

# Vanderbilt University Emergency Preparedness

As part of the Vanderbilt Community, please review this resource to ensure you are as prepared as possible during the event of an emergency. Please contact the Office of Emergency Management if you have any questions.

## Active Assailant - Preparedness and Response

An Active Assailant is a person actively engaged in killing or attempting to kill people in a confined and/or populated area

### RESPONSE:

- **RUN**
  - Act immediately
  - Direct others away from the area as you leave
  - Call 911 when you are safe
- **HIDE**
  - Barricade and lock doors
  - Silence your cell phone and remain quiet
    - VandySafe has a [chat feature](#) monitored live
  - Do not respond to commands. Wait for further direction from AlertVU notice.
- **FIGHT - As a last resort and only when you are in imminent danger**
  - Commit to your actions...your life depends on it
  - Act with as much aggression as possible
  - Improvise weapons (chairs, fire extinguishers, books, etc.)

### RESPONSE FOR VULNERABLE POPULATIONS: Youth and/or those with disabilities

- **SHELTER IN PLACE**
  - Barricade and lock doors immediately, turn off lights and close blinds
  - Hide behind large items, outside of view
  - Silence your cell phone and remain quiet
  - Do not respond to instructions from unknown persons
- **EVACUATE**
  - Have an escape route and rally points in mind
  - Leave area as quickly as possible and consider alternative transportation methods
  - Maintain accountability with groups
  - Leave belongings behind

### When law enforcement arrives:

- **Remain calm and follow instructions**
- **Drop any items in your hands, raise hands, spread fingers**
- **Do not ask questions while evacuating**



REVIEW ADDITIONAL RESOURCES OR WATCH THE VIDEO FOUND AT THIS LINK TO LEARN MORE ON THE RUN, HIDE, FIGHT RESPONSE

## Fire Safety Basics

In the event of a fire:

- Alarm building occupants by activating the pull station
- Call VUPD (615)-421-1911
- Find the nearest extinguisher

### Extinguisher Use

- **PULL** the pin in the muzzle of the extinguisher
- **AIM** the nozzle of the extinguisher at the base of the fire
- **SQUEEZE** the handles together
- **SWEEP** from side to side covering the fire

## Medical Emergencies

In the event of a medical emergency:

- Call VUPD (615)-421-1911
- Do NOT move the individual unless instructed to do so by emergency personnel
- AEDs are available across campus - know their locations by reviewing map on OEM website!

## Severe Weather Safety

### Thunderstorms

- Get into a building or hard-topped car
- Open-air shelters are not adequate

### Tornados

- Go into lowest floor in a sturdy building
- Interior room, no windows

### Winter Weather

- Stay off the roads, if possible
- Keep safety kit in your car

### Flooding

- Do not drive through flooded roads  
Turn around, don't drown!

## Emergency Communications

### Emergency Contacts

**Direct Line to VUPD:** Vanderbilt's Emergency Line (615) 421-1911 or VandySafe "Contact VUPD" Button

**Direct Line to VUPD and location sharing:** VandySafe "Emergency" Button/Trigger Mobile BlueLight

**Direct Line to MNPD:** Dial 9-1-1

Ensure the phone numbers of your VU point of contact and other peers/colleagues are stored in your phone!

### AlertVU

Vanderbilt's emergency mass notification system that rapidly sends messages to the delivery points chosen by the user - cell phone (voice or text), landline, VU email, and personal email account.

### VU Community Members



INSTRUCTIONS TO UPDATE YOUR DELIVERY METHODS HERE

### Campus Visitors and Guests



SIGN UP OR UPDATE YOUR DELIVERY METHODS HERE

### VandySafe

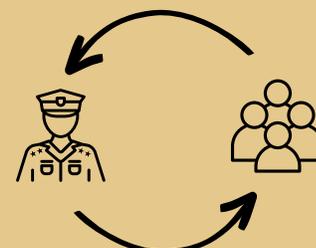
Vanderbilt offers an app, **VandySafe**, that includes community safety resources and allows you to communicate with VUPS. We strongly encourage you to download the app and allow push notifications.



DOWNLOAD THE VANDYSAFE APP HERE



YOUR WAY TO COMMUNICATE WITH VUPS



VUPS' WAY TO COMMUNICATE WITH YOU

**ALERTVU**

# PREPAREDNESS CHECKLIST



## THINGS TO DO NOW!

- SAVE VUPD'S EMERGENCY LINE IN YOUR PHONE: 615-421-1911
- ALERTVU:
  - VU STUDENTS: CONFIRM YOUR EMERGENCY CONTACT INFORMATION IS UP TO DATE IN YES (PERSONAL INFORMATION SECTION-EDIT PHONE NUMBERS)
  - VU STAFF AND FACULTY: CONFIRM YOUR EMERGENCY CONTACT INFORMATION IS UP TO DATE IN ORACLE (PERSONAL DETAILS-BIOGRAPHICAL INFO TAB)
  - VUMC EMPLOYEES: CONFIRM YOUR EMERGENCY CONTACT INFORMATION IS UP TO DATE IN WORKDAY
  - CAMPUS GUESTS AND VISITORS: USE THE ALERTVU COMMUNITY PORTAL TO SIGN UP (VU.EDU/ALERT-PORTAL)
- DOWNLOAD VANDYSAFE APP AND FAMILIARIZE YOURSELF WITH ITS CONTENTS

## KEY TAKEAWAYS

- FAMILIARIZE YOURSELF WITH THE VU EMERGENCY GUIDES
- ALWAYS MAINTAIN SITUATIONAL AWARENESS (NEAREST EXITS, STAIRWELLS, WINDOWS, LOCKS, EQUIPMENT, ETC.)
- REVIEW RUN, HIDE, FIGHT RESPONSE MATERIALS
- FAMILIARIZE YOURSELF WITH SHELTER IN PLACE AND EVACUATE FOR YOUTH AND THOSE WITH DISABILITIES
- KNOW WHERE TO EVACUATE DURING A FIRE ALARM AND HOW TO USE AN EXTINGUISHER (PULL, AIM, SQUEEZE, SWEEP)
- KNOW POTENTIAL SEVERE WEATHER SHELTER LOCATIONS

## **Training Offerings**

The Office of Emergency Management provides additional training on these topics. If you would like to request more information, or have questions, reach out to OEM using the 'Contact Us' tab on their website below.



**Visit the Vanderbilt University Office of Emergency Management Website for additional information**

<https://emergency.vanderbilt.edu/>