

**DEEP RIVER AND DISTRICT HOSPITAL
FOUR SEASONS LODGE
NORTH RENFREW FAMILY HEALTH TEAM**

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| Policy: Code Orange – External Disaster | |
| Original Date: 2015-10 | Policy Manual: Emergency Preparedness |
| Approved by: | |
| <input type="checkbox"/> Board of Directors <input checked="" type="checkbox"/> Chief Executive Officer <input type="checkbox"/> Chief Financial Officer | |
| <input type="checkbox"/> Chief Nursing Executive | |

Policy

A Code Orange is a planned response to an external disaster that overwhelms the operation abilities of the organization that ensures the safety of all health care workers, patients, residents, and visitors at the organization.

Procedure

Charge Nurse is to contact Admin-on-call of situations that will or may overwhelm the operational abilities of the organization (examples: Acute event notice from Ministry, bus accident, airplane emergency landing, town declaring an emergency).

The Charge Nurse is to contact 2nd physician on call and initiate fan out list as soon as a situation that overwhelms the current capacity of the organization is identified. Charge Nurse (or delegate) shall page “Code Orange” x 3 to bring additional staff to location needed.

Incident Commander will activate the Emergency Operations Center (EOC), initiate fan-out list if required and contact Chief of Staff to call in additional Medical Staff if required.

- Bed Surge Management Policy (Found on Policy Medical) will be implemented under the direction of the Incident Commander, if necessary, and all patients that are suitable for discharge shall be expedited, and all non-urgent/non-emergent patients in the Emergency Department shall be discharged. All visitors and non-urgent clinics shall be cancelled and staff reassigned to suit the needs of the organization within their scopes of practice and training.
- Code Orange carts with additional supplies are located in the Emergency Department Procedure Room
- In the instance of many casualties presenting to the organization additional treatment areas will be set up as follows:
 - Triage: At triage station and by Emergency Department entrance
 - Minor treatment: Family Health Team
 - Intermediate/Moderate treatment: Emergency Department Waiting room
 - Major/life sustaining treatment: Emergency Department
 - Additional Morgue Space: Maintenance Department
- Upon arrival additional staff present themselves to the Incident Commander for assignment

- Pharmacy: shall assist in preparing medication for discharged patients and supplying emergency medications as needed
- Medical Records: Shall track patient flow through the emergency department using **Appendix A: Code Orange Patient Movement Record**. All patient transfers shall be reported to the Medical Records staff for accurate record keeping
- Incident Commander to consider external resource such as Police, Fire Department and EMS to aid in care while awaiting additional support staff

Once Incident Commander/EOC has determined that organization is able to resume normal functioning with usual staffing level Incident Commander/delegate to page “Code Orange, all clear” x 3.

Materials and Supplies

Appendix A: Code Orange Patient Movement

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| Reference Documents | <ul style="list-style-type: none"> • Ontario Hospital Association. OHA Emergency Management Toolkit, 2008 |
| Acknowledgements | <ul style="list-style-type: none"> • |
| Review Process | <ul style="list-style-type: none"> • Emergency Preparedness Committee – 2022-10-18 • |

Patient Movement Record

| Triage Tag # | Name | M | F | TIME IN | INITIAL TRANSFER TO: | | | ADDITIONAL TRANSFERS | | | | | |
|--------------|------|---|---|---------|----------------------|----------------------------|-------------|----------------------|------|----|------|----|------|
| | | | | | ER (BED #) | MODERATE (ER WAITING ROOM) | MINOR (FHT) | TO | TIME | TO | TIME | TO | TIME |
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Completed By: _____

