



1.0 PURPOSE

To provide emergency procedures to ensure that hazardous, radiological, infectious, or antineoplastic drug spills at NNMC are handled appropriately.

2.0 RESPONSIBILITIES

- a) Hospital personnel and contractors shall immediately perform spill response procedures when applicable, including reporting all hazardous, radiological, infectious, or antineoplastic drug spills, or a situation that may lead to a spill to their immediate supervisor.
- b) Supervisors shall ensure spill response procedures are performed and appropriate reporting is conducted.
- c) The NNMC Fire Department on-scene commander will determine, based on the substance and the quantity spilled, when to enact the Oil and Hazardous Substance Spill Contingency Plan.

3.0 PROCEDURE

- a) General Spill Response Procedures:
 - **INFORM** the nearest supervisor immediately.
 - **EVACUATE** the area to a safe distance from the spill.
 - **NOTIFY** people in adjacent spaces.
 - **REPORT.** Call the NNMC Fire Department at **777** for immediate emergency response for all hazardous substance spills. The Fire Department will contain the spill and provide emergency assistance. Provide information for any reports, including the *EPD Hazardous Substance Spill Questionnaire* (Attachment A).
- b) For the following types of spills, contact the appropriate responders:

Radiological Spills	301-295-1043 or 301-295-4970 After hours pager: 301-295-1043
Infectious Spills	For questions or guidance, contact Sterile Processing Dept (24-hours): 301-295-4545
Antineoplastic Drug Spills	301-496-0985 (normal hours) 301-295-2121 or 301-295-2589 (after 5 pm)



- c) Regulated Medical Waste (RMW) spills:
- 1) Spills involving RMW must be cleaned up immediately to reduce risks in the work environment.
 - 2) If an RMW box leaks, the contents must be repackaged.
 - 3) All clinical areas that generate RMW should stock the supplies necessary to clean up a spill.
 - 4) The area surrounding the spill should be confined and contained to prevent unnecessary exposure of unprotected personnel.
 - 5) Personnel assigned to clean RMW spills shall wear personal protective attire (mask, eye shield, gloves, hair cover, and gown).
 - 6) Liquid materials should be absorbed prior to disposal. A chux pad can be used to absorb fluids.
 - 7) A disposable dustpan and whiskbroom should be used for sharps cleanup.
 - 8) A hospital approved disinfectant (such as dispatch or bleach 1:10 dilution or wide area general-purpose phenolic disinfectant) must be used to disinfect the area where the spill occurred.
- d) Hazardous Substance spills:
- 1) The NNMC Fire Department's on-scene commander will notify the NDW environmental office (202-433-7181 or 202-433-6388) for all spills within the fence line of NNMC.
 - 2) The NNMC Hospital EPD office will also be contacted by the Fire Department for any spills within Buildings 1-10 by dialing 301-295-6436.
- e) Whenever possible, give the following information:
- ✓ Your name and telephone number
 - ✓ Location of the spill (Building and Room number)
 - ✓ Number and type of injuries
 - ✓ Identity or type and estimated amount of spilled material
 - ✓ Source of spill (e.g., bottle, tank)
 - ✓ Behavior of spilled material (e.g., reactions, leak, spill, fire observed)
 - ✓ Anticipated movement of spill and actions being taken
 - ✓ Time when spill occurred



- f) EPD will document all hazardous substance spills inside the hospital (Buildings 1-10) using the *EPD Hazardous Substance Spill Questionnaire* (Attachment A). EPD will determine if a hazardous substance spill has released reportable quantities to the environment and, if required, will notify NDW.
- g) EPD will coordinate all spill response efforts with NDW.

4.0 RECORDS

- EPD's Hazardous Substance Spill Questionnaire

APPROVED BY

NNMC	Approval Signature	Date
EPD Head		

EPD Hazardous Substance Spill Questionnaire

1. Date/time reported: _____

2. Date/time occurred (if different from #1): _____

3. Fire Dept notified: YES NO (If no, call 777)

4. Has NNMC Hospital Safety Division (301 295 7867) been notified: YES NO

5. Has the area been evacuated: YES NO

6. Location of spill (Bldg #, room #): _____

7. Substance spilled: _____

(Bring MSDS if one will not be available at the site.)

8. Approximate quantity: _____

9. Is it a Reportable Quantity (RQ): YES NO *If yes, CERCLA or EHS = _____ lbs.

10. Is the substance in or threatening a water system: **Storm:** YES NO

Sanitary: YES NO

Creek/Pond: YES NO

11. Is there a vapor/inhalation hazard: YES NO

(If yes, call Industrial Hygiene at 301-295-5732.)

Who: _____

12. Name of reporting individual: _____

13. Organization and phone number: _____

14. Cause/type of spill: _____

15. Initial actions taken to control/contain the spill: _____

(Consult with Fire Dept and proceed with clean up.)

16. Injuries/exposures: (If yes, name, organization, type, and follow-up): _____

17. Disposal action taken: _____

18. Other information (include personnel at scene, training needs etc.): _____

19. Out brief of line management (who, date, time): _____

20. a) **National Response Center*** YES NO

Any POL or RQ release

1-800-424-8802

Who: _____

Date/time: _____

Case#: _____

b) **NOSC Norfolk *** YES NO

757-322-2891 (duty hours)

Bill McGowan pager 757-459-0365

Qtr desk 322-2866/7 (after hours)

Who: _____

Date/time: _____

* If spill is RQ, contact these organizations

c) **State SERC (24-hours)*** YES NO

Any POL or RQ release

1-866-633-4686

Who: _____

Date/time: _____

Date follow-up letter submitted to MDE:

(within 5 days): _____

d) **Montgomery County LEPC*** YES NO

Any POL or RQ release

240-777-2300

Who: _____

Time: _____

e) **BUMED** YES NO

Ms. Polly Kendall 757-953-0934

Who: _____

Date/time: _____

Case#: _____

f) **Building 256 Spills*** YES NO

410-537-3400, for MDE HW Div

Who: _____

Date/time: _____

Also notify SERC, LEPC and 911.

Who: _____ Date/time: _____

g) **NNMC Safety** YES NO

All Spills within Bldg 1-10 301-295-5733

Who: _____

Date/time: _____

h) **WSSC *** YES NO

Any non-permitted sanitary releases

301-206-8526 (M-F 0815-1700)301-206-4002 (all other times)

Who: _____

Date/time: _____

i) **DC Blue Plains WWTP*** YES NO

Any non-permitted sanitary releases

202-612-3400

Who: _____ Date/time: _____

j) **Other numbers of interest:**

US EPA 202-272-0167

Navy REC Norfolk: 757-322-2888/7

NAVFAC Wash Ed Olenginski 202-685-3244

NAVFAC Env. Prog. Barry Lincoln 202-685-8490

NNMC CDO desk 301-295-4611

NNMC Fire House 301-295-0319

NNMC Security 301-295-1246*

Who: _____ Date/Time: _____

21. Prepared by: _____

22. EPD staff hours worked:	Name	# of hours
_____	_____	_____
_____	_____	_____
_____	_____	_____

Reviewed by: _____

Date: _____

Updated: September 2005

* If spill is RQ, contact these organizations