



Policy Title

Student Medical Event Policy

Effective Date: *PAC will determine this date*

Office: Office of Risk Management

PURPOSE:

To develop a framework of procedures whereby student medical events are dealt with in a competent and safe manner.

Definition:

Medical Event: *illness, injury, physical harm*

REFERENCE DOCUMENTS/ RELATED INFORMATION:

- [Student Medical Event Form](#)
- [Student Medical Event FAQs](#)
- [UIndy Health and Wellness Clinic Scope of Services](#)
- [Community Clinic at Walgreens Scope of Services](#)
- [Community Med Check Scope of Services](#)

SCOPE:

Students, Faculty and Staff

POLICY HISTORY:

This is a new policy.

Student Medical Event Policy

POLICY STATEMENT:

It is the policy of the University of Indianapolis, where reasonably practicable and with the consent of the affected student(s), to assist any student who suffers from a medical event in procuring medical assistance.

PROCEDURES:

1. If a faculty or staff member is with a student when he or she suffers a medical event, stay with the student to ensure that either emergency medical assistance (911) or non-medical emergency assistance (University Health & Wellness Center or after-hours clinic) is procured. Please see the [Student Medical Event Policy FAQs](#) for more information.
2. Once the student is assisted and it is **during business hours**, the faculty or staff member should call the Office of Student Affairs to notify them that a medical event has occurred. The Office of Student Affairs can be reached at 317-788-3530. The Office of Student Affairs will immediately check on the student's welfare, make arrangements if the student needs additional assistance, assess whether a family member should be called, etc.
3. Once the student is assisted and it is **after business hours**, the faculty or staff member should call the University of Indianapolis Police Department at 317-788-3333. Campus Police will notify the Office of Student Affairs so they can immediately check on the student's welfare.

Reporting Requirements for Student Medical Events

1. If you are a staff or faculty member who assisted a student during a medical event, please complete a [Medical Event Form](#) within 48 hours and return to the Office of Risk Management at risk@uindy.edu.
2. The Student Medical Event forms are reported (with the student name omitted for confidentiality) to the University Safety Committee for review and discussion of prevention and corrective action planning with regard to campus safety issues.

Work-Related Medical Events

1. If a student is injured while working for the University, they should follow the protocol for injured employees. All job-related injuries or illnesses must be reported immediately to the student's supervisor and to Human Resources. Workers' Compensation Procedures and Clinic Locations can be found in the Human Resources section of MyUIndy under "Policies and Handbooks."