

# Emergency management instructions for external stakeholders

These instructions provide you, as a Visiting Medical Officer, Contractor, Student, Volunteer or External Stakeholder with the emergency response requirements at Mater.

## Emergency codes and notification

In accordance with AS 4083: 2010 emergency incidents at Mater are categorised into the following codes.

**ACTION: Know how to report an emergency at Mater should you identify an emergency incident.**

Code type	Emergency type	Notification
Red	Fire or smoke	Dial 07 3163 1555 or break alarm glass
Yellow	Infrastructure or other internal emergency	Dial 07 3163 1555
Purple	Bomb threat	Dial 07 3163 1555
Black	Personal threat	Dial 07 3163 1555 or raise Duress alarm
Brown	External emergency	Dial 07 3163 1555
Orange	Evacuation	Actioned as a result of another code type
Blue	Cardiac or respiratory arrest	Dial 07 3163 1555
MET	Other medical emergency	Mater Private Hospital Redland only '666'

## Types of alarms



There are three types of alarms commonly installed in Mater Buildings. The Break Glass Alarm or Manual Call point alerts Queensland Fire and Emergency Service, activates local alarms, and unlocks any secured fire doors on the floor. **ACTION: Be familiar with the location and purpose of alarms within your work areas.**

Break glass alarm/manual call point	Emergency/Door release	Duress
 <p><a href="#">Click here to watch video</a></p>		

## Emergency warning system – alarm tones

The Emergency Warning System has two alarm tones that you may hear in the event of an emergency:

**ACTION: Always follow the directions of the Evacuation Warden Team.**

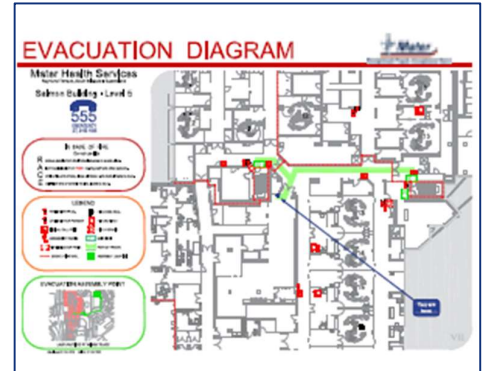
Alert tone – 'beep beep'	Evacuation tone – 'whoop whoop'
 <p><a href="#">Click here to play sound</a></p>	 <p><a href="#">Click here to play sound</a></p>

# Evacuation diagrams and emergency plans

A **Fire and Evacuation Sub Plan** specific to the building is available at the Fire Indicator Panel in each Mater building. This plan outlines the Evacuation Warden Team, fire system installations and emergency response procedures specific to the building.

**Evacuation diagrams** are displayed throughout all Mater areas and detail fire exits, pathways to exits, assembly area, location of firefighting equipment and emergency notification numbers.

**ACTION: Know the exit paths, assembly area and location of firefighting equipment in all areas where you work.**






## Emergency response teams and evacuation warden team

Mater has a trained team of evacuation wardens and emergency responders in each building.

**ACTION:**

- Code Red (fire) or Code Orange (evacuation) – follow the instructions of the Evacuation Warden Team.
- All other non-clinical emergencies – follow the instructions of the Emergency Commander.

Chief Warden and Emergency Commander	Floor Warden	Area Warden
		

## Fire first response

<b>In case of fire</b>	<b>Remove   Alert   Confine   Extinguish</b>	<b>RACE</b>
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The following types of first response firefighting equipment are available throughout Mater Buildings:

### Fire extinguishers – how to use an extinguisher

P = pass

A = Aim at base of fire

S = squeeze the handle

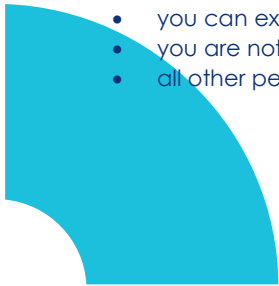
S = sweep at base of flame

[Click here to play video](#)







**Use a fire extinguisher ONLY if:**

- you know that the extinguisher is suitable for use on the flammable materials involved in the fire;
- you have considered whether electricity is possibly involved and, if so, that the available extinguishing agent is non-conducting;
- you can extinguish the fire quickly;
- you are not putting your safety at risk by staying in the vicinity of the fire; and
- all other persons have been evacuated from the area.



## Fire extinguisher - types

Dry chemical	Wet chemical	Carbon dioxide	Foam	Class of fire
 <p>Can be used on most types of fire (Class A,B,C, E and F). This is the primary extinguisher used at Mater.</p>	 <p>Designed for cooking oil and fat fires only (Class A and F). This extinguisher is used only in the kitchens.</p>	 <p>Primarily used for electrical fires (Class E). Can be used on most types of fires. This extinguisher is used in Operating Theatres and IT.</p>	 <p>Primarily used for most flammable liquid fires. Do not on electrical fires. This extinguisher is used in Engineering Plant Rooms only</p>	<p>A. Free burning carbonaceous materials e.g. paper, wood, cloth, plastics            B. Flammable liquids, liquefiable solids, thinners and rubber            C. Flammable gasses and liquefiable gasses            D. Combustible metals            E. Electrical fires including any equipment with an electrical source            F. Fat fires e.g. cooking oil</p>

## Fire hose reels and fire blankets

Fire hose reel	Fire blanket
<p><a href="#">Click here to play video</a></p> 	<p><a href="#">Click here to play video</a></p> 

**ACTION: Watch the videos, know the RACE acronym, and how to use the first response equipment**

## Your responsibilities

- Complete the actions outlined above.
- **Always** wear an identification badge (if a safety hazard, an alternative ID is required).
- Recognise hazards and unsafe conditions and report them to the Area or Nurse Unit Manager as soon as identified.
- Be aware of changing construction or conditions and comply with any safety requirements.
- After an emergency incident, provide feedback to assist with system review and improvements.

