



September 7, 2016

Dear JHUSOM Students,

During your enrollment as a JHUSOM student you will participate in off-campus activities. These include service-learning components of courses, off-site rotations for required clerkships or elective rotations, and volunteer work. These experiences are a vital part of your education. The University is proud that our students have a sincere commitment to serving the surrounding community. In order to facilitate the most positive off-campus experiences possible, this letter provides resources and important information regarding student responsibilities and institutional policies to minimize any risk for students, the community and the University.

Resources

The Office of Student Affairs, in conjunction with the University's General Counsel, Risk Management, Corporate Security and SOURCE (Student Outreach Resource Center), has examined security and safety issues related to our students studying, volunteering, and working off-campus. We feel that students must be knowledgeable of these issues and resources when they travel off-campus. In order to make off-campus activities as productive and safe as possible, please read information at the following links:

SOURCE (Student Outreach Resource Center)

SOURCE, the community engagement and service-learning center for the JHU Schools of Medicine, Nursing, and Public Health, hosts workshops to familiarize students with community outreach initiatives, including safety and security tips from Corporate Security, community involved students, faculty, and staff; and Baltimore community residents and leaders. SOURCE also maintains an online directory of partnering community-based organizations (CBOs) that have been reviewed by SOURCE's Governing Board (including deans, faculty, students, and community leaders), safety tips, and a list of programs and events. Additionally, SOURCE provides a series of online modules to help prepare students to work with communities. The modules can be found at: <http://SOURCE.jhu.edu/Modules>. Connect with SOURCE to identify meaningful, mutually beneficial community engagement activities. <http://SOURCE.jhu.edu>, 410-955-3880, SOURCE@jhu.edu.

Johns Hopkins Medical Institutions, Corporate Security Department

Please enter the following important phone numbers in your personal phone. For security emergencies (24/7) or service information: East Baltimore campus, call 410-955-5585.

For shuttle information or services: East Baltimore campus, call 410-502-6880.

www.hopkinsmedicine.org/security or

http://intranet.insidehopkinsmedicine.org/security_parking/security/crime_prevention/index.html - crime prevention tips.

Students should understand that the University cannot fully assure safety for every off-campus activity. Thus when traveling to and from off-campus experiences, students are responsible for their own well-being and safety.

Student Responsibilities

A number of clerkship sites and community-based organizations (CBOs) are within walking distance of the East Baltimore medical campus; others require traveling a greater distance, and many, despite use of JHU shuttle system, public bus, subway, and light rail systems cannot be directly reached “door to door.” Therefore, students must take responsibility to keep themselves safe at all times.

Students are encouraged to make informed choices about the CBO they work for and the nature of that work. We recommend consulting with SOURCE (Student Outreach Resource Center) and SOURCE’s Student Governing Board to learn successes and challenges in managing any possible risks. SOURCE works with 100 partnering CBOs in the Baltimore area, as well as dozens of officially recognized service-based student groups in the Schools of Medicine, Nursing, and Public Health. SOURCE is the best resource to offer our students meaningful and safe involvement opportunities. Our partnering CBOs highly value our students’ contributions. Partnering CBOs have been reviewed by committees of students, faculty, and Deans, and meet required criteria which demonstrate their ability to meet expectations for mutually beneficial experiences. Student groups also go through a review system to become officially recognized.

Important Institutional Policies

Students will learn and refine their clinical skills throughout their training in the School of Medicine. Our duty requires that adequate on-site faculty supervision be provided in all clinical settings to ensure the highest standards of patient safety and well-being. Activities in which the University does not have sufficient oversight could put patients at risk for medical errors and put students and the University at liability risk.

While Johns Hopkins remains deeply committed to the care of the East Baltimore community, it should be noted that the School of Medicine Office of Student Affairs and SOURCE prohibit medical students from participating in clinical work at sites where there is not a full or part-time Johns Hopkins School of Medicine faculty member on-site and available for precepting. A faculty member must be present for immediate consultation should concerns of student safety arise.

Students may choose to volunteer in non-clinical ways at important community service clinics. Examples of this would include patient education, patient reception and helping to navigate the health care system. Stated again, medical students should not be involved in the practice of medicine (as defined by health screening, medical history gathering, physical examination, and medical decision making) unless under the guidance of a JHUSOM full-time or part-time faculty member. If students are unsure of the faculty status of the precepting physician, they should inquire with the Office of Student Affairs.

Additionally, when working with youth, our students are required to adhere to the University's [Policy on the Safety of Children in University Programs](#). Please be sure to review and register according to the policy.

As always, the Office of Student Affairs is available to you to discuss concerns about these or any other issues.

Sincerely,



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