

FINANCE AND OPERATIONS

USC School of Medicine Greenville Facilities

The Health Science Education Building (HSEB), a three-story building located on the Greenville Memorial Medical Campus, is the primary classroom and teaching facility for students. The building provides ample instructional and study space:

- C. Dan Adams Lecture Hall (seats 170)
- One flexible Learning Studio* (seats 140)
- One Multi-Disciplinary Lab** (seats 192)
- One gross anatomy laboratory (20 lab tables)
- Fourteen small group rooms (seats 12-14)
- Six small study rooms (seats 4-5)
- A mezzanine provides an additional 19 individual study rooms
- 2nd Floor Lounge (seats 23)
- Individual study stations are available in Library Commons (seats 20), 3rd Floor Connector (seats 56), and 3rd Floor Study Lobby (seats 9)
- Clinical Skills Lab and Simulation Center
- 252 reservable lockers for student use

* A skywall allows the room to be divided into 2 separate spaces seating 70 each

** A skywall allows the room to be divided into 2 separate spaces seating 96 each

In addition, the adjacent Health Science Administration Building (HSAB) houses office space for members of the Dean's Cabinet, as well as faculty and staff responsible for the operation of the School of Medicine Greenville.

Follow this link (https://sc.edu/study/colleges_schools/medicine_greenville/about/facilities.php) to see the campus.

Prisma Health Security (864-455-7931) is the point of contact for any other emergency during non-business hours, such as flooding in the building, elevator issues, etc.

Travel Directions

The USC School of Medicine Greenville building is located at 607 Grove Road, Greenville, SC, 29605 on the Greenville Memorial Medical Campus.

A campus map as well as driving directions can be found here (https://sc.edu/study/colleges_schools/medicine_greenville/docs/gmmc_campus_map.pdf).

The USC School of Medicine Greenville Building is formally known as the Health Science Education Building and is listed as #16 on the map above. The Health Science Administration Building (HSAB) is listed as #14 on the map above.

The easiest way to get to campus is to take the #2 entrance off of Grove Road. There is a visitor lot available. For students, faculty, and staff, please review the Campus Parking Policy for further guidance.

While students typically rotate across the Upstate, our healthcare delivery partner, Prisma Health, also has locations in the Midlands of South Carolina, as well as East Tennessee.

Clinical Skills Lab & Simulation Center - Upstate

The Prisma Health Simulation Center – Upstate (<https://academics.prismahealth.org/academics/prisma-health-simulation-centers/greenville>) is among the most sophisticated simulation-based learning and research centers in the United States. Located on the second floor of HSEB and the third floor of the Clemson University School of Nursing, our advanced medical simulation training center encompasses 35,000 square feet of purpose-built space equipped with simulation, clinical skills, and a willed body program.

The Prisma Health Simulation Center - Upstate is a multidisciplinary center serving nearly every teaching program affiliated with Prisma Health-Upstate in addition to community-based healthcare providers, workforce development, and pathway programs. Participants include high school and college students (enrolled in the "MedEx Academy"), medical students from the University of South Carolina School of Medicine Greenville, nursing students from the Clemson University School of Nursing and other local training institutions, pharmacy and advanced practice nursing students, emergency medical personnel, medical residents (i.e. – Pediatrics, Surgery, Internal Medicine, OB/Gyn, Emergency Medicine, etc.), and faculty members from a variety of healthcare disciplines.

The Prisma Health Simulation Center - Upstate was one of the first 30 simulation centers in the world to be accredited by the Society for Simulation in Healthcare (SSH) in 2012 and earned reaccreditation in 2017 and 2022. This is the highest honor attainable by a center in recognition of its efforts in operations, healthcare system integration, teaching and assessment standards.

This international accreditation validates the daily efforts of our staff and teaching faculty who utilize the Simulation Center. In doing so, we offer the highest quality of training to our learners so that they can, in turn, provide outstanding care to our patients in the clinical domain.

Access to the Simulation Center is restricted outside of class time. Events in the Simulation Center can only be scheduled by a faculty member.

More information about the Prisma Health Simulation Center – Upstate can be found at this website (<https://academics.prismahealth.org/academics/prisma-health-simulation-centers/greenville>).

Relaxation Locations

The Student Lounge, located on the third floor of the USC School of Medicine Greenville Building, provides ample relaxation space, as well as refrigerators and microwaves for student use with the expectation that students will be responsible for maintaining the cleanliness of the space.

The second floor offers a cafe-style study space that can be used for lounging and socializing.

Please review the Student Lounge Maintenance Policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn202.pdf).

Outdoor study, a garden, and two wellness rooms are also available on the campus.

Campus Safety/Security

Student safety is a top priority. All students, faculty, employees, and contractors are required to wear a School of Medicine/Prisma Health Identification Badge on Campus. The USC School of Medicine Greenville and the Greenville Memorial Medical Campus are monitored and patrolled 24 hours a day by the Prisma Health Police Department and security staff. The main entrance to the school is open during normal business hours, Monday through Friday and is staffed with a greeter with immediate access to security personnel and a facility-wide situation-specific coded alarm system. All other entrances remain locked and are accessible by ID badge only during business hours. The USC School of Medicine Greenville is restricted to ID badge access only during non-business hours. Between 5PM and 6AM Monday through Friday and all day on the weekends, the building is only accessible to students, faculty, and staff by ID badge access.

Cameras and/or emergency call boxes are located at multiple entrances to the school and to the parking garage directly below the building. Emergency call boxes are also located along all major pedestrian walkways, in parking decks, and in open parking lots. These call boxes can be activated to notify security of situations from car trouble to criminal activity and are all connected to immediate camera call up for situation assessment. Security is also available to provide an escort if a student feels uncomfortable walking to various points on campus any time, day or night. They can be reached by calling (864) 455-7931.

Prisma Health Security (864-455-7931) is the point of contact for any other emergency during non-business hours, such as flooding in the building, elevator issues, etc.

USCSOMG Text Message Notifications

To opt-in for emergency notifications to be sent straight to your phone via text message, please follow the instructions below.

Text "join" to 864-823-2653.

You will be prompted to enter your:

- First Name
- Last Name
- Email address
- Status: Faculty, Staff, Student

Emergency and Urgent Services

The Emergency Response Plan for the USC School of Medicine Greenville and the Health Science Administration Building can be found on the website (https://sc.edu/study/colleges_schools/medicine_greenville/internal/documents/emergency_plan.pdf). This plan describes procedures for a medical emergency, active shooter incident, fire, and severe weather.

- When using on-campus phones to dial off campus, dial 9 first.
- When using campus phones to call other campus numbers, dial last 5 digits.
- Please note that unless otherwise stated, all phone numbers are in the 864 area code.

Inclement Weather

All decisions regarding closures or delayed opening for USC School of Medicine Greenville due to inclement weather are made in accordance with USC policy HR 1.18.

Please see the Inclement Weather policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_hr200.pdf) for details. In the event of a delay or closure, email is the primary method of communication.

Facilities Policies

Parking

Parking for students is available on a first-come, first-served basis, with no unauthorized parking permitted in reserved spaces. Please review the Parking Policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn300.pdf) for details. Parking violations are tracked and reported.

Bicycles

There are bicycle racks on each of the two floors of the parking deck below the USC School of Medicine Greenville. Bicycle racks are also located throughout the hospital campus. Please secure your bike with a bicycle lock to ensure the security of your belongings.

Pets

While on USC School of Medicine Greenville property, pets must be leashed, licensed and under the control of their owners or handlers at all times. Pets, with the exception of service animals, are not permitted inside any building, including classrooms. Please review the policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn100.pdf) for more details.

Please Review the following Facilities Policies:

- Animals on Campus (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn100.pdf)
- Campus Parking (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn300.pdf)
- Decoration (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn400.pdf)
- Tobacco-Free Campus (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn500.pdf)
- Use of Educational Facilities (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn200.pdf)
- Student Lounge Maintenance (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn202.pdf)
- Locker Policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn203.pdf)
- Study Room Use (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_fcmn201.pdf)

Integrated Technology

The USC School of Medicine Greenville building is equipped with wireless access throughout the building.

Integrated Technology (IT) staff support the hardware and software (e.g. wireless technology, learning management system) required for effective delivery of the curriculum, and support the development, delivery, assessment, and management of the educational program. IT staff also provide technical assistance for students, faculty, and administrative personnel encountering difficulties in accessing information resources. In addition, the IT staff facilitate and support appropriate access to clinical systems.

USC and the partner health system maintain separate IT infrastructure. Students will, at times, need to access these networks.

Classrooms and meeting rooms are equipped with AirPlay and Miracast devices to enable wireless sharing of content from iPads and other mobile devices. Biomedical science lectures may be recorded using Panopto to provide remote access to students. Faculty also have access to Webex and Microsoft Teams videoconferencing platforms that may be used for remote class meetings.

The USC School of Medicine Greenville provides information technology resources for use by faculty, staff, and students for university-related duties and responsibilities.

For IT inquiries, please start with our Help Desk Manager. He will help you troubleshoot or refer your issue to another member of the Integrated Technology team. The Help Desk is located in the medical school rotunda, across from the Library Commons.

For urgent inquiries, the Help Desk can be reached at (864) 766 2100. For non-urgent inquiries, tickets can be submitted to helpdesk.greenvillemed.sc.edu (<https://academicbulletins.sc.edu/medicine/school-medicine-greenville/student-resources-policies/finance-operations/helpdesk.greenvillemed.sc.edu>) or emailed to SOMGHELP@greenvillemed.sc.edu.

Technology Systems

USC School of Medicine Greenville utilizes multiple software systems to provide our students with a modern educational experience in the digital age.

- Canvas (<https://greenvillehealthsystem.instructure.com/login/canvas>): Students will utilize this learning management software to access course materials and other relevant module information.
- Oasis: Students will access evaluations via this program, as well as submit preferences for course schedules and complete required clinical checklists in the clerkship and post-clerkship phases.
- Self Service Carolina (SSC) (https://cas.auth.sc.edu/cas/login?ret_code=): Students access to manage their personal information and perform many student-related transactions including paying tuition and managing financial aid.
- For help navigating Self Service Carolina, please visit SSC Help (<http://www.sc.edu/sschelp/studentpage.html>) for tips and tutorials. The Knowledge Base (https://scprod.service-now.com/sp?id=kb_view2) offers immediate access to self-service support information and documentation. If you still need help, submit a request online in the Self-Service Portal (<https://scprod.service-now.com/sp/>) or call the Help Desk.

- For troubleshooting any of these systems, please contact the USC School of Medicine Greenville help desk at (864) 766-2100.

Student Email

All USC School of Medicine students are provided with an email address at the university domain (@email.sc.edu). University faculty, staff, and administrators will use this as the primary contact for enrolled students.

- You can access your university email account via Office 365 here (<https://outlook.office.com/>).
- For troubleshooting, please contact the USC School of Medicine Greenville help desk: (864) 766-2100

Due to the partnership with Prisma Health and a commitment to providing students with early clinical exposure, they will also receive a Prisma Health email (@prismahealth.org) upon matriculation. You will need to regularly check this email to ensure that you are not missing any urgent information from the partner health system. For more information, please review the Student Email Policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_staf1100.pdf).

- You can access your Health System inbox via Office 365 here (<https://portal.office.com/>).
- For troubleshooting, please contact the Prisma Health help desk: (864) 455-8000

IT Devices

USC School of Medicine Greenville Office of Integrated Technology (IT) will provide each incoming student with an iPad. The iPad is considered property of the USC School of Medicine Greenville for the duration of the student's enrollment. For more details, please review the Faculty, Staff, and Student IT Device Management Policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_it300.pdf).

IT Policies

Please review the following IT Policies:

- Acceptable Use of Information Technology Policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_it200.pdf)
- Information Technology Security Policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_it100.pdf)
- Faculty, Staff, and Student IT Device Management Policy (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_it300.pdf)
- Acceptable Use of Video Conferencing (https://www.sc.edu/study/colleges_schools/medicine_greenville/internal/_policydocuments/uscsomg_it400.pdf)

Apple Distinguished School

The University of South Carolina School of Medicine Greenville has been selected as an Apple Distinguished School for 2022–2026. The School of Medicine Greenville was recognized for continuous innovation in learning, teaching, and the school environment.

This is the second consecutive Apple Distinguished School recognition for The School of Medicine Greenville (SOMG). SOMG was first selected

as an Apple Distinguished School in 2020. USC School of Medicine Greenville is actively preparing for the renewal process, which will be submitted for approval in Summer 2026 for the 2026-2029 period.

In order to receive this recognition, USC School of Medicine Greenville faculty, staff and students worked with Apple representatives to demonstrate how the school supports continuous innovation to achieve its goals of learning and teaching in the clinical environment. Medical students use iPads and a curated collection of apps for a variety of curriculum and clinical learning.

The USC School of Medicine Greenville leverages this technology to prepare the future physicians of the Greenville community and the state of South Carolina to not only enhance their acquisition of knowledge, but to create ways to more effectively care for their future patients and their families.

Libraries

The Medical Library offers basic science and clinical resources to support medical education, patient care, and research. Students have access to the Greenville Memorial Hospital Library and the Medical School Library Commons, open to medical students 24 hours a day, seven days a week with name badge access. Computers, photocopiers, and study carrels are available.

The Medical Library's webpage, prismahealth.ovidds.com, houses a comprehensive list of Library resources and services accessible on and off-campus. Resources include thousands of journals, books, and knowledge sources such as ClinicalKey and UpToDate. A textbook guide created for M1 and M2 students, USC School of Medicine Greenville Textbook LibGuide, is available on the Library's webpage that will link directly to all textbooks, study tools, and many other key resources for research and learning in one convenient resource. Additionally, students can access the electronic resources of the USC Thomas Cooper Library in Columbia.

The Medical Library staff consists of four Master's level librarians who can offer assistance and instruction on the effective and efficient use of Library's databases and resources; article retrieval; and searching the medical literature for articles to assist in patient care, education, and research. The staff of the Medical Library is here and available to help.

Call: (864) 455-7176

Email: library@prismahealth.org (library@prismahealth.org)

Library Locations

The following library locations are open to all users 24 hours a day via ID badge access.

Email: library@prismahealth.org (library@prismahealth.org)

Website: prismahealth.ovidds.com (<https://academicbulletins.sc.edu/medicine/school-medicine-greenville/student-resources-policies/finance-operations/prismahealth.ovidds.com>)

Medical School Library Commons

Location: First floor of USC School of Medicine Greenville Building (next to the Information Desk)

Phone: (864) 455-8239

Staffed Hours: Monday – Friday: 8 AM – 4:30 PM

Greenville Memorial Hospital Library

Location: First floor of Greenville Memorial Hospital (located adjacent to the main lobby behind the gift shop)

Phone: (864) 455-7176

Staffed Hours: Monday-Friday: 8 AM – 5 PM