

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

Policy: Code Brown – Internal Spill	
Original Date: 2015-11	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 Brown is a planned response to an internal chemical or unknown substance spill to ensure immediate actions are taken to minimize risk of injury.

Pre-ambble

An important component of spill control is the prevention of accidental release of chemical substances in the workplace. All employees are responsible to ensure that appropriate procedures for the safe storage, handling and disposal of chemicals (as per the Workplace Hazardous Materials Information System – WHMIS) is followed.

Procedure

The procedure for handling spill will depend on its size and type.

Level 1 – Departmental Response

- If the substance is known, in small volume/quantity and does not pose a risk of irritation to skin, eyes or lungs; the spill can be cleaned at the departmental level as per the Safety Data Sheet and spill kit located in Maintenance Department. Ensure appropriate personal protective equipment (PPE) is worn as per Safety Data Sheet
- A code Brown does not need to be called.
- Ensure that any persons not required for cleanup are kept away from spill areas until clean up completed. Contact Housekeeping for assistance as necessary
- Once spill cleaned up or contained, person that discovered spill is to complete incident report on electronic incident management system and report spill to Supervisor/Admin-on-call

Level 2 – Code Brown Response

- If the substance is unknown or a known substance of a larger volume, may pose a risk of irritation to skin, eyes or lungs or may release to the environment (i.e.: through a drain) then a Code Brown response is to be initiated.
- Secure the immediate area to and evacuate persons as necessary
- Close doors and windows as able to prevent spread of fumes
- Page "Code Brown, location" x 3 to alert Code Brown Response Team
- Locate the Safety Data Sheet if the substance is known
- Code Brown Response Team
 - Bring spill kit (located in Maintenance Department) to spill location
 - Don appropriate PPE

- Assess spill and determine if can be handled by organization
 - If appropriate initiate containment using spill kit (absorbent pads, etc.)
 - Dispose of contaminated materials properly (i.e.: hazardous waste disposal, etc.)
- If there is need to consider external assistance
 - Make Admin-on-call aware to assess need for activation of Emergency Operation Centre (EOC)
- Once spill cleaned up or contained, person that discovered spill is to complete incident report on electronic incident management system and report spill to Supervisor/Admin-on-call

Code Brown Response Team

- Charge Nurse (Incident Commander unless Admin-on-call arrives)
- Departmental Manager (during business hours)
- Person who discovers spill
- Housekeeping (delegate after hours)
- Maintenance (during business hours)

Materials and Supplies

- Spill kit – located in Maintenance Department
- Formalin spill kit – located in Laboratory

Definitions

Reference Documents	<ul style="list-style-type: none"> • Ontario Hospital Association. OHA Emergency Management Toolkit, 2008
Acknowledgements	<ul style="list-style-type: none"> • Windsor Regional Hospital, Code Brown, 2011.
Review Process	<ul style="list-style-type: none"> • Emergency Preparedness Committee – 2022-04-19