

**UAMS MEDICAL CENTER**  
**ACS SERVICES MANUAL**

**SUBJECT:** Inclement Weather Guideline  
**UPDATED/REVIEWED:** 12/2015, 01/2023

**PAGE:** 1 of 1  
**EFFECTIVE:** 01/05/2023

**RECOMMENDATION(S):** Terry Collins  
**CONCURRENCE(S):** Kyle Kalkwarf, MD

**APPROVAL:** 01/05/2023

---

Definitions

- Trauma Program – The clinical services within the University ICE responsible for the delivery of care, analysis of care, and assurance of appropriate performance improvement for patients who present to the hospital as a result of injury. The Trauma Program is also responsible for hospital staff trauma specific education programs as well as implementation of a community education and outreach program aimed at injury prevention or reduction. These activities can be divided into Clinical Trauma Program and Trauma Program Support and Administration
- The Clinical Trauma Program includes the Trauma Surgeons, Orthopedic Trauma Surgeons, Residents, Advanced Practice Nurses/PA and Outpatient Coordinator assigned to the Trauma Program and reports to the Division Chief/Trauma Medical Director or his/her designee.
- The Trauma Program Support and Administration includes the Trauma Coordinators, Injury Prevention Coordinator, PI Coordinator, Operational Coordinator, Trauma Registrars, Administrative Analyst and Orthopedic Administrative Assistant. These individuals report to the Trauma Program Director with the exception of the Administrative Assistant who reports to the Orthopedic Trauma Medical Director.

Inclement Weather Plan for Trauma Services:

- The Division Chief/Trauma Medical Director is responsible for all staffing and support during declared inclement weather periods and determines appropriate level of staffing of the Clinical Trauma Services during these events/periods. Twenty-four hour, seven day a week clinical coverage will be provided and this is a key and essential function of the medical center and the trauma program. The Division Chief/Trauma Medical Director will coordinate coverage of the clinical responsibilities of the Trauma Program with the individual providers.
- The Trauma Program Director in consultation with the Division Chief/Trauma Medical Director may determine to flex staffing availability in house, based upon census and current job duties of the Trauma Program Support and Administration functions.
- Trauma Program Support and Administration personnel are deemed non-essential to clinical operations and may work from home for designated positions, upon approval from the Trauma Program Director either prior to or during the inclement weather event. Non designated positions must take vacation time or leave without pay.
- All personnel will communicate with the Trauma Program Director, daily, as to their status.

**UAMS MEDICAL CENTER**  
**ACS SERVICES MANUAL**

**SUBJECT:** Inclement Weather Guideline  
**UPDATED/REVIEWED:** 12/2015, 01/2023

**PAGE:** 2 of 1  
**EFFECTIVE:** 01/05/2023

---

- Should personnel be forced to stay in house during inclement weather, due to the inability to travel, Nursing Services shall make available appropriate bedding spaces as well as receive cots and/or air mattresses from Emergency Preparedness.

Code Green and Code Gray Activations:

- Should inclement weather cause a Code Green, the Trauma Program Director is an established member within the EICS system and as such will receive notification of the incident and either stand-by status or full activation.
- In the event of Code Green Stand By, the Trauma Program Director will monitor the situation and appraise the Trauma Medical Director as well as members of the support and administrative staff as to the situation.
- In the event of a Code Green activation, the Trauma Program Director will respond/deploy to the ED and coordinate with the Treatment Area Supervisor, the Trauma Medical Director, the Treatment Area Leader and the Command Staff to ensure appropriate trauma care and coverage.
- Should it become necessary, members of the Trauma Service (clinical and/or administrative and support staff) will be placed on an alert status, prepared to come in during non-working hours to support the Code Green alert. Trauma Service personnel should report to the Trauma Office upon notification and will be assigned duties from this location.
- Trauma Service personnel will be notified by the Trauma Program Director to report to the trauma office if it becomes necessary. The Trauma Program Director in consultation with the Trauma Medical Director will determine which staff will be required to report for the specific Code Green Activation, as many Code activations in the past have not necessitated a response of all personnel.