

## Emergency Procedures Review For Interns/Students

The Emergency Procedures Manual is maintained on Craig's Intranet. It is your responsibility to know how to access this manual and the necessary information. To access the manual, open Internet Explorer. Choose "policies and forms" on toolbar. "All policies", "EMP Procedure Manual", procedures regarding our safety policies, fire procedures, bomb threat, CPR, COR-O, emergency operations plan, swimming pool alarm, weapons policy and tornado watch and warnings are included in this manual.

### IMPORTANT CODES TO KNOW INCLUDE:

Code	What it Means	Your Role
Code Green	Bomb Threat	Keep the caller on the phone. Have someone dial 555 to report the bomb threat.
Code Blue	Cardiac or respiratory arrest	Start CPR. Call to desk/for help or dial 555. Give patient room/location.
Emergency STAT	Patient emergency requiring additional assistance from nursing, respiratory and physicians (falls, seizures, respiratory problems, etc.)	Stay with patient. Call to desk/for help or dial 555. Give patient room/location.
Tornado Watch	Weather conditions are present and conducive to the development of a tornado	It will be announced from the operator; just be aware of the weather conditions
Tornado Warning	A tornado has been sighted.	Move patients away from windows into the hallways. If unable to move from room, put them furthest away from the window. Close all the curtains. Stay with the patient.
Code Red	Fire or fire drill	Inform patients of a fire drill. Close all the doors on the unit. Clear the hallways. Go behind the nursing station for further instructions. If you come upon a fire: R A C E: R = remove patients, A = activate alarm, C = contain the fire, E = extinguish the fire
Code Silver	Presence of a weapon on hospital grounds	Call 9-911 and report to police. Call 555 and state "CODE SILVER" with location and description of suspects. Move away from the area to a safe place.

IMPORTANT PHONE NUMBER TO KNOW: SECURITY 303-789-8080