SAFETY IN THE WORKPLACE

2016/2017
Agenda:

By the end of this course, the participant will be able to:

- Identify the emergency codes and what extension to use to activate the system.
- Explain the staff role in keeping RCHSD a safe place to work.
- Explain what precautions exist to make using hazardous materials, electrical equipment, and radiation at RCHSD safe.
- Identify the red flags of potential violent behaviors in RCHSD customers.
Injury & Illness Prevention Program

Title 8-3203

- Detection, reporting, and correction of unsafe/unhealthy work conditions
- Communication of health and safety issues
- Compliance with safe work practices

*California State law requires all employers to have an effective, written workplace injury and illness prevention program; which includes how the hospital detects and corrects unsafe and unhealthy work conditions, communicates issues that are easily understood and ensures that staffs comply with safe work practices.*
Safe Medical Devices Act

- Electrical and malfunctioning medical device

- Reporting injury, illness, or death related to medical devices to the manufacturer and/or to the Food and Drug Administration

- Immediately remove equipment from service with all supplies attached and give to Biomed. Do not discharge patient from device.

*The Safe Medical Devices Act of 1990 requires reporting any serious patient or employee injury, illness or death in which a medical device may have played a role to the manufacturer and/or the Food and Drug Administration.*
Occupational Safety & Health Administration: Right to Know

- Proper use and handling of hazardous chemicals
- Use of Personal protective equipment (PPE)
- Material Safety Data Sheets
- Proper response to a spill
- Proper labeling of containers

*The Occupational Safety and Health Administration, or OSHA, requires employers to inform and train their employees on the proper use and handling of hazardous chemicals and to provide a safe work environment.*
Hospital Incidence Command System (HICS)

0 Emergency preparedness plan
0 Hospital and community wide
0 Saving lives, limiting casualties and damage
0 Know role in activation
0 Sharing of resources
0 Communication
0 Preparation for Surge of patients

*All hospitals have an emergency preparedness plan. HICS is a flexible, accountability chain of command plan that is designed to be used for emergency situations both in the hospital and in the community.*
# Emergency Codes and Status:
Call 5555

<table>
<thead>
<tr>
<th>CODE</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td><strong>CODE RED</strong></td>
<td>Fire</td>
</tr>
<tr>
<td><strong>CODE BLUE</strong></td>
<td>Pediatric Medical Emergency or Specify if is an Adult</td>
</tr>
<tr>
<td><strong>CODE PINK</strong></td>
<td>Infant Abduction</td>
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<tr>
<td><strong>CODE PURPLE</strong></td>
<td>Child Abduction</td>
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<tr>
<td><strong>CODE YELLOW</strong></td>
<td>Bomb Threat</td>
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<tr>
<td><strong>CODE GRAY</strong></td>
<td>Combative Person</td>
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<tr>
<td><strong>CODE SILVER</strong></td>
<td>Person with Weapon</td>
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<tr>
<td><strong>CODE ORANGE</strong></td>
<td>Hazardous Material Spill/Release</td>
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<tr>
<td><strong>CODE GREEN</strong></td>
<td>Missing High Risk Patient</td>
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<tr>
<td><strong>CODE TRIAGE</strong></td>
<td>Limited activation of select key personnel for potential incident</td>
</tr>
<tr>
<td><strong>CODE TRIAGE - Internal</strong></td>
<td>Activate Emergency Operations Plan for Internal Incident</td>
</tr>
<tr>
<td><strong>CODE TRIAGE - External</strong></td>
<td>Activate Emergency Operations Plan for External Incident</td>
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**Code PINK  
(INFANT ABDUCTION)**

*To provide an appropriate response in the event an infant is abducted from the facility.*

**PROCEDURE**

*Initiate CODE PINK if you are concerned that an infant is missing and suspect a possible abduction, or if you suspect that an unauthorized individual is leaving the facility with an infant*

Notify coworkers to quickly assist in checking the unit and secure all access.

Notify the charge nurse of the unit who will initiate the CODE PINK by calling 5555 and giving the location of the situation and a brief description of the infant

Operator will overhead page CODE PINK and the location

All hospital staff will respond within their department to secure access and monitor anyone coming in and out. Immediately notify security of any suspicious activity. Security will secure outside doors, respond to the department, and coordinate police involvement.
**Code GRAY**
**(COMBATIVE PERSON)**

*To provide an appropriate response to situations involving an aggressive/hostile/combative or potentially combative person.*

**PROCEDURE**

Unless you are part of the trained response team, you should stay away from the disturbance.

Attempts to deescalate the individual/situation will be used.

Interventions may range from conversation up to and including involvement by the San Diego Police Department. At times it might be necessary to use chemical or physical restraints to secure a violent individual.

Trained and licensed staff will assess the situation and make appropriate decisions of how to proceed.
**Code GREEN**  
(PATIENT ELOPEMENT)

To provide an appropriate response in the event of a missing/eloping patient who is determined to be a danger to himself/herself, or who is identified as a safety risk.

**DEFINITIONS**

*High-Risk Patient for Elopement / Patient Elopement*: A patient who fits the following criteria or who leaves the patient care unit without permission who is:

1. On a legal hold (danger to themselves or others).

2. Having active suicidal/homicidal ideation and may be on a voluntary status.

3. Gravely disabled – unable to provide food, shelter or clothing.

4. On a “patient watch” or has a safety attendant/sitter.

5. Confused, disoriented or otherwise appearing to lack mental capacity.

6. On a psychiatric conservatorship.
Code **SILVER**

**(PERSON WITH WEAPON AND/OR HOSTAGE SITUATION)**

To provide an appropriate response in the event of an incident involving a person with a weapon or who has taken hostages within the facility (including an active shooter incident).

**Weapon:** Any firearm, knife, or instrument that can cause bodily harm or injury.

The hospital will take all reasonable measures to minimize the negative impacts of a situation involving a person with a weapon or a hostage situation.

**Response to an Active Shooter Event**

“Run, Hide, Fight”

This three step process is intended to prevent or reduce loss of life in an active shooter event.

- **Run** – is to immediately evacuate the area
- **Hide** – If you can’t run, seek a secure place where you can hide and/or deny the shooter access
- **Fight** – If you can’t run or hide, and where your life or the lives of others are at risk, you may make the personal decision to try to attack and incapacitate the shooter to survive

**Communication:**

When you are in a safe location call 5555 or 911 report:

- Location
- Number of shooters
- Shooters dress and appearance
- Number of casualties

**How to respond when law enforcement arrives:**

*(They will be unsure of who is the suspect!)*

- Remain calm and follow instructions
- Raise hands above your head and spread fingers
- Avoid quick movements towards officers such as holding onto them for safety
- Put down any items in your hands (bags, jackets, etc.)
- Keep hands visible at all times
- Avoid pointing, screaming, or yelling
- Do not stop to ask officers for help or directions when evacuating
Code TRIAGE (EMERGENCY ALERT, INTERNAL & EXTERNAL EMERGENCY)

To provide an appropriate response to all hazards and events that may potentially have a significant impact on the normal operation of the facility.

*Code Triage: Alert* informs appropriate staff that an event has occurred, or may occur, that could potentially impact the facility.

*Code Triage: Internal* is the activation of the organization’s Emergency Operations Plan (EOP) to respond to an event that has occurred within the facility.

*Code Triage: External* is the activation of the organization’s Emergency Operations Plan (EOP) to respond to an external event that has disrupted, or may disrupt, the facility’s normal operations.
IN CASE OF FIRE

RACE – Rescue, Alarm, Contain, Extinguish

1. Rescue – Remove patients from immediate danger.
2. Alarm – Pull the nearest wall mounted fire alarm. Dial 5555 and give the operator the location of the fire.
3. Contain – Close all doors and windows in the area.
4. Extinguish – If appropriate, use fire extinguisher on fire.

Staff members assist as necessary. Remove patients from adjoining rooms. Only authorized personnel may enter the fire area.

KNOW THE LOCATION OF ALL PATIENTS

1. Have patients remain in their assigned rooms if possible.
2. If evacuation becomes necessary, note where each patient is taken.
3. If evacuating, bring patient charts.

KNOW EXIT LOCATION, AREA OF REFUGE AND EVACUATION HOLD AREA.

KNOW FIRE EXTINGUISHER OPERATING PROCEDURES (PASS-PULL, AIM, SQUEEZE, SWEEP)

1. Pull the pin
2. Aim the hose at the base of the fire
3. Squeeze the handle
4. Sweep or spray across the base of the fire

*In a multi-story building, persons with limitations, unable to use the stairs, should stay inside the stairwell to be rescued by the fire department or security.

KNOW FIRE ALARM LOCATIONS

1. Typically fire alarm pulls are located at exits from the area

KNOW OXYGEN SHUT-OFF VALVE LOCATIONS

1. Only charge nurse can approve oxygen shut-off.

KNOW YOUR DEPARTMENT PLACE OF REFUGE

1. In the event of an evacuation proceed to your department's place of refuge. Attendance will be taken to assess for staff that may still be in the building. Do not leave the area until you are dismissed.
ELECTRICAL SAFETY

Dangerous and reportable electrical issues

- Poorly fitting or bent plugs
- Frayed cords
- Use of three prong adapters
- Limit use of appliance and small equipment brought in from home per policy

*Don’t forget: Electricity can be dangerous! Do a visual check of electrical equipment before you use it, and do not use it if you see any electrical issues like a broken plug or frayed cord.
HAZARDOUS CHEMICALS

- Material Safety Data Sheets (MSDS) serve as your instructions for use for any chemical used.
- MSDS can be accessed online.
VIOLENCE IN THE WORKPLACE

Every employee needs to be aware of their surroundings and be prepared to respond quickly to the red flags of potentially dangerous behaviors exhibited by:

- Angry customers
- Medically or mentally ill persons
- Disgruntled patients or parents
- Disgruntled employees or managers
- Criminals
- Domestic violence

Every employee needs to be alert to who is in their environment, do they have an employee badge or a visitor badge and to help control access.

Every employee has the responsibility to be aware of co-worker, patient, family member or stranger behaviors and diffuse potentially violent situations before they escalate. Report any and all workplace violence concerns to your supervisor and to Security.
RADIATION SAFETY

Annual work-related dose limit

- 5,000 millirem (mrem)
  - Radiology workers receive less than 100 mrem/year
  - Other hospital employees receive much less than 100 mrem/year
- Therapeutic radiation:
  - Always follow the instructions that are posted on the patient’s door

Radiation dosage is measured in units called “millirems” or “mrems”. Radiology staff and other hospital workers receive much less than the 5,000 mrem annual dosage limit.

The goal of radiation safety is to keep the dosage as low as reasonably achievable. This is done by minimizing the time near radiation sources, maximizing the distance from these sources, and using appropriate shielding when working with x-ray equipment.