

MEMO

To: All Staff & Professional Staff

From: Chad Johnson, Code Orange Executive Sponsor

Date: July 10, 2022

RE: Code Orange – Stage 1 Drill Scheduled for July 18, 2023 at 1100 hr.

For circulation to all staff & professional staff.

The Hospital's [Code Orange \(EMER-01\)](#) policy has been revised. As a part of the updated policy launch a scoped **Code Orange – Stage 1 drill** has been scheduled for **Tuesday July 18, 2023 at 1100 hr**. No patient movement will occur as a part of this drill. The purpose of this drill is wayfinding and increased familiarization for nurses from clinical units, as the Code Orange – Stage 1 reporting area has changed (*see all staff memo and safety huddle dated June 8, 2023*).

Managers: Circulate this memo to staff, including employees without regular access to email, and post the attached drill poster in your unit.

What am I expected to do?

Upon overhead drill announcement:

All Staff:

1. Communicate with patients and visitors during the drill that this activity is part of the Hospital's emergency preparedness training and patient care services are continuing as normal.

Available Nurses from Clinical Units:

1. Report to the **D** entrance doors and line up in the hallway with stretchers/wheelchairs (if available).
2. Arriving nurses will be escorted through the Emergency Department.
3. After completing a circuit, at the direction of ED staff, nurses are to return to their unit.

****No other Code Orange response actions are required****

What happens if a real emergency occurs during the drill? If the drill must be stopped due to a real emergency, Switchboard will immediately announce "Code Orange Drill – All Clear" overhead, followed by "NO DUFF, NO DUFF + relevant colour code announcement".

Thank you for your participation and cooperation. Any questions or concerns can be directed to Mēsha Richard, Lead, Emergency Preparedness (ext. 6552 or mesha.richard@tbh.net)

Sincerely,
Chad Johnson, Code Orange Executive Sponsor