

**THE SALVATION ARMY
MEIGHEN HEALTH CENTRE**



EMERGENCY PLAN MANUAL

SUBJECT: CODE ORANGE CBRN		POLICY: IAMM <input checked="" type="checkbox"/>
REVISED: July 2022	REVIEWED: JULY 2022	APPROVED BY: Leadership Team

APPLICATION:

Code Orange CBRN is intended to outline the actions to be taken in an external disaster event due to a **Chemical, Biological, Radioactive or Nuclear** agent, that has the potential to pose a serious safety risk to residents, staff and visitors or significantly disrupt service delivery.

1. UPON NOTIFICATION OF THE EXTERNAL DISASTER

Any staff member who becomes aware of a disaster event would notify the Executive Director/Designee who would assess the situation. After hours, the RN Nurse Designate would be notified.

2. PLAN ACTIVATION: CODE ORANGE CBRN

If determined that the external disaster poses a potential risk, a Code Orange CBRN would be paged over the emergency paging system:

Code Orange CBRN – 3 times

3. EXECUTIVE DIRECTOR/DESIGNEE or RN NURSE DESIGNATE IF AFTER HOURS

- Instruct staff to bring anyone who is currently outside, back into the building
- Ensure all windows are shut and entrances/exits locked
- Direct environmental staff to shut down fresh air system
- Prepare to communicate emergency plans and protocols directly with Department Heads
- Department Heads/Charge Nurses will communicate with and provide directions to their direct reports and residents within their care
- Establish contact with key emergency services personnel to contact and protocols to follow should a staff, visitor or resident be exposed to the agent in question
- Ensure emergency plans for core services and infrastructure are readied:
 - Water

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- Medications
- Food
- Communications
- Power
- Staffing

4. ALL STAFF WITHIN THE FACILITY

- Return to your designated work area and remain ready to receive further directions
- Assist residents to their resident home areas
- Bring residents currently outside back inside the facility
- Directions will be provided by your direct supervisor
- Once Code Orange CBRN is called, all staff are to remain on site until dismissed by their Manager/delegate or otherwise directed.

6. EMERGENCY DECLARED OVER

CODE ORANGE is declared over when risk posed by the disaster event has passed, the disaster event is over or when it has been determined that it is safe to resume regular operations

The code is cleared by the Executive Director/Designee

- Announce 3 times over the paging system.

**Code Orange CBRN All Clear
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RN NURSE DESIGNATE

Will notify:

- The Manager on Call if after hours

EXECUTIVE DIRECTOR/DESIGNEE

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Will ensure the following notifications take place:

- Emergency Personnel & update on situation
- Divisional Secretary for Social Mission
- Ministry of Long-Term Care
- Resident SDMs/POAs

7. RECOVERY PLAN

Recovery may take several hours to several days or longer depending on the severity of the disaster event:

- Director of HR will complete analysis of long-term staffing gaps due to the impact of the disaster event and initiate recruitment activities. Short term vacancies will be filled following the **Staffing Contingency Plan**
- Workers should speak with their supervisor regarding any specific concerns, needs, or considerations
- Chaplains and EAP consultants will provide ongoing support to staff and residents
- Virtual medical appointments and family visiting will be scaled up should travel to and from the facility be affected
- Supply chain will need to be assessed for both short term and long-term impacts of the event

8. DEBRIEF AND DOCUMENTATION

- Immediately when safe to do so an initial debrief will be held. Ongoing debriefing will be needed dependent on duration and nature of the disaster event
- Incident report will be initiated by the Executive Director/Designee or by the RN Nurse Designate if notification of the disaster event occurred after hours
- All staff will be encouraged to document their experiences when able to do so to capture all challenges, outcomes, and learnings for future planning
- Forms and statements will be collected by the Executive Director/Designee on site

9. WITHIN 30 DAYS OF INCIDENT

Once all information has been collected but within 30 days of the incident, a review and

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evaluation of the event(s) is completed

- A copy of the report will be distributed and discussed at the Interdisciplinary Quality Improvement Committee
- Action plans with all interventions that would improve on the organization's response will be developed and work initiated to address future disaster events
- A copy of the report & action plan will be discussed with the Joint Occupational Health & Safety Committee
- The incident will be discussed at Labor Management with applicable trade unions

10. ONGOING COMMUNICATION

As directed by Territorial Secretary for Public Relations

11. TESTING & EVALUATION OF CODE ORANGE

- This emergency code will be tested annually unless initiated during the calendar year
- Debriefing Team Leader(s) will be assigned to the appropriate area with the steps within this policy or corresponding form to review employee performance and provide direction if required for quality improvement purposes
- Debriefing reports will be reviewed by the appropriate Department Head and other team members as appropriate for quality improvement purposes
- A copy of the debriefing reports will be submitted to the Interdisciplinary Quality Improvement Committee to coordinate revision of the Code Orange emergency plan as required