

Facility Specific Required Information



PERSONNEL

Department	Name	Telephone No.
Health, Safety & Environment, System Director	John Cariglio	706-2576
Safety Officer	Richard Mariani	447-6034
Security, Coordinator	Mark Saathoff	447-6137
Biomedical Engineering	Office	447-6044
Facilities & Engineering, Director	Joseph Racsumberger	447-6055
Plant Operations, Supervisor	Dick Mariani	447-6055
Infection Control, Coordinator	Gloria Karr	447-6243
IDM Coordinator	Rosanne Manfredo	447-6689
Compliance Office	Anne Mason	821-4469
Privacy Office	Anne Mason	821-4469

ANTICIPATION/RECOGNITION OF HAZARDS

Incident/Accident Reports

Associates, Physicians, Students	Associate Incident Report
Patients, Visitors	Occurrence Report

Other Methods of Anticipating/Recognizing Hazards

- Hazard Assessment Request forms (250700)
- Hazard Surveillance/Inspections
- Fire Alarm/Emergency Evaluation Forms

CONTROL OF HAZARDS

Policies, Procedures and Programs

- **Safety** - Found in the *Comprehensive Health and Safety Program Manual* within each department.
- **Security** - Found in the *Administrative Policy Manual*, Section 047 within each department.

Hazard Communication

- **Written Program** - Hazard Communication Program (046-0840)
Available in the *Comprehensive Health and Safety Program Manual*, Section 4, Tab H within each department.
- **A Hazardous Material Inventory**
Available for each department in the *Comprehensive Health and Safety Program Manual*, Section 8.
- **MSDS Sheets**
Available for the hazardous materials used within each department online and in the *Comprehensive Health and Safety Program Manual*, Section 8.

CONTROL OF HAZARDS

(continued)

Asbestos Operations and Maintenance

● ACM Types and Location

- Thermal System Insulation (TSI), e.g., pipe wrap throughout the North, Center, South and West buildings.
- Vinyl Asbestos Tile (VAT) flooring throughout the North, Center, South and West buildings.

- **General Work Practices** - Activities intentionally disturbing ACM must be performed by a licensed contractor.

JOINT COMMISSION ENVIRONMENT OF CARE

Joint Commission Management Plans

Available within the Safety Department.

EMERGENCY RESPONSE PREPARATION

Emergency Numbers

Dial "55555" on any hospital phone.

Dial "911" on any off-site phone.

Emergency Code Words

Emergency Type

Fire
Evacuation
Mass Casualties
Bomb threat
Hazardous/Radioactive Materials
Utility Failure
Medical Gas Failure
Natural Disasters
Security Disturbance
Cardiac/Pulmonary Arrest

Code Word

Code Red
Code White
Code Yellow
Code Purple
Code Orange
Code Brown
Code Blue
Code Green
Code Silver
Code 10

Emergency Response Plans

Available within each department in the *Emergency Response Manuals*.

Smoking

Smoking is prohibited WITHIN the hospital and off-site buildings. Smoking is permitted ONLY within the smoking hut at the Associate's Entrance of the hospital and at designated locations outside the off-site facilities.

Fire

Follow the *Fire Alarm Procedure - at the Fire's Point of Origin* (044-0320) or the *Fire Alarm Procedure - Away from the Fire's Point of Origin* (044-0330).

Shutting Off Oxygen/Nitrous Oxide

- Ensure the oxygen/nitrous oxide valves are shut off in the smoke compartment being evacuated.
- ANY ASSOCIATE may need to, and is able, to shut off the valve.
- Valves are normally located near the Nurse's Station or outside an Operating Room or Delivery Room.
- Valves are labeled with the type of gas and the rooms they control.