Forum on Education Abroad

Standards of Good Practice and Standards Toolbox accessible at:
https://forumea.org/resources/standards-of-good-practice/

Standards of Good Practice > Standard 8:

"Health, Safety, Security, and Risk Management: The organization prioritizes the health, safety, and security of its students through policies, procedures, advising, orientation, and training.

- The organization prioritizes health, safety, and security in program development, implementation, and management, conducting appropriate **risk assessments** for **program sites and activities**, maintaining written **emergency plans** and **protocols**, and identifying and leveraging relevant authorities, networks and resources.

- Staff are trained to anticipate and respond responsibly to student **health**, **safety**, or security issues; students are trained to responsibly manage their own health, safety, and security while abroad; and measures are in place for ongoing monitoring of and advising on health, safety, and security issues through a range of **U.S. Department of State and other appropriate resources**.

- The organization maintains appropriate kinds of **insurance** at recommended levels, operates in compliance with local laws, and follows best practices in reporting on critical incidents. "

Accessible at: https://forumea.org/resources/standards-of-good-practice/standard-8/

Risk Assessments
Internal offices and external agencies should be included in risk assessment and mitigation, such as: legal counsel, risk managers, health care providers and services, insurance carriers, government and non-government agencies.

Program Sites and Activities
Considerations include safety of:
- accommodations
- facilities, and equipment
- fire precautions
- health and hygiene
- transportation
- physical and political environment.

Emergency Plans
Information for written emergency plans includes:
- Entry, exit points, and group assembly points,
- An evacuation plan,
- Emergency response contact details for: ambulance services/hospital/doctor; police; program staff and program administration; relevant government agencies (embassy, consulate, local immigration, national police)
- Alternate methods of communication when reliable telecommunications fail,

- A plan in case of the inability to communicate between designated emergency leaders and contingency plans for situations involving the loss of a program leader,
- A system for accessing emergency health and consent information for program participants.

Protocols

Protocols outline the specific roles and responsibilities of each staff member and of students
- in a specific type of emergency;
- the steps required to carry out the plan;
- and how to maintain safety for the remainder of the students when an emergency does not involve all students.

Health

Training staff and faculty in health issues includes awareness of and response to suspected physical and mental health problems and substance abuse; the mechanisms for collecting, storing and accessing all pertinent health information for all parties as permitted by local, state, and federal regulations, and by institutional/organizational policy, and contacts for appropriate health and mental health care providers.

Safety

Safety training includes policies for appropriate staff response to and supporting students in relation to crime, personal safety, sexual assault and harassment.

U.S. Department of State and other appropriate resources

Examples of these types of resources are: the U.S. Department of State Smart Traveler Enrollment Program (STEP) program, information from the Overseas Advisory Council (OSAC) and Centers for Disease Control (CDC) Traveler Health.

Insurance

Examples of types of insurance are: medical, evacuation, repatriation, liability, occupational safety, and loss of business.