

# LAC+USC MEDICAL CENTER POLICY

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Subject: <b>PERSON WITH A WEAPON AND/OR HOSTAGE SITUATION RESPONSE - CODE SILVER</b>	Original Issue Date: 8/13/13	Policy # <b>665</b>
	Supersedes: 7/12/16	Effective Date: 8/22/22
Departments Consulted: Leadership Security Management Committee	Reviewed & Approved by: Attending Staff Association Executive Committee Senior Executive Council	Approved by: (Signature on File) Chief Medical Officer (Signature on File) Chief Medical Officer

## PURPOSE

To establish a uniform and coordinated response in the event of an individual with a weapon and /or hostage situation in LAC+USC Medical Center.

## POLICY

In the event of a situation involving an individual with a weapon or who has taken hostages within LAC+USC Medical Center, a "Code Silver" will be activated.

## DEPARTMENTS

ALL

## DEFINITIONS

**Active Shooter** is an individual actively engaged in killing or attempting to kill people in a confined and populated area, typically through the use of firearms.

## PROCEDURE

See Appendix A for CODE Silver Response Procedure

## REFERENCES

California Code of Regulations, Title 22, §70743(a), (b), (c), §70746  
Guidelines for Preventing Workplace Violence for Health Care and Social Service Workers, 3148 (1998); U.S. Department of Labor, Occupational Safety and Health Administration  
The Hospital Incident Command System (HICS) Guidebook, [www.emsa.gov/HICS](http://www.emsa.gov/HICS)  
The Joint Commission, EC 02.01.01

## REVISIONS

August 13, 2013; July 12, 2016, August 22, 2022

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Chief Executive Officer's Initials:

(Initials on File)

## Appendix A: CODE SILVER RESPONSE PROCEDURE

### I. CODE SILVER RESPONSE

In the event there is an active shooter or hostage situation in the vicinity, staff shall take the following steps:

1. **NOTIFY**

Staff will call x111 and inform the Operator that a “Code Silver” is occurring, the location and a brief description of the activity. The Operator will immediately contact Allied Dispatch at x3333 and announce overhead “Code Silver” and the location three times.

2. **ESCAPE**

Staff should:

- a. Quickly determine the most reasonable way to protect one’s own life.  
Remember that patients and visitors are likely to follow the lead of workforce members during an active shooter or hostage situation.
- b. Have an escape route and plan in mind.
- c. Escape to a safer place of refuge.
- d. Help others escape (if possible)
- e. Leave belongings behind.
- f. Prevent individuals from entering an area where the active shooter may be.
- g. Keep hands visible.
- h. Follow the instructions of law enforcement (see below).
- i. Do not attempt to move wounded people.

3. **HIDE OUT**

Staff should attempt to do the following:

- a. If escape is not possible, find a place to hide where active shooter is less likely to look. Hiding places should:
  - Be out of the active shooters view
  - Provide protection if shots are fired
  - Not trap or restrict one’s ability for movement
- b. Prevent an active shooter from entering their hiding place:
  - Lock or blockade the door
  - Silence cell phones and pagers
  - Turn off any source of noise (radios, televisions)
  - Hide behind large items
  - Remain quiet
  - Remain calm
  - If possible, dial x111 or (by cell phone) (323) 226-3333 to report the active shooter’s location

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#### 4. **TAKE ACTION** (only if necessary)

- a. As a last resort, and only when there is an imminent threat to life, staff should attempt to disrupt and /or incapacitate the active shooter by:
  - Acting as aggressively as possible against him/her
  - Throwing items and improvising weapons
  - Yelling
  - Committing to one's actions
- b. When law enforcement arrives, staff should follow all instructions given by law enforcement and also take the following actions:
  1. Remain calm
  2. Put down any items from their hands
  3. Immediately raise hands and spread fingers
  4. Keep hands visible at all times
  5. Avoid making quick movements toward officers such as attempting to hold onto them for safety
  6. Avoid pointing, screaming, and /or yelling
  7. Do not stop to ask officers for help or direction from which the officers are entering the area
  8. Information to provide to law enforcement
    - Location of the active shooter
    - Number of shooters
    - Number and type of weapons held by the shooter(s)
    - Number of potential victims at the location

When the incident is over, the Code Silver will be cleared. Workforce members are to return to their regular work assignments, unless otherwise informed. Sheriff personnel are the only individuals authorized to clear the Code Silver. Once the Sheriff has cleared the area and determined the incident is over, the Hospital Operator will be notified and will announce "All Clear, Code Silver" three (3) times.

## II. POST-CODE SILVER ACTIONS

Once the active shooter has been incapacitated or the hostage situation has ended and there is no longer a threat, management will engage in post-event assessments and activities including:

1. Make an accounting of all individuals to determine who, if any, is missing and potentially injured.
2. Determine a method for notifying families and individuals affected by the active shooter, including notification of any casualties.
3. Assess the physical and psychological state of individuals at the scene, and referring them to health or mental health care specialist, as appropriate.
4. Identify and fill any critical personnel or operational gaps left in the organization as a result of the active shooter or hostage event.