

School of Dentistry Emergency Evacuation Plan

Faculty, staff and students in the affected area will evacuate the building immediately and in an orderly fashion. When exiting, please move at least 100 feet from the building for your own personal safety and to avoid potential interference with fire and police personnel. Elevators are NOT to be used. Upon leaving, please turn off lights, if possible, and take keys, purses and appropriate clothing. **Do not lock the door.** If you are not in close proximity to your office/lab/locker, you are NOT to return for personal belongings before exiting the building.

EXIT LOCATIONS

All faculty, students, and staff on the first floor and above in Health Sciences North (HSN) should exit via stairwell 1B located by Room 1108, proceed to the ground level and exit the building. Once outside cross the crosswalk and continue down the stairs into the lower level of lot 80. Oral Surgery department should exit the building through the SOD Dean's Office/Oral Surgery exit. Individuals who are on the ground floor of HSN should exit through the doorway directly across the hall from the HSC Bookstore. They should then proceed to the meeting area described above. Any individuals who are in Health Sciences Center South (HSS) or near the Cancer Center should exit the doorway near the Puskar Breast Care Center and then proceed to the meeting area as described above.

All School of Dentistry personnel should gather in Parking Lot 80 as indicated on the Outdoor Assembly Location Map below.

Department Chairpersons, or their designee, will verify that all faculty, staff and students have evacuated the building.

CLASSROOM AND LABORATORY

In lecture or laboratory courses, the faculty member will assume responsibility for leading students out of the building through the closest appropriate exit and to the meeting area described above. The faculty member will verify that all students in class have evacuated and gathered at the meeting area.

PATIENT CARE

Patients, faculty, students and staff in direct patient care areas (clinics) are to remain in that area unless the emergency is in that specific clinical area. If the emergency is in an outpatient clinic area, complete evacuation of the clinic must occur immediately. During a drill, please note the following:

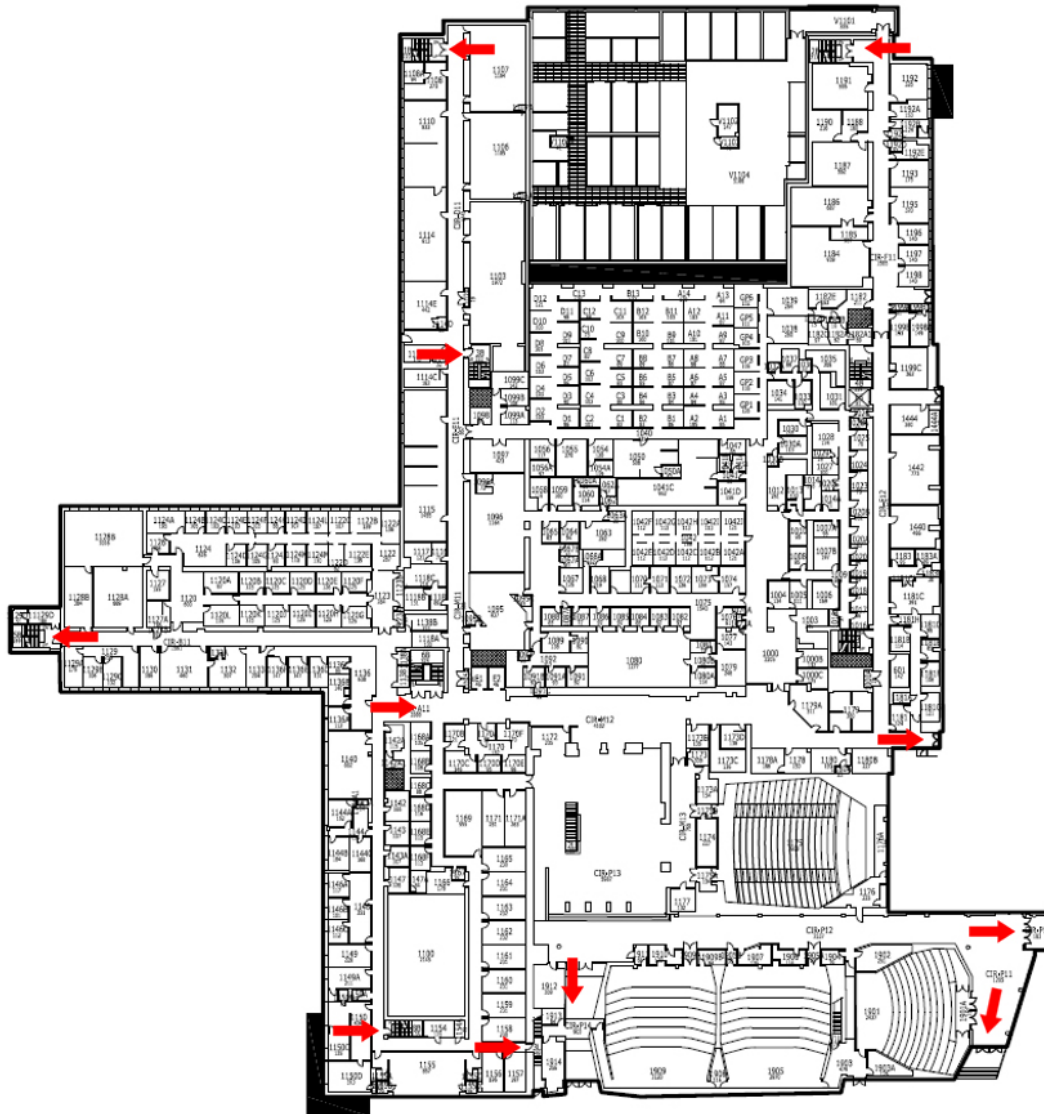
- Unless you are a provider or attending faculty actively involved in treating a patient at the time of a drill, you **MUST** exit the building;
- During a drill, providers and attending faculty will advise patients that this is a drill and remain in place to continue treatment;
- Dental assistants and other clinical support personnel must exit the building unless advised by the provider or attending faculty that their presence is critical to patient care.

Disabled faculty or staff will remain in their office or be assisted to a place of refuge in another wing. A School of Dentistry representative from the respective department will be designated to assist the disabled person. Once they have reached a safe place, the departmental representative will immediately notify maintenance engineering (extension 4394) of the disabled person's location. Designated representatives from the Morgantown Fire Department will be sent to assist the disabled individual in evacuating the building, if necessary.

Do not re-enter the building until authorized and the ALL CLEAR is given.

Outdoor Assembly Location Map

HSN 1st Floor Stairwells to Exits & Exits



HSN 1st Floor Addition

