

BIOLOGICAL EVENT: SUSPECTED TERRORISM

Policy & Procedure

Policy:

It is the policy of this facility that necessary care and precautions will be taken to assist in maintaining a comfortable environment for our residents, employees, and visitors.

Procedure:

The Administrator or designee is responsible for overseeing safety within the center and addressing identified concerns immediately. All events involving safety related issues and corrective actions shall be reported to the Quality Assurance Committee on a quarterly basis.

In the event a biological act or threat occurs at the facility (suspicious letter, package, or other device), the following steps will be initiated:

1. Place the letter or package on a flat surface; do not smell, touch, taste, or look closely at the item.
2. Quietly alert others in the area about the suspicious package or letter.
3. Evacuate the room where the package is located and close the door.
4. Prevent others from entering the general area and secure the closed door.
5. Wash hands thoroughly with soap and water.
6. Notify the Administrator/Executive Director and the Director of Nursing Services.
7. Notify the Director of Maintenance and if possible, close/shut off the ventilation system.
8. Secure the facility doors and prohibit visitors from entering until the facility has been deemed free of hazards.
9. Notify the local and/or state police clearly explaining the situation and the safeguards instituted.
10. Remain in the area and prevent others from moving freely throughout the building.
11. Create a list of persons who were in the general area of the suspicious item and a list of who may have handled the item; give lists to authorities.
12. Follow the direction of the authorities for decontamination and treatment of exposed individuals.
13. Prepare the facility staff and residents for possible evacuation.

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This policy and procedure is not intended to replace the informed judgment of individual physicians, nurses or other clinicians nor is it intended as a statement of prevailing community standards or minimum standards of practice. It is a suggested method and technique for achieving optimal health care, not a minimum standard below which residents necessarily would be placed at risk.

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14. If evacuation is deemed necessary, initiate the facility specific evacuation plan as outlined in the disaster manual.
15. No one returns to the building until such time as clearance is obtained from the authorities and the substance is no longer a threat to safety.

I have read, understand and agree to adhere to the requirements outlined in this policy and procedure.

Administrator Signature: _____ Date: _____

Medical Director Signature: _____ Date: _____

Review Dates: _____

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