

# Good Samaritan College of Nursing and Health Science

## 2010 ANNUAL SECURITY REPORT

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#### INTRODUCTION

Good Samaritan College of Nursing and Health Science (GSC) provides this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The report is prepared by the College in cooperation with the Good Samaritan Hospital (GSH) Security and local law enforcement surrounding the GSC campus. The Annual Security Report includes statistics for the previous three years concerning reported crimes that occurred on campus and on public property within, or immediately adjacent to and accessible from, the GSC campus. The report also includes institutional policies concerning campus security and other matters. A hard copy of the report is available by contacting the Campus Operations and Security Manager's Office.

The College makes this information available to all students, employees, and applicants for enrollment or employment, as required by the United States Department of Education.

#### SECURITY ON CAMPUS

Good Samaritan College of Nursing and Health Science (GSC) is a subsidiary of Good Samaritan Hospital (a partner of TriHealth) and is located on the campus of Good Samaritan Hospital (GSH) where the GSH Safety and Security Office provides services for GSC.

Safety and security on campus is of paramount importance to the College. GSH Security seeks to provide a safe campus environment and regularly patrols the campus area. The complete cooperation and commitment of students and employees is necessary to maintain a truly safe environment. Students and employees must assume responsibility for their own safety and for the security of their personal belongings.

GSH Security officers have the authority to ask persons for identification and to determine whether individuals have lawful business at the College. GSH Security officers have the authority to issue parking citations but do not have arrest power. GSH Security maintains a professional working relationship and refers criminal incidents to the Cincinnati Police Department (CPD) who have jurisdiction on the campus. All crime victims and witnesses are strongly encouraged to immediately report a crime to GSH Security and Cincinnati police. Prompt reporting will assure timely warning notices on campus and timely disclosure of crime statistics.

GSH Security can and does respond to student-related incidents that occur on campus. GSH Security also has direct communication with Cincinnati police, fire department, and ambulance services to facilitate rapid response in any emergency situation.

The daily crime log is available upon request in the Good Samaritan Hospital Security Department located on Level 5 on the Clifton Avenue side of the hospital.

#### SECURITY AWARENESS PROGRAMS

During orientation in August and January, students are informed of services offered by GSH Security. Security also offers information at the GSC College Fair twice a year. Students are also routinely informed of ways to maintain personal safety. Similar information is presented to new employees. Student safety information is communicated to students via Sonisweb announcements, student email messages, the weekly student newsletter, and bulletin boards located in common areas on the campus. Communications to employees are made via the College-wide email system or the Good Samaritan Hospital Intranet. In addition, each student has access to the College Web site where additional safety and security information is located.

### BELOW IS A LIST OF GSC POLICIES & INFORMATION RELATED TO CAMPUS SAFETY:

#### POLICY TITLE: ALCOHOL AND DRUG

Nurses statistically are at higher risk for alcohol and drug abuse. Good Samaritan College of Nursing and Health Science supports and conducts educational endeavors to increase awareness of the use and abuse of alcohol and drugs so that students can make informed choices regarding their consumption. The

college wishes to facilitate a helping atmosphere where students and faculty are encouraged to confront substance abuse problems directly and openly. In order to do this, issues of confidentiality are critical. Every precaution will be taken to protect the privacy of faculty and students who are involved in reported abuse or in reports of infractions.

Drug Use on Campus - The use of, sale, manufacture, possession, or distribution of intoxicating beverages and illegal and/or controlled substances covered under the Comprehensive Drug Abuse Prevention and Control Act are illegal under both Federal and State law and are prohibited. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under the 21 years of age in a public place or a place open to the public is illegal.

Anyone using alcohol or drugs on campus or under the influence during class or clinical hours will be reported to the Dean of Student/Alumni Services and referred to the college counseling service. The identity of the individual making the report will be kept confidential. The information will be thoroughly investigated before official action is taken. A drug screen performed by the Employee Health Department may be required. Disciplinary action will be on an individual basis. When appropriate, legal authorities will be notified.

Educational Commitment - The college will conduct a minimum of one yearly workshop related to alcohol and drug education. Pamphlets and educational material related to substance abuse will be available on a continual basis.

### **POLICY TITLE: CLINICAL CONDUCT**

Good Samaritan College of Nursing and Health Science expects students to present themselves in a professional manner at all times. The Dean of Academic Affairs may suspend, dismiss, or impose a mandatory leave of absence for reasons pertaining to dishonest or immoral behavior; physical or mental disability; unsafe conduct affecting either the student, patient or others; or failure to abide by hospital and college policies, procedures, rules and regulations. Refer to [www.Nursing.Ohio.Gov](http://www.Nursing.Ohio.Gov) website for access to the revised code (Law and Rule).

Student conduct while providing nursing care shall meet the following requirements:

A student shall in a complete, accurate, and timely manner report and document nursing assessments or observations, the care provided by the student for the client, and the client's response to the care;

A student shall in an accurate and timely manner report to the appropriate practitioner errors in or deviations from the current valid order;

A student shall not falsify any client record or any other document prepared or utilized in the course of, or in conjunction with, nursing practice. This includes but is not limited to, case management documents or reports or time records, and other documents related to billing for nursing services.

A student shall implement measures to promote a safe environment for each client;

A student shall delineate, establish, and maintain professional boundaries with each client;

At all times when a student is providing direct nursing care to a client the student shall:

Provide privacy during examination or treatment and in the care of personal or bodily needs; and

Treat each client with courtesy, respect, and with full recognition of dignity and individuality.

A student shall practice within the appropriate scope of practice as set forth in division (B) of section 4723.01 and division (B)(20) of section 4723.28 of the Revised Code for a registered nurse and division (F) of section 4723.01 and division (B)(21) of section 4723.28 of the Revised code for a practical nurse;

A student shall use universal blood and body fluid precautions established by Chapter 4723-20 of the Administrative Code;

A student shall not:

Engage in behavior that causes or may cause physical, verbal, mental or emotional abuse to the client;  
or

Engage in behavior toward a client that may reasonably be interpreted as physical, verbal, mental or emotional abuse;

A student shall not misappropriate a client's property or:

Engage in behavior to seek or obtain personal gain at the client's expense;

Engage in behavior that may reasonably be interpreted as behavior to seek or obtain personal gain at the client's expense;

Engage in behavior that constitutes inappropriate involvement in the client's personal relationships; or

Engage in behavior that may reasonably be interpreted as inappropriate involvement in the client's personal relationships;

For the purpose of this paragraph, the client is always presumed incapable of giving free, full, or informed consent to the behaviors by the student set forth in this paragraph.

A student shall not:

Engage in sexual conduct with a client;

Engage in conduct in the course of practice that may reasonably be interpreted as sexual;

Engage in any verbal behavior that is seductive or sexually demeaning to a client; or

Engage in verbal behavior that may reasonably be interpreted as seductive or sexually demeaning to a client;

For the purpose of this paragraph, the client is always presumed incapable of giving free, full or informed consent to sexual activity with the student.

A student shall not, regardless of whether the contact or verbal behavior is consensual, engage with a patient other than the spouse of the student in any of the following:

Sexual contact, as defined in section 2907.01 of the Revised Code;

Verbal behavior that is sexually demeaning to the patient or may be reasonably interpreted by the patient as sexually demeaning.

A student shall not self-administer or otherwise take into the body any dangerous drug, as defined in section 4729.01 of the Revised Code, in any way not in accordance with a legal, valid prescription issued for the student.

A student shall not habitually indulge in the use of controlled substances, other habit-forming drugs, or alcohol or other chemical substances to an extent that impairs ability to practice.

A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of habitual or excessive use of drugs, alcohol, or other chemical substance that impair the ability to practice.

A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of a physical or mental disability;

A student shall not assault or cause harm to a patient or deprive a patient of the means to summon assistance;

A student shall not obtain or attempt to obtain money or anything of value by intentional misrepresentation or material deception in the course of practice;

A student shall not have been adjudicated by a probate court of being mentally ill or mentally incompetent, unless restored to competency by the court.

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A student shall not aid and abet a person in that person's practice of nursing without a license, practice as a dialysis technician without a certificate issued by the board, or administration of medications as a medication aide without a certificate issued by the board.

A student shall not prescribe any drug or device to perform or induce an abortion, or otherwise perform or induce an abortion;

A student shall not assist suicide as defined in section 3795.01 of the Revised Code.

A student shall not submit or cause to be submitted any false, misleading or deceptive statements, information, or document to the nursing program, its faculty or preceptors, or to the board.

**POLICY TITLE: CONDUCT**

Good Samaritan College of Nursing and Health Science expects students to respect one another's rights and responsibilities and to be responsible for their own conduct. The Dean of Academic Affairs may suspend, dismiss, or impose a mandatory leave of absence for reasons pertaining to dishonest or immoral behavior; physical or mental disability; unsafe conduct affecting either the student, patient or others; or failure to abide by hospital and college policies, procedures, rules and regulations.

Disciplinary action and/or dismissal will result from, but is not limited to, the following incidents:

1. Falsification of records or forgery of any nature.
2. Unauthorized possession of property or theft; this includes hospital property.
3. Breach of confidentiality.
4. Dishonesty.
5. Academic Misconduct - Any alteration of a test answer or utilization of unacceptable resources to complete a test item or assignment. All forms of cheating, plagiarism\*, and other means of deception are included in this policy.
6. Disruptive Classroom Behavior may initially result in being asked to leave the classroom and could lead to disciplinary action and/or dismissal.
7. Invasion of privacy, including unauthorized entering of facility.
8. Defacing or destruction of college or hospital property.
9. Possession or use of weapons.
10. Illegal and unauthorized possession, use or dissemination of drugs or alcohol.
11. Hate Crimes – A hate crime, also known as a bias crime, is a criminal offense committed against a person, property or society that is motivated, in whole or in part, by the offender's bias against his/her gender, color, race, ancestry, religion, ethnic/national origin, age, disability, veteran status, or sexual-orientation group.

The proper legal authorities will be notified according to the guidelines of the Student Right-to-Know & Campus Security Act.

\* Plagiarism is defined as the act of presenting as one's own an idea or product derived from an existing source. Examples of student plagiarism are: Submitting another student's paper, copying from published papers without giving credit, and falsifying home visits. This is a form of cheating.

**POLICY TITLE: CRIME AWARENESS AND CAMPUS SECURITY**

Good Samaritan College of Nursing and Health Science is committed to safety and security on campus and is in compliance with the *Federal Crime Awareness and Campus Security Act of 1990, Higher Education Amendments of 1998 (HEA 98)*.

It is the goal of Good Samaritan College of Nursing and Health Science (GSC) to maintain a safe, secure and healthful work and learning environment for students, visitors and employees. GSC recognizes and values the importance of a safe and secure educational environment. GSC strives to provide an environment that fosters the opportunity and the freedom for the entire community to grow intellectually while in the pursuit of educational excellence.

GSC is a subsidiary corporation of Good Samaritan Hospital (a partner of TriHealth, Inc.). The college is located on the campus of the Good Samaritan Hospital. Access to the college is through the main entrances of Good Samaritan Hospital. Hours of operation are posted.

Security services are provided by the hospital Security Department. The Security Department of TriHealth is not a department of Good Samaritan College.

The Security Department is located on Level 5 on the Clifton Avenue side of Good Samaritan Hospital. Security officers are available 24 hours a day, 365 days a year. The Security Department may be contacted by phone at (513) 862-2476 or from in-house phones at 22476.

If there is an emergency, contact Security by phone at (513) 862-3311 or by dialing 911 from in-house phones.

### **Reporting Information**

All emergencies or unusual activity should be reported immediately to the Security Department. After being notified of an emergency or suspicious condition on campus, the Security Department will dispatch the appropriate number of officers and emergency equipment to the scene. If hospital maintenance personnel are needed in an emergency, they will be contacted by the Security Department.

All crimes occurring on campus should be reported immediately to the Security Department. The Security Department will prepare a report of the incident. The Security Department maintains a close relationship with the City of Cincinnati Police and Fire Departments and will notify them in instances where assistance is needed.

The Good Samaritan College Emergency Communication Plan may be activated if appropriate. If needed, the Good Samaritan College Emergency Response Team (ERT) will be utilized.

### **Services**

Some of the services provided by the Security Department are:

- Crime Prevention Programs
- Issuance of college ID cards
- Assistance with vehicle trouble
- 24-hour escort service
- Electronic Monitoring

GSC is committed to safety and security on campus and is in compliance with the *Federal Crime Awareness and Campus Security Act of 1990, Higher Education Amendments of 1998 (HEA 98)*.

### **To comply with Title II of Public Law 101-542, Good Samaritan College:**

Will be in accordance with Good Samaritan Hospital policy regarding the reporting of criminal activities.

Faculty and staff are responsible to accurately and promptly report all crimes to the appropriate authorities.

Coordinates all activities with the hospital Security Department.

Offers information in Orientation and in the Student Handbook designed to inform students about campus security practices and crime prevention.

Offers programs on safety throughout the year.

Publishes campus statistics of criminal activities for prospective students, current students, faculty and staff through the internet on the federal government web site: <http://ope.ed.gov/security>.

### **FACULTY AND STAFF EMPLOYEE RESPONSIBILITIES**

Assume primary responsibility for personal safety;

Each employee has the responsibility to prevent accidents and injuries by observing established operating rules;

Report safety concerns and potential hazards promptly either by work order or directly to the Security Department

Wear Identification Badge at all times.

### **STUDENT RESPONSIBILITIES**

Assume primary responsibility for personal safety;

Each student has the responsibility to prevent accidents and injuries by observing established operating rules;

Report safety concerns or potential hazards promptly to the instructor/college or directly to the Security Department.

When participating in laboratory activities, receive the appropriate lab safety training prior to lab participation and use appropriate required personal protective equipment and safety instruments and tools;

Check college-assigned student e-mail accounts at least once a week for information on security and safety incidents that may be affecting the college community.

Wear Identification Badge at all times.

### **POLICY: EMERGENCY COMMUNICATION PLAN**

Good Samaritan College of Nursing and Health Science will make every attempt, without delay, to issue appropriate and timely warnings to students, faculty and staff in the event of a situation, on- or off-campus, that constitutes a threat to the campus community. The safety of the community will also be taken into account.

Since the college is situated within Good Samaritan Hospital (a partner of TriHealth, Inc.), if there are circumstances that constitute a threat to the Good Samaritan Hospital campus, TriHealth Inc., Corporate Policy will be followed: Emergency/Disaster Policy (#04 EP 01.00). For a copy of this policy, please contact college administrative personnel.

The initiation of the Emergency Communication Plan will be determined by the President of the College. If appropriate, the GSC Emergency Response Team (ERT) will be notified and utilized.

The President of the College will confirm the emergency; determine the content of the message and who it will be sent to. If appropriate, the college will notify students, faculty and staff.

The college will post notice on the College Website (www.GSCollege.edu); a text message will be sent; and a message will be placed on the Reception Desk phone line (513) 862-2631. Corporate Communications will disseminate information to the community at large if appropriate.

The only exception not to issue warnings would be if, in the professional judgment of the responsible authorities, the warnings would compromise efforts to assist victims or to contain, respond to or otherwise mitigate the emergency.

A publicized test of The Emergency Communication Plan will be done on an annual basis.

### **POLICY TITLE: HARASSMENT-FREE and DISCRIMINATION-FREE CAMPUS**

Good Samaritan College of Nursing and Health Science will not tolerate any form of behavior that could be reasonably interpreted as harassment, bullying, or willful discrimination against or by any Good Samaritan College students, patients/customers, employees, physicians, vendors, or visitors.

Good Samaritan College recognizes the importance of fostering a learning environment in which all individuals can thrive and are motivated to do their best, strengthened by their different backgrounds, perspectives, and life experiences. The college is committed to maintaining a learning environment that is free of harassment, bullying, or unlawful discrimination.

#### I. Eligibility

All Good Samaritan College students, patients/customers, employees, physicians, vendors and visitors.

#### II. Responsibility

Every eligible individual at Good Samaritan College is expected to avoid any behavior or conduct that could reasonably be interpreted as harassment. Every student and everyone who works at Good Samaritan College must also understand the importance of informing an individual whenever that individual's behavior is unwelcome, offensive or inappropriate.

#### III. Definitions & Behaviors

Harassment consists of unwelcome conduct, verbal, physical or visual that demeans or shows hostility or aversion toward an individual because of his/her gender, color, race, ancestry, religion, national origin, age, sexual orientation, disability or veteran status.

##### a. Discriminatory Harassment:

Discriminatory harassment may include, but is not limited to, such inappropriate conduct as offensive verbal kidding, teasing or jokes, offensive or obscene language or gestures, displays of offensive or obscene printed or visual material.

For Example: Verbalized slurs, offensive comments and behaviors against a person based upon the individual's gender, color, race, ancestry, religion, national origin, age, disability or veteran status are not tolerated.

Furthermore, Good Samaritan College will not honor unlawful discriminatory requests ~~for~~ regarding patient care.

##### b. Sexual Harassment

Unwelcome sexual advances, requests for sexual favors, and other physical, verbal or visual conduct based on gender (opposite or same sex) may constitute sexual harassment. This conduct is unlawful when (1) submission to the conduct is an explicit or implicit term or condition of employment decisions or academic decisions; (2) submission to or rejection of the conduct is used as the basis for employment or academic decisions; or (3) the conduct has the purpose or effect of unreasonably interfering with a person's performance or creating an intimidating, hostile or offensive environment.

Sexual harassment is a violation of the policy and may include such unwelcome conduct as: inappropriate sexually-oriented verbal kidding, teasing or jokes, offensive or obscene language or gestures, displays of offensive or obscene printed or visual material; inappropriate physical contact such as patting, pinching or brushing against another's body; and demands for sexual factors.

c. Bullying Harassment

Bullying is when someone, or a group of people, deliberately upset or hurt another person, their property or social acceptance on one or more occasions. Examples: Any form of physical violence, verbal aggression or teasing, non-verbal intimidation or cyber bullying, i.e., using email, text messages or other electronic venues to humiliate or cause distress.

IV. Student/Faculty Relationships

Good Samaritan College of Nursing and Health Science endorses a professional conduct code which prohibits student/faculty relationships of an intimate nature.

V. Non-Retaliation

There will be no retaliation against anyone for reporting discrimination or harassment, or for cooperating in the investigation of a complaint of discrimination or harassment. Good Samaritan College will honor a complainant's request for confidentiality regarding any complaint and the result of its investigation to the fullest extent practicable.

VI. Reporting of Incidents

Good Samaritan College of Nursing and Health Science must be made aware of any infraction of this policy. Any student or department employee who believes that she/he has been the victim of any type of harassment must report the matter promptly to the Dean of Student/Alumni Services.

a. Penalties

Reports of harassment will be investigated promptly. In the event the college administration concludes that any student or persons associated with the college has committed an infraction of this policy, she/he will be subject to college disciplinary action up to and including dismissal. If the harasser is a hospital employee, she/he will be subject to hospital policy on harassment and disciplinary procedures. If the harasser is not a student or employee, the College President will investigate the incident and take appropriate action.

b. Responsibility

All personnel of Good Samaritan College of Nursing and Health Science are accountable for responding to harassment complaints.

c. Procedure:

1. All incidents of harassment shall be reported immediately to Dean of Student/Alumni Services.
2. The Dean, in consultation with Good Samaritan Hospital Human Resources Department, will investigate the facts behind the complaint and document the information received. This information will be kept as confidential as possible consistent with a thorough investigation.
3. The results of the investigation will be forwarded to the College President. If it is determined that an employee is guilty of harassment, the President will refer the matter and information to the Human Resources Department and applicable hospital policy and procedure will govern the outcome. If it is determined that a student or non-employee is guilty of harassment, the President will take appropriate action.

**General Information:**

**COMMUNICATION**

**BULLETIN BOARDS**

Bulletin boards are located in the Level 8MN Side Corridor and in Seton Lounge, Room 869.4. Information is also posted on the Sonisweb Electronic Bulletin Board and on the communication monitors located throughout the college.

**CHANGE OF DIRECTORY INFORMATION**

Students who change their Name, Home Address, Phone Number and/or Marital Status must submit this information by completing the Change of Status Form. The form should be submitted to the Enrollment

Management Secretary. When a Name is changed, supporting documentation must be submitted with the Change of Status Form. Click on About GSC/Forms & Information/Change of Status Form.

#### SOCIAL MEDIA

www.GSCollege.edu. The information contained on the website is one mechanism of official communication for the College to the general public, students, faculty, and staff. Website - General information about the college and an on-line Student Suggestion Box are available on the Good Samaritan College official web site

The website is designed to provide information to internal and external audiences. The external (public) segment contains general information and links intended for the widest possible audience of the general public, prospective, and current students. The internal (college) segment contains specific information and links intended for the college audience of administration, faculty, staff, and current students. This is a secure area, accessible via a login/password portal. [www.facebook.com/goodsamaritancollege](http://www.facebook.com/goodsamaritancollege)  
Facebook - Facebook is another tool used by the college to communicate news and events. If a Facebook user wants to receive regular messages about what is happening at the College, they will select "Like us" on Facebook. The message wall and pictures are viewable by the public. The college can be found at

#### SONISWEB

Good Samaritan College uses Sonisweb as a multifunctional data management system for students. Each student has an individual account. Grade results will be posted on Sonisweb and it is the responsibility of each student to access grades using their account.

#### STUDENT E-MAIL

All students of the college are assigned an official College E-Mail Address through the college internet service provider (ISP).

Students may anticipate that official college correspondence will come to them through the College email. It is the students' responsibility to check their email on a regular and timely basis.

For More Information; Click on My GSC/Policies/Student E-Mail

#### STUDENT IDENTIFICATION NUMBER

Each student is assigned an individual Identification Number. This number is used for registration and testing, as well as for other college purposes

#### SUGGESTION BOX

To facilitate student communication with the college, a convenient Suggestion Box is located in Seton Lounge, Room 869.4, as well as on the web site. Students are encouraged to submit ideas and suggestions for consideration.

### **CAMPUS SAFETY & SECURITY**

#### **IMPORTANT EMERGENCY PHONE NUMBERS**

On-Site Emergency – GSH Security 862-3311 or 911 from an in-house phone.

Non-Emergency Security Issues – 862-2476

College Reception Desk – 862-2631

### **CAMPUS SAFETY & SECURITY**

#### **FIRE SAFETY**

The college follows the Good Samaritan Hospital Fire Safety Plan. Upon entrance to the college, all students take the Annual Mandatory Education online course and quiz. This course provides information on a wide variety of topics ranging from fire safety to hazardous materials. The College of Nursing Department Fire Safety Plan includes maps indicating the location of fire exits and fire extinguishers.

#### **DEPARTMENT FIRE SAFETY PLAN**

##### **PURPOSE**

1. To promote fire safety awareness and proper emergency response.
2. To coordinate the Good Samaritan College unit's response to a fire.

##### **FIRE EMERGENCY - ACTION PLANS**

Fire Here - Fire within the unit/department. **REMEMBER RACE:**

**RESCUE** - rescue anyone in immediate danger from fire or smoke.

Do not place your own safety in jeopardy.

**ACTIVATE ALARM** - immediately pull fire alarm box and **CALL 911** to report fire and location: level, unit, room number, and your name. **Do not rely on the automatic alarm system activation. Always make sure the alarm has been turned in.** Review pull box locations and be aware of the pull boxes in your area.

**CONFINE** - Smoke is the greatest threat in a fire emergency. Close all windows and doors. Hallway doors on all hospital units will close automatically to form smoke compartments. Other doors that do not close automatically are manual doors and must be closed manually, e.g. classroom doors.

**EXTINGUISH/EVACUATE** - Extinguish the fire if possible. Do not take unnecessary risks.  
SEE ADDENDUM FLOOR PLANS for location of fire extinguishers.

Remember **PASS**

**P** - PULL the safety pin on the extinguisher.

**A** - AIM at the base of fire.

**S** - SQUEEZE the handle.

**S** - SWEEP back and forth at the base of the fire.

**H2O EXTINGUISHERS** are appropriate for Class "A" fire of ordinary combustibles, for example, wood, paper, cloth, rubber and many plastics.

**CO2 EXTINGUISHERS** are appropriate Class "B" fires of flammable liquids (oils, greases, tars, paints and flammable gasses) and Class "C" fires of electrical equipment.

Review the floor plan for locations of extinguishers in the College.

**Evacuate** - Notify the EOC (Emergency Operations Center) (**Ext. 22404**) of any evacuation. The EOC is located in the Security Dept.

Evacuate to the nearest fire exit in your area. SEE FLOOR PLANS for fire exits. Anyone with mobility problems (wheelchairs, walkers etc.) must exit horizontally into another area out of danger.

**Do not use elevators during a fire!**

If requested, the EOC will attempt to provide additional manpower to assist the department in evacuation. If evacuation is ordered, do not return to the area until the ALL CLEAR is announced over the public address system.

Fire Here - Fire within 6MN; 8MN, J, L; 9MN and 10 MN zones.

Upon hearing the Code Red Announcement, the unit/department manager is to return to the department.

If the route to the department poses threat of injury, the manager should evacuate to a safe area and notify the department of their location.

Conduct Environmental Assessment/Secure Department. Check for smoke, employee and/or patient status and any other situation, which may affect operations of the department. Notify the EOC (Ext. 22404) only if there is an apparent problem within the department.

Conduct department manpower assessment. Can staff be spared to help elsewhere?

Nursing Units: Plan for receiving Patients.

Anticipated Actions.

Remain Calm

Provide assistance **AS DIRECTED BY THE EOC**

Possible evacuation

Listen for all clear announcement.

Fire There - outside of your level/unit zone

Develop a plan for receiving patients if evacuation is necessary from patient areas.

Non-Nursing departments may be called on for manpower.

Conduct a unit/department assessment of manpower availability and call the EOC with the number of employees available to help if needed.

### **FIRE ALARM SYSTEM**

Fire Alarms are zoned. The zone is defined as the affected floor and the designated portions of floor above and the floor below.

The Fire alarm sequence:

Fire Alarm Announcement - Horn will sound, followed by announcement of level and unit of alarm location.

Chimes will sound **within the zone of the activated fire alarm only** (see Section V). Where applicable, strobes will flash within the zone in alarm.

All automatic fire doors close at the location of the fire alarm and within the hallways leading to any adjacent area on the same level.

In the event of an actual fire, Telecommunications will announce a hospital-wide Code Yellow or Code Red. (See next section)

The chimes will sound until silenced by order of the Cincinnati Fire Dept. (CFD). Strobes will stop flashing at this point also.

Announcement of All Clear

### **CODE YELLOW/CODE RED**

Code Yellow - A Code Yellow announcement indicates that a fire has occurred, it has been extinguished, and smoke is dissipating.

Code Red - A Code Red announcement indicates that a real fire situation is not under control at the present time.

### **BUILDING FEATURES (Life Safety Code Issues)**

#### A. Smoke Barriers

Horizontal barriers (floors)

Vertical barriers (corridor walls/doors)

See floor plans for smoke doors

#### B. Suppression Systems

Sprinklers are located in the following areas in the College of Nursing: 8MN annex only; 10MN annex only; and 6MN.

#### C. Ventilation System

8J is serviced by the CVT/ACZ ventilation system and no special fire features. Units 6MN, 8MN, 9MN, and 10MN have no ventilation systems.

#### D. Alarm Zoning

Fire alarms are zoned. A zone is defined as portions of the affected floor and portions of the floor above and the floor below. Fire alarm chimes (and strobes where applicable) will operated only in the fire alarm zone.

The College of Nursing is located on Levels 6MN; 8MN, J, L; 9MN and 10MN. Chimes will sound (and strobes flash where applicable) when the following floors/units are in alarm:

**FIRE ALARM ZONE BELL WILL SOUND**

6MN 5 MN, 6MN, 6J, 7MN

8J 7J, 8FG, 8HI, 8J, 8K, 8L, 8MN, 9J

8L 7L, 8J, 8L

8MN 7MN, 8J, 8MN, 9MN, 9MN PIPELOFT

9MN 8MN, 8J, 9MN, 9MN PIPELOFT, 10MN

10MN 9MN PIPELOFT, 10J, 10MN, 11 MN, INCINERATOR

### **SPECIAL CONSIDERATIONS**

The President of the College will be in charge of the emergency. If the President is not present, current chain of command will be followed.

In the event of a fire emergency during the evening, the receptionist on duty at the information desk will notify the on-call administrator for this department, and will be the contact person until the administrator arrives.

All students receive AED training upon entry to the school of nursing. The student handbook includes the school of nursing fire plan and floor plan.

**SEE FLOOR PLAN** for exits, extinguishers, types of extinguishers, and pull boxes.

Students working in the clinical areas of the hospital should familiarize themselves with the fire plans for those units.

Good Samaritan Hospital recognizes and promotes workers' and students' "Right-to-Know" about toxic and hazardous substances to enable workers to take more adequate measures to protect themselves against health and safety problems and provides a "Right-to-Know" policy and procedure. You can find out about these hazards by:

1. Reading the Good Samaritan Hospital Right-to-Know policy and procedure.
2. Reading LABELS!
3. Reviewing MATERIAL SAFETY DATA SHEETS!
4. Attending student/employee training sessions and reading information provided by your instructor or department head.

Chemicals in the College of Nursing are located in the Chemistry Lab and Anatomy Lab. Chemicals are stored according to regulation. The types of chemicals are listed in the Chemical Hygiene Plan, which is available from the safety officer or the Chemistry instructor.

### **MANPOWER PLAN**

Adequate personnel within the department would be available for evacuation.

### **DEPARTMENT EVACUATION ROUTE**

Floor Plan of the College

### **IDENTIFICATION BADGES**

**SECURITY** - Students **MUST WEAR AND DISPLAY** the Good Samaritan Hospital identification badge above the waist **AT ALL TIMES** they are on hospital/college property. If a student is on hospital/college property without a badge, a temporary badge **MUST** be obtained from the Security Department.

Students who are also employees must use their Employee Badge when in the role of employee, and their Student Badge when in the role of student.

Students leaving the program for any reason must return their Student Identification Badge during the Exit Interview.

**CARE OF BADGES** - The magnetic coding strip, the black stripe on the back of the badge, can be scrambled or erased by any magnetic field too close to the badge. To be safe, keep your badge away from any device that uses electricity, as well as magnets and other magnetic strips. The badge readers are sturdy devices meant for heavy use. However, like any electronic equipment, they will be damaged if abused. Keep your badge clear of stickers or other foreign substances, such as food and dirt, that may accumulate on the magnetic strip. If your badge does not operate properly, check the following:

1. Check the magnetic strip for food or dirt. Clean it off if necessary.
3. Pins, stickers and other items may not be placed on your badge.
4. Check that the plastic laminate covering your badge is in good condition. If it is peeling or torn, take it to the Security Department for replacement.
5. Lost or damaged badges are replaced by the Security Department.

**LOST OR STOLEN ITEMS** - The College of Nursing is not responsible for lost or stolen items. Any theft or loss should be reported immediately to the Security Department and to the Reception Desk. Every effort will be made to investigate such incidents

## **SEX OFFENDER INFORMATION**

The Good Samaritan College of Nursing and Health Science, in accordance with the Campus Sex Crimes Prevention Act, provides the following link to the State of Ohio Attorney General's Electronic Sex Offender Registration and Notification (eSORN) website in an effort to afford the College community the opportunity to be aware of the condition of their environment concerning known sex offenders. Since Good Samaritan College of Nursing and Health Science serves the tri-state area, links to sex offender registries in Kentucky and Indiana are also provided.

The intent of this information is public safety and awareness and is made available to alert possible victims of potential danger, not to punish or embarrass offenders. This information is not to be used in any other fashion or for any other purpose.

- [Ohio Attorney General's eSORN Website](#)
- [Kentucky State Police Sex Offender Registry](#)
- [Indiana Sheriffs' Sex Offender Registry](#)

## **ANNUAL DISCLOSURE OF CRIME STATISTICS**

Campus crime, arrest and referral statistics include those reported to GSH Security, designated campus officials (including but not limited to deans, directors, advisors to students/student organizations) and local law enforcement agencies.

An email notification is sent annually to all enrolled students that provides the GSC website <http://www.gscollge.edu/>

to access this report. Faculty and staff receive similar notification. Copies of the report may also be obtained from the Campus Operations and Security Manager's Office, Rm. 872.39 in the college or by calling 513- 862- 3188. All prospective employees may obtain a copy from the same location.

**REPORT OF CRIME AND ARREST STATISTICS**

In accordance with federal law, the College reports specific crimes, attempted crimes, and arrest statistics on an annual basis. College policy is to make timely reports to the campus community regarding incidents of criminal activity considered to be a threat to students and employees.

As required, the College compiles the following statistics of reported crimes using the FBI's Uniform Crime Reporting System definitions.

**2010 ANNUAL SECURITY REPORT  
GOOD SAMARITAN COLLEGE OF NURSING AND HEALTH SCIENCE**

<b>OFFENSE</b>	<b>YEAR</b>	<b>ON - CAMPUS PROPERTY</b>	<b>NONCAMPUS PROPERTY</b>	<b>PUBLIC PROPERTY</b>
<b>MURDER/NON-NEGLIGENT MANSLAUGHTER</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0
<b>NEGLIGENT MANSLAUGHTER</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0
<b>SEX OFFENSES, FORCIBLE</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0
<b>SEX OFFENSES, NON-FORCIBLE</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0
<b>ROBBERY</b>	2010	0	0	0
	2009	0	0	1
	2008	0	0	0
<b>AGGRAVATED ASSAULT</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0
<b>BURGLARY</b>	2010	23	0	0
	2009	12	0	0
	2008	0	0	0
<b>MOTOR VEHICLE THREAT</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0
<b>ARSON</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0
<b>ARRESTS: WEAPONS:CARRYING, POSSESSING, etc.</b>	2010	0	0	0
	2009	0	0	0
	2008			0
<b>DISCIPLINARY REFERRALS: WEAPONS:CARRYING, POSSESSING,etc</b>	2010	0	0	0
	2009	0	0	0

	2008	0	0	0
<b>ARRESTS: DRUG ABUSE VIOLATIONS</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0
<b>ARRESTS: LIQUOR LAW VIOLATIONS</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0
<b>DISCIPLINARY REFFERRALS: LIQUOR LAW VIOLATIONS</b>	2010	0	0	0
	2009	0	0	0
	2008	0	0	0

**HATE CRIMES:**

**There were no reported hate crimes for the years 2008, 2009 or 2010.**

**UNIFORM CRIME REPORTING SYSTEM DEFINITIONS**

In reporting crime statistics, colleges and universities are to use the following definitions from the Federal Bureau of Investigation's reporting system:

Murder and Non-Negligent Manslaughter: The willful killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

Sexual Offenses – Forcible: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent (forcible rape, forcible sodomy, sexual assault with an object, forcible fondling).

Sexual Offenses – Non-forcible: Incidents of unlawful, non-forcible sexual intercourse (incest and statutory rape).

Robbery: Taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: Unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary: Unlawful entry of a structure to commit a felony or theft.

Motor Vehicle Theft: Theft or attempted theft of a motor vehicle.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another.

Hate Crimes: Any crime described above, and any other crime involving bodily injury reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of a perpetrator's bias (race, gender, religion, sexual orientation, ethnicity/national origin, or disability).