

INFORMATION REGARDING THE CLOSING OF CLINIC DUE TO BAD WEATHER

The Roy Eblen Speech and Hearing Clinic (RESHC) will automatically close when the **Cedar Falls Public Schools** close. There will be no special announcement broadcast. Listen for an announcement that the Cedar Falls Public Schools will be closed; the Clinic will be closed that day, *except to clients who are UNI students*. The RESHC will meet as usual. If the **Cedar Falls Public Schools** are delayed or dismissed early, but clients may not come due to the weather, clinicians, please call your clients to confirm attendance on these days.

If the Clinic closes near the start of the semester, or if you happen to be starting with a new client on the day the Clinic closes, you should call your client to make certain that she or he knows not to try to come to the Clinic that day. Otherwise, if your client is familiar with the Clinic closing policy, there is no need to call.

However, this has no bearing on whether UNI will hold classes on the day in question. You must listen to radio broadcasts, television announcements, and/or check the UNI website for closings to see if UNI classes are also cancelled. If you hear or see no announcement, assume that classes will be held.

Satellite Centers

If you are to attend a satellite center on the day the on-campus Clinic is closed, you will still be expected to attend the center, if that particular center has not been closed for the day. If you are unsure as to whether a center will be open, you may call them to find out.

Assessment Clinic

If the Clinic is closed, all assessments are also cancelled. However, since the clients scheduled for assessments may be new to us and not know of our closing policy, the clinic secretary will call the clients in question and inform them that the Clinic is closed. If the client wishes to reschedule, efforts will be made to reschedule if at all possible. This information will be relayed to the supervisor in charge of the appropriate clinic. Students assigned to the assessment clinic must always be present in the clinic until informed that the assessment has been cancelled.

Audiometric Suite

Since many of the audiometric suite clients are new and will not know of our closing policy, the clinic secretary will call the clients and cancel their appointments. Rescheduling will be done at that time. However, students assigned to the audiometric suite must be present in the Clinic until informed that all clients have been reached by phone and this cancelled.

Note

If UNI cancels classes, all clinic activities, including satellite centers, are automatically cancelled. You will not need to call anyone as the weather will be so disagreeable no one will be venturing out anywhere, much less to our Clinic. If the university closes, our clinic will be closed to all clients. **All therapy sessions cancelled due to weather should be made up by clinician.**

Revised Summer 2012

Faculty Policies and Procedures Manual
Student Handbooks: Policies and Procedures