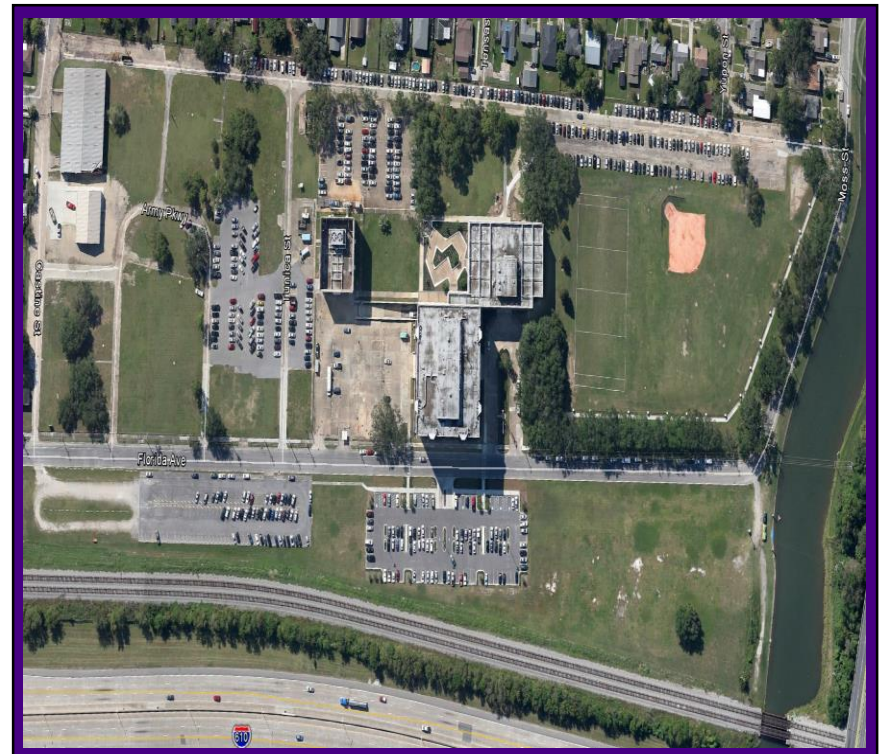
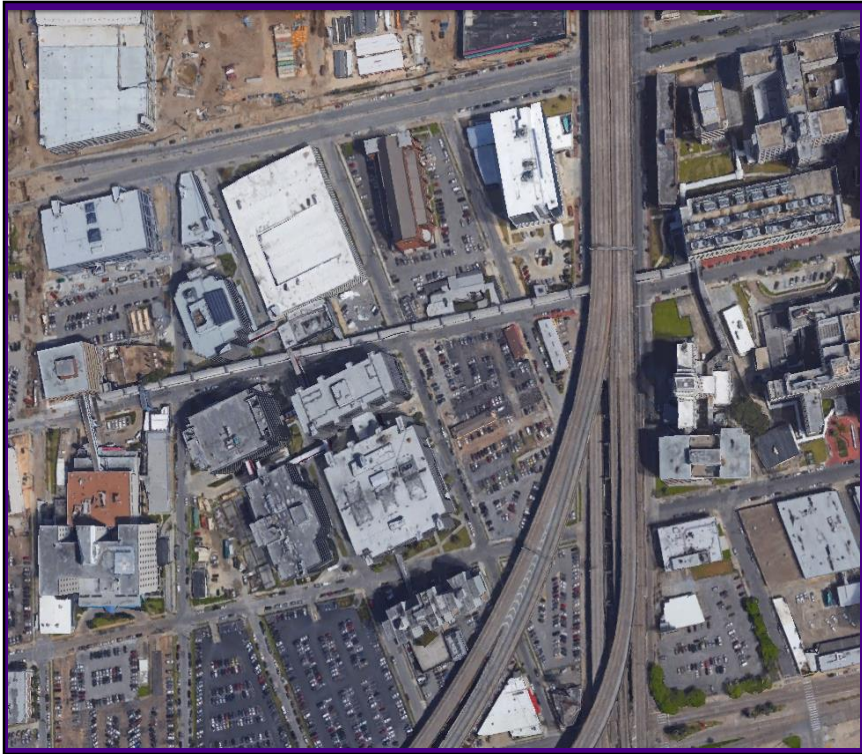


<https://www.lsuhsoc.edu/admin/pfm/ehs/docs/erflt.pdf>



Emergency Response Floor Leader Training

March 18, 2021

Outline

- Emergency Response Plan
- Organization and Communication
- Floor Leader Responsibilities
- Areas of Responsibility
- Evacuation vs. Shelter in Place
- Mobility Impaired Personnel
- Response Actions
 - Fire
 - Active Shooter
 - Hazardous Material Incident
 - Bomb Threat

Emergency Response Plan

- Framework for a planned, systematic management approach to emergencies
 - Organization
 - Communication
 - Annexes for particular response actions
- All LSUHSC faculty, staff and students required to take Emergency Response Training annually
- Emergency Response Actions available on Emergency Preparedness [web page](#)

Organization and Communication

- Emergency Response Group
- School Operations Centers
- Incident Commander
- Emergency Response Floor Leaders

Emergency Response Floor Leader Responsibilities

- Secure facilities in the event of an evacuation. Provide for accountability in the event of fire, evacuation, or other emergency
- Maintain knowledge of Mobility Impaired Personnel
- Assist with passing “All Clear” in an event such as an Active Shooter
- Strongly recommended enroll in [Text Alert System](#)

Areas of Responsibility

- Areas of Responsibility assignment lists and maps will be issued to Organizational Points of Contacts and Floor Leaders on a recurring basis.

Evacuation vs. Shelter in Place

- In the event of an emergency, personnel may be directed to either evacuate or shelter in place.
 - Evacuation could be to the building's designated Emergency Evacuation Area (e.g., in response to a fire alarm) or off of the campus completely (e.g., a campus-wide bomb threat). See the links showing the Emergency Evacuation Areas for the [Downtown](#) and [School of Dentistry](#) campuses.
 - Shelter in Place means to seek immediate shelter and remain there during an emergency rather than evacuate the area. Shelter in Place could be a response to a hazardous situation (chemical, radiological, or chemical contaminants) or in response to an Active Shooter.

Mobility Impaired Personnel

- For the purpose of emergency evacuation, a person who is unable to descend a flight of stairs without considerable effort or who may slow other occupants that are attempting to evacuate. Includes but is not limited to those who may have a physical or medical condition, or use wheelchairs or other devices to assist their mobility.
- If there is no immediate danger and to avoid possible injury, a mobility impaired person should not be evacuated immediately. In the vast majority of fire alarms and building evacuations, it is safer for a mobility impaired person to remain in an area of refuge instead of attempting to evacuate.
- EH&S maintain list of Mobility Impaired Personnel (request notification annually via Emergency Response Training on KDS).

Response to a Fire Alarm

- Occupants evacuate by the easiest/shortest path possible and report to Emergency Evacuation Area.
- Floor Leaders will
 - Inspect all rooms to ensure no one remains and close all doors to prevent the spread of fire
 - Ensure mobility impaired personnel have moved to the stairwells
 - Upon arrival at the Emergency Evacuation Area
 - Report the location of mobility impaired personnel to EH&S or University Police.
 - Perform an accountability check of your personnel.
 - Provide the completed "Fire Drill Procedure Report" to EH&S or University Police
- Occupants can re-enter the building after an all clear has been given by University Police or EH&S.

High Rise Code vs. General Alarm

Each building is equipped with fire detection system that detects smoke or fire and notifies occupants in less than three seconds. There are two types of alarm systems at LSUHSC facilities:

- The Resource Center, Lion's Eye, CSRB and School of Allied Health/Nursing are designed to high rise code and will ONLY sound on the impacted floor and on the floor above and below. Upon arrival, the Fire Department will decide whether or not to sound the alarm in additional floors. If the alarm is not going off on your floor, you should not evacuate. Note that some sound may "bleed through" to adjacent floors through the stairwells and elevator shafts - - if you are in doubt as to whether the alarm is sounding on your floor, be conservative and evacuate.
- The MEB, Human Development Center, Residence Hall, Stanislaus Hall, Clinical Education Building (1542 Tulane), Seton Building, and all School of Dentistry facilities are general alarms. This means that if the life safety system detects a problem then the entire building goes into alarm and all building occupants will evacuate immediately.

Fire Drill Procedure Report

- Used to help document the drill and augment other inspections.
- Report problems with strobes, sirens, audible voice recordings, blocked stairwells and doors not functioning properly
- Account for mobility impaired personnel.
- In an actual event, use to document mobility impaired personnel - - don't be concerned with facilities-related issues

Active Shooter

- Once UP/NOPD confirm that all shooters are neutralized and that hostages are released, they'll search for survivors/casualties, and call in EMS to help with treatment and removal of casualties.
- The Incident Commander will authorize release of text message (followed by a mass email) notifying LSUHSC population that the situation is now safe and back to normal.
- The Incident Commander will notify Deans/Department Heads to designate personnel to sweep spaces to ensure that all are aware the emergency is over.

Hazardous Material Incident

- May be internal or external
 - Train derailment
 - Interior chemical spill
- May entail partial or full evacuation, or Shelter in Place
 - If evacuate, avoid the elevators except for mobility impaired personnel.
 - If Shelter in Place, assist with ensuring proper actions are taken.

Bomb Threat

- Possible actions include evacuation of a single building or multiple buildings. Evacuation could be to the Emergency Evacuation Areas or direction could be to evacuate the University grounds.
- Elevators (and stairs) can likely be used to evacuate. Assist your mobility impaired personnel with evacuation by elevator.
- Clear your area for an evacuation but do not close doors (this will facilitate a possible search).