



MANUAL:	Emergency
SECTION:	INTERNAL DISASTER
SUBJECT:	Code Brown – Chemical Spill

POLICY

It is the policy of Schlegel Villages to provide a safe environment for all residents, team members, family, and visitors. To that end, a procedure for the prevention, containment and clean-up of Major and Minor chemical spills will be followed.

OBJECTIVE

- To prevent chemical spills.
- To safely contain a chemical spill
- To safely clean up a chemical spill

PREVENTION

In order to reduce the potential of a chemical spill:

1. Store chemicals in a safe location where they will not be knocked over. Put them on a stable surface, away from the edge of shelving. Large containers should be kept low to the floor or on the floor.
2. **Do Not** leave chemical containers open – Put the lid securely back on the container.
3. **Do not** move/carry chemical containers that are open. Only transfer containers with the lid securely in place.

DETAILED PROCEDURES

Major Spills:

Spills of volatile, highly toxic or flammable materials that may present an immediate threat to personal health or safety, or of being released to the environment.

In case of a **Major Chemical Spill** the procedures to follow are:

1. If a volatile, highly toxic or flammable material is spilled, immediately warn everyone to evacuate the area, and turn off all electrical and spark producing equipment if possible. Alert people in immediate area of the spill and block off the area with signs.
2. Call the Charge/Lead Nurse and tell them the location, size of spill and the nature of the chemical.

3. The Charge/Lead Nurse will then announce “Code Brown” and the location of the spill (ie. Basement – Laundry Room) and call 911 for assistance from the Fire Department. A copy of the MSDS should be ready to give to the Fire Department.
4. If deemed necessary, the Charge/Lead Nurse will direct an evacuation of any people/areas that may be at risk.
5. The area will be kept clear until the spill is contained, cleaned up and the Fire Department has determined it is safe for use.
6. If this spill has the potential to adversely affect the environment then this must be reported to the Ministry of the Environment, Spills Action Centre: 1-800-268-6060 immediately.

Minor Spills:

Indoor spills of hazardous materials or waste that present no immediate threat to personal health or safety, or of being released to the environment.

In case of a **Minor Chemical Spill** the procedures to follow are:

1. Alert people in immediate area of the spill and block off the area with signs.
2. Check the Material Safety Data Sheet (MSDS).
3. If the chemical has hazardous ingredients listed in the MSDS, call the Charge/Lead Nurse and tell them the location, size of spill and the nature of the chemical. The Charge Nurse will then announce “Code Brown” and the location of the spill (ie. Basement – Laundry Room).
4. A trained Team Member will clean up the spill using Spill Kit Supplies and appropriate PPE
5. Put up signs or barrier tape to prevent access to the area.
6. Wear appropriate PPE, including respirator, safety goggles, apron and gloves.
7. Dike the spill by surrounding the area with absorbent materials such as paper towels, spill control pillows, vermiculite, sand or absorbent pads.
8. Proceed to clean up the spill using the same materials.
9. After cleanup, all materials and supplies used in the cleanup, should be disposed by double bagging the waste or more as needed and disposed of according to the MSDS.
10. Wash the affected surface with soap and water and clean up by ordinary means or as directed by the MSDS.



SPILL RESPONSE KIT SUPPLIES AND PPE

May include the following:

- Long Nitrile gloves, chemical goggles, appropriate respirator, apron, face shield as needed
- General purpose Absorbent pads, pillows and socks
- Hazardous Material Absorbent pads
- Other absorbent material for oil/grease
- Scoop or other tools for disposing of the used absorbent
- Garbage bags and/or plastic pails

TRAINING AND DRILLS

Training will be provided on orientation for all team members working in high risk areas such as the Kitchen or Laundry. The Leadership Team will strive to achieve 100% team member attendance on annual refresher training on Chemical Spill Response and Clean Up. Refresher training may be in the form of education sessions, tabletop exercises, walk-through drills, functional drills, evacuation drills, or full-scale exercises.



CODE BROWN - CHEMICAL SPILL REPORT/DRILL

Date of Spill: _____

Time of Spill: _____

Describe the events and factors leading up to the spill:

Chemical Name/Nature _____

Location of Spill Floor: _____ Area: _____

Name of Person who discovered the spill: _____

Was there an evacuation Yes ___ No ___

Fire Department called? Yes ___ No ___

Ministry of Environment called? Yes ___ No ___

Name of Person who cleaned up the spill: _____

Name of Person filling out this report: _____

Follow up by Department Manager:

Proper containment and clean up procedures were followed? Yes ___ No ___

Appropriate PPE was used? Yes ___ No ___

Area affected is clean and safe to use? Yes ___ No ___

What improvements, if any, could be made to prevent this from happening again?

Manager: _____ Date: _____