

Emergency Management

Capital Region Medical Center and Capital Region Physician Office Building

Emergency Codes:

Weather Alerts:	Weather Alert (warning or watch)
Facility Alerts:	Facility Alert: Evacuation, Hazardous Spill, Code Red-FIRE
Security Alerts:	Armed Intruder; Abduction, Elopement or Missing Person, Bomb Threat
Medical Alerts:	"Code Blue-infant, child or adult; Rapid Response Mass Casualty-internal or external; Medical Decontamination

To initiate an emergency of any kind, dial **1200**, and inform the operator of the type of emergency.

HICS-4 (Hospital Incident Command System) is a tool Capital Region Medical Center uses in conjunction with the disaster plan to improve response and recovery. The system is based on an organizational chart where job assignments are made at the time of the disaster. Each position has a specific job action sheet, which lists a mission and objectives for that person to fulfill.



CODE RED: FIRE-Use R-A-C-E. R-respond or rescue, A-alarm, C-confine or contain, E-extinguish or evacuate the immediate area. DO NOT EVACUTE the entire area of the building unless in immediate danger or heavy smoke unless you are instructed to do so by administration or the fireman in control of the fire situation.



SECURITY ALERT: ABDUCTION-Do not attempt to stop the abductor unless you feel safe and comfortable with such. Notify Administration of any information you may have. Let the Operator know where you are located.



Armed Intruder: Review Administrative policy 6-A-22. To coordinate a proper response to minimize the risk and number of casualties in the event of a person(s) using or brandishing a weapon at CRMC, and to enable law enforcement in locating and disarming the suspect. An "armed intruder" is a person or persons who are posing a threat to or harming people, regardless of the type of weapon possessed. These situations require immediate action by law enforcement personnel to stop the intruder.

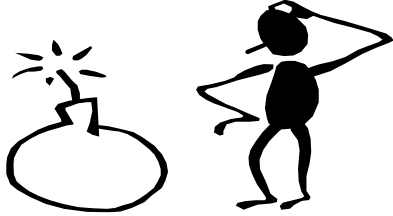
Weather alert: Review the Severe Weather plan located in your Emergency Management manual.

Watch: employees should report to their departments, close windows, blinds, and shades. Encourage visitors, patients, and personnel to stay away from windows and glass. Return to regular duties until watch is canceled or changed to a warning.



Warning: Move visitors, personnel, and ambulatory patients to interior hallways or exam rooms (clinic expansion), move bedfast patients away from windows. Keep visitors and patients comfortable and maintain as much normal work duties as possible until the all clear is called.

Bomb Threat: Review the Bomb Threat/Contacts plan located in your Emergency Management manual. If you receive the call attempt to notify someone with hand motions or written notes to call 1200. Use the checklist in the EM manual to obtain as much information as possible from the caller. Never touch a-bomb or suspected package/bomb.



An evacuation plan is located in the Emergency Management manual.

Utility Failure: The utilities at Capital Region Medical Center are electric, gas, elevators, negative-pressure isolation rooms, and water. If you determine there is a failure notify maintenance stat.

Southwest Campus

The same codes apply but to initiate an emergency of any kind, dial 1200 to inform the hospital and **9-911** for help.

Off Site-Clinics

Emergency Management includes severe weather, bomb threats, fires, disasters, and Infant/child abductions. Each clinic will have specific information located in their Emergency Management manual for each type of emergency. Please review these policies. Call 911 or local numbers for police/fire and then notify the hospital operator of emergency situation at 573-632-5000.

ALL

For questions regarding emergency management please call the safety officer at ext. 5050. The Emergency Management Manual is located on the "Region". If you do not have access, ask your manager where the manual is.