

SUBJECT: EMERGENCY MANAGEMENT PLAN	REFERENCE #1002
DEPARTMENT: ORGANIZATIONWIDE	PAGE: 1
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APPROVED BY:	EFFECTIVE:
	REVISED:

SCOPE OF SERVICES:

_____ Hospital's Emergency Management Plan's scope is to provide for a program that ensures effective mitigation, preparation, response and recovery to disasters or emergencies affecting the environment of care.

OBJECTIVE:

The objective of the Emergency Management Plan is to effectively prepare for, manage an emergency and restore the facility to the same operational capabilities as pre-emergency levels.

GOALS:

- The goals of the Emergency Management Plan includes the following:
 - Identifying procedures to prepare and respond to potential disasters or emergencies;
 - Providing education to personnel on the elements of the Emergency Management Program;
 - Establishing and implementing procedures in response to an assortment of disasters and emergencies;
 - Identifying alternate sources for supplies and services in the event of a disaster or emergency.

RESPONSIBILITY:

The Safety Officer in conjunction with the Safety Committee is responsible for developing, implementing and monitoring all aspects of the Emergency Management Program at this Hospital, including hazard vulnerability analysis, mitigation, preparedness, response and recovery.

SPECIFIC PROCEDURES IN RESPONSE TO A VARIETY OF EMERGENCIES BASED ON A HAZARD VULNERABILITY ANALYSIS PERFORMED BY THIS HOSPITAL:

- This Hospital has developed specific procedures in response to potential disasters and emergencies that may occur. Additionally, the hospital will perform routine hazard vulnerability analysis to identify areas of vulnerability and undertake provisions to lessen the severity and/or impact of a disaster or emergency that could affect the services provided by the hospital. (The samples included in this manual are intended to be used as a guideline for development of facility-specific policies and procedures, i.e., Bomb Threat, Riot or Civil Disturbance, Earthquake Response, Tornado, Severe Weather, Radioactive Accident, Bioterrorism.)

SUBJECT: HOSPITALWIDE BIOTERRORISM PLAN	REFERENCE #2001
DEPARTMENT: HOSPITALWIDE	PAGE: 1
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PURPOSE:

The purpose of a Hospitalwide Bioterrorism Plan is to provide for an effective response to a real or suspected bioterrorism attack.

GOALS:

- The goals of the Hospitalwide Bioterrorism Plan includes the following:
 - To identify and initiate a response to a bioterrorism-related outbreak;
 - To determine the extent of the facility's bioterrorism readiness needs;
 - To provide education to staff regarding bioterrorism events.

RESPONSIBILITY:

- The Infection Control Committee, in partnership with local and state health departments, is responsible for developing a hospital specific response plan. Implementation and monitoring of this Plan will be incorporated into the implementation and monitoring of the hospitalwide emergency management program.
- Authorization is given to the Infection Control Committee Chairperson or designee to implement prevention and control measures in the event of an outbreak.

REPORTING REQUIREMENTS:

- If a bioterrorism event is suspected, the emergency response system will be activated. Notification includes:
 - Hospital Administration
 - Safety Officer
 - Infection Control personnel
 - Local emergency medical systems (EMS)
 - Police and Fire Departments
 - Local and state health departments
 - FBI field office
 - CDC

**EMERGENCY MANAGEMENT PLAN ACTIVATION
EVALUATION FORM**

Drill Actual Emergency Triage I Triage II Triage III

Date: _____ Time: _____ Type of Emergency: _____

Activating the Plan:

Plan was activated at: _____

How was plan activated? _____

Where were the following areas located?

Triage: _____

First Aid: _____

Minor Surgery: _____

Emergency Operations Center: _____

Media Relations: _____

Communication with Outside Agencies:

Was there communication with:

Police Fire Community Command Structure Hospitals: _____

If this was an actual emergency rather than a drill, were the following communication modes used?

HEAR Telephone Other: _____

Was communication with outside agencies effective? Yes No

Explain: _____

Was the hospital's ability to function compromised? Yes No

If yes, explain: _____

Were activities coordinated with community command structure? Yes No

Explain: _____

SUBJECT: AIRBORNE HAZARD	REFERENCE #2003
DEPARTMENT: ENGINEERING DEPARTMENT	PAGE: 1 OF: 1
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POLICY:

To protect patients, staff and visitors from the effects of an airborne hazard that can include contamination by a chemical cloud, smoke or other such pollutants to the extent it becomes a significant threat to life or health.

INDICATIONS OF AIRBORNE HAZARD:

- May include:
 - Strange or pungent odor
 - Irritation of the eyes or throat
 - Smoky haze in building
 - Patients/staff/visitors complaining of nausea or choking
- The hospital may be notified that there is an outdoor hazard, for example, an accident involving a tanker truck or rail car; or there may be an internal hazard such as a hazardous material spill.

PROCEDURE:

- If the source is clearly outside:
 - Notify Emergency Department Nurse Manager of external airborne hazard. Have ambulance traffic and walk-in traffic from the outside redirected to the designated receiving area located at _____. All doors from the Emergency Department to the outside must be kept closed.
 - Shutdown all air handlers in the building including outside air make-up where feasible.
 - Direct the Security Department to lock all entrances, except the entrance to the receiving area. Request barricades and directional signs in front of main entrances to redirect traffic to the receiving area.
 - Request Administration or House Supervisor to make an announcement via the public address system, requesting that no one leave the hospital or open outside doors.
 - Keep all interior doors leading to the receiving area closed. Post signs restricting entrance to authorized personnel only. Security Department may dispatch officers to monitor these doors, if necessary.

SUBJECT: ANTHRAX	REFERENCE #2301
DEPARTMENT: HOSPITALWIDE	PAGE: 1 OF: 1
APPROVED BY:	EFFECTIVE:
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- General Info:
 - There are three (3) types of anthrax syndromes:
 - Cutaneous
 - Gastrointestinal
 - Inhalation
 - Anthrax occurs most frequently in persons that work with livestock that are infected with the organism. Gastrointestinal anthrax may occur if undercooked, infected meat is consumed.
- Delivery:
 - As a biological weapon, anthrax would most likely be delivered in an aerosol form. (inhalation type)
- Transmission:
 - Inhalation anthrax is not transmitted from person to person.
- Incubation:
 - One to six (1-6) days but may be up to 6 weeks
- Infection Control Precautions:
 - Standard Precautions (Contact also if cutaneous or gastrointestinal anthrax is present)
- Signs/Symptoms:
 - Inhalation:
 - Flu like symptoms, cough, widened mediastinum. May have a period of time (2-3 days) of pseudo improvement followed by severe respiratory distress, septicemia, shock and death.