Title: Code Gray - Security Alert

Policy Number: 8076-809

<table>
<thead>
<tr>
<th>Originating Department: Security</th>
<th>Affected Department: All</th>
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<td>Vice President Approval:</td>
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<tr>
<td>Original Date: 11-2003</td>
<td>Revised Date: 01-2007</td>
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<td>Review Date: 08-2009</td>
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<td>Chief Operating Officer Approval:</td>
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Policy: Code Gray – Security Alert

Purpose: When de-escalation is ineffective, to provide for the immediate rapid response by Security, and/or other necessary personnel, to any condition which presents an ongoing threat to the safety, security or the maintenance of good order throughout the hospital campus. To set guidelines for the actual response required and provide for the timely cancellation of the alert and insure the proper recording of the incident.

Procedure:

A. Whenever a hospital employee becomes aware of any incident, or set of circumstances, which may require additional staff to preserve good order, prevent the commission of a crime, or help in the accomplishment of a required medical or psychological treatment by the means of lawful physical force, the hospital switchboard (MRH-Ext 4444, RMH-Ext 2111) shall be requested to initiate a “Code Gray”.

B. The switchboard operator will immediately:
   1. Announce on the overhead paging system “Code Gray” three (3) times along with the unit location.
   2. Notify the local Police Department, only if it is known from the onset that law enforcement personnel will be required.
   3. Notify security staff, by way of radio, indicating the nature and location of the code.
   4. RMH Campus—Notify President or Administrator-on-Call, Nursing Administrator or Nursing House Supervisor.
   5. Contact Security, indicating the nature and location of the code.

C. Upon arrival at the ongoing incident, security personnel will assist as necessary and take the appropriate action required to terminate the incident. If it is determined that additional in-house staff is required, the hospital switchboard shall be requested to announce a second time “Code Gray” three (3) times along with the location of the incident.

D. The announcement of a “Code Gray” is to be interpreted by all NCI trained personnel that additional staff are needed immediately to assist in terminating the condition which initiated the alert.

E. When it becomes apparent that no additional staff is required at the scene, the security officer in charge will request that the hospital switchboard announce on the overhead paging system “Code Gray cancelled”.

F. In addition to the proper administrative notifications, all incidents of a criminal nature will require notification to the local Police Department.

G. A Security Incident Report is to be prepared whenever a Code Gray is called.

Approved FHMRH Safety Committee 11/2003
Approved FHMRH Safety Committee 11/2005
Approved FHMRH Safety Committee 01/2007

Provider-Based Consolidation 08/09