

Johns Hopkins Safety Manual	<i>Policy Number</i>	HSE 808
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POLICY

The Occupational Injury Clinic, the Johns Hopkins Hospital Emergency Department (ED) and the Executive Director of Health, Safety and Environment (HSE) have been alerted to the specific emergency procedures for certain high risk hazardous materials or agents used in Johns Hopkins laboratory facilities.

It is a Johns Hopkins requirement that all projects involving pathogenic/oncogenic agents or materials and all carcinogenic, highly toxic and/or hazardous chemicals be registered with HSE. The Johns Hopkins Radiation Safety Officer (JHMI-RSO) maintains a registry of all radioactive materials, radiation sources and authorized users of these materials. All registrations include an assessment of risk and emergency procedures. When known, specific medical emergency procedures and the location of specific antidotes, antitoxins or medication is documented. Material Safety Data Sheets (MSDSs) for hazardous chemicals or ingredients of materials are maintained in HSE.

Exposed/injured staff contact the Occupational Injury Clinic for the campus or the Johns Hopkins Hospital ED. If the exposed/injured staff member is non-ambulatory, the emergency number for the campus must be utilized. See the Occupational Injury Management Policy for additional details.

BCFD or in-house personnel who have been exposed to hazardous chemicals, biological agents, or radioactive materials/radiation responding to a Johns Hopkins emergency will receive a post-exposure evaluation. If necessary, medical consultation and follow-up will be provided by an Occupational Medicine Physician assigned to the Occupational Injury Clinic or by the Executive Director of HSE.

The JHH has established policies for the reporting and investigation of laboratory incidents. These events must be documented on a Report of Incident form.

The hours and telephone numbers of the responders are: Occupational Injury Clinic, Monday - Friday 7:30 AM to 4:30 PM, telephone number 955-6433. The JHH Emergency Room never closes, telephone number 955-2280. The Executive Director, HSE, 8:30 AM - 5:00 PM, telephone number 955-9213 (day or night). The medical emergency telephone number is 5-4444 for JHMI and 911 for other campuses.

FIRE

Untrained Johns Hopkins personnel should not attempt to utilize fire extinguishers. In the event of a fire emergency, pull the nearest fire alarm and call the emergency number for your campus. The Baltimore City Fire Department (BCFD) provides external support for fire emergencies. Extinguishing a fire in a laboratory requires a knowledge of the hazards in the laboratory, such as extremely toxic or reactive chemicals, biological agents, or radioactive materials. Laboratories containing specific hazards are posted with hazard warning signs, which indicate the hazard and the name of the individual to contact in an emergency. HSE posts this signage and has information on the high hazard areas. On arriving at the scene of a laboratory fire, the BCFD may, at their Commander's discretion, 1) establish a command post and consult with the emergency contacts from the laboratory or HSE representatives or 2) enter the laboratory and extinguish the fire.

RADIATION

Researchers using radioactive materials are directed to contain and clean up spills that involve no radiation hazard to personnel. The Radiation Control Unit (RCU) will provide additional assistance in the cleanup, if the contaminants cannot be reduced to acceptable levels.

If the spill involves a radiation hazard to personnel, the laboratory or work area shall be vacated and the RCU notified immediately (5-3712). The RCU will be responsible for decontaminating the area and, if necessary, monitoring the decontamination of personnel. The RCU will monitor the area after decontamination and determine suitability for reentry.

When accidents involve radioactive dusts, mists, fumes, organic vapors or gas, all personnel shall vacate the area; all accesses to the area should be closed; and the RCU shall be notified immediately. The RCU will evaluate the hazard and decontaminate the area. The RCU will monitor and, if necessary, decontaminate exposed personnel. The RCU will determine when the area is safe for reentry.

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Baltimore City Fire Department (BCFD) personnel responding to a fire in a laboratory posted with an "Admittance to Authorized Personnel Only" radioactive materials or radiation warning sign can enter the facility to investigate or to extinguish a fire if they are protected by their "turnout gear" (personal protective clothing) and self-contained breathing apparatus (SCBA) respiratory protection.

If the area is posted as a "Restricted Area" or if there is a danger of personal exposure to radiation or radioactive dusts mists, fumes, organic vapors or gases, the BCFD will establish a command center and communicate with a researcher identified on the laboratory hazard warning sign and the RCU before entering the restricted area. The RCU will assess the hazard and, after consultation with the Incident Commander, determine the personal protection required for entry into the facility.

SECURITY

Security personnel play an important supportive role in these responses. Security personnel should be alert for emergency situations when making patrol rounds in laboratory facilities. If an emergency occurs, the security officer alerts personnel in the area, reports the emergency situation to their communications center or, in the case of a fire, pulls the nearest fire alarm. The area should then be secured. Security personnel detain building elevators at the first floor of the building in which an alarm was sounded for use of the fire department. Security personnel should observe and follow all warning signs posted at the entrances to Johns Hopkins laboratories. They should not enter any posted laboratory until they have assurance that there is no risk of exposure to hazardous materials. Security personnel should not enter any laboratories placarded with a "Restricted Area" or "BL-3" (Biosafety Level 3) caution sign. A security officer with radio communications should remain available to assist emergency responders and the evacuation of the laboratory facilities.

REVIEW CYCLE

Annually