Risk Management Considerations For Programs Involving Minors at North Carolina State University

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The Risk Management Process

Identifying Risks

Analyzing Risks and Their Impacts

Select a Technique(s) To Treat The Risk

Implement the Technique(s)

Evaluate/ Monitor the Effectiveness of the Technique(s) used

Change Techniques If Needed (Like Any Other Management Process)
- General Liability – Injury Where Negligence May Be Involved
- Civil and Criminal Liability For Sexual Molestation (Wrongful Allegation)
- Transportation Risks -15 Passenger Vans, Golf Cart Usage
- Property Risks – Theft and Fire
- Regulatory Risks
- Reputational Risk !!!!!!!!!!!!!
- Foodborne Illness
Managing The Liability Risk

- Parental –Guardian Consent Forms
- Selection of Staff and Counselors
- Policies, Rules and Guidelines
- Know The Law and Follow It As To Minors
- Premises
- Operations

- Emergency Planning
- Participant Accident Insurance Programs
- Scenario Risk Management
- Transportation Risks
- Accident Forms & Documentation
- Benchmark and Compare With Peers-Best Practices
Parent Guardian Consent / Waiver Forms

- An Important Risk Management Tool
- Contact the University Office of the General Counsel For the Appropriate Form To Use
Selection of Staff and Counselors

- Hiring The Right Persons
- Reference Checks /Background Checks-
- If Hiring a Current NCSU Student For a University-Sponsored Program, One Can Check With the Office of Student Conduct For Non-Academic Disciplinary Referrals
- Using Interview Questions or Questionnaire As Part of the Application Process
Training and Supervision

- Staff and volunteers must have a description and full understanding of their duties
- Staff and volunteers must be trained to handle and perform their duties
- Supervision without assumption of anything
- The key point- when is the staff member or volunteer acting on behalf of your NCSU Department – Doctrine of Agency
Planning & Risk Assessment

- Program and Activity Review – Risk Assessment of Activities and Any Proposed Scientific Experimentation
- Risk Mitigation Plan Such as Safe Procedures and Risk Control (Applicable as Mentioned Above)
- Premises – Clear of Physical Safety Hazards
- Operations- Doing Such In a Safe Manner With Proper Equipment
- Establish a Culture of Safety
Planning For Emergencies

- Planning For Medical and Injury Accidents
- Parental Consent & Voluntary Medical Information On File
- Planning For Man-Made Emergencies
- Planning For Severe Weather Emergencies
- For Raleigh-Based Operations- The Wolf Alert System
Participant Accident Insurance Programs

- Can Be Effective As a Risk Management Tool
- Can Be Effective As a Public Relations Tool
- Coverage Concept of Campus Accident / Sickness Insurance Programs
Scenario Risk Management

- Avoiding One-On-One Adult To Minor Situations
- Proper Arrangement For Overnight Accommodations
- Supervision Schedule
Other Risks

Transportation

Golf Carts

Liability – Foodborne Illness

*Managing Transportation Risks ( Incl 15 Passenger Vans )
Always Try to Avoid Transporting Minors In Your Own Personal Vehicle

*Golf Carts ( Only Those On the University Payroll Can Drive If Owned or Leased by An NCSU Department

- Liability – Foodborne Illness – Food Safety in Preparation and Use Insured Caterers / Vendors
- Property Risks
Residential Risk Management – Overnight Camps

- Ensure that overnight occupants are informed about emergency planning and evacuation within the respective lodging location.
- Camp administrators should check to see that rooms are in good order and that beds have safety railings in place. Campers should not use elevated or similar (loft) beds.
- Supervision, Accountability, and Supervision
Accidents and Injuries

Document Only
The Facts – Do Not Render Opinions

• Document Accidents and Injuries
Closing Thoughts

- Compare Your Operations and Programming With Peers. Example – Numerous Academic Camps On Campus Each Year

- Thank You for Your Attendance