical experiences during any volunteer, pre-clerkship, or clerkship activities must use appropriate universal precautions to mitigate pathogen and needlestick exposure, adhering to XUCOM's policies and procedures as well as those of the clinical training site.

Pathogen and Needlestick Exposure

In the event of a needlestick / pathogen exposure to blood and/or bodily fluids students must:

1. Immediately rinse and/or flush the area with water for a minimum of 15 minutes.
 - a. Use a Wash Station if available.
 - b. Remove contact lenses.
 - c. If soap is available, wash the skin with soap.
2. Apply pressure to stop bleeding, as necessary.
3. Report the incident to your preceptor.
4. Complete the required steps of any policy at the site for pathogen exposure or needlestick injury.
5. Seek further treatment as necessary for the incident / injury.
6. Contact the Assistant/Associate Dean of Clinical Education and GME.
 - a. Complete a Student Incident/Injury Form
7. Arrange follow up through the XU Health Services so that any additional testing and/or treatment/management can be coordinated and completed.
 - a. Appointments can be scheduled by calling (513) 745-3022, option 3, Monday – Friday between 8:30am – 5:00pm.

Fatigue Mitigation

Providing patient care is both physically and mentally demanding. In the clinical training environment, XUCOM students, faculty, and staff will be exposed to areas of patient care that must be available 24/7/365. To help mitigate the impact of long days, long weeks, night

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shifts, and the need to keep learning as a medical student, XUCOM has applied the following constraints and makes the following recommendations:

1. Student work hours will be limited to no more than 60 hours per week, averaged over a 4-week period.
 - a. Students must have one day off (24 hours) during each 7-day period.
 - b. All clinical duties and face-to-face educational events are included in the work hour calculation
 - c. Asynchronous learning events, assigned reading, independent study time, and online assessments are not included in the work hour calculation.
2. Students, faculty, and staff need to self-monitor for signs of fatigue, drowsiness, and any lack of alertness, which may include:
 - a. Difficulty staying awake
 - b. Waves of sleepiness
 - c. Difficulty with short-term recall
 - d. Repeated yawning
 - e. Nodding off
 - f. Blurred vision
 - g. Headache
 - h. Myalgias
 - i. Difficulty focusing on any activity
3. Students, faculty and staff need to be mindful of risk-times for fatigue-related symptoms to manifest:
 - a. When altering / shifting between daytime – nighttime shifts
 - b. Between 11:00pm and 7:00am
 - c. After the 8th hour of any shift
4. Students, faculty, and staff should not drive while fatigued
 - a. Contact a family member, friend or classmate for a ride
 - b. Take public transportation
 - c. Use Uber or Lyft or another ride service (i.e., taxi, etc.)
 - d. Delay your trip
 - e. Stop at a safe location and take a nap
5. Students, faculty, and staff should consider using tactics that may help reduce fatigue
 - a. Napping
 - b. Avoiding the use of stimulants
 - c. Avoid the use of sleep aids
 - d. Regular exercise
 - e. Healthy diet
 - f. Relaxation techniques to assist with the onset of sleep

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6. Students should speak with their preceptor about assistance with fatigue mitigation.
 - a. Faculty and staff should speak with their supervisor about assistance with fatigue mitigation.
7. Students should contact the Assistant/Associate Dean of Clinical Education with any concerns.

E. EXHIBITS

XU Faculty, Student, and Staff Handbooks
XUCOM Faculty Handbook
XUCOM Student Handbook & Clinical Rotation Manual

F. RELATED POLICY/POLICIES

Eligibility to Enter Clinical Rotations
Health Insurance Policy
Mental Health Services
Physical Health Services

G. REVIEW SCHEDULE

Annually (before June 30th)
Involved Parties: XUCOM Dean; XUCOM Dean's Advisory Council

Approved / Dean's Signature

Date

Revision Date	Summary of Changes	Approval Date