Environment of Care for Students

Please keep this information and sign and return the enclosed statement indicating that you have read and understand your role in the safety, security, and environment of care at Children’s Hospital Los Angeles.

**Emergency Codes**  (Ext. 33 except where noted)
- Code Blue - Medical Emergency
- Code Orange - Hazardous Material Spill
- Code Red – Fire Emergency
- Code Triage Internal or Code Triage External - Disaster Plan Activation (internal or external)
- Code Yellow – Bomb Threat (Ext. 711)
- Code Pink (infant) or Purple (toddler and above) Hospital Lockdown due to a Missing or Abducted Infant or Child (Ext. 711)
- Code Gray – Combative Person (Ext. 711)
- Code Silver – Person with Weapon and/or Active Shooter and/or Hostage Situation (Ext. 711)
- Level 1 or Level 2 Trauma - Trauma Team Activation

**CHLA Identification Badges**
- Your CHLA ID badge must be worn at all times on the CHLA premises
- Your CHLA ID badge must be worn between the neck and waistline, with the photo facing forward
- If you lose or misplace your CHLA ID badge, you must report it immediately missing to Security (Ext. 12313) and the Parking Office (Ext. 12214)

**CHLA Visitor Passes and ID Badges**
- All visitors to CHLA (whether parents, guardians, family members, vendors, etc.) must have a visible CHLA visitor pass or CHLA ID badge at all times while on the CHLA premises

**Wrong Pass/Badge or No Pass/Badge**
- All students are responsible for:
- Escorting individuals without a CHLA issued visitor pass or ID Badge to the Guest Services Desk or the nearest Security Officer
- Asking if you can assist all individuals with the wrong visitor pass or ID badge who is in the wrong area. Example: Visitor with an orange pass is seen in an inpatient care area

**Safety**
- Know your department’s emergency procedures
- Know how to complete an iReport in the event something unusual happens to you or your patient
- Know how to report emergencies (Dial 33 or 711)
- Know how to access the CHLA Safety Management Plans and CHLA Policies and Procedures Libraries

**Hazardous Materials/Waste**
- Wear proper personal protective equipment
- Know how to properly dispose of chemicals
- Use appropriate labels on all chemicals that are used by you
- Know how to access the CHLA Safety Data Sheets for chemicals in your area

**Fire/Life Safety**
- Safety of Life – Remove occupant and close the door
- Alarm – Activate a manual pull station and dial 33
- Fight the fire
- Evacuate – If there is danger or smoke

**Fire Extinguisher Use – PASS**
- Pull the pin
- Aim
- Squeeze the handle
- Sweep the base of the fire

**Evacuation Procedures**
- Evacuate horizontally beyond next fire/smoke door
- Evacuate vertically, two floors minimum or unit capable of receiving patient type
- Meet at designated assembly area
- Account for all evacuees
- Notify CHLA Incident Command Center at Ext. 16253 of status/missing persons of status/missing persons
- Evacuation Priority – those closest to danger, ambulatory, those you can move yourself, those you need help to move

**Emergency Preparedness/Disaster Procedures**
- Code Triage Internal or Code Triage External will be communicated through the CHLA Emergency Mass Notification System, overhead page and your CHLA email
- All departments should fill out the unit status report (appendix D)
- All available hospital personnel report to the Command Center

**Medical Equipment Malfunction**
- Biomedical Engineering is part of the IS department. All requests for medical equipment service should be submitted to the help desk at ext. 14444.
- Prior to use and regardless of ownership all medical equipment must be inspected by the Biomedical Engineering department.
- Sequester, along with its reusable supplies (ECG Cables etc.), any medical equipment suspected of causing harm and submit a service request through the help desk for pick up and investigation by Biomedical Engineering.

**Utilities Failure**
- Know that the Hospital’s emergency power generators will start in less than 10 seconds.
- Know that these power supply systems are tested on a weekly basis
- You may be needed to assist patients whose equipment has failed
- Know process to follow in event of utilization failure

Revised 01/17/2018
Environment of Care for Students

I have been oriented to the following information on the Environment of Care for Students:

- Emergency Codes
- CHLA Identification Badges
- CHLA Visitor passes and ID badges
- Wrong Pass/Badge or No Pass/Badge
- Safety
- Hazardous Materials/Waste
- Fire/Life Safety
- Fire Extinguisher Use – PASS
- Evacuation Procedures
- Emergency Preparedness/Disaster Procedures
- Medical Equipment Malfunction
- Utilities Failure

Student Name (print) ____________________________  Nursing School ____________________________

Student Signature ____________________________  Date ____________________________

Nursing Instructor Name ____________________________  CHLA Preceptor Name (if applicable) ____________________________

Submit to:
Leslie Neuman, Coordinator
Clinical Services, Staff Development, Mail Stop 74
Children’s Hospital Los Angeles

Revised May 2018