Safety and Security Resource List
Emergency Preparedness
Contact List

Emergency Preparedness point of contact: Cindy Notobartolo (Safety and Security) 301-896-3167.

- Environment of Care
- Life/Fire Safety
- Right to Know-Hazmat/Safety Data Sheets (SDS)
- Security Management
- Safety Management and Reporting
Safety and Security Resource List

- **Security Department:** (301)-896-2500
- **Patient Safety:** Tresa Fitch (**Patient Safety Officer**) (301)-896-3822
- **Radiation Safety:** David Goodman (301)-896-3088 & Dr. DeFranco: (301)-896-3735
- **Infection Control:** Rita Tonner (301)-896-2716; Pager - #548
- **Medical Equipment:** David Carpenter (**Clinical Engineering**) (301)-896-3253
- **Utilities Management:** Bill Matthews (**Engineering & Maintenance**) (301)-896-3170
- **Nursing Supervisor for after-hours:** (301)-896-3810/2942 or pager #108
Key Elements of the Emergency Preparedness Plan & Fire Safety

The most important thing for every licensed independent practitioner and physician is his/her role in the emergency preparedness plan and fire safety.

**Key Elements:**

1. **Call** the Medical Staff Office at (301)-896-3100 to ask for medical specialty needs.

2. **Report** under the Medical Chief in the Incident Command Structure.

3. **Wear** Suburban Hospital ID badge.
Disaster Examples (Internal/External)

- Flood or other severe weather
- Explosion or fire where evacuation is necessary
- Power/utility failure
- Train, bus or other transportation accident
Locating the Environment of Care Disaster Plan

You can find the Environment of Care and Disaster Plan on intranet SHIP and the Emergency Management Procedures flip charts in every department.
Fire Extinguishers

- **P**ull: Pull the pin.
- **A**im: Aim the nozzle at the base of the flames.
- **S**queeze: Squeeze the handle.
- **S**weep: Sweep the agent over the base of the flames.

Suburban Hospital uses Class A-B-C (Dry Chemical)-multi-purpose (all fire Classes A-B-C) fire extinguishers.