

**HACKETTSTOWN REGIONAL MEDICAL CENTER  
ADMINISTRATIVE POLICY MANUAL**

**EMERGENCY COMMUNICATION POLICY**

<b>Effective Date:</b> 06/96	<b>Policy No:</b> AD50
<b>Cross Referenced:</b>	<b>Origin:</b> Emergency Preparedness
<b>Reviewed Date:</b> 02/00, 06/03, 09/07, 05/10, 9/11	<b>Authority:</b> Chief Operating Officer
<b>Revised Date:</b> 12/12, 2/16	<b>Page:</b> 1 of 2

**PURPOSE**

To outline channels of emergency communication within the hospital.

**POLICY**

- A. All emergency communication will go through the telephone operator who will page overhead or by beeper to notify appropriate personnel of an emergency situation.
- B. The following situations are considered appropriate for emergency response:

Emergency	Emergency Phone Number	Overhead Paging Code	Responders
Disaster/Bio-Disaster	6000	Code Triage	Departments send representatives as directed by Incident Commander.
Fire	Pull Alarm/ 6000 only if Dr. Red not announced overhead	Code Red	Safety Officer or designee and personnel as assigned per protocol
Armed Person Entering Facility	6000	Code Lockdown	Security, Emergency Management and outside law enforcement
Security Emergency	6000	Code Grey	Security and personnel as assigned per protocol.
Medical Urgency	6000	Rapid Response Team	Rapid Response Team as per protocol.
Infant/Child Abduction	6000	Code Amber	Code Amber Policy PC01 *All departments help secure exits
Injured Person on Premises	6000	Code Help	Help Team as designated by Policy AD47
Medical Emergency	6000	Code Blue	Code Team as per protocol.

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Emergency	Emergency Phone Number	Overhead Paging Code	Responders
Hostage Situation	6000	Code Silver	Security
Pediatric Medical Emergency	6000	Code White	Code Team as per protocol
Neonatal Medical Emergency	6000	Code Pink	Code Team as per protocol
Emergency	911 or Emergency Phone Number	Overhead Paging Code	First Responders
Bomb Threat	6000	Code Yellow	Security
Hazmat/Decontamination situation	6000	Code Orange	Hazmat Trained Staff members, Emergency management
ED Medical Surge Incident/ High Influx of Patients in the ED	6000	Code 17	Departments send representatives as directed by Incident Commander.