



Code Brown - In-facility Hazardous Spill

Identifier:		Version #:	2
Folder:	IMS - CODES	Type:	DOCUMENT
Subfolder:		Effective on:	2024-11-21



CODE BROWN

(In-facility Hazardous Spill)

Written by:	Approved by (sign.):
Reviewed by:	
Reviewed on:	Approved by (name): Savana Admin Marino
Renewed by:	Approved on: 2024-11-21
Renewed on:	Revision Date:

INTRODUCTION

A notification of **Code Brown** indicates that there has been a spill of a hazardous substance being used on site. Depending on the kind and amount spilled, a partial or complete evacuation of the building may occur. See Code Green plan. In all cases, the immediate area is to be immediately evacuated by everyone except those trained and equipped to handle or clean up the spill.

A **Code Brown** is initiated to ensure a quick and appropriate response in the event of a spill at the hospital/grounds.

A **Code Brown** must be initiated when the spill threatens:

- The safety of the occupants of the building.
- The environment.
- The property of the hospital.

PREVENTION AND PREPAREDNESS

Always know what chemical you are working with and prepare for its safe handling by consulting the Materials Safety Data Sheet (MSDS) and wearing the appropriate Personal Protective Equipment (PPE). Also ensure anyone in the area is doing the same.

GENERAL INSTRUCTIONS TO ALL STAFF

It is the responsibility of all staff to:

- Attend training and be familiar with the Workplace Hazardous Information Management System (WHIMS).
- Practice safe storage and handling of all hazardous materials.
- Report any potential hazard to your manager or designate.
- Upon hearing **Code Brown** announcement, continue with regular duties and wait for further instructions.
- Participate in the debriefing session as required.

SPILL KIT LOCATION

Chemical, Oil, Water Spill Kit	Location
50-gallon Spill kit	Cart Room
5-gallon spill kit	Emergency Dirty Utility
5-gallon spill kit	Acute Care Dirty Utility
5-gallon spill kit	LTC Dirty Utility Hall 2
5-gallon spill kit	Kitchen Storage Room
5-gallon spill kit	Laboratory
6.5-gallon spill kit	Laundry Storage Room
Formalin Spill Kit	Stores Department
Chemo Spill Kit	Chemo Room

INDIVIDUAL RESPONSIBILITIES:**SWITCHBOARD**

When notified of a **CODE BROWN** situation, announce the following over the PA system:

Attention please, attention please
Code Brown – specific area
Code Brown – specific area
Code Brown – specific area

Example:

Attention please, attention please
Code Brown – lower level – lab
Code Brown – lower level – lab
Code Brown – lower level – lab

When directed, announce the following over the PA system:

Attention please, attention please
Code Brown all clear
Code Brown all clear
Code Brown all clear

CODE BROWN RESPONSE TEAM:

The Code Brown Response Team will consist of the following personnel:

- Manager of affected area or designate
- Senior administration-on-call
- Manager of Support Services or designate
- Upon hearing a Code Brown announcement, proceed to the specific area.
- Assess the situation and identify the hazardous material's properties by consulting the Material Safety Data Sheet.

- Determine appropriate response/intervention to resolve the situation (i.e.: clean up, evacuation, contacting external agencies, initiating IMS, etc.).
- Clear Code Brown when appropriate.
- Facilitate a debriefing session to evaluate the situation.
- Complete a formal [Codes Evaluation Form](#) and forward to IMS Chair.

CODE BROWN PROCEDURE

Upon discovery of hazardous or potentially hazardous material spill:

- Secure the area by instructing all visitors, patients/residents and others to leave the area immediately.
- Notify your manager or designate of the incident.
- Follow departmental policy and procedure to contain the hazardous situation.
- If unable to manage the situation, notify switchboard to announce a **Code Brown** over the PA system.
- Remain at the scene (if safe to do so) until the arrival of the Code Brown Response Team.
- Debriefing session will be held following the completion of **Code Brown**.

Clean Up a chemical spill only if:

- You have the appropriate spill kit for the chemical
- You understand the potential hazards involved
- You are familiar with the MSDS
- You have appropriate PPE

Clean up Procedure:

- Stop the source if possible or contain the spill.
- Remove any sources of ignition.
- Begin clean-up; using the appropriate chemical spill kit.
 - Refer to instruction with spill kit if available.
- Use a scoop or dustpan to pick up the used absorbent and place it in an appropriate container.
- Label the container.
- Complete an incident report.