

**WVU SCHOOL OF DENTISTRY
INCLEMENT WEATHER PROTOCOL
(December 2022)**

The protocol below is subject to change. Circumstances at the time may require edits. As appropriate and needed, the message will be dispersed to faculty, residents, staff and students by email and through additional communications methods.

- When WVU cancels in-person classes or moves classes remote, SOD clinics will operate as normally scheduled. All scheduled classes will shift to an appropriate form of online delivery per University guidance.
- Students assigned to clinical rotations will report for their rotations. If a student has an assigned rotation(s) and determines that he/she cannot travel safely, that student will notify the Office of Clinical Affairs at 304-293-1126 to report off. Missed rotations must be made up a later date. Students on rural rotation are directed to communicate with the rural practice preceptor regarding travel to the site and operation of the practice. Applicable student attendance policies will be enforced; an excused absence may be declared on a case by case basis if travel conditions are not safe, per the discretion of the Associate Dean for Clinical Affairs.
- If a student has a scheduled patient appointment(s) and determines that they cannot travel safely, that student will be responsible for contacting his/her patients to cancel any scheduled appointments. If a student does not have access to a patient's phone number, that student will contact the 1055 staff at 304-293-3511 to request the patient's phone number. Applicable student attendance policies will be enforced; an excused absence may be declared on a case by case basis if travel conditions are not safe, per the discretion of the Associate Dean for Clinical Affairs.
- If a resident or postdoctoral student determines that he/she cannot travel safely, they will notify their program director. Adjustments to clinic schedules may be made by the program director and department chair based on the availability of resources. Applicable WVU leave policies will be enforced as communicated by Human Resources.
- If a faculty member is assigned to a student clinic or postdoctoral clinic and determines that he/she cannot travel safely, they will notify the department chair. Adjustments to clinic schedules may be made by the department chair based on the availability of faculty resources. Applicable WVU leave policies will be enforced as communicated by Human Resources.
- If a faculty member is assigned to the faculty practice and determines that he/she cannot travel safely, they will notify their department chair as well as the Office of Clinical Affairs at 304-293-1126. Applicable WVU leave policies will be enforced as communicated by Human Resources.
- WVU support staff will report to work as normally scheduled. If a WVU staff member determines that they cannot travel safely, that staff member will notify their supervisor as appropriate; applicable WVU leave policies will be enforced as communicated by Human Resources.

- WVU Medicine staff will report to work as normally scheduled. If a WVU Medicine staff member determines that they cannot travel safely, that staff member will notify their supervisor as appropriate. Applicable WVU Medicine leave policies will be enforced as communicated by Human Resources.

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