

COMMUNITY MEMORIAL HOSPITAL EMERGENCY CODES

DIAL 297 TO ANNOUNCE EMERGENCY IN PLAIN LANGUAGE

PLAIN LANGUAGE CODE	WHO ANNOUNCES CODE	HOW CODE IS ANNOUNCED	WHO CLEARS CODE	WHO ANNOUNCES CODE CLEAR
MEDICAL EMERGENCY	Discovering staff	“Medical Emergency + location” Announce three (3) times	This code is never cleared	This code is never cleared
SECURITY ALERT	Discovering staff	“Security Alert + location + description” Announce three (3) times	Acting out person leaves building – OR – Law Enforcement arrives and has control of person	Switchboard/ ED Registration
MISSING PERSON (OF ANY AGE)	Discovering staff	“Missing Person + description” Announce three (3) times	Law Enforcement/ Incident Command	Switchboard/ ED Registration

FIRE	Switchboard/ ED Registration	“Fire + location” Wait for the 10 second pause in the automated message. ▪ Announce three (3) times	Engineering confirms no fire hazard – OR – Incident Command	Switchboard/ ED Registration
TORNADO	Switchboard/ ED Registration	“Attention! Attention! A tornado <u>watch/warning</u> for Carlton County is in effect until <u>time</u>. Visitors and patients are advised to travel at their discretion. Staff carry out <u>watch/warning</u> procedures.” ▪ Announce twice (2) ▪ Repeat on the hour	When the time issued has expired	Switchboard/ ED Registration
INCOMING TRAUMA	ED Registration	“Incoming Trauma” Announce three (3) times	This code is never cleared	This code is never cleared

HAZARDOUS SPILL	Incident Command	Detailed message per event	Incident Command	Incident Command
BOMB THREAT	Incident Command	Detailed message per event	Incident Command	Incident Command
EVACUATION	Incident Command	Detailed message per event	Incident Command	Incident Command

ALL OTHER EMERGENCIES WILL BE ANNOUNCED IN PLAIN LANGUAGE WITH DETAILS – INCIDENT COMMAND WILL ADVISE