

# LAC+USC MEDICAL CENTER SAFETY POLICY

		Page 1	Of 1
Subject: <b>EVACUATION PROCEDURES</b>		Original Issue Date: 1993	Policy # <b>SP 112</b>
		Supersedes: March 2019	Effective Date: March 2022
Departments Consulted:	Reviewed & Approved by:  (Signature on File)  Safety Officer	Approved by:  (Signature on File) Director, Facilities Management	

## **PURPOSE**

To relocate patients, visitors, employees, and other occupants from a dangerous or potentially dangerous area to safety.

## **POLICY**

The Chief Executive Officer, Area Administrator, Administrator on Duty, Safety Officer, Incident Commander, and Sheriff's Department Personnel may order evacuation of a particular area when conditions are life threatening.

## **PROCEDURE**

Evacuation is usually initiated under severe life hazards due to fire, water intrusion, gas leaks, etc.

- First, remove ambulatory patients, visitors, and guests to a safe refuge area.
- Do not move patients in their beds, if possible.
- Use gurneys, wheelchairs, stretchers, or blankets.
- Second, remove non-ambulatory patients who are nearest to the danger.
- Check each area to ensure everyone is out.
- In case of a fire:
  - Compartmentalize. Close all doors including hallway, smoke barrier doors, and fire doors.
  - Close windows, if safe to do so.
  - Do not use elevators for evacuations.
  - Refer to the facility Fire Manual for additional instruction and details.

**REVIEW/REVISION DATE** – 02/99, 11/03, 07/04, 11/07, 12/10, 03/13, 03/16, 03/19, 03/22