

**UTMB Computer Based Training Program Description
Institutional Review Group Approval Form**

Program Name/Topic	Threatening Situations		
This program is:	<input checked="" type="checkbox"/> New	<input type="checkbox"/> Existing (Version #)	
Is/Will this program be developed:	<input checked="" type="checkbox"/> Internally (UTMB)	<input type="checkbox"/> External Vendor	
Funding Source:	N/A	Amount:	N/A
Coordinator Name	Capt. Sandy Turner		
Coordinator Contact Information	Email:	sturner@utmb.edu	Telephone: 772-1503
Reason for Program (goals)	To make students and staff aware of the actions they need to take in regards to violent or potentially deadly situations.		
Course is (check one):	<input type="checkbox"/> Required	<input checked="" type="checkbox"/> Optional	
Intended Audience by Entity	All entities/entire university		
Intended Audience by Job	All		
If Required, State Why and Attach Description Document , including the requirement is for new employees. (policy, law, regulation, etc.)	This should be required to help ensure the safety and well being of our employees and students. It also informs them of actions they need to take so that law enforcement may do their job without hindrance and save lives in a possible lethal incident.		
Time Requirements (how often to take & how long is the course)	1 hour (approx.)		
Are the time requirements stated in any law, policy, regulation, etc.?	<input type="checkbox"/> Yes If yes, please attach a copy of the documentation.	<input checked="" type="checkbox"/> No	
Consequences (what happens if we don't have people take the course? What is the exposure cost to the institution?)	The individuals would not know what to do to protect themselves and could suffer the most extreme consequences. The university would receive extremely negative public reaction such as what happened at other institutions that were not proactive in this area.		
How will the course be evaluated?	There are tests at the end of each module.		

Course Learning Objectives	For staff and students to know what action to take in the following situations: <ul style="list-style-type: none"> - Workplace violence - Deadly behavior - Bomb threats - Infant abduction 				
Course Modules/Structure	4 modules covering the above training with a test at the end of each module.				
Is there a Pre-Test/Post-Test?	Post				
Computer Skill Level Needed	<input type="checkbox"/> None	<input checked="" type="checkbox"/> Beginner	<input type="checkbox"/> Intermediate	<input type="checkbox"/> Advanced	<input type="checkbox"/> Not Known
Learning Skill Level Needed	<input type="checkbox"/> Not Known	<input checked="" type="checkbox"/> High School	<input type="checkbox"/> College	<input type="checkbox"/> Advanced Degree	
What kind of access to computers does the recommended audience have?	The whole campus community should have some kind of access.				
How is this material being delivered now?	At UTMB?		Outside of UTMB?		
	UTMB Police go to individual departments upon request and teach it.		UTMB Police website.		
Submitted By:	Capt. Sandy Turner		Date Submitted:	5/17/2007	
IS Committee Decision	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Pending (See Description Below)		
Date of Decision:	Comments:				