

ALL-HAZARDS PLANNING ANNEX DEVELOPMENT

HAZARDOUS MATERIAL INCIDENT

BACKGROUND

An accidental release of hazardous substances is one of the most common disaster-like events hospitals and communities face. If the release results in injuries or contamination, the victims typically receive their initial evaluation and treatment from the closest hospital regardless of the institution's level of preparedness.

OVERVIEW

The Hazardous Materials Incident Critical Event Annex (CEA) is a planning document that augments the hospital's existing Emergency Operations Plan (EOP) and incorporates the fundamental principles of all-hazards emergency management.

The annex provides for proper recognition, notification and plan activation procedures; staff safety, roles and responsibilities; incident management; decontamination area setup; and emergency decontamination procedures.

PROCESS

The hospital forms a cross-functional, multi-disciplinary planning team that can be actively engaged with the DQE Project Manager for the duration of the project. The annex development process leverages a highly-collaborative planning model that is facilitated by DQE through a series of web-based conference calls and utilizes a proprietary planning template that focuses on:

- Method to recognize potentially contaminated persons
- Procedure for safely directing the person out of the hospital to an isolated area for further evaluation
- Process of notifying persons who are qualified to assess and manage contaminated persons

- Plan for physical location of contaminated patient staging, decontamination, and Decon Team assembly
- Personal protective equipment use and protocols
- Decontamination procedures
- Security Provisions
- Post decontamination follow up procedures

KEY DELIVERABLE

Hazardous Material Incident Annex that addresses:

- Mitigation measures, preparedness activities, response actions, and recovery strategies
- Standard Operating Guidelines for Decon Area Setup
- Job Action Sheets for all Decon Team Members
- Procedures for suit donning and doffing, and Decon Area cleanup
- Documentation forms and procedures

Onsite Operations Decontamination Training

- One or two days (based on class size)
- Duration: 8 hours
- Class Size: 6 – 25
- Class Location: Onsite at the client hospital