

Emergency Evacuation and Crisis Response

GENERAL INFORMATION:

1. The following pages contain detailed information about crisis situation, and responsibilities of VTH animal care personnel in handling these situations.
2. VTH Maintained Facilities Building numbers for the contact personnel are:

<u>FACILITY</u>	<u>BLDG #</u>	<u>CONTACTS</u>
Large Animal Hospital	Bldg. 1194	Galen Pahl, Duty Supervisor, Building Proctor, Facility Representative Cell: 979-412-3135
Isolation	Bldg 1186	Galen Pahl
Equine Pavilion	Bldg. 1232	
Dry Feed and Storage	Bldg. 1234	

RESPONSIBILITIES:

Duty supervisor- reporting and assisting in the resolution of facility and animal care problems through communication with the radio room/physical plant, building proctors, investigators, and veterinarians.

Building Proctor or designated representative- assuring power, water, and ventilation is available at all times, consistent with standards established in federal laws and regulations, in the building(s) under their oversight.

Facility representative- ensuring appropriate animal care and assuring power, water, and ventilation is available at all times, consistent with standards established in federal laws and regulations, in the facility under their oversight.

Campus veterinarian/duty veterinarian- responsible for ensuring appropriate animal care at all times.

Approved: _____

Date: _____

EMERGENCY EVACUATION PLAN FOR THE TAMU LARGE ANIMAL CLINIC 2008

10/9/2017

U:\Fire Evacuation and Safety\Large Animal Emergency Evacuation Plan

Fire Reporting Procedure

- 1) Activate the nearest fire alarm.
- 2) Call the campus emergency number 9-911 and report the fire. Be sure to report the exact location and type of fire if known.
- 3) Person reporting emergency should proceed to front entrance to meet the responding department (police, fire).

Evacuation

- 1) The Fire Marshal for each area should ensure that people remain calm and exit the building in an orderly fashion. People should close but not lock the doors behind them.
- 2) The people evacuated from the Large Animal Clinic should assemble in their designated meeting areas so that the Fire Marshals may be assured that all of the personnel did exit the building safely. The designated meeting places for each area are listed in the table below:

<u>Area</u>	<u>Designated Meeting Place</u>
Administration	Client Parking Lot
Custodial Workers	Client Parking Lot
Food Animal Ward	Lot 75 under the Amb. parking area
Intensive Care Unit (ICU)	West side of West Outside Paddocks; Alternate Exit: Client Parking Lot
Isolation	West side of West Outside Paddocks; Alternate Exit: Client Parking Lot
Medicine Ward	West side of West Outside Paddocks; Alternate Exit: Client Parking Lot
Pharmacy	Lot 75 under the Amb. parking area
Radiology	Client Parking Lot
Second Floor	In Front of Critical Care Café
Surgery	Lot 75 under the Amb. parking area
Surgery Ward	West side of West Outside Paddocks; Alternate Exit: Client Parking Lot

- 3) In the event of inclement weather, people evacuated from the Large Animal Clinic should assemble in the following locations:

<u>Area</u>	<u>Designated Meeting Place</u>
Administration	Equine Pavilion
Custodial Workers	Equine Pavilion
Food Animal Ward	Academic Mall
Intensive Care Unit (ICU)	Equine Pavilion
Isolation	Equine Pavilion (NOT the lameness pad- this is too close to the clinic)
Medicine Ward	Equine Pavilion
Pharmacy	Academic Mall
Radiology	Academic Mall
Second Floor	Academic Mall
Surgery	Small Animal Clinic
Surgery Ward	Small Animal Clinic
DICTC	Academic Mall

Evacuation for the Physically Challenged

- 1) The Fire Marshal for each area will be responsible for ensuring that physically challenged individuals evacuate the area safely.

Building Evacuation Routes

- 1) All employees should know the evacuation route for their area. The fire marshal will ensure that any other individuals in that area follow the correct evacuation route.
- 2) There should be an individual posted at the gate entrance to inform incoming traffic what is taking place. This person will be personnel on duty at the admissions office in the Large Animal Clinic.
- 3) Immediately transfer all calls to Bryan 800. Supervisor will alert them of the situation. With new VoIP system in place, we will call Verizon/Telecom and request phones to be transferred to Bryan 800

General

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- 1) If emergency power is needed, the elevators will not function.
- 2) If there is a complete loss of electricity, the oxygen system will continue to function. The only thing that will be affected will be the solenoid valves, which will automatically open, causing both of the emergency banks to be used at the same time.
- 3) Emergency lighting will be in all areas.
- 4) If power generator is in the run mode, it can operate under its current load for 48 hrs. The generator is operating at 300 amps currently. It has the ability to produce 1100 amps. The generator has a dual tank system. One tank is 250 gal.; the second tank contains a 1000 gal. of fuel.

Elevator Emergency Keys

1. Security Room
2. ICU
3. FAC 209

Building Re-entry

- 1) The Fire Marshals will not allow people to re-enter the building unless it has been approved by the University Police, College Station Fire Department or the University Health and Safety Office. Heather Quiram or facilities office delegate will notify when it is safe to return to the Hospital.

Fire Drills

- 1) Fire drills will be performed one time each semester. If the fire alarms are activated for the drills, then the following departments will be notified:
(These departments should be notified at least one week in advance).
 - a) Area Maintenance
 - b) Radio Room
 - c) Safety and Health Office
- 2) The Fire Drill Checklist will be completed for each drill. A copy will be forwarded to the University Safety and Health Office and the original will

be kept on file at the Large Animal Hospital. Maintained in facilities office.

Additional Training

- 1) All employees will be encouraged to take a class on how to effectively use a fire extinguisher.

FIRE MARSHAL	DAY SHIFT	NIGHT SHIFT	WEEKEND/ HOLIDAY	DUTIES
SURGERY	Elizabeth Hinton Janie Weger Alec Greene Kim Proctor	Security Personnel	Technician on Duty	1) Clear out all personnel; All surgery staff should meet at the palpation pens. 2) Close doors (Do not lock). 3) Count staff members. See attached for duties if there is a surgery in progress.
RADIOLOGY	Betsy McCauley Gail Broussard Tiffany Turner	Security Personnel	Personnel on Duty	1) Clear out all personnel; All radiology staff should meet in lot 75 under the Amb. Parking area. 2) Turn off all equipment. 3) Close doors (Do not lock). 4) Count staff members present.
ADMINISTRATION	Kim Hensarling *Jimann Jones *Galen Pahl	Security Personnel	Personnel on Duty	1)Assign someone to notify clients/personnel coming through gate about evacuation. 2)Clear out all personnel; All administration personnel meet in the client parking lot. 3) Close doors (Do not lock). 4) Count staff members present.
PHARMACY	Joe Hinton *Davida Skains	Security Personnel *Night Duty Student	Personnel on Duty	1) Clear out all personnel; All Pharmacy staff should meet in lot 75 under the Amb. Parking area. 2) Lock up all drugs. 3) Close doors (Do not lock). 4) Count staff members present. 5) Close windows of pharmacy.
SURGERY WARD	Victoria Beaumont Jennifer Sowinski	Security Personnel *Night Duty Student	Animal Caretaker on Duty	1) Clear out all personnel; All Surgery Ward staff should meet at the west side of the west outside paddocks. 2) Close doors (Do not lock). 3) Count staff members present. See attached for animal evacuation procedures.

EXAM ROOMS	Sandy Nunn David Kindt	Security Personnel	Animal Caretaker on Duty	1) Clear out all personnel; All Exam Room staff should meet at the west side of the west outside paddocks. 2) Close doors (Do not lock). 3) Count staff members present. See attached for animal evacuation procedures.
FIRE MARSHAL	DAY SHIFT	NIGHT SHIFT	WEEKEND/ HOLIDAY	DUTIES
MEDICINE WARD	Stephanie Wertman Heidi Gaddis	Security Personnel	Animal Caretaker on Duty	1) Clear out all personnel; All Medicine Ward staff should meet at the west side of the west outside paddocks. 2) Close doors (Do not lock). 3) Count staff members present. See attached for animal evacuation procedures.
SECOND FLOOR	Libby Pasciak Robin Hartfield	Security Personnel		1) Clear out all personnel; All faculty and staff members exit south stairs and meet in lot 75 under the Amb. Parking area. 2) Close doors (Do not lock). 3) Count staff members present.
ICU WARD	Albert Cook Mon-Thur 7am – 5pm Vidal Villarreal Mon-Fri 7am – 4:30pm *Technician on Duty	Noemi Torres Tues-Fri 3pm-1am Jamie McCue 10pm-8am *Technician on Duty	Greg Bramson Fri-Mon 7am – 5pm Tina Lilly Fri-Mon 3pm – 1am *Technician on Duty	1) Clear out all personnel; All ICU Ward staff should meet at the west side of the west outside paddocks. 2) Close doors (Do not lock). 3) Count staff members present. See attached for animal evacuation procedures.

Central Sterile Supply	Linda Burton *Elizabeth Hinton	Security Personnel	Personnel on Duty	1) Clear out all personnel; meet in lot 75 under Amb. Truck Parking. 2) Close all doors (Do not lock). 3) Count staff members present. See attached for animal evacuation procedures.
Isolation Bldg. 1186	ICU Personnel Vidal Villarreal Efrain Zavala*	Security Personnel		1) Clear out all personnel; meet at the west side of the west outside paddocks. 2) Close all doors (Do not lock). 3) Count staff members present. See attached for animal evacuation procedures.
Multi-Disciplinary Bldg. 508	Sheila Carter Matt Durham *Kyle Westfall	Security Personnel	Personnel on Duty	1) Clear out all personnel; then all Multi-Disciplinary staff meets at palpation pens. 2) Close all doors (Do not lock). 3) Count staff members present. See attached for animal evacuation procedures.
Equine Pavilion Building 1232	Katrina LaCaze* Shiela Teague	Security Personnel * Night Duty Student	Animal Caretaker on Duty	1.) Clear out all personnel 2.) Close Door 3.) Meet in client parking lot
Food Animal Ward	C.W. Haynes* Keri Gardner	Security Personnel	Animal Caretaker on Duty	1.) Clear out all personnel 2.) Close Door 3.) Meet in client parking lot
DICTC	Wade Friedeck Bruce Worley*	Security Personnel		1.) Meet in lot 75 under the Amb Parking Area

* Alternate Fire Marshall

ATTACHMENT FOR EVACUATION PROCEDURE OF EQUINE WARDS

1) Evacuate all people.

2) Evacuate all horses to the North white paddocks adjacent to the equine pavilion /pavilion stalls through the safest exit. These paddocks should be designated as follows:

Paddock #3-Geldings	Alley	Paddock #6- Mares with foals
Alley	Alley	Alley
Paddock #2-Overflow	Alley	Paddock #5- Mares with foals
Alley	Alley	Alley
Paddock #1- Dry Mares	Alley	Paddock #4- Mares with foals

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Emergency Evacuation of Surgery In-progress

In the event that an emergency situation or simulation takes place while a surgical procedure is in process, the following should be considered as protocol:

- Once the senior clinician has been apprised of the situation at hand, he or she then has the authority to determine whether the procedure should continue or the animal placed in recovery to permit evacuation of personnel should they determine that a reasonable threat exist.
- All non-essential personnel should be evacuated regardless of the clinician's decision. This includes students, technicians, and all other staff not necessary to maintain the animal.
- If the animal is to be recovered, the procedures for doing such should begin as quickly as possible to ensure the animal's safety and that of the staff. The surgery should be ended with speed and the animal rolled into recovery by a minimal amount of staff.
- A second option to recovery is evacuation of the patient with the staff. The animal can be secured as specified by the senior clinician and then rolled from the building to a safe distance while being maintained on anesthesia and a portable tank of oxygen.
- In the event that the clinician chooses to continue the surgery, no person will be required to stay past level of his or her own judgment of safety. Should the situation escalate, the staff may be required to evacuate when threat on human life becomes substantial. The animal will then be rolled into recovery to await the resolution of the crisis.
- Past a reasonable level of safety for all people involved, with the threat of imminent and serious danger, the senior clinician and the fire marshal have the authority to evacuate ALL personnel leaving the patient on the table in the surgery suite.

ATTACHMENT FOR EVACUATION PROCEDURE OF THE FOOD ANIMAL WARD

In case of a fire the patients in the Food Animal Ward will be evacuated to the outside working pens on the northeast corner of Building #1194.

Depending on the time constraints, animals may be separated or run together as a herd.

Small ruminants in portable cages will be moved outdoors and sometimes combined in the same cage if necessary.

Cattle will be herded through the center alley of the ward down the main alley to the outside pens. If this route is blocked, an alternate route would be to herd the animals through the doors at the east end and into the parking lot or trailer.

Small ruminants will be transported out the doors at the east end of the ward.

Any exotic animals will be transported properly and separated from other animals.

After removal of animals, all fire doors at the west end of the ward will be closed and all personnel will be evacuated.

ATTACHMENT FOR EVACUATION PROCEDURE OF THE DIAGNOSTIC IMAGING AND CANCER TREATMENT CENTER

- 1) Evacuate all people.
- 2) Evacuate all horses to the North outside white paddocks adjacent to the equine pavilion through the safest exit.
- 3) Evacuate all small animals if possible to small animal clinic (building 1085).

ATTACHMENT FOR EVACUATION PROCEDURE OF ISOLATION Bldg. 1186

- 1) Evacuate all people.
- 2) Evacuate all horses to Pavillion. Non-infectious case will be moved from SW stalls to other 3 quadrants- Stalls 701-705 The isolation cases will be housed in these stalls to keep them separated and isolation/infection prevention procedures will be instituted.

ATTACHMENT FOR EVACUATION PROCEDURE OF MULTI- DISCIPLINARY Bldg. 508

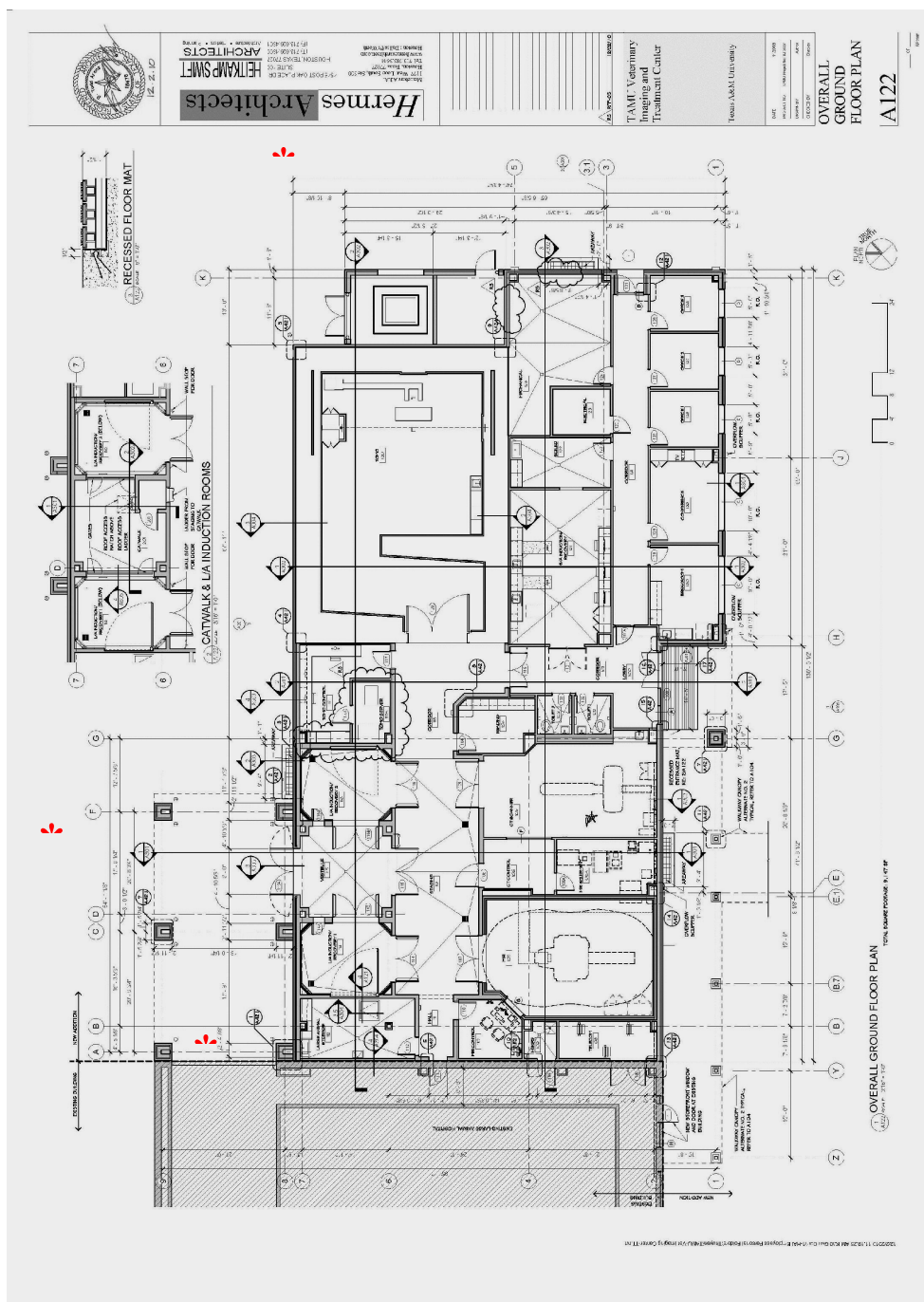
- 1) Evacuate all people.
- 2) Evacuate all horses to the outside paddocks through the safest exit. These paddocks should be designated as follows:
 - a) Separate mares and stallions.

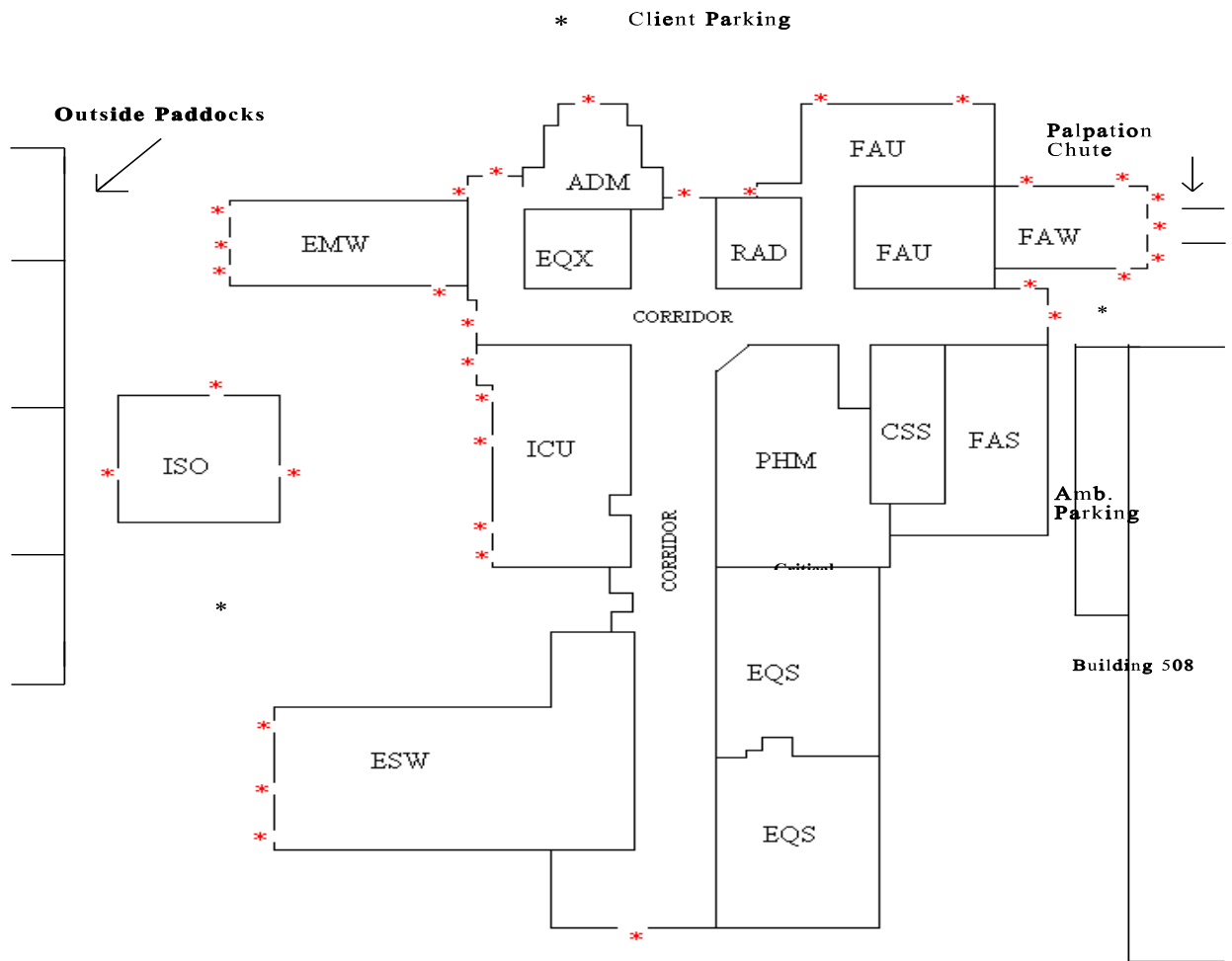
- b) Stallions should be taken to Exterior Food Animal Pens.
- c) Mares should be taken to pen by Client Parking Lot.

**ATTACHMENT FOR EVACUATION PROCEFURE OF EQUINE
PAVILION, Bldg. 1232**

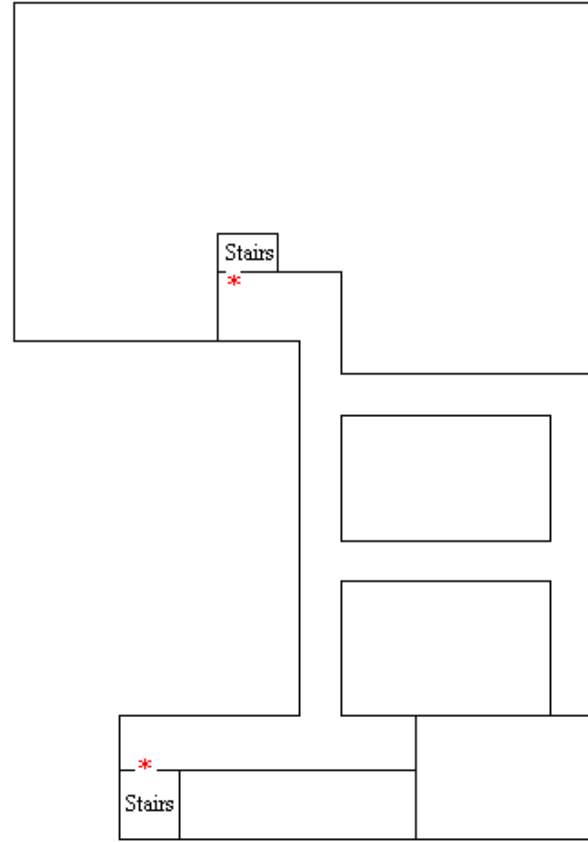
- 1) Evacuate all people
- 2) Evacuate all horses to designated areas
*Stallions into Building 508

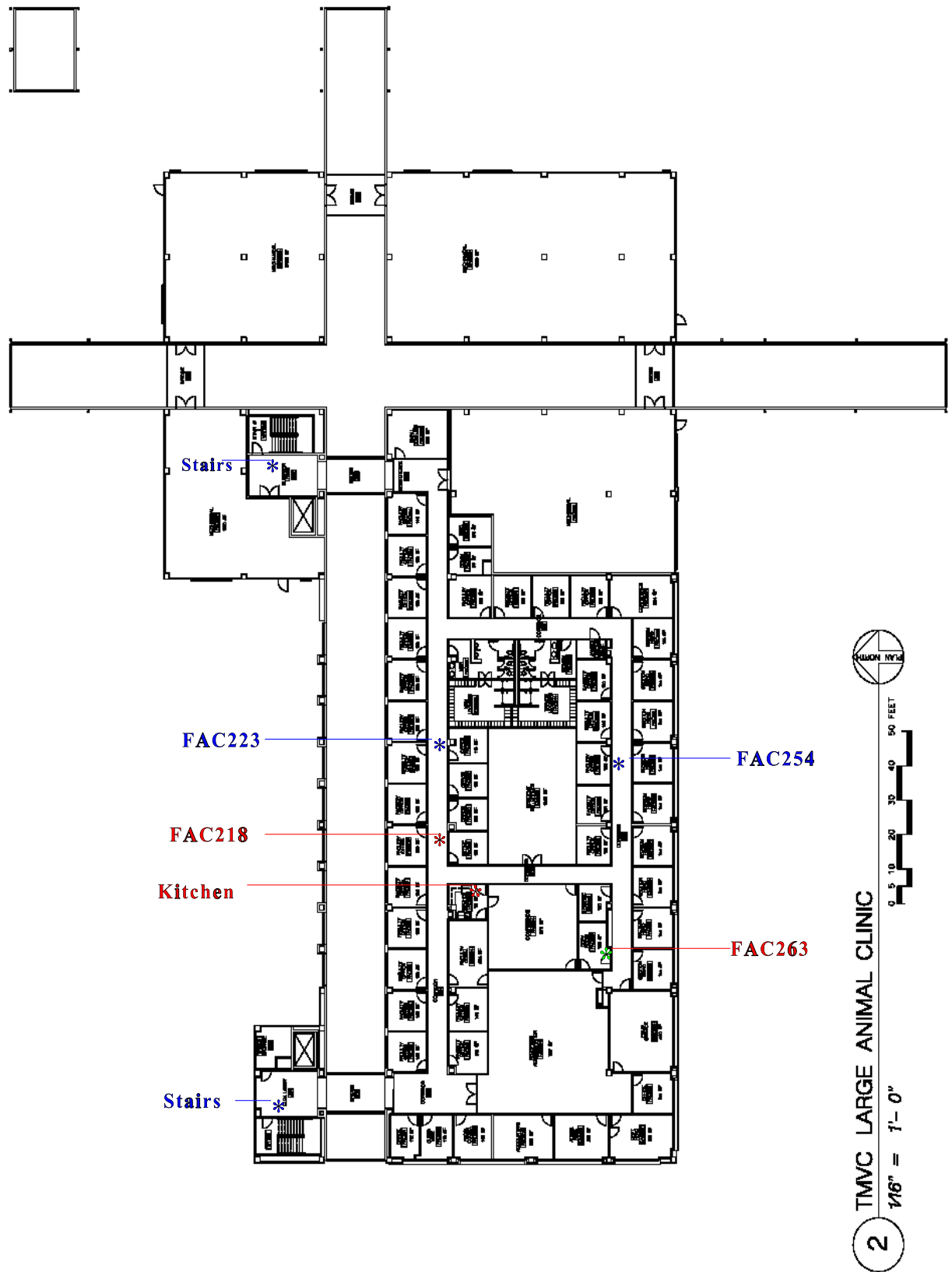
Paddock #3-Geldings	Alley	Paddock #6- Mares with foals
Alley	Alley	Alley
Paddock #2-Overflow	Alley	Paddock #5- Mares with foals
Alley	Alley	Alley
Paddock #1- Dry Mares	Alley	Paddock #4- Mares with foals





Small
Animal
Clinic
Bldg. 1085





*: Fire Pulls

*: Fire Extinguishers

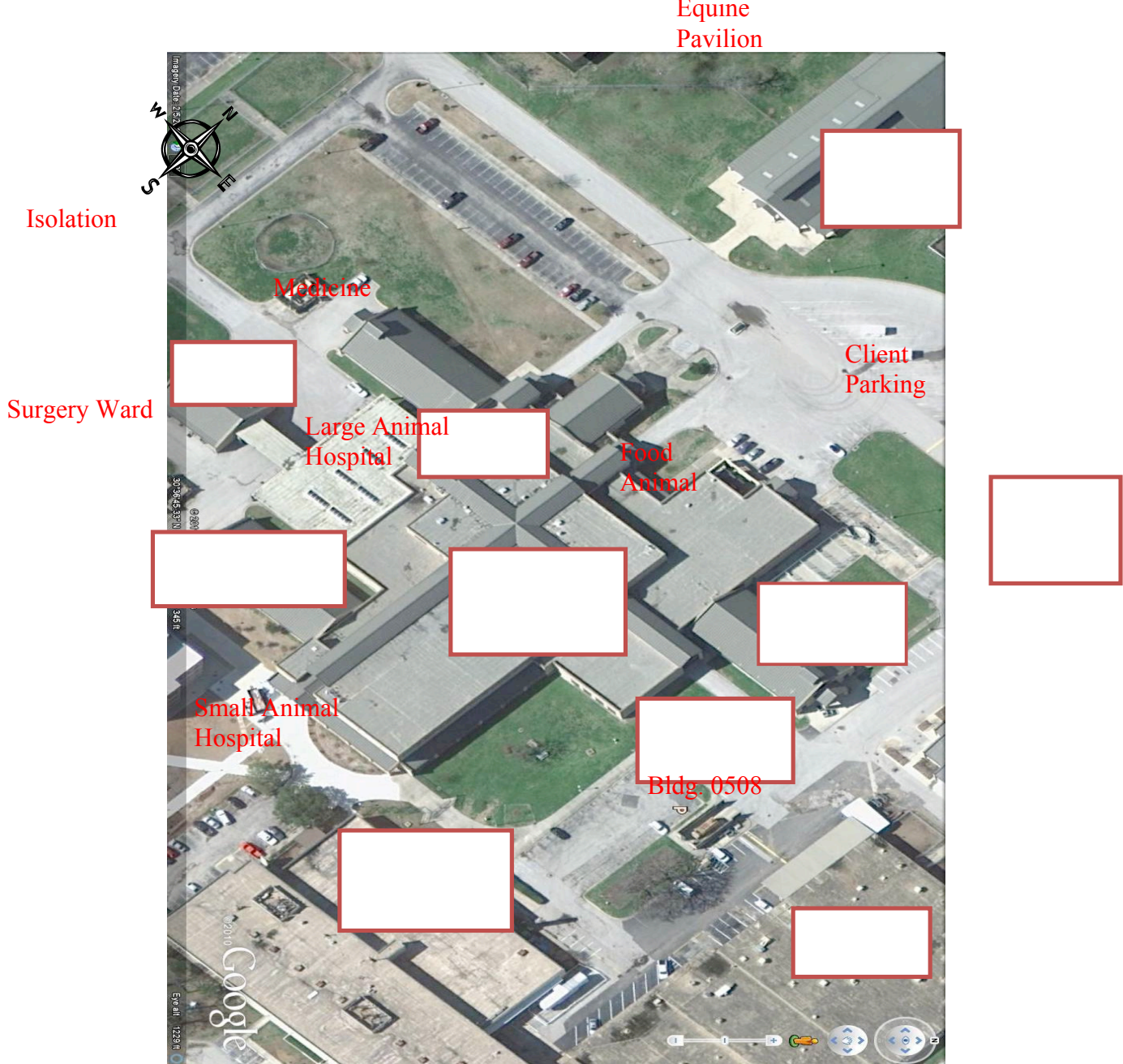
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Fire Marshall Emergency Phone List

Fire Marshall	Contact Number
Victoria Beaumont	(c) 830-237-7451
Greg Bramson	(c) 979-690-6015 (w) 845-9344
Linda Burton	(w) 845-4182
Albert Cook	(c) 979-779-0056 (w) 845-9344
Wade Friedeck	(c) 979-220-7346 (w) 845-9082
Heidi Gaddis	(c) 979-277-2764
Alec Green	(c) 512-658-9690
Robin Hartfield	(c) 979-542-6124 (w) 845-9136
C.W. Haynes	(c) 979-571-7870
Kim Hensarling	(c) 777-1699 (w) 845-2789
Elizabeth Hinton	(c) 412-3236 (w) 845-6795
Joe Hinton	(w) 845-9117
Jimann Jones	(c) 979-777-5419 (w) 458-4001
David Justin Kehlenbrink	(c) 979-450-4676 (w) 845-9344
David Kindt	(c) 979-220-0867
Katrina LaCaze	(c) 979-422-3748
Betsy McCauley	(c) 979-218-2496 (w) 845-0898
Sandy Nunn	(c) 412-3345 (w) 862-1115
Galen Pahl	(c) 412-3135 (w) 862-1142
Libby Pasciak	(c) 979-224-5601 (w) 845-9131
Kim Proctor	(c) 450-3054 (w) 226-0067
Davida Skains	(w) 845-9114
Bruce Worley	(w) 845-9082 (C) 214-668-0779
Jennifer Sowinski	(c) 774-262-0076
Sheila Teague	(c) 255-4245 (w) 845-4395
Noemi Torres	(c) 979-220-6143 (w) 845-9943
Vidal Villarreal	(c) 412-3202 (w) 845-9344

Janie Weger	(c) 412-3193 (w) 845-9168
Kyle Westfall	(c) 255-4777 (w) 845-0388



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