



# Rancho Los Amigos National Rehabilitation Center

## ADMINISTRATIVE POLICY AND PROCEDURE

**SUBJECT: CODE SILVER PERSON WITH A WEAPON  
RESPONSE PLAN  
(Formerly "Management of Violence, Threats,  
And Possession of Weapons by Patients or  
Visitors")**

**Policy No.: B711  
Supersedes: February 18, 2016  
Revision Date: September 30,  
2022  
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### PURPOSE:

To ensure Rancho's readiness to take the appropriate action in the event of an active shooter incident. This policy will provide a uniform response and overall coordination to maintain law and order for the protection of patients, the public, and workforce members.

### POLICY:

**Workforce members shall activate "Code Silver" in the event of a situation involving an individual with a weapon or who has taken hostages within Rancho Los Amigos National Rehabilitation Center.**

### DEFINITIONS:

**Weapon: Any object that is displayed in a threatening/harming manner.**

#### **Individual with a weapon:**

A person or persons actively engaged in killing or causing serious bodily injury. This activity is not contained, and there is immediate risk of death or serious injury to potential victims.

**Code Silver:** Code name the medical center uses to indicate an active shooter situation or an individual with a weapon.

**Workforce Members:** County workforce members, contract staff, and all categories of volunteers.

### PROCEDURE:

#### I. DISCOVERY

Upon encountering a person brandishing a weapon within any facility building or campus grounds, the employee shall:

1. Seek cover and warn others about the situation.
2. Notify the hospital's Sheriff Department (LASD) to initiate tactical law enforcement response and notification of facility operator and outside law enforcement agencies. The employee should be prepared to provide the following information to the LASD Dispatcher:
  - Location of individual(s) with a weapon
  - Number of individual(s)
  - Type of weapons (handgun/shotgun/rifle/knife)
  - Direction of travel
  - Physical description of individual(s) (Gender/Race/Age)
  - Number of victims or potential victims at the location

EFFECTIVE DATE: March 1, 1993

COUNTY OF LOS ANGELES • DEPARTMENT OF HEALTH SERVICES

APPROVED BY:

3. The facility operator, after being notified by Rancho's LASD shall announce by overhead page  
"Code Silver and Location"

**II. RESPONSE:**

**Workforce Members:**

Workforce members upon hearing the page "CODE SILVER" should follow the below guidelines:

**QUICKLY DETERMINE THE MOST REASONABLE WAY TO PROTECT YOUR OWN LIFE. PATIENTS AND VISITORS ARE LIKELY TO FOLLOW THE LEAD OF EMPLOYEES AND MANAGERS DURING A CODE SILVER SITUATION.**

**Active Shooter - Options to consider:**

**1. GET OUT ESCAPE**

- Move quickly – Do not hesitate
- Seek cover/protection
- Warn others if you can
- Have an escape route or plan in mind
- Do not stop to pick up belongings

**2. HIDE OUT**

- Hide in an area out of the active shooter's view
- Close all patient rooms if safe to do so
- Turn off cell phones and/or other noise making devices
- Turn off lights
- Barricade door of your hiding place if possible (use beds/gurney's placed in locked position, tables, chairs, etc.)
- TRY TO ESCAPE

**3. FIGHT IT OUT if all the above is unsuccessful – AND ONLY AS A LAST RESORT**

- Take action. Attempt to incapacitate the active shooter

**Los Angeles County Sheriff's Department (LASD) Immediate Notification:**

Upon receiving the call of a Code Silver situation, LASD dispatcher center will immediately dispatch on site officers to the scene and call the facility operator to overhead page "CODE SILVER and Location" and contact outside law enforcement. If the operator is inadvertently called first, the operator shall immediately transfer the informant(s) call to the hospital's LASD dispatch center.

**III. LAW ENFORCEMENT ARRIVAL:**

Law enforcement shall be in charge of the incident. Workforce members shall follow all instructions given by law enforcement and also take the following actions:

- Remain Calm
- Place down any items from hands
- Immediately raise hands and spread fingers
- Keep hands visible at all times
- Avoid making quick movements toward officers such as attempting to hold onto them for safety
- Avoid pointing, screaming, and/ or yelling
- Do not stop to ask officers for help or direction from which the officers are entering the area
- Information to provide to law enforcement include:

- Location of the individual(s)
- Number of shooters individual(s)
- Number and type of weapons held by the individual(s)
- Number of victims or potential victims at the location

**IV. TRIAGE RESPONSE:**

Wait for law enforcement to declare the scene is safe for triage before clinical personnel enter to triage patients/victims.

Once the scene is cleared by law enforcement, the hospital operator will be notified and will announce **"Code Silver, All Clear"** three times.

**V. EMERGENCY OPERATIONS CENTER (EOC):**

The Administrator or Hospital Charge Nurse will assume the role of the Incident Commander and do the following:

- a) Notify Medical Alert Center (MAC) to have Internal Disaster diversion status entered into the ReddiNet.
- b) Establish unified command with law enforcement as appropriate.
- c) Appoint Command Staff and other HICS officers as needed to accomplish incident objectives which may include the following:
  - Make an accounting of all individuals to determine if anyone is missing and/or potentially injured.
  - Determine a method to notify families and individuals affected by the active shooter, including notification of any casualties.
  - Assess the physical and psychological state of individuals at the scene, and refer them to health and/or mental health care specialist, as appropriate.
  - Identify and fill any critical personnel or operational gaps left in the organization as a result of the active shooter or hostage event.

**REFERENCES**

California Code of Regulations, Title 19, Section 9.27

California Code of Regulations, Title 22, Section 70743

Department of Health Services, Threat Management "Zero Tolerance" Policy #792

Los Angeles County Sheriff's Department Policy and Procedures Manual Section #5-06/105.00 Tactical Incidents/and Rapid Response Procedures.

RS:JM:mm

EOCC: Feb. 18, 2016

EOCC/MH/SV: May 9, 2016