

Providence Regional Medical Center Everett
Safety & Emergency Preparedness

The following is an excerpt from the employee online annual course. Questions and slides not specific to Northwest WA have been omitted, so slide numbers may not be consistent.

Please review all of the slides.

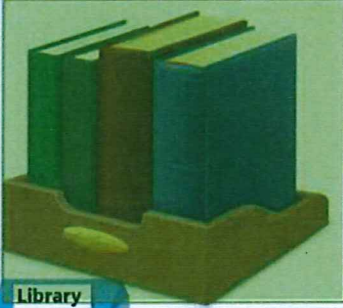
Thank you

Reporting an Incident or Safety Concern

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Reporting an Incident or Safety Concern

Reporting an Equipment Malfunction



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Reporting an Incident or Safety Concern

Reporting an Equipment Malfunction

We'll begin with equipment malfunction reporting. There are a few steps associated with the process.



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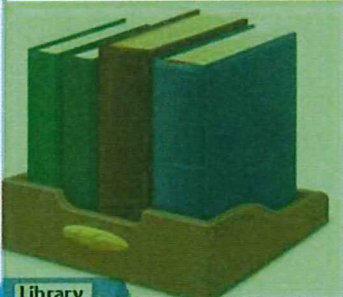
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Reporting an Incident or Safety Concern

Reporting an Equipment Malfunction

1) Take the equipment out of service



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Reporting an Incident or Safety Concern

Reporting an Equipment Malfunction

2) Tag the equipment, including:

- Your name and extensions
- Full description of the issue



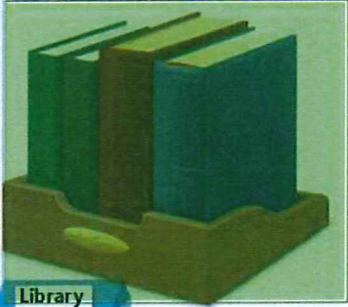
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Reporting an Incident or Safety Concern

Reporting an Equipment Malfunction



3) Contact your local Biomedical or Clinical Engineering Department to report the problem

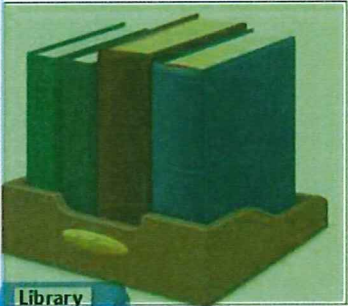
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Reporting an Incident or Safety Concern

Reporting an Equipment Malfunction



4) Complete an online report regardless of patient impact
Names of links and online reports vary by location.
Choose your specific link on your intranet home page or

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Reporting Patient Incident or General Concern

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Reporting an Incident or Safety Concern


Patient Incident or General Concern



For a patient incident or any safety concern, report incidents to your safety manager or submit an online report using the specific Intranet link for your location, then complete an online report regardless of patient impact.

Choose your specific link on your intranet home page or Employee Health web page (Oregon):

- Unusual Occurrence Report (UOR)
- Electronic Quality Review Report (QRR)



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Employee Injury / Workplace Violence

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Employee Injury and Violence in the Workplace

An Employee Injury Report Must Be Completed for Every Employee Work-Related Injury/Incident




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Employee Injury and Violence in the Workplace

An Employee Injury Report Must Be Completed for Every Employee Work-Related Injury/Incident



All other caregivers:
You have no additional protocol information.

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Escalating a Safety Concern / Issue

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Escalating a Safety Concern or Issue


Your Rights to a Resolution Are Important to Us!

Any employee with an unresolved administrative, clinical, or other patient safety or service concern, such as:

- Any harm to a person (actual or potential)
- Any patient incident
- Any equipment malfunction

...has the right to escalate their area of concern up the organization's leadership levels until a resolution is reached.

If no resolution is reached within our organization, staff and patients have the right to contact the Joint Commission or your State Department of Health directly without fear of retaliation.



The Joint Commission

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WA

Online Learning

Emergency Codes

Your Rights to a Resolution Are Important to Us!

Providence WA caregivers, click the image below to enlarge.

Providence Washington	
BLUE	Heart or Respiration Stops
ORANGE	Hazardous Spill
SILVER	Weapon or Hostage Situation
INTERNAL TRIAGE	Internal Emergency
EXTERNAL TRIAGE	External Emergency
GRAY	Combative Person
AMBER ALERT	Infant/Child Abduction
CLEAR	Emergency is Over
RAPID RESPONSE TEAM	Medical Team Needed at Bedside

Kadlec caregivers, click the image below to enlarge.

Kadlec	
BLUE	Cardiac Arrest
PEDIATRIC CODE BLUE	Infant/Child Cardiac Arrest
AMBER ALERT	Infant/Child Abduction
VIOLET	Controlled Access
VIOLET ED	Controlled Access ED
SILVER	Weapon and/or Hostage Situation
GRAY	Disruptive Person
BLACK	Bomb Threat



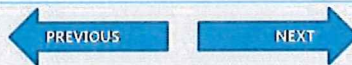
WA

Online Learning

Emergency Codes

Your Rights to a Resolution Are Important to Us!

Providence Washington	
BLUE	Heart or Respiration Stops
RED	Fire
ORANGE	Hazardous Spill
SILVER	Weapon or Hostage Situation
INTERNAL TRIAGE	Internal Emergency
EXTERNAL TRIAGE	External Emergency
GRAY	Combative Person
AMBER ALERT	Infant/Child Abduction
CLEAR	Emergency is Over
RAPID RESPONSE TEAM	Medical Team Needed at Bedside



Know how to Prevent and Respond to emergencies

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Hazardous Materials

Remember, being prepared means knowing how to PREVENT AND HOW TO RESPOND TO EMERGENCIES.

NOTICE
Emergency Preparedness

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Haz Mat Classificatons

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Hazardous Materials Classifications

It's a good idea to familiarize yourself with these four classifications of hazardous materials:

- Health Hazard
- Fire Hazard
- Specific Hazard
- Instability

Understanding the classifications can help you respond quickly in an emergency.

HAZARDOUS MATERIALS CLASSIFICATION


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HasMat Storage and Labeling

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Storage and Labeling




Biohazard/ Infectious

Flammable

Radiation

Store chemicals sealed in a secure area. Product labels include a variety of warning symbols on them. Major warning symbols you will encounter include the ones shown here.



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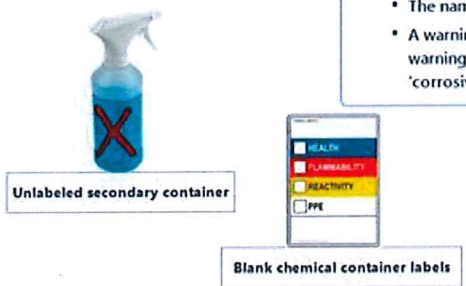
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Labeling Secondary Containers

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Storage and Labeling – Secondary Container




Unlabeled secondary container

Blank chemical container labels

If you use a secondary container, such as a spray bottle, include the following information on it:

- The name of the product or chemical
- A warning symbol or written hazard warning statement such as 'irritant', 'corrosive', or 'non-toxic'



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Safety Data Sheets

Know Where to Locate the SDS (formerly MSDS)



All SDS sheets must be maintained in a secondary location in case the intranet is not available. This is sometimes a service provided by your vendor.



SDS: Safety Data Sheets

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Chemical Emergency Response

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Chemical Emergency Response

All our preparations can reduce but not eliminate emergencies.

CHEMICAL SPILL KIT

Response to a Chemical Emergency

Small spills: Use department's spill kit (call a Code Orange or call Facilities for assistance, if needed)

Large spills: Call a Code Orange immediately (if you do not use a Code Orange, contact Facilities immediately)






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Chemical Emergency Response

All our preparations can reduce but not eliminate emergencies.

CHEMICAL SPILL KIT

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Chemical Spill Response

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Chemical Spill Response

Remember S. P. I. L. when responding to a chemical emergency

- S = Secure the area**
Make sure everyone leaves and door is locked
- P = Protect persons**
Evacuate area and prevent others from entering
- I = Inform**
Report the emergency
- L = Leave the area**
If spill is greater than what you have been trained is safe to clean up, retreat to a safe location

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Electrical Safety

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Electrical Safety

Use Cords and Outlets Properly and Be Observant!

A few important things to keep in mind about cords.



- A hot outlet can be an indication of unsafe wiring
 - Unplug cords from the outlet
 - Report the hazard
- Do not use outlets or cords with exposed wiring
- Report damaged outlets or cords

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Use Cards and Outlets properly

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Electrical Safety

Use Cords and Outlets Properly



- Do not bend, stretch, or kink power cords excessively
- Do not jerk cords from outlets
 - Pull on the plug
- Do not rest equipment on power cords
- Do not use tape on power cords or plug outlets
- All multi-plugs must be approved by Engineering
- Use only power cords with three-prong plugs, never use:
 - Adapters
 - Two-prong plugs
 - Broken three-prong plugs




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MRI Safety

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Magnetic Resonance Imaging (MRI)



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Radiation Safety

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Radiation Safety

Protect Yourself with Time, Distance & Shielding



- Minimize the time you spend near radiation
- Maximize your distance from the source
- Use lead shielding such as aprons or walls
- Wear a dosimeter badge if required when working around radiation

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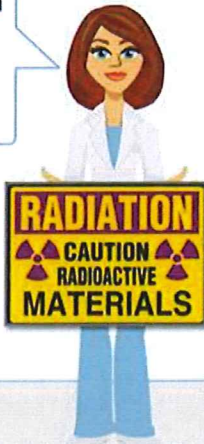
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Radiation Policy ALARA

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Radiation Policy - ALARA

It is the policy of the Providence Health & Services to maintain occupational radiation exposure levels **As Low As Reasonably Achievable (ALARA)**.
Do Not Enter any area with these signs posted, unless authorized by the Department or Area Manager.
These signs and labels warn of potential radiation exposure in the area.




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Protect Others

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Radiation Policy – Protect Others



- Don't fold or crumple lead aprons (causing cracks)
- Alert others to radiation exposure
- Shield
- Use appropriate signage




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Medical Gas Safety

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Medical Gas Safety


Physical Placement of Cylinders



Do not allow cylinders to be stored loosely on the floor. Cylinders are not to be laid down at any time when in use or during storage unless in a holder made for this position.

Check to see that the medical gas cylinders are:

- Secured in place
- In an upright position
- In a well-ventilated area



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Medical Gas Usage

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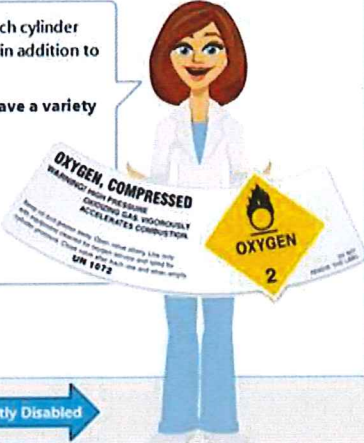
Medical Gas Safety

Medical Gas Usage

Always READ the label on each cylinder before using a medical gas, in addition to checking the tank color.

Emergency Medical gases have a variety of uses and include:

- Oxygen
- Compressed Air
- Carbon Dioxide
- Helium, Nitrogen
- Nitrous Oxide





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Medical Gas Safety Usage

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Medical Gas Safety - Usage





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Medical Gas Safety - Usage



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Usage



- Never use an adapter to make a connection
- Always check to be sure the cylinder has adequate gas supply prior to transporting a patient and never lay cylinders on the patient's bed
- Never move a cylinder by rolling it across the floor. Cylinders should be moved via appropriate carriers or carts

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Storage

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Medical Gas Safety - Usage



Storage

- Store empty or in-use cylinders separate from unopened (full) Cylinders areas
- OXYGEN is limited to the quantity that can be stored in any individual fire compartment
- No more than 12 unopened "E" cylinders and/or "grab-n-go" cylinders are allowed at any given time
- All large H cylinders must be double chained to the wall when not in use.

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Emergency Preparedness Roles & Responsibilities

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Emergency Preparedness – Roles & Responsibilities

Emergency Preparedness is Everyone's Responsibility!

Ever observe a planned fire drill? Everyone calmly evacuates, stays together and meets in the designated area?

Ever seen a news report of a fire where everyone is running from the building, screaming?

In any emergency, muscle memory takes over and we respond the way we've trained. So, practice safety procedures frequently.



Know Your Roles and Responsibilities...

... BEFORE, DURING and AFTER an Event!

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Before an Emergency


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Emergency Preparedness – How Can You Help?

Know Your Roles and Responsibilities...
... BEFORE, DURING and AFTER an Event!

BEFORE an Emergency

- Be familiar with the Hospital Incident Command System (HICS)
- Know your unit's specific disaster plan, and the Facility's Overall Disaster Plan
- Know your escape routes, gathering place and patient evacuation priorities
- Know the location of your department's disaster equipment and supplies



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Before and Emergency


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Emergency Preparedness – How Can You Help?

Know Your Roles and Responsibilities...
... BEFORE, DURING and AFTER an Event!

BEFORE an Emergency

- Be prepared! Have emergency kits at home, work and in your car
- Make a plan for those you love including children, the elderly, and your pets
- Get first aid/safety training (refer to your previous safety training for the specifics)



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Fire Preparedness How Can You Help?

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Fire Preparedness – How Can You Help?

Know Your Roles and Responsibilities...
... BEFORE, DURING and AFTER an Event!

BEFORE an Emergency - Common Causes:

Smoking


- Adhere to the PHS Policy which states:
"The use of tobacco, in any form, is prohibited in or on any property owned or leased by Providence."

Electrical Malfunction

- Remove damaged or faulty equipment from service
- Tag and submit malfunctioning equipment for repair

Equipment Misuse

- Do not use any piece of equipment that you have not been trained to use




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Fire Preparedness How Can You Help?

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Fire Preparedness – How Can You Help?

In Case of Fire...
STAY CALM



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During a Fire

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Response – How Can You Help?

DURING a Fire Alarm,
Remember RACE, RACEE,
RACER, or RESCUE

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Response – How Can You Help?

Remember R.A.C.E.

RACE Fire Protocol:

- If you see a fire, contain the fire and evacuate horizontally to the next uninvolved smoke compartment and set up patient care.
- If no smoke compartment is available, evacuate vertically down the stairwell to the next floor and set up patient care.
- Evacuate patients outside as a last resort.

R RESCUE
A ALARM
C CONTAIN
E EXTINGUISH fire, if safe
EVACUATE

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PREVIOUS NEXT

During an Earthquake


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Earthquake Safety

Know Your Roles and Responsibilities...
... BEFORE, DURING and AFTER an Event!

DURING an Earthquake

- Protect yourself: Drop, Cover and Hold On
- Use your voice to direct others
- Use your voice to instruct patients to remain where they are and protect their heads



DROP! COVER! HOLD ON!

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After an Earthquake

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Earthquake Safety

AFTER an Earthquake

- Check yourself and your co-workers
- Check your patients
- Check your immediate work/patient care area
- Send the report with unit status to the Hospital Incident Command System (HICS) or other location as directed



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Proceed

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Evacuation Routes


Proceed to next available smoke compartment (first point of refuge)

- Horizontally (new smoke compartment)

OR

- Vertically (down to next floor and new smoke compartment)

Proceed **Outside** **Staging Area**



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Outside

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Evacuation Routes

Outside is the last resort. (second point of refuge)
Least desirable, least controllable environment.

Proceed **Outside** **Staging Area**



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Staging




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Evacuation Routes

Know Your Staging / Assembly Areas

- Primary and Secondary
- If you do not have pre-determined areas, listen to your Incident Commander for directions

Proceed Outside Staging Area



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PREVIOUS NEXT


After an Evacuation

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After an Evacuation

AFTER an Emergency

- Account for all evacuated staff and patients
- If you have time and it is safe to do so, return and collect any missing patient or needed medical equipment



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