

GENERAL STAFF - CODE ORANGE **EXTERNAL DISASTER (MASS CASUALTY)**

Code Orange Facility ICS Org Chart on next page

External Disaster - Any incident with 2 or more casualties that exceed the capacity of regular resources and services.

GENERAL RESPONSE BY STAFF:

- When Code Orange is activated, all staff shall respond to the staff pooling area _____ and await further instructions.
Input Staff Pooling Area Location
- Obtain a situation update from the Labour Pool Leader or Incident Commander.
- Receive and conduct assignments as required.
- All staff shall assist to provide for continuity of services to maintain operations as applicable.
 - Assist as directed to enable the facility to maintain operations
- Upon completion of your assignment, report to your Section Chief that the assignment has been completed and follow further instructions.
- Assist in maintaining a safe environment for all clients and staff.

GENERAL STAFF ACTION SHEET

INCIDENT COMMANDER - CODE ORANGE

EXTERNAL DISASTER (MASS CASUALTY)

Code Orange Facility ICS Org Chart on next page

External Disaster - Any incident with 2 or more patients that exceed the capacity of regular resources and services.

- Upon notification of external disaster, page over PA – **“CODE ORANGE”X3**
 - Designate a facility command site, initially Nurse Desk.
 - Initiate your staff call-out by contacting the **Staff Call-Out Centre**
 - **RESTON at 1-204-877-3925** or if unavailable
 - **SANDY LAKE at 1-204-585-2107**
 - If unavailable contact EMS On-Call Supervisor via FleetNet,
 - “On-Call Supervisor this is _____, Code Orange initiate our staff call-out.”

Name of facility
 - Assign staff to Facility ICS positions. The following positions must be activated immediately:
 - **Triage Leader**
 - **Safety & Security Officer**
 - **Acute Care Leader**
 - As soon as possible, designate a staff member as **Labour Pool Leader** to coordinate staff.
 - Use portable radios to communicate with Labour Pool Leader.
 - Contact EMS On-Call Supervisor with FleetNet to confirm the number of casualties and their acuity.
 - Consult with EMS On-Call Supervisor to determine how many casualties your facility can accommodate. Consider the following:
 - Present Client Load
 - Number of Nurses Available
 - Number of Physicians Available
 - Number of Available Beds
 - Number of Potential Discharges
 - Designate staff for triage and treatment areas.
 - Assign staff to document patient tracking information on Facility Client/casualty Tracking Form-C1 and on the white board.
 - White board should be located in ER area and correspond with C1 form.
 - Obtain Code Orange Bins to assist in establishing triage and treatment areas.
 - Activate additional Facility ICS Positions as applicable to the incident.
 - Ensure completion of required forms and documentation as indicated below.**
- Reporting Forms:
- Incident Report form QI-XVIII-311(a)
 - Post Event Form-P2
 - Facility Status Report Form-F5
 - Facility Client/Casualty Tracking Form-C1
 - Morgue Identification Form-M1

MANAGER - CODE ORANGE **EXTERNAL DISASTER (MASS CASUALTY)**

External Disaster - Any incident with 2 or more casualties that exceed the capacity of regular resources and services.

COORDINATOR and/or MANAGER(s):

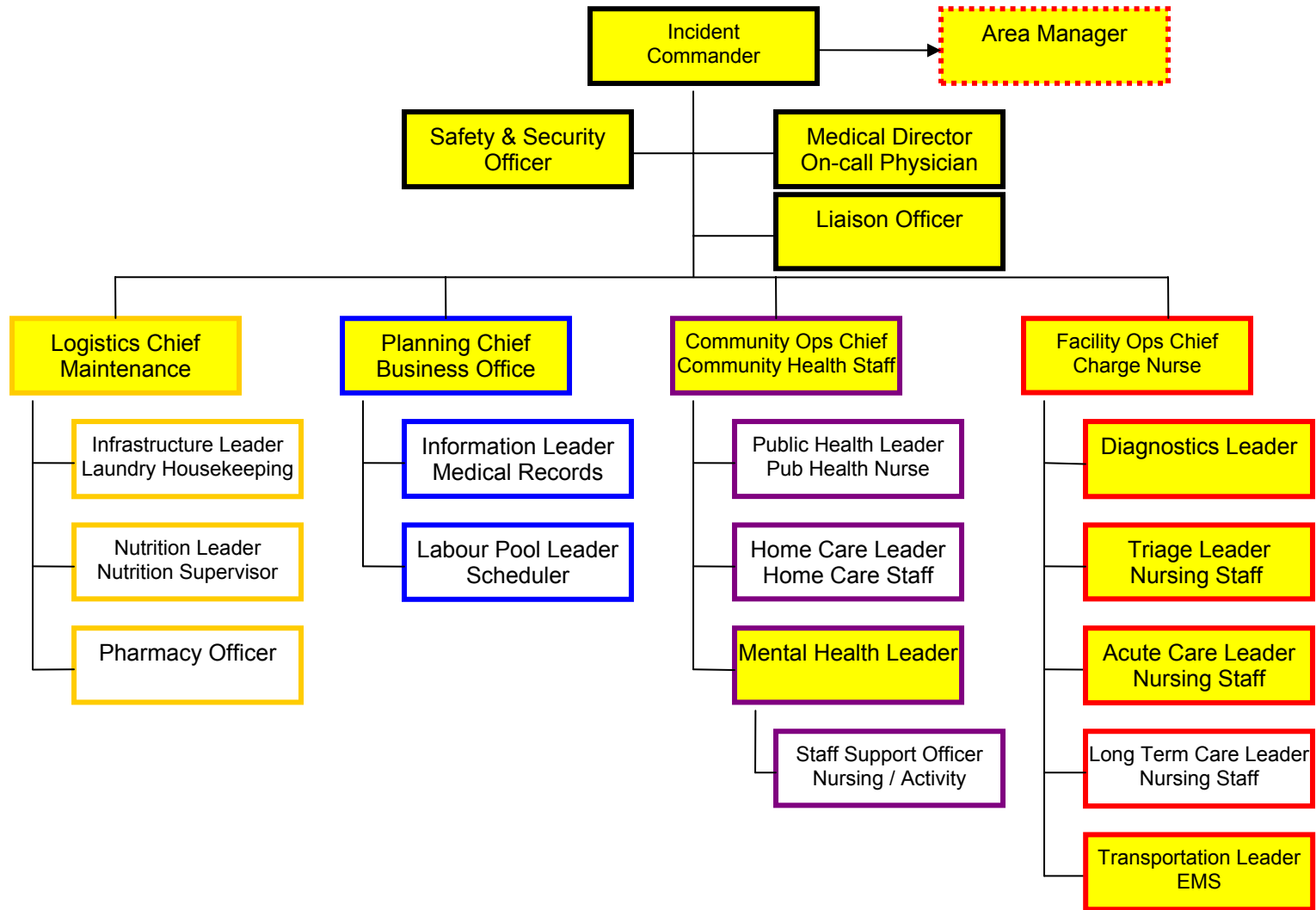
- Ensure that all clients and staff are accounted for and safe.
- Ensure completion of the Disaster Notification Checklist Form-D1 as applicable.
- Ensure continuity of client care.
 - Are additional / replacement staff required?
- Coordinate a debriefing for staff / clients as required.
- Consult with the ARHA Executive, for providing the timely and correct release of information to the media.
- If the event qualifies as a Critical Occurrence or Serious Workplace Incident, notify Executive member or designate as per policy QI-XVIII-311.
- Verify completion of all required forms and documentation as indicated below.**

Reporting Forms:

- Incident Report form QI-XVIII-311(a)
- Post Event Form-P2
- Facility Status Report Form-F5
- Facility Client/Casualty Tracking Form-C1
- Disaster Notification Checklist-D1

Facility ICS – Organizational Chart

Suggested Initial Staffing for: CODE ORANGE



TRIAGE CODING CHART

EXTERNAL DISASTER (MASS CASUALTY)

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RED

- **Priority 1, patients whose survival requires care or transport without delay**
- Airway and breathing difficulties
- Uncontrolled or severe bleeding
- Shock
- Severe burns
- Severe medical problems, i.e. cardiac, asthma

AMBER

- **Priority 2, patients who will survive even if care is somewhat delayed**
- Burns without airway problems
- Major or multiple joint injuries
- Back injuries with or without spinal cord damage

GREEN

- **Priority 3, patients who do not require prompt care**
- Minor burns or joint injuries
- Minor soft tissue injuries

BLACK

- **Priority 4, patients who will not benefit from prompt care**
- No pulse, apneic
- Should not be transported by EMS unless directed by On-Call Supervisor

CODE ORANGE - FACILITY STAFFING GUIDELINES

Suggested Staffing	Function / Task	Area Assigned To	Suggested Staffing Required Per Patient
Nursing	Triage / Treatment	Red	1 RN (ACLS) if available
			1 LPN
			1 Physician
			1 messenger / recorder
Nursing	Triage / Treatment	Amber	1 RN
			1 LPN
			1 Physician
			1 messenger / recorder
Nursing	Triage / Treatment	Green	1 LPN
			1 HCA
Diagnostics	Diagnostics	Diagnostics	1-2 personnel
Any	Document	Morgue Area	1-2 personnel as required
Mental Health	Social /Psychological	Clergy / Family	Clergy / Mental Health staff
	Needs	Areas	as required
Liaison Officer	Media	Media Area	1 person
Safety & Security Officer	Traffic	Main Entrance	1 person
		ER Entrance	1 person
Planning Section	Event Documentation	Planning Area	1 person
	Incoming Phone Calls		1 person
	Incoming Staff from Staff Call-Out		1 person

*** Support staff as required for other departments to maintain operations.**