

Facility Specific Required Information



PERSONNEL

Department	Name	Telephone No.
Health, Safety & Environment, System Director	John Cariglio	706-2576
Safety Officer		706-2593
Security, Coordinator	David L. Koston	891-2489
Biomedical Engineering	Office	891-2495
Facilities & Engineering, Director	Office	891-2490
Facilities & Engineering, Site Supervisor	Tim Richter	891-2490
Maintenance, Supervisor	Martin Wagner	891-2490
Infection Control, Practitioner	Gloria Karr	891-2705
IDM Coordinator	Joy Backer	891-2467
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

● Hospital Health and Safety Plan

- Repair Requisition
- Report to Supervisor
- Inspection Sheet
- Environment of Care

● Hospital Security Plan

- Daily Log Entry
- Supplemental Report

CONTROL OF HAZARDS

Policies, Procedures and Programs

- **Safety** - Hospital Health and Safety Plan
Hospital Hazardous Chemicals, Materials and Waste Management Program - Department/Nursing Director/Supervisor
Regulated Medical Waste Disposal Plan - Department/ Nursing Director/Supervisor
- **Security** - Hospital Security Plan - Department/Nursing Director/Supervisor

Hazard Communication

- **Written Program** - Hospital Hazardous Chemicals, Materials and Waste Management Program - Department/ Nursing Director/Supervisor.
- **A Hazardous Material Inventory** - Available for each department from the Department/Nursing Director/Supervisor.
- **MSDS Sheets** - Available for the hazardous materials used within each department online and from the Department/Nursing Director/Supervisor.

CONTROL OF HAZARDS

(continued)

Asbestos Operations and Maintenance

● ACM Types and Location

- Spray-on fire proofing in several locations within the hospital.
- Thermal System Insulation (TSI), e.g., pipe wrap in several locations within the hospital.
- Vinyl Asbestos Tile (VAT) flooring in several locations within the hospital.

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

JCAHO ENVIRONMENT OF CARE

JCAHO Management Plans

Available from the Department/Nursing Director/Supervisor.

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 from the Department/Nursing Director/Supervisor.

Smoking

Smoking is prohibited WITHIN the hospital and off-site buildings. Smoking is permitted in the Associate Courtyard, the rear Doctor's Entrance, and outdoor areas away from buildings.

Fire

Follow the *Hospital Fire Safety Plan*.

Shutting Off Oxygen/Nitrous Oxide

- Ensure the oxygen/nitrous oxide valves are shut off in the smoke compartment being evacuated.
- Staff, at the direction of the Nurse Manager, may need to, and is able to, shut off the valve.
- Valves are normally located near the Nurse's Station.
- Valves are labeled with the type of gas and the rooms they control.