


Emergency Response

1. Emergency Preparedness

1.1 Introduction



Emergency Response

Completion of this section, in conjunction with on-site orientation to facility and departmental procedures, complies with OSHA regulations and The Joint Commission regarding:


- Fire Response Plans
- Fire Extinguishers
- Emergency Management

This section uses "RACE". Review your facility specific supplement at the end of the training to learn if you use RACE or another acronym at your location.

1 of 20 | You've completed 0% of the lesson.

Notes:

1.2 Introduction



Emergency Response

Training provides information needed to comply with:

- 29 CFR 1910.38, and Joint Commission Standards EC.03.01.01 and EM.15.01.01 regarding staff training on Emergency Plans and Fire Prevention
- 29 CFR 1910.157 and Joint Commission Standard EC.02.03.01 regarding staff training on the use of portable Fire Extinguishers

2 of 20 | You've completed 0% of the lesson.

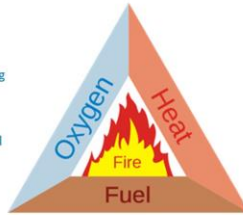
Notes:

1.3 Fire Safety

Fire Safety Overview

There are many things you can do to protect yourself from fire:

- Use good housekeeping practices to keep combustible material from piling up. Keep all hallways and exits free and clear of clutter.
- Keep items at least 18 inches below the bottom of the sprinkler head. Do not hang items from the sprinkler heads.
- Do not prop doors open. Open doors will aid the spread of the fire.
- Report all faulty wiring and electrical equipment to Engineering and give electrical panels 36 inches of clearance.
- Don't post paper signs on doors or in egress corridors



3 of 20. | You've completed 0% of the lesson.

1.4 R.A.C.E.

Fire Safety Procedures

Use the term R.A.C.E. to remember basic fire procedures.

NOTE: Healthcare facilities in the city of Los Angeles DO NOT use R.A.C.E. for fire response.

When fire or smoke is discovered remember to:

Click on each letter.



[Click here for facilities in Los Angeles](#)

4 of 20. | You've completed 0% of the lesson.

Notes:

Rescue/Remove (Slide Layer)

Fire Safety Procedures

Use the term R.A.C.E. to remember basic fire procedures.

NOTE: Healthcare facilities in the city of Los Angeles DO NOT use R.A.C.E. for fire response.

When fire or smoke is discovered remember to:

Click on each letter.



Rescue/Remove patients and staff from area

[Click here for facilities in Los Angeles](#)

4 of 20. | You've completed 0% of the lesson.

Alarm (Slide Layer)

Fire Safety Procedures

Use the term R.A.C.E. to remember basic fire procedures.
NOTE: Healthcare facilities in the city of Los Angeles DO NOT use R.A.C.E. for fire response.

When fire or smoke is discovered remember to:

Click on each letter.

Alarm pull closest fire alarm and follow your facility's procedure for notification

R

A

C

E

Click here for facilities in Los Angeles

4 of 20. | You've completed 0% of the lesson.

Confine (Slide Layer)

Fire Safety Procedures

Use the term R.A.C.E. to remember basic fire procedures.
NOTE: Healthcare facilities in the city of Los Angeles DO NOT use R.A.C.E. for fire response.

When fire or smoke is discovered remember to:

Click on each letter.

Confine fire by closing doors/**Clear** hallways of portable equipment and prepare for evacuation

R

A

C

E

Click here for facilities in Los Angeles

4 of 20. | You've completed 0% of the lesson.

Extinguish (Slide Layer)

Fire Safety Procedures

Use the term R.A.C.E. to remember basic fire procedures.
NOTE: Healthcare facilities in the city of Los Angeles DO NOT use R.A.C.E. for fire response.

When fire or smoke is discovered remember to:

Click on each letter.

Extinguish the fire if small and you have been trained to operate an extinguisher (or **Evacuate** if directed to do so)

R

A

C

E

Click here for facilities in Los Angeles

4 of 20. | You've completed 0% of the lesson.

Code Response LA (Slide Layer)

Code Red Response – Medical Centers in the City of Los Angeles

Note that healthcare facilities in Los Angeles DO NOT use R.A.C.E. for fire response.

Affected hospitals include:

- Los Angeles/LAMC
- Panorama City
- South Bay
- West Los Angeles
- Woodland Hills

In addition, every four years hospital staff in the city of Los Angeles must complete additional training on how to respond to a fire, including use of first aid fire equipment and employee evacuation procedures.

You can contact your facility's Environmental Health & Safety Department if you have questions about fire safety.

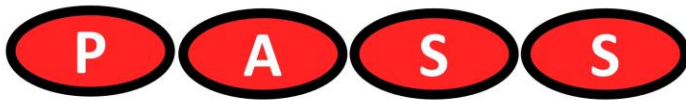


4 of 20. | You've completed 0% of the lesson.

1.5 P.A.S.S.

Fire Extinguisher Procedures

Click on each for reminder on how to operate a fire extinguisher:



For questions contact your Supervisor or local EH&S professional.

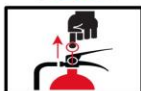
5 of 20. | You've completed 0% of the lesson.

Notes:

Pull (Slide Layer)

Fire Extinguisher Procedures

Click on each for reminder on how to operate a fire extinguisher:



*Pull
the pin*

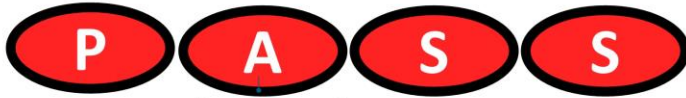
For questions contact your Supervisor or local EH&S professional.

5 of 20. | You've completed 0% of the lesson.

Aim (Slide Layer)

Fire Extinguisher Procedures

Click on each for reminder on how to operate a fire extinguisher:



Aim
the extinguisher at
the base of the fire

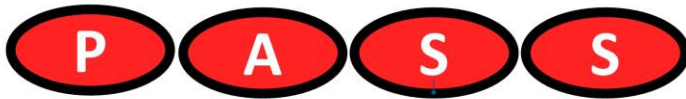
For questions contact your Supervisor or local EH&S professional.

5 of 20. | You've completed 0% of the lesson.

Squeeze (Slide Layer)

Fire Extinguisher Procedures

Click on each for reminder on how to operate a fire extinguisher:



Squeeze
the handle of the fire
extinguisher

For questions contact your Supervisor or local EH&S professional.

5 of 20. | You've completed 0% of the lesson.

Sweep (Slide Layer)

Fire Extinguisher Procedures

Click on each for reminder on how to operate a fire extinguisher:



Sweep
from side-to-side at
the base of the flame

For questions contact your Supervisor or local EH&S professional.

5 of 20. | You've completed 0% of the lesson.

1.6 Extinguishing a Fire

Extinguishing a Fire

There are things to consider when assessing the need to use a fire extinguisher.

- Is the fire bigger than waste basket height?
- Is the air unsafe to breathe?
- Is the area too hot or too smoky?
- Is there a clear evacuation path behind you as you extinguish the fire?

REMEMBER:

- Stand between the exit and the fire to escape if needed.
- Never place yourself or others in danger by attempting to extinguish a fire.
- If it is not SAFE to extinguish a small fire, or if smoke becomes hazardous, leave the area!



6 of 20. | You've completed 0% of the lesson.

Notes:

1.7 Extinguishing a Fire

Hospital Fire Response

Hospitals shelter in place during a Code Red

If you must evacuate, remember the following:

Horizontal Evacuation - The movement of patients and staff from an endangered area to an area of safety on the **same floor** of a building.

Vertical Evacuation - The movement of patients to lower floors of the building—only used when horizontal evacuation is not enough to protect patients and staff.

Total Evacuation - At the instruction of a Fire Chief or an Incident Commander, the movement of all patients and staff **out of the building** when the building or environment of care is no longer safe for patients and staff.



7 of 20. | You've completed 0% of the lesson.

Notes:

1.8 MOB Fire Response



Office and Medical Office Building Fire Response

Medical Office Buildings have stairwells that are both smoke and fire resistant.

Staff in MOBs and all regional buildings should check with EH&S or Engineering for appropriate evacuation procedures, including evacuation collection areas.

Familiarize yourself with both the primary and secondary evacuation routes for your department. Evacuation Maps are posted throughout each facility.

8 of 20, | You've completed 0% of the lesson.

1.9 Fire Drills

Fire Drills

For **COMPLIANCE** with both Joint Commission Standards and NFPA Fire Code, ALL employees are **REQUIRED** to participate in fire drills that are conducted regularly by EH&S or Engineering.

Treat a drill like a real Code Red: Stop work when safe and participate.

Fire Drills are conducted at every facility as follows:

Hospitals
1 drill per quarter per shift

Medical Buildings (Accredited)
1 drill per quarter per shift


Medical Offices and other buildings
at least once per year



9 of 20, | You've completed 0% of the lesson.

1.10 What is an Emergency

Emergency Management: What is an "Emergency"?



Evacuation of KP Santa Rosa due to approaching wildfire

Click on each.

"EMERGENCY" DEFINITION	"DISASTER" DEFINITION

The most common feature of disasters is that demand for resources outstrips supply.

10 of 20, | You've completed 0% of the lesson.

Notes:

Emer Def (Slide Layer)

Emergency Management: What is an "Emergency"?

Click on each.

"EMERGENCY" DEFINITION	"DISASTER" DEFINITION
An unexpected or sudden event that significantly disrupts the organization's ability to provide medical care inside and/or outside our facility and/or results in a sudden significantly increased demand for the organization's services.	

The most common feature of disasters is that demand for resources outstrips supply.

10 of 20. | You've completed 0% of the lesson.

Diaster Def (Slide Layer)

Emergency Management: What is an "Emergency"?

Click on each.

"EMERGENCY" DEFINITION	"DISASTER" DEFINITION
	<p>A catastrophic event that disrupts regular operations significantly and can't be managed using established procedures.</p> <p>Disasters are often:</p> <ul style="list-style-type: none">• sudden• unexpected• unpredictable• random

The most common feature of disasters is that demand for resources outstrips supply.

10 of 20. | You've completed 0% of the lesson.

1.11 Emergency Preparedness


Emergency Preparedness

Click on each.

CMS Emergency Preparedness Rule	Hospital Command Center	Hazard Vulnerability Analysis (HVA)

Notes:


Date 01 (Slide Layer)



Click on each.

CMS Emergency Preparedness Rule	Hospital Command Center	Hazard Vulnerability Analysis (HVA)
<p>Establishes national preparedness requirements for healthcare entities</p> <ul style="list-style-type: none">• To plan adequately for both natural and man-made disasters• To address coordination with outside emergency preparedness systems (regional/state/tribal/local)• To help healthcare entities adequately prepare to meet demands during disasters and emergency situations		


Date 02 (Slide Layer)



Click on each.

CMS Emergency Preparedness Rule	Hospital Command Center	Hazard Vulnerability Analysis (HVA)
	<p>Depending on your location, your facility/ market may have a Hospital Command Center (HCC), Emergency Command Center (ECC), or Regional Command Center (RCC); these will be activated if the disaster code is called. Kaiser Permanente facilities use the Hospital Incident Command System (HICS) to manage disaster response in the HCC/ECC/RCC.</p>	

Date 03 (Slide Layer)



Click on each.

CMS Emergency Preparedness Rule	Hospital Command Center	Hazard Vulnerability Analysis (HVA)
		<p>Facilities conduct a Hazard Vulnerability Analysis (HVA) every year to determine the greatest threats and focus preparations in the right areas. HVAs are specific to each facility. Accredited facilities must conduct one to two disaster exercises per year, depending on the type of facility. This is also a requirement of The Joint Commission.</p>

1.12 Emergency Preparedness Responsibilities



Key Points Regarding Emergency Preparedness

As a KP employee/physician, you have responsibilities for yourself, your department, and your facility.

YOURSELF

YOUR FACILITY

You may be working remotely when a disaster occurs in or near your area. Your safety is the top priority. Heed all emergency alerts, including evacuating your home if recommended. If safe to do so, please notify your supervisor or chief that your work schedule has been interrupted and log out of and secure any KP devices you are not bringing with you.

12 of 20 | You've completed 0% of the lesson.

Notes:

Yourself (Slide Layer)



Key Points Regarding Emergency Preparedness

As a KP employee/physician, you have responsibilities for yourself, your department, and your facility.


YOURSELF

YOUR FACILITY

1. Review ways to ensure your own personal preparedness
2. Understand how to give/get information in a disaster, including reporting instructions:
 - Keep your HR contact info updated
 - Communication channels include KP Alert, community alerts, email, your facility's webpage, and public information broadcasts

12 of 20 | You've completed 0% of the lesson.

Your Facility (Slide Layer)



Key Points Regarding Emergency Preparedness

As a KP employee/physician, you have responsibilities for yourself, your department, and your facility.

YOURSELF

YOUR FACILITY

1. Become familiar with policies and procedures on Emergency Preparedness and Disaster Response, including your facility's Emergency Operations Plan and your department's Emergency Response Plan
2. Know who to contact during a potential or actual disaster
3. Participate in disaster training and exercises to improve your response capability
4. Your role and responsibilities during a disaster will depend on what you normally do and may be different
5. Review your facility-specific information at the end of the safety training

12 of 20 | You've completed 0% of the lesson.

1.13 Hazard Vulnerability Assessment

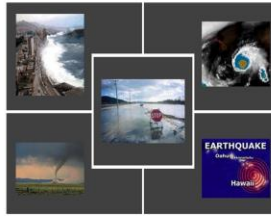
Hazard Vulnerability Analysis and Exercises

Medical centers conduct a Hazard Vulnerability Analysis (HVA) every year to determine the greatest threats, so they can focus preparations in the right areas. HVAs are specific to each facility, its location, operations, and threats (internal or external).

The Facility-Specific Supplement at the end of this training contains the top risks to YOUR medical center based on recent vulnerability analyses.

Each medical center or medical office building must conduct at least one disaster exercise a year. All Hospitals are required to perform at least two disaster exercises each year.

Exercises are designed to prepare the facility for the greatest risks identified on its HVA.



13 of 20 | You've completed 0% of the lesson.

1.14 Personal Disaster Preparedness

Take These Steps to Prepare Yourself and Family for Disasters



14 of 20 | You've completed 0% of the lesson.

Notes:

Step 01 (Slide Layer)

Take These Steps to Prepare Yourself and Family for Disasters

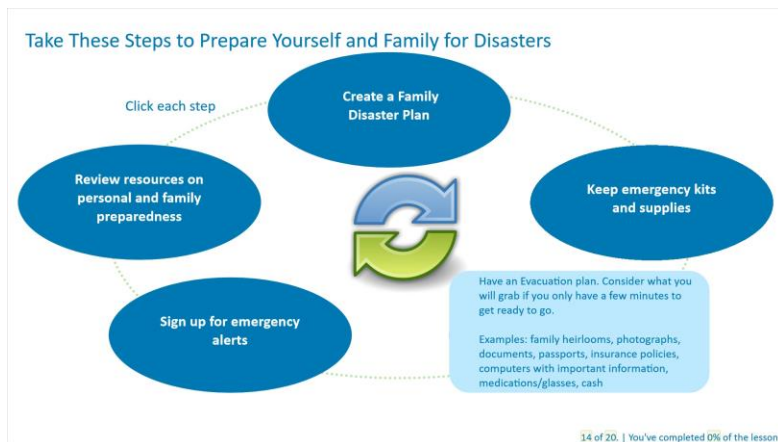


14 of 20 | You've completed 0% of the lesson.

Step 02 (Slide Layer)



Step 03 (Slide Layer)



Step 04 (Slide Layer)




Step 05 (Slide Layer)



1.15 Potential Hazards

Potential Hazards

WILDFIRE FLOODING POWER OUTAGE



Familiarize yourself with the priority hazards for your facility. Click on each hazard above for more information.

15 of 20 | You've completed 0% of the lesson.

Notes:

Wildfire (Slide Layer)

Potential Hazards

WILDFIRE FLOODING POWER OUTAGE



WILDFIRE

Your Emergency Operations Plan has a section that includes emergency evacuation procedures.


- Maps of exit paths are posted in your facility including marked exit doors and stairs to designated areas outside the building

15 of 20 | You've completed 0% of the lesson.

Flooding (Slide Layer)

Potential Hazards

WILDFIRE FLOODING POWER OUTAGE



FLOODING


Flooding is a hazard in many areas, including coastal areas and in burn scars from prior wildfires.

15 of 20. | You've completed 0% of the lesson.

Power Outage (Slide Layer)

Potential Hazards

WILDFIRE FLOODING POWER OUTAGE



POWER OUTAGE

Become familiar with your facility's power outage policy and procedures.

15 of 20. | You've completed 0% of the lesson.

1.16 Wildfire Smoke and Air Quality

Poor Air Quality Due to Wildfire Smoke

Wildfires are increasingly common, and the particulate matter from wildfire smoke can travel long distances. The Air Quality Index (AQI) is used by the Environmental Protection Agency (EPA) to report air quality.

Air Quality Index (AQI) Values	Levels of Health Concern	Colors
When the AQI is in this range:	...air quality conditions are:	...as symbolized by this color:
0 to 50	Good	Green
51 to 100	Moderate	Yellow
101 to 150	Unhealthy for Sensitive Groups	Orange
151 to 200	Unhealthy	Red
201 to 300	Very Unhealthy	Purple
301 to 500	Hazardous	Maroon

Health Effects Minimize your exposure Mitigation for Employees

16 of 20. | You've completed 0% of the lesson.

Notes:

Health Effects (Slide Layer)

Poor Air Quality Due to Wildfire Smoke

Health Effects

- The main harmful pollutant for people is particulate matter (the tiny particles suspended in the air).
- Particulate matter can irritate the lungs and cause persistent coughing, wheezing, or difficulty breathing.
- Particulate matter can also cause more serious problems including reduced lung function, bronchitis, worsening of asthma, heart failure, and early death.



[Health Effects](#)[Minimize your exposure](#)[Mitigation for Employees](#)

16 of 20 | You've completed 0% of the lesson.


Mitigation (Slide Layer)

Poor Air Quality Due to Wildfire Smoke

Mitigation for Employees

Kaiser Permanente's approach to reducing wildfire smoke exposure at work:

- **Engineering Controls:** KP has indoor air filtration systems. These are carefully monitored during episodes of poor outdoor air quality.
- **Administrative Controls:** KP may use administrative controls to reduce exposure to poor outdoor air quality, such as relocating outdoor work or changing work schedules.
- **Control by Respiratory Protective Equipment:** When the AQI for PM2.5 exceeds 150, employees working outdoors should wear a NIOSH-approved N95 respirator.



[Health Effects](#)[Minimize your exposure](#)[Mitigation for Employees](#)

16 of 20 | You've completed 0% of the lesson.

Exposure (Slide Layer)

Poor Air Quality Due to Wildfire Smoke

Minimize your exposure

Take steps to reduce your exposure to wildfire smoke during episodes of poor air quality:

- Minimize all outdoor activities if you see or smell smoke, even if you're healthy
- Stay indoors as much as possible with doors and windows closed

If you cannot avoid being outside, wear a NIOSH-approved N95 respirator if AQI for PM 2.5 exceeds 150.

- One-strap paper dust masks and surgical masks do not protect against the fine particles in smoke
- Don't use bandanas or towels (wet or dry) or tissue held over the mouth and nose



[Health Effects](#)[Minimize your exposure](#)[Mitigation for Employees](#)

16 of 20 | You've completed 0% of the lesson.

1.17 Critical Surge and Crisis Care

Critical Contingency Surge and Crisis Care Guidelines

The COVID-19 pandemic brought significant patient surges to our medical centers.

Guidelines for the management of critical surge and crisis care were developed throughout the healthcare industries, including in all Kaiser Permanente markets.



These guidelines:

- Detailed strategies to maximize space, staff, and supplies to care for a critical surge of COVID and other patients
- Include operational plans and algorithms for data-driven ethical resource allocation should critical resources become scarce
- Were developed in coordination with a broad group of medical experts as well as healthcare regulatory and governing agencies

For additional information, please contact your medical center Ethics leadership.

17 of 20 | You've completed 0% of the lesson.

Notes:

1.18 Standardized Emergency Codes

Standardized Emergency Codes

Note: This does not apply to the Regional Labs. They may use different codes.



Hospitals in California are working together to improve patient safety by using a standardized set of emergency codes. Standardizing emergency codes and using “plain language” between Kaiser Permanente Medical Centers in Northern California market, and between Kaiser Permanente Medical Centers in Southern California market, has simplified emergency response for staff and physicians who may work in multiple hospitals.

Please **CLICK AN ICON BELOW** to view your market's standardized codes.

COLORADO MARKET	MID-ATLANTIC STATES
GEORGIA MARKET	NCAL MARKET
HAWAII MARKET	NORTHWEST MARKET
KP WASHINGTON	SCAL MARKET

18 of 20 | You've completed 0% of the lesson.

1.19 Additional Emergency Management Information & Training

Additional Emergency Management Information & Training

CMS Rule training: Search for “Centers for Medicare and Medicaid Services Emergency Preparedness”:

In KP Learn (search KP Learn for “KPNC”):

- Home, Family, & Staff Disaster Preparedness
- Emergency Management 101
- Medical Center Surge Management
- Mass Casualty Triage / MassCATT
- Using KP HealthConnect Disaster Tools
- Disaster Drilling in KP HealthConnect
- Design & Facilitate Emergency Management Exercises



19 of 20 | You've completed 0% of the lesson.