



<b>Title:</b> Disaster Response Plan	<b>Policy Number:</b> RH-EM-SS-12-17
<b>Responsible Person:</b> Director of Surgical Services	<b>Origination Date:</b> 04/01/1990  <b>Effective Date:</b> 02/07/2020

**I. Purpose:**

To define the Surgical Services Department’s response plan to a major external/internal disaster that results in a large number of casualties.

**II. Definitions:**

Mass Casualty Level III Response – Activation of this plan will be the direct result of a local mass casualty incident involving a large number of persons. This will require departments to perform the following:

- Exercise their emergency call-out rosters
- Prepare their areas as defined in their departmental plans
- Prepare for patient transfers & evacuations
- Prepare to cancel all pending elective surgery cases
- Prepare to cancel clinic visits
- Activate additional contingency plans to support the efforts to treat a large number of patients affected by the event

**III. Policy**

In the event that potential or real external/internal inflow of surgery patients is expected at Regions Hospital, the Surgical Services disaster response plan will be activated.

The Surgical Services disaster plan is overseen by Surgical Services leadership, Anesthesia, Trauma Surgery, and Nursing leadership.

In the event of an external or internal disaster/emergency, the activation plan will be followed by all Surgical Services in conjunction with direction from the Medical Resource Control Center (MRCC) and the Incident Commander (IC). All of the tasks performed by Sterile Processing professionals shall follow established standards and recommended practices provided by the Association for the Advancement of Medical Instrumentation (AAMI) and the Association for Professionals in Infection Control and Epidemiology (APIC).

**IV. Procedure(s):**

- A. Surgical Services personnel will receive their notification through the HealthPartners emergency mass notification system, an announcement via the overhead paging system, and direct contact with the switchboard.
- B. Immediately following the formal activation of the Level III Mass Casualty Response Plan, all personnel shall report back to their home departments to receive assignments. Personnel from the main campus not needed within their own departments shall be sent to the Labor Pool.
- C. Surgical Services will immediately assess the current cases being performed and also the cases pending. A surgery schedule shall be developed to accommodate multiple cases.
- D. Level III response requires Surgical Services to immediately evaluate the current status of all cases, cancel all remaining elective cases and reschedule. All operating rooms will be prepared as quickly as possible to accommodate victims from the event. Surgical Services will evaluate future schedules and cancel if appropriate.
- E. Surgical Services will activate their emergency call-out roster and request personnel to return to the hospital.
- F. HealthPartners Same Day Surgery Center shall be immediately notified by Surgical Services and put on notice. After consultation with the Patient Flow Coordinator (PFC), a decision shall be made, if needed, to cancel cases and re-direct personnel and/or equipment to Regions.

**V. Compliance:**

Failure to comply with this policy or procedure may result in disciplinary action, up to and including termination.

**VI. Attachments:**

None

**VII. Other Resources:**

Internal:  
RH-EP-03 Mass Casualty

Other:  
Not Applicable

**VIII. Approval(s):**

Director of Surgical Services