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DOCUMENT NO: **OP-1903.042**

TITLE: **DUTIES OF THE EMERGENCY MEDICAL
TEAM**

REVISION NO: **022-01-0**

CHANGE NO: **PC-01**

SUBJECT: **PERMANENT CHANGE (PC)**



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ANO-1 Docket 50-313

ANO-2 Docket 50-368

Signature

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TITLE: DUTIES OF THE EMERGENCY MEDICAL TEAM SET # 103	PROC/WORK PLAN NO. 1903.042	CHANGE NO. 022-01-0
	WORK PLAN EXP. DATE N/A	TC EXP. DATE N/A
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	TEMP ALT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	

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TITLE: Duties of the Emergency Medical Team

PROC/WORK PLAN NO.
1903.042

CHANGE NO.
022-01-0

PROCEDURE

WORK PLAN, EXP. DATE N/A

PAGE 1 OF 1

TYPE OF CHANGE:

NEW

REVISION

PC

TC

DELETION

Procedure or Work Plan

EZ

EXP. DATE: N/A

AFFECTED SECTION:
(Include step # if applicable)

5.5

DESCRIPTION OF CHANGE: (For each change made, include sufficient detail to describe reason for the change.)

Deleted reference to plant physician

FORM TITLE:

DESCRIPTION OF CHANGE

FORM NO.
1000.006C

CHANGE NO.
048-00-0

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1.0 PURPOSE

The purpose of this procedure is to provide guidance on the responsibilities and duties of the Emergency Medical Team, the ANO Physician and Nurse for emergency situations.

2.0 SCOPE

This procedure is applicable to personnel emergency situations involving Unit One and/or Unit Two.

3.0 REFERENCES

3.1 REFERENCES USED IN PROCEDURE PREPARATION:

3.1.1 Emergency Plan

3.2 REFERENCES USED IN CONJUNCTION WITH THIS PROCEDURE:

3.2.1 1903.010, "Emergency Action Level Classification"

3.2.2 1903.011, "Emergency Response/Notifications"

3.2.3 1903.023, "Personnel Emergency"

3.2.4 1903.030, "Evacuation"

3.2.5 1903.066, "Emergency Response Facility-Operational Support Center (OSC)"

3.3 RELATED ANO PROCEDURES:

3.3.1 1203.034, "Fire or Explosion"

3.3.2 2203.034, "Fire or Explosion"

3.3.3 1903.060, "Emergency Supplies and Equipment"

3.4 REGULATORY CORRESPONDENCE CONTAINING NRC COMMITMENTS WHICH ARE IMPLEMENTED IN THIS PROCEDURE INCLUDE: [BOLD] DENOTES COMMITMENTS

3.4.1 0CNA018411 (P-9152) Note under Section 6.4

4.0 DEFINITIONS

4.1 OPERATIONAL SUPPORT CENTER (OSC) - Emergency response center within the ANO Maintenance Facility where support is coordinated for the following functions:

Onsite Radiological Monitoring
 Maintenance
 Nuclear Chemistry
 Emergency Medical Support
 Fire Fighting Support

The OSC serves as the briefing area for rescue/repair and damage control teams and is located in the Maintenance Facility.

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- 4.2 MEDICAL KITS - A compilation of first aid supplies located within the protected area. These supplies will be used by Emergency Medical Team personnel when responding to personnel emergencies.
- 4.3 FIRST AID/RESCUE - First aid/rescue is defined as those activities which involve assessment of patient condition and treatment for those conditions. This includes the actions taken to stabilize the patient, determine if additional assistance is needed and transfer the patient to the next level of care.
- 4.4 EMERGENCY MEDICAL TEAM - Personnel employed at ANO who are trained to respond to personnel emergencies and provide first aid/rescue.

4.4.1 The Emergency Medical Team (EMT) consists of two groups of employees:

- A. Health Physics Technicians who respond to personnel emergencies in support of the volunteer EMT and provide 24 hour on-shift first aid/rescue coverage.
- B. The Volunteer Emergency Medical Team members who respond to personnel emergencies when on-site, and provide emergency medical support during emergency class declarations which require emergency response organization activation.

5.0 RESPONSIBILITY AND AUTHORITY

5.1 EMERGENCY MEDICAL TEAM LEADER

- 5.1.1 Responsible for directing first aid/rescue efforts upon arrival at the scene of an accident in accordance with procedure 1903.023, "Personnel Emergency".
- 5.1.2 The Emergency Medical Team Leader is the designated "Scene Leader" for responses to personnel emergencies which may involve responders from other groups (e.g. Health Physics and Security).
- 5.1.3 Responsible for responding to Emergency Classes as described in this procedure.
- 5.1.4 Responsible for coordinating with the Shift Superintendent and/or the OSC Director in the Operational Support Center. The OSC Director should be notified when the Emergency Medical Team is activated and advised that the team is assembled.
- 5.1.5 Responsible for the initial and continued accountability of team personnel.

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- 5.2 EMERGENCY MEDICAL TEAM ALTERNATE LEADER
 - 5.2.1 Responsible for assisting in coordinating emergency first aid/rescue efforts.
 - 5.2.2 Responsible for assuming the responsibilities of the Emergency Medical Team Leader if the designated Team Leader is not available to respond.
- 5.3 EMERGENCY MEDICAL TEAM SCENE LEADER
 - 5.3.1 The first Medical Team member to arrive at the scene of a personnel emergency shall assume the role of Scene Leader and perform the functions on 1903.023C, "Emergency Medical Team Scene Leader Checklist".
 - 5.3.2 The Scene Leader may turn over the function of Scene Leader to the Medical Team Leader, Alternate Leader, or other qualified Medical Team Member.
- 5.4 EMERGENCY MEDICAL TEAM
 - 5.4.1 Responsible for providing first aid/rescue to injured persons per the directions of the Emergency Medical Team Scene Leader.
 - 5.4.2 Responsible for responding to Emergency Classes as described in this procedure.
 - 5.4.3 Responsible for inventory/replacement of supplies and equipment following planned drills and following response to an actual emergency.
 - 5.4.4 Decontamination efforts associated with onsite first aid/rescue operations will be conducted by Health Physics personnel.
- 5.5 ANO NURSE
 - 5.5.1 Responsible for responding to personnel emergencies in conjunction with the Emergency Medical Team when onsite.
 - 5.5.2 Responsible for providing first aid to injured persons.
- 5.6 ANO EMERGENCY MEDICAL TEAM INSTRUCTOR
 - 5.6.1 Responsible for performing routine, scheduled inventory of first aid supplies and equipment.
 - 5.6.2 Responsible for the upkeep of the extra first aid kit which is maintained in the Nurse's Station. The extra kit may be rotated into a Medical Equipment Locker to replace an expended kit. The expended kit should be restocked, reinventoried and returned to the appropriate Medical Equipment Locker as soon as possible.

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5.7 OPERATIONAL SUPPORT CENTER DIRECTOR (OSC DIRECTOR)

5.7.1 During emergency conditions where the OSC is activated and staffed, the OSC Director should relieve the Shift Superintendent of the responsibility for coordinating EMT response to personnel emergencies.

- A. Primary notification of Emergency Medical Team is performed by the Computerized Notification System (CNS). If CNS is not operational during non-routine working hours, the OSC Director is responsible for notifying the Emergency Medical Team Leader of an Alert or higher emergency class.

6.0 INSTRUCTIONS

6.1 NOTIFICATIONS

6.1.1 Notification for Personnel Emergency

- A. Emergency Medical Team personnel should be contacted using the steps in Procedure 1903.023, "Personnel Emergency".
- B. IF onsite EMT personnel need additional support, THEN contact Pope County Emergency Medical Services (PCEMS) via 9-1-1.
- C. IF EMT personnel are to respond to a personnel emergency that does not involve an Emergency Class, THEN provide them with:
 1. The location of the emergency
 2. The type of emergency (medical, injury, fall, etc.) as known.

6.1.2 Notification Due to Emergency Class Declaration

- A. EMT personnel are not specifically notified of a Notification of Unusual Event unless a personnel emergency has occurred.
- B. Upon declaration of an ALERT, SAE, or GE, the EMT is notified using the Computerized Notification System (CNS).
- C. IF the CNS is not operational, THEN the EMT is notified using the following steps:
 1. OSC Director notifies the EMT Leader or alternate leader.
 2. The EMT leader or alternate leader notifies EMT personnel of the Emergency Class declaration and directs them to report to the OSC Assembly Area.

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D. IF EMT personnel are to respond to an Emergency Class declaration that may or may not involve a personnel emergency,
THEN provide them with the following:

1. The affected unit.
2. The Emergency Class declared.
3. That an immediate response is required.
4. Other information dictated by the situation.

6.2 RESPONSE TO AN EMERGENCY CLASS DECLARATION

- 6.2.1 The OSC Director should relieve the Shift Superintendent of the responsibility for coordinating the actions of the EMT as soon as he or she is able to perform those duties.
- 6.2.2 The EMT Leader shall report to the OSC Director when the EMT is assembled in the OSC Assembly Area.
- 6.2.3 Initial and continuous accountability of EMT personnel shall be performed in accordance with Procedure 1903.030, "Evacuation".

6.3 ON-SCENE COMMUNICATIONS

- 6.3.1 After arriving at the accident scene, the Emergency Medical Team Scene Leader shall designate a Medical Team Communicator.
 - A. All communications pertaining to the emergency should originate from or be directed to the EMT Communicator.
 - B. Channel 1, the Maintenance and Emergency Channel, should be used for EMT communications.
 - C. Telephone or Gai-tronics may also be used as a back-up method of communications if needed.

6.4 RESPONSE TO A PERSONNEL EMERGENCY

- 6.4.1 Upon notification of a personnel emergency, Emergency Medical Team members shall respond to the nearest medical kit location and obtain necessary equipment.
- 6.4.2 Respond to the location of the emergency and provide first aid/rescue care.

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NOTE

[If necessary, directions to the scene of the emergency (or an escort) may be obtained from the appropriate control room (preferably contact the Control Room which is responsible for making the emergency announcement over the PA system).]

Unit 1 Control Room	3101, 3102
Unit 2 Control Room	3201, 3202

- 6.4.3 Record information concerning the victim(s) on Patient Information Form.
- 6.4.4 The Scene Leader shall provide the Shift Superintendent/OSC Director with an initial assessment of the situation and periodic updates and should perform the following as required by the emergency:
 - A. Assign personnel to the following tasks:
 - 1. Patient care
 - 2. Record keeping
 - 3. Communications
 - 4. Obtain equipment
 - 5. Take vital signs
 - 6. Package for transport
 - B. Request additional medical support as needed.
 - C. Coordinate response efforts with the Shift Superintendent/OSC Director, ambulance personnel, Fire Brigade Leader, or any other personnel involved in responding to the emergency.
 - D. Maintain accountability of team members on the scene.
 - E. Maintain crowd control.
- 6.4.5 If an ambulance and/or physician is needed onsite, contact the Shift Superintendent/OSC Director and request that the appropriate arrangements be made for offsite medical assistance.
- 6.4.6 Gather pertinent information from the personnel initially on the scene:
 - A. Victim's name and badge number
 - B. Victim's employer
 - C. Details of the accident.

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- 6.4.7 If radiation/ contamination is known or suspected, DO NOT remove dosimetry until arrival and decontamination at the medical facility.

NOTE

Medical attention and transport to an offsite medical facility takes precedence over decontamination measures for seriously injured individuals.

- 6.4.8 After the initial response, Emergency Medical Personnel should restore equipment and supplies to operational readiness and report as directed by the Shift Superintendent/OSC Director.

6.5 OUTAGE EMERGENCY MEDICAL PLAN

- 6.5.1 A plan for increasing Medical Team readiness during outages has been developed and is implemented by Health Physics and Emergency Planning. See Attachment A, "Outage Emergency Medical Plan".

7.0 ATTACHMENTS AND FORMS

- 7.1 ATTACHMENT A - OUTAGE EMERGENCY MEDICAL PLAN

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Attachment A

Outage Emergency Medical Plan

This plan is implemented to enhance Emergency Medical Team response and improve Emergency Medical Team readiness during predetermined periods of elevated risk for personnel emergencies. The plan will include implementation of the following:

- A. An emergency medical kit will be placed at a location that provides easy access to the kit by EMT members responding to personnel emergencies in the Reactor Building (pre-outage milestone punchlist item). This kit will be used for response to personnel emergencies in the Reactor Building.
- B. The Pre-Outage Milestone Punch List for each unit also contains an item to direct Health Physics to establish an Emergency Medical Team Leader Duty Roster. To establish this duty roster, the Superintendent, Health Physics Operations should determine the outage periods that have the potential of higher risk for medical emergencies and discuss the proposed duty roster time periods with the outage planning team, during a pre-outage meeting. Once agreed upon, the duty roster should be implemented by Health Physics.
- C. The Superintendent, Health Physics Operations should assign two (2) Health Physics/Medical Team personnel to the roster. The individuals assigned to the roster should respond to medical emergencies as the Emergency Medical Team Scene Leader and perform the function of Scene Leader (1903.023C, "Emergency Medical Team Scene Leader Checklist") until relieved by another qualified individual or a designated Emergency Medical Team Leader. The duty roster should remain in effect for the identified periods of higher risk.