

CLASP

Training for 2019

Coordinated Life Safety Assurance Program



JOHNS HOPKINS
M E D I C I N E

JOHNS HOPKINS
HEALTH SYSTEM

Purpose

Ensuring construction, renovation and maintenance activities are conducted in a manner that minimizes safety hazards to the patients, visitors, staff, and construction forces.

Features

The foundation is the Life Safety or fire related measures. The program also covers all other areas of safety concerns known as Temporary Safeguards.

LIFE SAFETY

Is Fire Safety

Life Safety Compromises

Anticipated Fire Risks

Egress

- Path to escaping the fire

Ingress

- Path to approach the fire

Compartmentation

- Fire resistant building sections permitting horizontal egress within or between connected buildings

Detection System

- Senses a fire and notifies occupants and rescue parties

Life Safety Compromises (continued)

Anticipated Fire Risks

Suppression System

- Extinguishes the fire

Flammable/Combustible

- Prudent handling of materials to minimize fires

Alarm System

- Impairment from revising the fire alarm system

Hot Work

- Conducting fire igniting activities (welding, heat gun, grinding)

Interim Life Safety Measures (ILSM)

Actions to minimize danger from fires

Hot Work ILSM

Welding, Soldering, Grinding, Heat gun, etc.

- Obtain, read and display a hot work permit near the work.
- Provide a dedicated fire extinguisher within reach.
- MOSH Fire Extinguisher training is required.
- Conduct a fire watch during and 1 hour afterwards.
- Avoid hot work when the sprinkler system is disabled.
- Check for lint, dust, vapors and combustible liquids.
- Move or cover combustibles and sweep floor within 40'.
- Seal all openings within 40'.
- Confirm fire igniting equipment is in good working order.

Emergency Card

- Obtain and keep it with your I.D. Badge.
- Defines the color codes.
- Has a phone number for each code.
- Each campus has a different card.
- Has phone numbers for utility emergencies.

Emergency Codes

- Each emergency is identified by a color.
- All Maryland Hospitals use the same codes.
- A color is announced over the public address system.
- Seek staff giving visible command for direction.

In case of fire:

Use RACE and PASS.

RACE

Rescue:

- Remove patients and supporting equipment.

Alarm:

- Follow exit signs to the exit, then pull the fire alarm.
- Don't use elevators.
- Call the emergency number to inform the first responders.

Contain:

- Close doors to contain the fire.

Extinguish:

- Use PASS

PASS

Pull

Aim

Squeeze

Sweep

- Don't use a fire extinguisher if you aren't trained.
- Provide a 10 lb. ABC per 5,000 sf or 2,500 sf for double surveillance.
- Wall or stand mount the fire extinguisher by the site entrance.
- Maintain monthly and yearly certifications.
- Provide a dedicated fire extinguisher for each hot work location.

No Smoking

Entire campus, except in designated areas:

- JHH is tobacco free.
- Bayview and HCGH is smoke.

Also no smoking:

- On the roof
- In an interior courtyard
- On the street or within 50' of a entrance or the blue lines on the sidewalk.

Electronic cigarettes or vapes are also not allowed.

Hospital staff has enforcement authority.

Other Safety Risks

Safety Risks that are not Life Safety Compromises

- Infection Control Isolate dust from patients
- Utility Impairments Building system interruptions
- Noise, Vibration, Odor Patient irritants
- Security Bodily harm or property damage
- Hazardous Materials Asbestos, lead or hazardous chemicals
- Confined Space Breathing or rescue access risk
- Fall Protection Steps, ladders, guardrails, scaffolding
- Blood Borne Pathogens Exposure to disease bearing substances

Risk Assessment

- The plan to apply Interim Life Safety Measures and Temporary Safeguards (measures to accommodate Other Compromises) to a specific project.
- The plan covers the compliance using:
 - Life Safety Standards
 - Hospital Procedures
 - Project Management Guidelines

Outage

Risk Assessment for a Specific Safety Compromise

- Required for all Life or Other safety compromises.
- Permits the contractor to proceed with a specific Life or Other Safety compromise.
- The outage system informs and coordinates all impacted parties.
- Only the prime contractor can submit outages.
- Submit outages at least 7 working days for routine and 12 working days for more involved outages.

Ceiling Permit

- Required when you lift a ceiling tile anywhere in the Hospital outside of a construction site.
- Only the prime contractor can request a ceiling permit.
- When penetrating floors or rated walls, include layouts from the Archibus WebCentral system.
- Submit requests 48 hours (HCGH 72 hours) in advance.
- Must display the approved permit on site or risk being shutdown.
- Separate from the main project, use the “Inspection Request” system to schedule inspections after completing the work.

PPE

Clinical Area Personal Protective Equipment

- Comply with precaution signage before entering spaces.
- Match the staff's PPE in areas where signage isn't noticed.
- The Hospital will supply required PPE for clinical areas.

PPE

Mandatory on F, D & C Construction Sites

- Hard Hat
- Safety Glasses
- Safety Vest with company affiliation
- Fluorescent shirt with company name instead of a vest if:
 - Indoors
 - Site well lighted
 - No construction vehicles or cranes
- Additional PPE required for specific high risk procedures (welding, high voltage, etc.)

Fall Protection

Handrails, tie offs and harnesses, nets, covers

- Falls are the leading cause of on-site occupational fatalities in the US.
- Annual training is necessary to emphasize:
 - Where and when protection is required
 - Selection, use, and maintenance of fall protection systems

Fall Protection (continued)

Handrails, tie offs and harnesses, nets, covers

- Use personal protective fall protection when there aren't handrails on all sides and the minimum distances are:
 - For construction 6 feet
 - At an excavation 4 feet
 - General industry 4 feet
 - Scaffolding 10 feet
 - Aerial lifts at all times regardless of handrails
 - Scissor lifts at all times if tie offs are available

Injury

- Notify your superior.
- Go to the emergency department or call for an ambulance.
 - In unoccupied buildings, follow the procedure of the general contractor.
 - In non-Hospital affiliate buildings, call 911 for an ambulance.
- Submit an incident report up through the authority chain to the Hospital.

Blood Borne Pathogens

Diseased blood, body fluids, and tissue

- **Routes of Exposure**

- Skin punctures or wounds
- Splash to the eyes, nose, or mouth

- **Prevention**

- Do not handle biohazardous waste.
- Standard precautions – consider all unknown substances as suspect
- Wear personal protective equipment (PPE). – gloves, face protection
- Receive the Hepatitis B vaccination.
- Hand washing

- **If Exposed, immediately:**

- Wash the exposed site.
- Call the emergency department.
- If recommended, initiate treatment within 2 hours.
- Complete an incident report through the authority chain to the Hospital

Asbestos

Hazardous Material

- Detect asbestos by knowing the materials that contain it:
 - Vinyl floor tile that are 9" x 9"
 - Vinyl floor tile mastic
 - Plaster, putties and caulk
 - Spray-on fireproofing
 - Pipe insulation, especially trowel applied
 - Troweled on coatings on walls and ceilings
 - Lab bench tops
 - Older fire doors

Asbestos (continued)

Hazardous Material

- Upon discovery:
 - Stop work.
 - Immediately notify your supervisor, Facilities and Safety.
 - If directed, change clothes and shower.
- Isolate the area:
 - Wet mop the floor, wet wipe horizontal surfaces and exposed items.
 - Isolate the HVAC from spreading the contamination.
 - Establish an appropriate barrier.
 - Provide signage.

Hazard Communication

Hazardous Chemicals

- The “Safety Data Sheet” (SDS) defines the safety risks of a hazardous chemical.
 - States the Personal Protective Equipment (PPE) required.
 - How to remedy inappropriate exposure.
- OSHA’s “Right to Know Law”, says the SDS must be given upon demand from the user.

Hazard Communication (continued)

Hazardous Chemicals

- Global Harmonized System (GHS)
 - A vastly expanded scope over the former MSDS format.
 - Recommend OSHA training for the comprehensive content level.
- Correctly label all secondary containers.
- A hazardous chemical list is available on site.
- The Hospital must clear labs and fume hoods before working.
- Notify supervisors and emergency staff of spills requiring assistance.

MRI Safety

Magnetic Resonance Imaging

- The MRI is always on.
- You must be clinically screened for BEFORE entering the MRI room. The iron that is in you can harm you.
- Coordinate with staff before entering the MRI room.

Infection Control

Isolation of dust containing mold spores that infect patients

Infection Control Measures

- Read the posted Infection Control Construction Permit for scope.
- Plan access routes away from patient areas.
- Contain/clean materials/people moving in or out of the site.
- Employ covered clothing that is removed before exiting a site.
- Use HEPA vacuums to clean entrances and portable containment.
- Inspections assure the proper maintenance of measures.

Infection Control Measures (continued)

- Seal holes and gaps in the perimeter barrier.
- Implement portable containments.
- Dry standing water.
- Remove wet or moldy materials.
- Use mats to take dust off of shoes.
- Sweep and mop floors regularly.

Negative Air

Moves dust into the construction site and away from patients.

- Filter or seal the exhaust and return air grilles:
 - To keep dust from entering the HVAC system.
 - Using filters move air out, thereby helping create negative air.
- HEPA units can help create negative air by moving filtered air outside the construction.
- HEPA units must never be turned off.
- Air monitors confirm negative pressure is maintained.

Infection Control Classes

CLASS 1	CLASS 2	CLASS 3	CLASS 4
Minimize dust	Dust tight enclosure Walk off mats Mop and vacuum Dry spills Minimize dust	Negative Air Class 2 items	Ante room Covered clothing Class 3 items

Influenza Vaccination

- Needed to obtain an I.D. Badge and colored plastic clip.
- Only required during the flu season.
- The Hospital does not vaccinate vendors.
- Display the colored plastic clip with your I. D. Badge.
- An Exception Form is available for a physician to execute.

Security

- Always display I.D. Badge.
- The I.D. Badge is required on construction sites.
- Keep job site locked at all times.
- Security provides:
 - Theft and vandalism police reports.
 - Surveillance for re-occurring incidents
 - Access into locked rooms.

HIPAA

Health Insurance Portability and Accountability Act

- Everyone has the right to the privacy of their healthcare information.
- It is the law.
- You cannot take a picture of a patient.
- Ask a nurse before entering an occupied patient room.
 - Gel in and gel out with provided hand sanitizer.
 - Wear all PPE required, which is posted at the room entrance.
 - You cannot lift a ceiling tile.
 - You cannot produce any kind of dust.

Temporary I. D. Badge

Temporary Identification Badge

Obtaining the Badge

- All vendors are required to have a temporary identification badge that annually expires on November 30.
- To obtain or annually renew an ID badge the applicant must:
 - Be trained in Hospital procedures, safety and infection control.
 - Applicant must pre-register for training a minimum of a week prior on the Hospital form and during the flu season add your influenza vaccination documentation.
 - A “Medical Exception From the Influenza Vaccination” must be completed by your physician to be considered.

Train-The-Trainer Procedure

Allows vendors to train their own employees.

- The vendor trainer must be trained directly from the Hospital within the current year.
- The vendor trainer can train employees only from their company.
- At minimum, the vendor trainer must cover all the information in the “Safety Fact Sheet” for the campus they are working at.
- After training their company’s employees, the vendor must email the Hospital a certification that includes the name of the trainer and the completed “Facilities I.D. Badge Request Form” from each trainee.
- The Hospital electronically signs each form and emails them to the vendor.

Train-The-Trainer Procedure (continued)

Allows vendors to train their own employees.

- The trainee must submit a hard copy to the Badging Office within the Security Department of any campus from 8 AM to 4 PM Monday-Friday, except for Hospital holidays.
- To gain card key access at a second or third campus, one must submit an additional “Facilities I.D. Badge Request Form” to that campus’ Badging Office.
- The Badging office will issue a picture badge, safety information card, and colored tag indicating the vendor has had the flu vaccination. All three must be displayed together in public.

CLASP 2017

- CLASP 2017 is a reference document for JHHS Facilities Design + Construction projects and contracts.
- CLASP 2017 document and associated links are found at:
 - <http://facilities.jhmi.edu/FacilitiesV4/DesignAndConstruction/HelpManual/CLASPManual.aspx>
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