

COLLEGE OF PODIATRIC SURGEONS

STANDARDS AND GUIDELINES

SAFETY AND EMERGENCY PREPAREDNESS

GUIDING PRINCIPLES

All podiatric practice facilities within British Columbia must be prepared for emergency events that foreseeably may arise in or in relation to the facility.

Emergency events include but are not limited to the following:

General

- Fire
- Earthquake
- Flood
- Gas Leak
- Hazardous Spill

Medical

- Cardiac Arrest of any individual present within the premises
- Anaphylactic reaction in any individual present within the premises
- Respiratory emergencies in any individual present within the premises

STANDARDS:

1. All practice facilities must have written emergency preparedness and response protocols in place for general and medical emergency events. All practice facility podiatrists and staff must be made aware of the facility's emergency protocols and the procedures to follow when such an emergency arises.
2. Podiatrists and their staff must maintain current certification in basic life support for health care providers (BLS HCP) by renewing their certification every three years.¹
3. Podiatrists must report emergency events to the College no more than two (2) business days after the immediate danger to patients and staff has been addressed and resolved.
4. All practice facilities must be equipped with fire extinguishers or sprinkler systems, that meet applicable local bylaws and the Workers Compensation Act including requirements for maintenance and certification.
5. Podiatrists and their staff must rehearse how and be prepared to safely put out a fire (if possible) and evacuate the practice facility building in a safe and timely manner.
6. In practice facilities that keep one or more fire extinguishers, podiatrists and their staff must be trained in the use of the fire extinguishers.
7. All practice facility podiatrists and staff must be made aware of the location and route to the nearest exits and alternative exits through which they may evacuate themselves, other staff and patients from the practice facility in the event of a fire, hazardous spill, flood, gas leak or similar emergency.
8. Practice facility designated exit and evacuation routes must: 1) conspicuously posted, 2) be clearly marked, 3) be unobstructed, and 4) have doors that are easy to open including by handicapped individuals.

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9. All practice facilities must have a designated muster point location at which the facility podiatrists, staff and patients will gather in the event of an evacuation, to account for all individuals in the office.
10. All practice facility podiatrists and staff must be made aware of the exact location of medications that are stocked for use in the event of an emergency.
11. Epinephrine, which must be stocked in every podiatry office in EpiPen or Intravenous formⁱⁱ, must be included in the premise's emergency kit.

GUIDELINES:

1. Podiatrists are encouraged to have the following agents stocked in their practice facilities at all times:
 1. Dextrose Tablets
 2. Oxygen
 3. Hydrocortisone Topical
 4. Naloxone (Narcan)
 5. Flumazenil
 6. Nitroglycerin
 7. Diphenhydramine or Chlorpheniramine
 8. Salbutamol inhalation aerosol
 9. Acetylsalicylic Acid (Aspirin)
2. Every practice facility should routinely check the expiration dates on all stocked medications and remove expired drugs from ready access within the facility.
3. Every practice facility's emergency protocol should be periodically reviewed at staff meetings so that all podiatrists and staff understand their roles and responsibilities in an emergency.
4. Fire extinguishers should be easily accessible and located in multiple areas of the practice premises / office or the facility building.
5. All practice facilities should have a list of current emergency phone numbers and all facility podiatrists and staff should be made aware of the location of the list.
6. All practice facilities should conduct emergency drills (including for medical, earthquake or fire events) routinely at least every six months.

RELATED POLICIES

Critical Incident Report Form
Laser Instrument and Safety Rules

Practice Facility Standards
Surgical Standards

ⁱ Although recertification schedules ranging from annually to every three years are determined by course providers for their own purposes, CPS-BC registrants must comply with the schedule required by the College.

ⁱⁱ See CPS-BC Facility Practice Standards.