

Mumbai Hospital Disaster and Emergency Management (HDEM) Course

Hospital Evacuation



Adapted from HOPE Course



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Objective

- Identify the essential elements of a hospital evacuation plan
- Understand the tasks of Evacuation Planning committee
- Define Evacuation Command Organization (ECO)
- Understand ECO emergency and non-emergency duties

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Introduction

- Hospital or part of hospital itself may be impacted by a disaster and evacuation of the facility may be necessary
 - earthquake disaster
 - fire-outbreak
 - laboratory accident
 - flood



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Evacuation Planning

- Evacuation routes
- Patient removal
- Safe areas within the hospital
- Removal and safe-keeping of medical records



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Evacuation Planning

- Alternative destinations for patients
- Transport resources
- Key staff duties, including wardens
- Action cards detailing procedures

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Evacuation Planning

- Must take account of the need for:
 - Shelter in inclement weather
 - Portable power supplies
 - Portable lighting
 - Personal needs

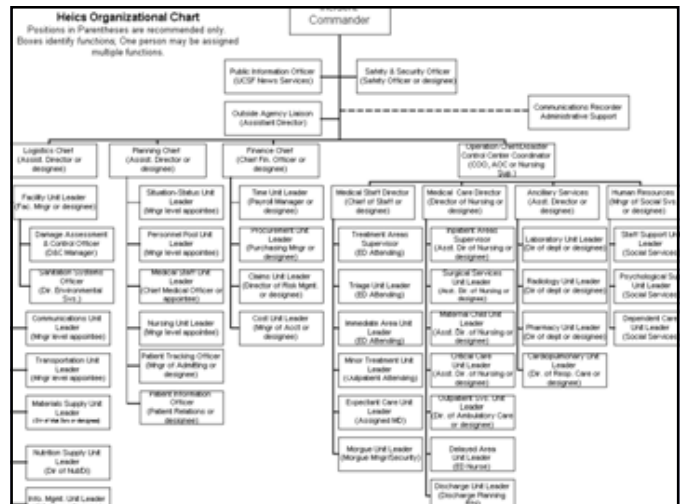
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Evacuation Planning Committee (EPC)

- Hazards assessment
- Identification of key personnel
- Allocation of roles and responsibilities
- Training
- Organization of annual evacuation exercise to test plan
- Debriefing processes following plan activation
- Review and updating of plans and procedures



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Evacuation Command Organization (ECO)

- The **Evacuation Command Organization (ECO)**
 - Nurse in Charge
 - report to the Incident Controller
 - brief the officer then assist as directed
 - important source of local information for the emergency services
 - Deputy Charge Nurse
 - Communications Officer
 - Head Nurses on Wards

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ECO Non-emergency Duties

- Identify and test warning/alarm system
- Be familiar with the area, your role and responsibilities
- Ensure good housekeeping is maintained throughout the hospital
- Ensure all passages of ingress and egress are free of obstruction
- Report any safety concerns to Charge Nurse
- Identify training needs
- Assist with training exercises
- Ensure fire and safety equipment is checked regularly

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ECO Duties in Emergency

- The Charge Nurse
- Deputy Charge Nurse
- Communications Officer
- Head Nurses on Wards



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ECO Duties in Emergency

- The Charge Nurse
 - Exact nature of the emergency
 - Location
 - Appropriate entry point to hospital
 - Name of person reporting the emergency
 - Contact number (with alternate numbers including facsimile)

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ECO Duties in Emergency

- Deputy Charge Nurse
 - Assist Charge Nurse as required
 - Take control of evacuation assembly area, if able to do so
 - Assume Charge Nurse's role in his or her absence
 - Appoint responsible person to control assembly area in their absence

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ECO Duties in Emergency

- Communications Officer
 - Establish and maintain communications with Wardens
 - Ensure activation of warning signal when required
 - Log and record all messages passed and received

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ECO Duties in Emergency

- Head Nurses on Wards
 - Ensure alarm has been activated
 - Evacuate all persons from the effected area to designated assembly or safe areas, ***if safe to do so***
 - Attempt to control or confine the situation, ***if safe to do so***
 - Carry out Charge Nurse's directives, ***if safe to do so***

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Hospital Site Plan

- The site plan should include:
 - Safe or assembly areas
 - Access and egress
 - Location of fire protection equipment
 - Hazardous material stores
 - Gas, electricity and water connections

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Conclusion

- Hospital evacuation procedures are an important part of hospital preparedness activities
 - arrangements to cope with an internal disaster
 - exists for structural damage causing functional collapse
 - partial and complete evacuation of the hospital
 - conducted in timely and coordinate manner

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