

Hospital Safety



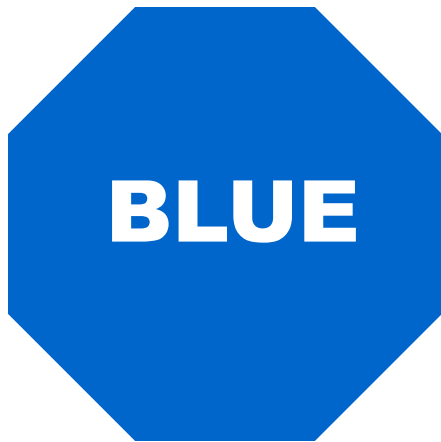
St. Elizabeth
HEALTHCARE



I.D. Badge

- **Wear your badge** at all times when volunteering or on St. Elizabeth property
- The I.D. badge identifies you as a member of the St. Elizabeth team
- In the event of a bioterrorism event or other mass disaster, you will not be able to gain access to the St. Elizabeth *without* your I.D. badge

Emergency Codes – Code Blue



To call a
Code Blue
Dial **2-2222**

- A medical emergency such as a **cardiac or respiratory arrest** has occurred somewhere in the hospital.
- Dial 2-2222 to call a Code Blue within the hospitals. Non-hospital sites call 911
- Team is notified through a pager system. Code is not announced.

Emergency Codes – Rapid Response



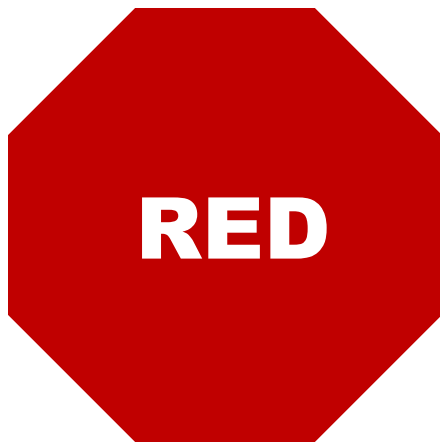
**RAPID
RESPONSE**

To call a
Rapid Response
Dial **2-2222**

- A medical emergency such as a **stroke or a serious fall** has occurred somewhere in the hospital.
- Dial 2-2222 to call a Rapid Response within the hospitals. Non-hospital sites call 911
- Team is notified through a pager system. Code is not announced.

Emergency Codes – Code Red

Code Red - An announcement that indicates a possible fire, smoke or condition exist that requires **IMMEDIATE ACTION**



Elevators can be used at Edgewood but not at other locations.

- ➡ The location is announced with the code
- ➡ When a fire alarm is activated, it signals Telephone Services and the Fire Department dispatcher
- ➡ Follow **R. A. C. E.**
 - ➡ **R**-Rescue, **A**-Alert, **C**-Contain (if possible), **E**-Extinguish, Evacuate or Escape
 - Dial **2-2222** – Report a Code Red
- ➡ **Fire Extinguisher use P.A.S.S.**
 - ➡ **P**-Pull, **A**- Aim, **S**-Squeeze, **S**-Sweep
- ➡ Keep alert until “All Clear” is announced

Emergency Codes – Code Pink



A **Code Pink** means an Infant /Child abduction has been confirmed. If you have any information call Security at **12270** *immediately*. Only staff involved respond.

Emergency Codes



**TORNADO
WATCH**

The US Weather Service has issued a **Tornado watch**

Conditions are favorable for a tornado or severe weather. Remain calm and alert for further information.

Emergency Codes

TORNADO WARNING

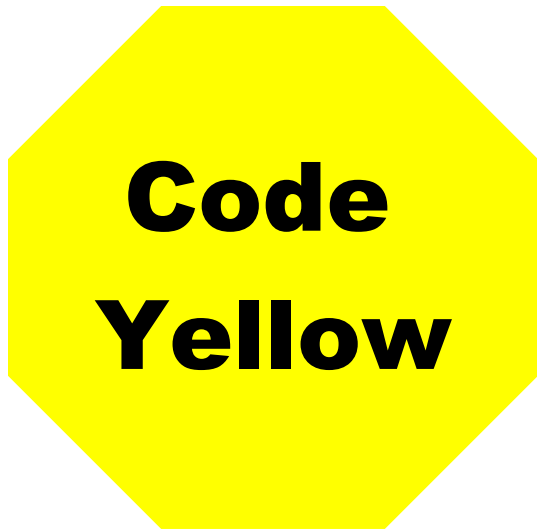
**Issued by the
US Weather
Service when a
tornado is
sighted**

A tornado has been sighted in Boone, Campbell, Kenton or Grant Counties

- Return/stay in your area
- Close doors, blinds and drapes
- Move to area of safety as designated in your Disaster Plan – ask staff.
- In patient care areas, ambulatory patients should be moved to patient bathroom or corridor, closing all doors. Instruct visitors to take shelter away from windows.
- Cover patients with blankets



Emergency Codes



**Get direction
from your
supervisor**

A Code Yellow is called when a large influx of patients is expected as a result of a man - made (like an airplane crash) or natural disaster (like a tornado).

Emergency Codes

A **Code Orange** is called when a hazardous material spill has occurred.

Secure the area

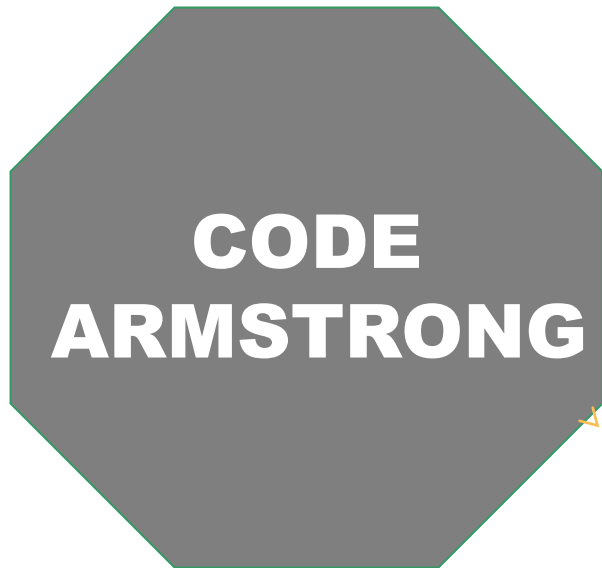
Protect any people

Inform-Call Security **12270**, area manager and the Safety Director

Lease cleanup to trained personnel



Emergency Codes



- A **Code Armstrong** is called when a hostile situation exists and is reported to Security at 12270.



- Security will respond to the area announced.

Emergency Codes



**Do NOT approach
or attempt to
disarm**

- A **Code Silver** is called when an armed person is sighted.
- If you see an armed person call Security at **12270** *immediately*.

Emergency Codes



**CODE
SILVER**

**ACTIVE
SHOOTER**

- A **Code Silver** is called when an armed person is sighted.
- If you see an armed person call Security at **12270** *immediately*.

Emergency Codes



- This code represents the conclusion of any of the emergency situations except after a Code Blue.

Fire Plan

RED

- R** - **R**escue / **R**elocate all people in immediate danger from the fire.
- A** - **A**ctivate the nearest fire alarm. **A**lert all people in the area.
- C** - **C**ontain the fire and smoke. **C**lose all windows and doors to control air movement.
- E** - **E**xtinguish the fire if possible. **E**vacuate the area as instructed.



If you detect smoke and/or flames of any type, you must take immediate action.

Fire Alarm

Activate the nearest alarm

- Fire alarm pull stations near exits and stairwells.
- When a fire alarm pull station is activated...
 - The fire alarm will sound
 - Fire doors will close







Edgewood, Florence, Ft. Thomas, Covington & Grant Co. -

- Dial 2-2222
 - Report a Code Red
 - State your name and the location of the fire
- Hospice & Outside Facilities**
- Dial 911
 - State your name & location of the fire

4 Types of Fires



CLASSES OF FIRES	TYPES OF FIRES	PICTURE SYMBOL
A	Wood, paper, cloth, trash & other ordinary materials.	
B	Gasoline, oil, paint and other flammable liquids.	
C	May be used on fires involving live electrical equipment without danger to the operator.	
D	Combustible metals and combustible metal alloys.	

Fire Extinguishers

Red ABC fire extinguishers are used in almost all areas throughout the hospitals, on A, B and C type fires.

Other fire extinguishers found in specialty areas include Water Mist (Lab & OR) and CO2 (MRI)





Fighting Fires

Before you consider fighting a fire...

- Determine whether the fire is small and not spreading
- Confirm you have a safe path to exit
- Know how to use a fire extinguisher- it is your first defense in case of fire

To Use the Extinguisher

PASS

- **P** – Pull the pin
- **A** – Aim nozzle at base of fire
- **S** – Squeeze the handle
- **S** – Sweep out the fire from side to side



Stand 10 feet away

Code Red Exercise



- **Code Red Exercise** or Fire Drills occur unannounced and require full participation
- If unsure, this is the time to ask questions
- **Can we use elevators?**
 - Edgewood fire alarms are activated by department/area. Fire alarm only rings where the problem occurs. Ex: If a fire alarm is activated on the 5th floor, the elevator will not work on the 5th floor but is active on the other floors. At all other facilities, there is a general alarm and elevators are not used.



Evacuation Plan

- In the event of a **fire** we remain in place unless an evacuation is ordered
- 2 types of evacuation:
 - **Lateral** – Evacuate to a safe area on the same floor
 - **Vertical** – Evacuate all occupants on a floor to another safe area When entire floor must be evacuated

Order of evacuation -

1st – Ambulatory note: appoint a helper to go with them

2nd – Wheelchair/Ambulatory with assistance

3rd – Bedfast patients



Fire Response

Being prepared and knowing what to do in the event of a fire is everyone's responsibility.



- Know your area's emergency and evacuation plan
- Know where the **fire** pulls and **extinguishers** in your department are located
- Know **R.A.C.E.** and **P.A.S.S.**



Active Shooter

- St. Elizabeth Healthcare has a policy if someone is Armed on Campus or for an Active Shooter Event – Security-Code Silver Policy SEC-C-01
- Only Law Enforcement Officers and St. Elizabeth Security are permitted to carry weapons inside St. Elizabeth facilities.



Did You Know

- The average active-shooter incident lasts 12 minutes or less
 - 68% last less than 5 minutes, 36% last less than 2 minutes.
- 98% of the time the offender is a single shooter
- 97% of the time the shooter is a male.



Did You Know

- For male victims: 4% of the shooters are relatives/personal acquaintances.
- For female victims: 28% of the shooters are relatives/personal acquaintances. 10% involved romantic relationships
- 12% of the shooters are co-workers & former co-workers



Did You Know

- Estimate 5800 hospitals across the nation
- 47 hospital related shootings from 2011 -2013 (avg 15.7 per year)
 - 79% the shooter had a specific intended target
 - 22% were suicides or murder/suicides
 - 7% were “mercy killings” of ill relatives
 - 15% were domestic situations
 - 8.5% (4) were considered random Workplace Violence events



Did You Know

- Overall hospital shootings accounted for only 1.3% of all Active Shooter Events in the United States from 2000-2013
- While there is a possibility of gun violence at our hospital the chances are slim

THE KEY IS BEING PREPARED

Knowledge + Preparedness = Safe Outcomes

Warning Signs

Stay alert for these common Warning Signs



These may include:

- **Pacing**
- **Extreme anger**
- **Aggressive Behavior**
- **Swearing**
- **Changes in tone of voice**
- **May be carrying a backpack or gym bag**



If Approached

If you are approached by an aggressive person but “**Do**
Not” see a weapon

- Remain calm
- Be aware of your posture, gestures, tone of voice, speed of speech.
- Keep communication simple, supportive, positive and direct.
- Use De-escalation techniques when speaking.
- Don't argue; speak calmly and with respect.
- Call Security at 12270 when you can safely do so

At one of the hospitals

When a Code Silver is announced and the shooter is NOT in your area

- Remain calm and shelter in place
- Stay away from the area where the incident is occurring
- Shut the doors to your unit or area
- Stay away from doors and windows
- Grab anything that can be used as a weapon, such as a fire extinguisher
- Assist your patients with barricading themselves in their rooms – if possible push the beds up against the doors and lock the wheels or use any heavy object



At one of the hospitals

Active shooter is NOT in your area (cont.)

- Barricade yourself safely in a room
- Turn off all lights, and silence cell phones and pagers
- Remain in hiding until you hear the All Clear or are ordered to do so by Police or Security
- If you are ordered to move by the Police, do so in an orderly manner with your hands visible and above your head



At one of the hospitals

*If you see an armed individual in your area or a
Code Silver is announced for your area*

REMEMBER THESE 3 WORDS

RUN

HIDE

FIGHT



At one of the hospitals

RUN

- Remain calm and save yourself first, you cannot help patients or others if you are wounded
- If you can safely evacuate patients, visitors, and yourself, then do so by using the closest stairwell
- Do not stop because others will not go
- Leave personal belongings behind
- If you are able, call Security at 12270 or hit a panic button



At one of the hospitals

HIDE

- If you cannot safely evacuate, then Shelter in Place
- Grab anything that can be used as a weapon, such as a fire extinguisher
- Barricade yourself in a room – if possible push the beds up against the doors and lock the wheels or use any heavy object
- Stay away from doors and windows
- Turn off all lights, and silence cell phones and pagers
- Remain in hiding until you hear the All Clear or are ordered to do so by Police or Security
- If you are ordered to move by the Police, do so in an orderly manner with your hands visible and above your head

At one of the hospitals

FIGHT

Should You Be Confronted By An Armed Assailant

- **FIGHT AS A LAST RESORT**
- If you must fight do so in an aggressive manner, your life may depend on it
- Use anything you can find as a weapon – spray them with a fire extinguisher, throw things at them, do whatever you can to disable them





At An Off-Site Location

*If you are volunteering at an off-site location
you follow the emergency plans for that
location which include:*

RUN

HIDE

FIGHT



At An Off-Site Location

- **Run** – leave the building if you can safely do so and go to your designated assembly point (per your building emergency plan)
- **Hide** – barricade yourself in a room by locking the doors and placing large pieces of furniture in front of door, turn off lights, and silence cell phones and pagers
- **Fight** – only do this as a last resort to save your life. If you must fight do so aggressively and use anything you have available as a weapon - i.e. letter opener, etc.
- **Call 911 as soon as you are able**

Hazard Communication Plan

- OSHA (Occupational Safety and Health Administration) has aligned its requirements to meet the ***Globally Harmonized System or “GHS”***
- GHS was developed by the United Nations
- Makes communications about hazardous chemicals simpler and more consistent throughout the world.



Hazard Communication Plan

In accordance with OSHA, St. Elizabeth's Hazard Communication Plan explains :

- Labeling requirements for chemical containers
- How to obtain information on Safety Data Sheets (SDS)
- Proper use and disposal of hazardous materials.





Safety Data Sheets or SDS

Safety Data Sheets can be found on the SEH intranet and contain 16 sections of information such as:

- Make-up of product
- Hazard Statement
- Precautions to be taken when handling product
- Any protective equipment needed
- How to handle spills/exposures

In the US there are about 650,000 products that require a Safety Data Sheet

Hazard Label

Identity

Pictograms

Signal Word

Hazard Statements

Precautionary statements

Manufacturer or Distributor

FLAMMABLE MATERIAL
Hazardous Components: Ethyl Alcohol (64-17-5); Methanol (67-56-1)

DANGER



Highly flammable liquid and vapor. Causes severe skin burns and eye damage. May be harmful if inhaled. May cause respiratory irritation and drowsiness or dizziness. May cause cancer. May damage fertility or the unborn child. Very toxic to aquatic life.

Prevention

Avoid breathing dust, fume, gas, mist, vapors and/or spray. Wear protective gloves, clothing, and eye/face protection. Wash thoroughly after handling. Do not handle until all safety precautions have been read and understood. Ground and/or bond container and receiving equipment. Keep away from heat, sparks, open flames and/or hot surfaces - No smoking. Use explosion-proof electrical, ventilating and/or lighting equipment. Use only non-sparking tools. Avoid release to the environment.

Response

IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. If eye irritation persists: Get medical advice/attention. IF ON SKIN (or hair): Take off immediately all contaminated clothing. Rinse skin with water/shower. If skin irritation occurs: Get medical advice/attention. IF INHALED: Remove victim to fresh air and keep at rest in a position comfortable for breathing. In case of fire: Use appropriate media for extinction.

Storage/Disposal

Dispose of content and/or container in accordance with local, regional, national, and/or international regulations. Store in a well-ventilated place. Keep container tightly closed. Store locked up.

2 percent of this product consists of an ingredient of unknown toxicity.

Industrial Data Systems 709 Nissan Drive Smyrna, TN 37167
Emergency: 800-555-5555

Hazard Pictograms



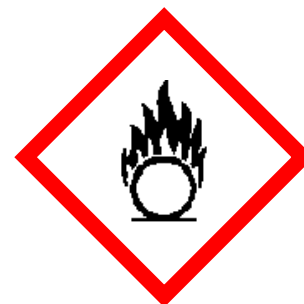
**Explosives,
self-reactives,
organic peroxides**



**Gases under
pressure**



**Flammables, pyrophoric,
Self-heating, emits flama gas,
self-reactive, organic peroxides**



oxidizers



**Acute toxicity,
fatal or toxic**



**Skin corrosion/burns,
eye damage
corrosive to metals**



**Carcinogen,
mutagenicity,
Repro toxicity**



**Irritant, skin
sensitizer,
acute toxicity,
resp tract irritant,**



**Aquatic
toxicity**

Hazardous Waste



- **Biohazard symbol** indicates item contains or soiled with blood or body fluids
- Also referred to as “Infectious Waste”
- If a concern arises regarding exposure to blood or other potentially infectious materials (OPIM), immediately contact your supervisor and Employee Health



Red biohazard waste bags are used for infectious waste disposal

Hazardous Waste



**Yellow bags are used for
CHEMO waste “ONLY”**

Example:

Gowns
Gloves
Goggles
Wipes
Empty IVs & Tubings
NOT-Linen



**All soiled Linens are handled
with Universal Precautions**

Universal Precautions are used when
handling all linen that comes in
contact with a patient.

All linen **visibly soiled**, (example
blood, stool) goes into a blue linen
bag and sent to laundry.

Biohazard Waste vs General Waste

INFECTIOUS WASTE DISPOSAL (**RED** biohazard waste bags)

- Items **saturated** with blood/OPIM that may drip or release contents when held upright or squeezed
- Containers of blood/OPIM that **cannot be safely emptied** or are not designed to be emptied (i.e., chest drainage systems)
- Blood bags and tubing



GENERAL WASTE DISPOSAL

- Paper, Plastic, Glass
- Food
- Items such as diapers containing urine, feces, gastric contents
- Emptied and rinsed containers which held any body fluids



Utility Failure - *Water*

Water – *emergency water is available*

- Conserve water as much as possible
- Water containers distributed at strategic points
- If outage is long, bottled water supplied for drinking
- Some systems require water and will shut down
 - ✓ Central heating and air conditioning
 - ✓ All ice machines and other water dependent equipment



Utility Failure – *Electricity*

Loss of Normal Power results in Emergency Generator Power

- Emergency power is an on site system of generators that provide a reliable back-up to the electric utility power source



Be Aware



- **Red** plugs and light switches are automatically connected to emergency power – at Grant Co all outlets are on emergency power
- All equipment on emergency power will have a **10 second interruption** from outage
- Disconnect or turn off all unnecessary electrical items
- If equipment not running properly call Plant Engineering

Oxygen & Other Medical Gases

- **Must be** accessible and **not blocked** by equipment, supplies, etc.
- Charge nurse and respiratory responsible to see turned off in a fire situation
- All to be stored in a carrier or rack not on the floor with the valves closed
- No more than 12 full cylinders to be stored in a room
- A damaged tank can act like a rocket or missile – causing injury



Clinical Engineering Services

- Clinical Engineering provides support to all departments that use medical equipment
 - services provided 24 hours/day, 7 days/week, including holidays
- Any medical equipment that malfunctions/fails is to be removed from service, *and* reported to Clinical Engineering



Service Label Program

Clinical Engineering Department
QA/PM Inspection Completed
Expires: _____
If expired, contact Clinical Engineering



If the date on the label is **expired**,
discontinue use and contact Clinical
Engineering.

Scheduled QA/PM not required
For service, contact Clinical Engineering



Clinical Engineering keeps an inventory
of all medical equipment. Items that do
not need inspection on a regular basis will
have this label.

Electrical Safety
Testing Passed



Clinical Engineering confirms the
safety of all medical equipment (demo,
loaner, rental) brought into the
hospitals. Label not to be removed.

All **medical equipment is safety checked, labeled & inventoried**

Sensitive Areas

- Identify people before opening door
- Secure areas are equipped with panic alarms
- Know how to use panic alarms
- After accessing a secure area, make sure the door closes securely behind you without letting allowing someone following you in





Preventing Infant/Child Abduction

- Edgewood Units with infants (Family Birth Place, NICU and 1B) are locked units
- Infants and mothers each wear a detector to alert staff if infant is not with correct mother
- All infant transport outside of room must be done using a bassinet – no “arm carrying”
- Inform all staff and volunteers to be alert and report anything unusual



Observe and Report Unusual Behavior

Be alert to unusual behavior such as:

- Repeated visiting or requests “just to see” or “hold” infants.
- Close questioning of procedures, security devices, and layout of the floor such as “Where are the emergency exits?” “Where do the stairwells lead?” “How late are visitors allowed on the floor?” “Do babies stay with their mothers at all times?”
- Taking uniforms.



Observe and Report Unusual Behavior

Be alert to unusual behavior such as:

- Physically carrying an infant/child in the facilities corridor instead of using a bassinet or wheelchair.
- Transporting infant or leaving with an infant while on foot rather than in a wheelchair.
- Carrying large packages off the maternity unit, particularly if the person is “cradling” or “talking” to it.

What Can You Do to Prevent Infant Abduction?

- Be alert to unusual behavior.
- One of the most effective means of preventing an infant or child abduction is to simply ask “May I help you?”
- Make eye contact with them when asking questions.
- Participate when there is a Code Pink Drill

What Can You Do to Prevent Infant Abduction?

- Carefully observe the suspicious person's behavior.
- Note physical description.
- Follow-up by contacting Security at 12270.

The protection of infants and children is everyone's job, not just Security's

Contact Security

- Call **1-2270** immediately to report
 - Theft/missing property
 - Vandalism
 - Assaults
 - Disturbances
 - Suspicious people
 - Any other event you consider security-related
 - Workplace violence

*The #1 security problem is
unattended/unsecured
property like a purse!*





Hospital Safety Review

1. When fire or smoke is discovered you must take immediate action and follow the plan R.A.C.E.
 - A. True**
 - B. False**



Hospital Safety Review

2. The red ABC fire extinguisher is used on Type A, B and C fires.

A. True

B. False



Hospital Safety Review

3. P.A.S.S. stands for:

- A. Medication administration procedures.**
- B. The steps to take using a fire extinguisher correctly.**
- C. Safer driving technique on 2 lane roads.**



Hospital Safety Review

4. The correct definition of a tornado watch is:
- A. A tornado has been sighted in the general area**
 - B. A tornado has been sighted in the immediate area.**
 - C. Tornadoes are likely but none have been sighted.**



Hospital Safety Review

5. The following rule for electrical safety is true:
- A. Never set containers of liquid on top of electrical equipment**
 - B. Do not use plugs that are missing the third or grounding pin**
 - C. Always plug critical medical equipment into red outlets**
 - D. All of the above**



Hospital Safety Review

6. If you notice an out-of-date service label/maintenance tag you should immediately report it to Clinical Engineering.
- A. True**
 - B. False**



Hospital Safety Review

7. A Safety Data Sheet (SDS) contains information about the hazards of a chemical and how to control them.
- A. True**
 - B. False**



Hospital Safety Review

8. If you find a serious hazardous material spill, leak or exposure, you:
- A. Notify Security**
 - B. Notify the manager**
 - C. Both of the above**



Hospital Safety Review

9. All medical / infectious waste should be placed in the red bio-hazard bags.

A. True

B. False



Hospital Safety Review

10. When discovering an infant is missing you would call a code...

- A. Blue**
- B. Armstrong**
- C. Silver**
- D. Pink**



Hospital Safety Review

11. You would notify Security if you saw a gun and call what code?

- A. Code Armstrong**
- B. Code Silver**
- C. Code Yellow**
- D. None of the above**



Hospital Safety Review

12. It is not necessary to wear your ID badge when working in the hospital?

A. True

B. False



Hospital Safety Review

13. OSHA's Hazard Communication Standard is being aligned with the Globally Harmonized System for Classification and Labeling of Chemicals (GHS).

A. True

B. False



Hospital Safety Review

14. The Globally Harmonized System (GHS) will make communications about hazardous chemicals simpler and more consistent throughout the world.

A. True

B. False



Hospital Safety Review

15. Which of the following is a component of a chemical label:
- A. Hazard Statement**
 - B. Price**
 - C. Both A & B**



Hospital Safety Review

16. In an active shooter event the key to a safe outcome is?

- A. Purely luck**
- B. Looking the shooter in the eye**
- C. Knowledge and Preparedness**
- D. All of the above**



Hospital Safety Review

17. The majority of the time a shooter is acting alone?

A. True

B. False



Hospital Safety Review

18. What are some of the common Warning Signs to look for in an active shooter?

- A. Pacing**
- B. Extreme anger**
- C. Swearing at people**
- D. Changes in tone of voice**
- E. All of the above**



Hospital Safety Review

19. If a Code Silver is announced outside of your area in a hospital, you should?
- A. Stay away from the area of the shooter**
 - B. Turn off lights, cell phones and pagers**
 - C. Shut doors and shelter in place**
 - D. All of the above**



Hospital Safety Review

20. If a Code Silver is announced in your area in the hospital, you should?
- A. Save yourself first, you cannot help someone if you are wounded**
 - B. Evacuate if you can safely do so**
 - C. Grab anything that can be used as a weapon**
 - D. Barricade yourself in a room and push a bed or heavy object against the door**
 - E. All of the above**



Hospital Safety Review

21. If you make the determination that you must fight an armed assailant, you should?
- A. Use anything you can as a weapon**
 - B. Fight as if your life depended on it**
 - C. Both A & B**
 - D. None of the above**



Hospital Safety Review

22. If you volunteer at an off-site location, you do not need an Active Shooter Plan?
- A. True**
 - B. False**



Hospital Safety Review

23. Steps to prevent an infant abduction include:

- A. Be alert to unusual behavior**
- B. Note physical description**
- C. Notify Security immediately**
- D. All of the above**



Hospital Safety Review

24. If a Code Pink is called, all associates and volunteers should:

- A. Monitor hallways and exits**
- B. Be aware of suspicious looking individuals**
- C. Notify Security immediately of any suspicious activity**
- D. All of the above**