

Emergency Scenarios with Case Review

Fire (Manageable and Unmanageable)

This emergency scenario is about patient-visitor disruption, and is set up for role-play and case review with your staff.

- 1) The person facilitating scenarios can print out the pages below.
- 2) Undertake a role-play as if this were actually occurring in your clinic.
- 3) Following the role-play, gather staff to review questions for debriefing and teaching.
- 4) Repeat scenario for further practice as time allows.
- 5) Record date of scenario and topic on your emergency scenario log (as appropriate)

Scenarios include:

- Manageable Fire
- Unmanageable Fire

Manageable Fire

Scenario: It is around lunchtime. A staff member walks into the kitchen and sees smoke and flames coming from the toaster oven.

Set Up: Instruct a staff person to be the one who notices the fire and proceed accordingly.

After the drill review these key points:

- Where are all the fire extinguishers? Does all the staff know?
- How do you use a fire extinguisher? (let staff pick it up and examine it)
 1. In the event of a manageable fire, pull pin and spray back and forth across the base of the flame from about 6-8 feet away.
- Did you call the fire department?
 2. If fire is successfully extinguished call fire department to report the incident anyway. They will need to come and determine the cause of the fire. If it was electrical, there may be problems behind the walls that require attention.
- Does the staff think this fire was manageable?
 3. If emptying the contents of one regular-sized fire extinguisher is not enough to put out the fire, then it is unmanageable. Evacuate and call the fire department.
- What's your plan for communicating throughout the office in case of a fire?

Unmanageable Fire

Scenario: Fire in chart room due to electrical short.

Set Up: Choose a staff person to find fire in chart room. Designate 2-3 staff to be patients: one is hysterical, one refuses to leave, the other is in the bathroom.

After the first drill review these key points:

- Do you have pre-planned and practiced escape routes? The fire may not start or be set in a place where it is convenient for you to evacuate out the main door.
- Did you evacuate all patients?
- Did you remember to bring the schedule so you can account for all patients?
- Do you have a designated meeting point a safe distance from the clinic and did you notified staff of which place will be used, prior to evacuating.
- What would be a goal amount of time in which you want to complete the evacuation?
- Do you have emergency numbers, patient lists and staff contact numbers available off site in case you are unable to re-enter the clinic for a period of time? (Yes – at Eddy Street Admin)
- If an abortion or other procedure were in progress, do you know which staff would remain in the building to complete the procedure? (If not started yet - > don't. If already underway, consider safety of completion given emergency at hand?)