

MERCY MEDICAL CENTER
Facts every physician should know

EMERGENCY CODES

ATTENTION PLEASE followed by:

Fire Alarm: 3-3

Disaster: Hospital Staff D Plan

Tornado: Sky Warning

Evacuation: Mass Evac. Plan

Water/Steam Leak: Zero Zero

All Clear: All Clear

Infant/Child Abduction: Child Alert

Aggressive/Assaultive Behavior: Code Green

CPR Needed: Code Blue

Pediatric CPR: Pediatric Code Blue

Trauma/Loss of Life: Code Red / Trauma Alert

Massive Bleeding: Massive Transfusion Protocol

Patient Elopement: Patient Elopement

Significant Change in Pt Condition –Rapid Response

Bomb Threat – Code Yellow

Pt/Family need immediate help – Condition H

About 3-3 Code: Fire: **Remember “RACE”**

Rescue anyone from immediate danger
Alarm, pull the nearest alarm
Contain the fire, close doors & windows
Extinguish if able using an extinguisher

Extinguisher operation: **Remember “PASS”**

Pull the pin on the extinguisher handle
Aim low at the base of the fire
Squeeze the trigger handle
Sweep from side to side

UTILITIES OUTAGE

Electrical: Emergency generators power red receptacles, minimal lighting, exit lights, fire alarms.

IMPORTANT TELEPHONE NUMBERS

Safety Officer	5764
Safety Hotline	2993
Security	5783
Infection Control	2332
Maintenance Work Order	2150
Employee Health	2053
Worker’s Compensation	5849
Medical Staff Office	2311/5999
ALL EMERGENCY CODES	“88”

RIGHT TO KNOW

Employees have a right to know about any hazardous materials in their workplace and environment. Material Safety Data Sheets (MSDS) contain information related to safe practices when working with hazardous materials. If hazardous materials are kept in your workplace, MSDSs are available using the intranet under employee resources. T

MSDSs contain:

1. Hazards of chemicals used in the work place.
2. Prevention & protection methods.
3. Emergency & first aid procedures.
4. PPE & disposal methods.
5. Physical properties of the product.
6. Product name & manufacturer.

SECURITY

Security is staffed 24 hours per day, at least 2 officers per shift. Security incidents or suspicious activities can be reported by dialing “0” for the hospital operator.

TOURS & DRILLS

Hazards Surveillance Tours are conducted every 6 months in all patient care areas & annually in non-patient care areas.

Fire Drills are conducted quarterly on all shifts in all areas. Mercy conducts a fire drill every month & each employee facility wide must respond.

Disaster Drills are conducted twice per year.

Medical Equipment is tested prior to use & at least annually thereafter.

SAFETY POLICIES

Safety policies are located on the intranet under policies/safety.

MEDICAL EQUIPMENT

When reporting a piece of medical equipment that requires repair, information included needs to be – name of person reporting, area & room number equipment located in, equipment number, phone number & specific problem reported.

Inspections, testing and maintaining equipment is done to minimize the clinical & physical risks to patients, care givers & staff. A safety sticker on the equipment means the equipment is “safe to use.”

REPORTING WORK RELATED INJURIES

All injuries, no matter how small that arise out of & in the course of employment’ should be reported. Steps in reporting an injury.

1. Notify Supervisor or person in charge.
2. Fill out Employee Injury Report.
3. Notify Disability Case Mgr. at 279-5849 of injury.
4. Seek medical care if necessary at Mercy Business Health Services at 274-4250, M-F 8 to 8 p.m. or Mercy Medical Center ER for emergency care & off hours.

FIRE RESPONSE

Respiratory Care is responsible for closing of medical gas zone valves to areas in the event of a fire, if necessary.

EMPLOYEE HEALTH

Steps to take after a contaminated sharps or splash:

1. Cleanse area as appropriate.
2. Report to person in charge, so that you can be relieved of your current duties in order to go to the ER Trauma Dept. to begin your PEP treatment plan.
3. Take with you to ER information on who your source exposure/patient is.
4. Complete the PEP packet that you will receive in ER & forward it to Employee Health within 24 hours.
5. Also call Employee Health, 2053, & leave a voicemail message of your exposure.

If you are exposed to a communicable disease at home or at work, you should:

Notify Employee Health or Infection Control for consult to help determine if you are susceptible to the disease & whether any work restrictions are indicated.

Examples would be chickenpox, pink eye, shingles etc.

HAZARDOUS MATERIALS

To report a hazardous material spill you should contact your supervisor, environmental services or the safety officer who will initiate procedures for specific spills.

EMERGENCY PREPAREDNESS

Patients are moved away from windows to designated “safe” areas, designated by “sky warning” signs in corridors, whenever possible during a sky warning alert.

Each department or unit’s role in the event of a disaster plan is spelled out in the departmental disaster plan, (in your red Safety Manual).

UTILITY FAILURE

In the event of a utility systems failure call the Facilities Dept. at extension 2150 or Operator at 0, after 4:30 p.m. & on weekends - - with the exception of communications telephone system, then call the operator at 0.

(01/2011)