
(facility name)

Emergency Procedure
HAZARDOUS MATERIALS INCIDENT

The following procedure shall be utilized in the event of a hazardous materials incident in or near _____
(facility name).

- A. "CODE ORANGE" shall be announced overhead with the location of the incident, if it occurs within the facility premises. 911 shall be notified to alert the emergency response system that a hazardous materials incident is in progress. The caller shall provide the 911 dispatcher with as much relevant information as possible.
- B. Local authorities and the Emergency Management Office will typically warn the facility of such an accident, if it occurs within the community.
- C. Administrator and Director of Nursing _____ (facility to fill in appropriate titles/positions) will be notified if not on the premises. The Recall Roster shall be activated if warranted.
- D. Facility management staff should report to the Incident Command Post for a briefing and instruction.
- E. Activate the Incident Command System (ICS) to manage the incident. The most qualified staff member (in regard to the Incident Command System) on duty at the time will assume the Incident Commander position. If severity of incident warrants, then appoint other positions of ICS structure.
- F. Determine if a hazardous chemical or gas leak might endanger the residents.
- G. Based on the magnitude of the incident/accident, evacuation may be necessary. Fire Department, Police, and Emergency Management will assist in determining if evacuation is necessary.
- H. If evacuation is necessary, Evacuation Emergency Procedures will be followed.
- I. It is essential that all internal emergency operations are coordinated with the local authorities. They will be able to quickly assist in controlling the situation provided that a good line of communication is established with the Incident Commander.
- J. The situation shall only be deemed "under control" after the local authorities have concluded emergency operations and the Incident Commander has declared the situation "safe." At that point an "All Clear" can be announced.
- K. Account for all staff members and residents.