

Protocol for Emergencies at COM

Faculty, staff, and students should call or text the following individuals to report an emergency as follows:

Call Order	Name	Title	Phone
First Contact	Debra Bradley	Assistant Director of COM Facilities	cell: 561-926-1889 tel: 561-297-2503
If no answer, Second Contact	John Gabrielsen	Coordinator for Anatomical Programs	tel: 561-297-0706
If still no answer, Third Contact	Elaine Van der Put	Senior Associate Dean (SAD) for Administration	cell: 561-245-0826 tel: 561-297-4974

For planned or unplanned major outages or shutdowns, FAU Facilities will notify the Assistant Director of COM Facilities (Debra Bradley). Examples include Chiller Plant, HVAC or electrical issues.

Both the Assistant Director of COM Facilities and the Coordinator for Anatomical Programs will monitor storm warnings at all times.

In case of a confirmed emergency, the Assistant Director of COM Facilities (or Coordinator for Anatomical Programs or SAD for Administration) will notify FAU Facilities and engage the appropriate people on the list below depending on areas/functions affected.

Topic	Key Leader	Alternate
Overall critical decisions	Dean Sarah Wood	Acting Dean
UME and Student Affairs activities	Jennifer Caceres/Mavis Brown	Elizabeth Gundersen/Joanna Duran
GME related activities	Curtis Whitehair	Venus Davis-Wallace
Research related activities	Janet Robishaw	Debra Bradley
Graduate Education activities	Janet Robishaw	Marc Kantorow
Animal related activities	Sylvia Gografe	Carrie List
Facilities and operational activities	Elaine Van der Put	Debra Bradley
Clinical activities	Janet Robishaw	TBD
Information Technology	Jeff Clark	Brian Brown

The leaders identified above will put in action the appropriate measures and communicate back to the Assistant Director of COM Facilities and SAD for Administration to ensure coordinated efforts and communication across the college.

For crime-related issues on campus, faculty, staff, and students should first call the Police department (9-1-1), and then notify their supervisor and the Assistant Director of COM Facilities.