



<b>MANUAL:</b>	<b>Emergency</b>
<b>SECTION:</b>	<b>CODE ORANGE</b>
<b>SUBJECT:</b>	<b>Toxic Chemicals</b>

## **POLICY**

It is the policy of Schlegel Villages to provide a safe environment for all residents, team members, family, and visitors. To that end, if Toxic Chemicals are threatening to affect the Village, an effective Toxic Chemical Emergency procedure will be employed.

## **DESCRIPTION**

The threat of Toxic Chemicals affecting the Village could arise from any of the following situations:

1. Large industrial fires such as chemical factories, tires, plastics etc
2. Chemical Spills from factories, transportation accidents, etc

In some cases, local authorities will direct people in the affected areas to close all outside doors and windows, and turn off HVAC units to limit intake of smoke or chemical into buildings. Supervisory staff should be trained on how to shut down HVAC units in case of this type of threat. A list of shut down locations such as circuit breakers and panels or disconnects should be prepared on the attached form.

In other cases, local authorities may determine that total evacuation is necessary. Refer to the Code Green – Total Evacuation Policy.

## **PROCEDURE**

1. In the event of a threat of toxic chemicals affecting the Village, the Charge/Lead Nurse will page “Code Orange” 3 times.
2. The Charge/Lead Nurse will then direct Team Members to close and lock all outside doors and windows and ensure that all residents are inside and accounted for.
3. The Charge/Lead Nurse or designate will ensure that all HVAC units are shut down.
4. If directed by Local Authorities, the Charge/Lead Nurse will initiate a Code Green – Total Evacuation.
5. When the threat of toxic chemicals is no longer affecting the Village, the Charge/Lead Nurse will announce “Code Orange – All Clear” 3 times.
6. The Charge/Lead Nurse or designate will ensure that all HVAC units are restarted and operating normally. Team Members may re-open doors and windows.



## **TOXIC CHEMICAL DRILLS/TRAINING**

Toxic Chemical Training will be provided on orientation for all team members. The Leadership Team will strive to achieve 100% team member attendance on annual refresher training for Toxic Chemical Emergency Response. Refresher training may be in the form of education sessions, tabletop exercises, walk-through drills, functional drills, evacuation drills, or full-scale exercises.



## Toxic Chemical Drill Report

*Form Revised: February 2016*

Date: \_\_\_\_\_ Time of Incident: \_\_\_\_\_ Location: \_\_\_\_\_

Scenario Description:

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***Circle the appropriate answer***

Was a "Code Orange" announcement made?	Yes	No
Was the announcement clear?	Yes	No
Did appropriate Team Members respond?	Yes	No
Were windows and doors closed?	Yes	No
Were HVAC units shut down?	Yes	No

Names of Team Members who participated:

- |          |          |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

Comments/Recommendations:

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Charge/Lead Nurse: \_\_\_\_\_ Signature: \_\_\_\_\_

Manager: \_\_\_\_\_ Signature: \_\_\_\_\_



**HVAC Unit Shut Down Locations**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_