

**BURRELL COLLEGE  
OF OSTEOPATHIC MEDICINE  
POLICY MANUAL**

SECTION: Facilities, Health, and Safety

Policy: B4010

TOPIC: Security, Health, and Safety

Approval Date: 1/22/19  
Revised: 7/31/2019, 11/8/2024

Approved: Signature on File

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## **POLICY**

The Burrell College of Osteopathic Medicine is committed to providing a healthy and safe environment for students, faculty, staff, contractors, and visitors in all sites owned, operated, or controlled by the College in accordance with federal, state, and local regulatory requirements.

## **RESPONSIBLE OFFICIAL(S):**

Assistant Vice-President for Administration, Environmental Health and Safety Officer

## **PROCEDURE:**

1. The College shall maintain an Environmental Health and Safety Officer to oversee the College's compliance as it relates to public, occupational, and environmental health and safety at College owned, operated, or controlled sites. The Environmental Health and Safety Office shall ensure health and safety training, as appropriate and/or required, is provided for students, faculty, contractors, and staff.
2. All safety and health hazards or violations and on-site incidents, injuries and environmental illnesses must be reported immediately in accordance with College procedures.
3. The College shall maintain physical access control for the College's campus as well as its operated facilities. Access rights are granted based upon an individual's status and job responsibilities.
4. The College shall maintain plans for emergency preparedness and provide public access to those plans. All students and employees of the College receive periodic training or orientation to the campus emergency preparedness plan as appropriate for their responsibilities. The College annually provides information to students and employees regarding safety and security policies and procedures, security awareness and crime prevention.
5. The College shall maintain an emergency management plan for continuity of operations.
6. Students and employees shall be provided access to timely warnings and notifications regarding threats to the health or safety of the College community.
7. The College shall create an Annual Safety and Security report to comply with Clery Act requirements.

## **CROSS REFERENCES:**

Annual Safety and Security Report (Clery): <https://burrell.edu/campus-safety-and-security/clery-report/>

Incident Report: <https://burrell.edu/campus-safety-and-security/incident-reports/>

Incident Report SOP: <https://burrell.edu/FAC006/>

Campus Safety and Security: <https://burrell.edu/campus-safety-and-security/>

Research-Related Training and Safety: <https://burrell.edu/research/orsp-training-requirements-information/>