

## Family Physical Therapy & Sports Center

### Emergency Action Plan

The emergency action plan will be put into effect when any kind of disaster occurs. The emergency action plan will be put into effect by the person in charge of each facility. Rescue personnel will be called to the facility if needed.

#### **Medical Emergency**

If you are trained and able, provide first aid and CPR until advanced emergency care arrives. Use appropriate personal protective gear (gloves, masks, eye/face protection etc...).

Procedure:

Call 911

Describe the nature of the injury

Provide location – Family Physical Therapy - Kearney/Main Clinic  
(Give detailed directions see below) Stay on the phone until dispatcher hangs up.

Address: 211 West 33<sup>rd</sup> St. Kearney

1.) Direct EMS to the northeast sliding doors of the Kearney clinic building.

2.) Have staff member holding the elevator and directing EMS to the basement.

\*In the event the elevator is not operating or unsafe to use, direct EMS to the staff entrance at the northwest corner of the building. A staff member will hold the door and guide EMS.

#### **Fire Emergency**

In the event of a fire, assist patients from the gym and treatment rooms, shutting the door behind you to prevent the spread of the fire as well as to indicate the room is empty. The office manager will assist patients in the lobby. Exit the building using the stairs (do NOT use the elevator). Once outside of the building gather in the northwest corner of the staff parking lot. The facility manager will perform a head count to ensure everyone is out of the building. Do not enter the building until instructed by the authorities.

#### **Tornado/Severe Weather**

In the event of a tornado warning the office manager will inform the staff and patients. The staff will assist patients away from windows and seek shelter in the inner part of the building. The hallway will remain clear to allow for patients and staff of the Kearney Clinic to seek shelter. The storm will be

monitored on a portable radio. Staff and patients will not be allowed to leave the building until all clear is given by the authorities.

\*In the event of inclement weather the decision to close the clinic will fall on the owners. They will initiate the appropriate phone call to employees and notify the local radio stations. Scheduled patients will be notified by phone call if closing early.

### **Bomb Threat**

If a bomb threat is received by phone call, the employee should:

- 1.) Keep the caller on the line as long as possible.
- 2.) Inform the caller that the area is occupied and that detonation may cause injury or death to innocent people. Ask for the location and time of detonation of the bomb.
- 3.) Listen closely to the voice (male or female), voice quality, accents, speech impediments and background noises. Notify the police and fire departments by calling 911 once the caller has hung up.

The decision to evacuate will be made by police or fire department, owner/manager or other authority. Once the decision has been made, leave the building using the nearest exit. The staff will assist patients as needed. Be alert for suspicious packages and report them to police or fire department. Do NOT touch them. Exit the building to the northwest corner of the staff parking lot or follow directions given by authorities. Office manager will perform a head count to ensure everyone has exited the building. Do NOT enter the building until cleared by the authorities.

### **Earthquake**

In the event of an earthquake staff will assist patients and seek shelter in a door frame or under a sturdy table. Once the earthquake has passed, exit the building using the stairs to an open area in the northwest corner of the staff parking lot. Avoid downed power lines. The office manager will perform a head count to ensure everyone has exited the building. Do NOT enter the building until cleared by the authorities.

## Family Physical Therapy & Sports Center

### **Bloodborne Pathogens and Universal Precautions**

#### Policy:

All employees of Family Physical Therapy & Sports Center will follow procedures to help eliminate or minimize exposure to bloodborne or bodily fluids.

#### Procedure:

Employees will follow the Universal Precautions laid out by OSHA and the American Red Cross handling or cleaning blood or bodily fluids.

- When cleaning up blood or bodily fluids employees will use approved cleaning and sanitizing agents (Cavicide).
- All disposable contaminated waste will be placed in approved red bio-hazardous waste bags. Sharps will be separated and placed in approved bio-hazardous sharps containers.

#### Bloodborne pathogen exposure includes:

- Contact with blood or body fluids through mucus membranes (any part of the body that is naturally moist such as; eyes, mouth, nostrils, etc...).
- Contact with blood or body fluids through broken skin (skin that has cuts, abrasions, sores, rash, dermatitis , hangnail, chafing, acne, etc...).
- A cut with a sharp object, which has been in contact with blood, tissue or other body fluids.
- Intact skin that that has had prolong or extensive contact (several minutes or more) with blood, tissue or body fluids.
- Any employee who sustains a bloodborne pathogen exposure should immediately report the exposure incident to their supervisor.
- All employees will be participate in Universal Precaution training through Family Physical Therapy First aid and CPR renewal.