Incident Reporting and Emergency Response

See: https://wiki.lbto.org/Safety/EmergencyResponse

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Topics Covered in this Section

• Reporting Incidents, Injuries, and Near Misses
• Emergencies
• Patient Evacuation from Summit
• On-site First Aid
• Off-Site Medical
• Evacuation Vehicle and Emergency Hut
• Communication Off-Site
• Emergency Response Binders
• Building Fire Alarms
• Emergency Stop Buttons (E-stops)
What to Report

LBTO Doc. M004s00301 “Injury, Illness, Incident Management & Coverage Procedure”

• Report all of the following to the LBT Manager on Duty immediately:
  • All medical situations (known or suspected).
  • All Injuries
    • e.g. cuts/punctures, slips, trips, falls, muscle pulls, crush, collisions/impact, chemical exposures, burns, anything in the eye, etc.
  • All Incidents/Accidents
    • e.g. glycol or oil leaks, damaged equipment, damaged service lines, collisions, and anything unusual such as .
  • Near Misses
    • No one was hurt, nothing damaged, but, given a slight shift in circumstances, it could have been worse..
  • Unsafe Conditions
• Why to report? US (federal), UA, & LBT Policy
  • ...and we can only assist and improve that which we know about.

Make the safe choice...
Emergencies

Report emergencies, injuries, medical, and incidents to LBTO management immediately. (Via Radio or In Person)

If a manager is unavailable during a life-threatening emergency, pick up a phone and dial 911, then find a manager.

• The Manager on Duty will coordinate with the On-Site responders (LBTO staff) to assist as needed via radio or in-person communication.

• The Manager on Duty will coordinate with the Off-Site responders (fire, ambulance, police) to assist via 911 dispatch and MGIO incident command (when required).

• UA Police Officer coverage is part time (40 hours total per week. The officer splits time at base camp and summit. Call “Star One” on the MGIO radio for assistance.

Make the safe choice...
Evacuating People from the Summit

The manager on duty (in conjunction with emergency services as needed) will decide if, and how, to transport injured or ill persons off the summit.

If you are injured/ill, never drive yourself down the mountain.

 LBTO/MGIO has an emergency transport vehicle at the summit that can be used for patient transport. Patient transport will be to one of the following:

• MGIO Base Camp
• Mt. Graham Medical Center, or
• If required, to meet the ambulance or helicopter on-mountain at a pre-determined lower elevation.

The final decision as to whether an Ambulance and/or Helicopter are dispatched to the mountain is ultimately made by 911 dispatch (Graham County Sheriff Office – “GCSO”) based on the details of the emergency.

Note that LBTO is 1.5 hours away from professional medical help.

Make the safe choice...
Mt. Graham Regional Medical Center

- The closest hospital is in Safford, 1.5 hours away from the summit by vehicle.
- Mt. Graham Regional Medical Center does not have a trauma unit → Must be air lifted to Tucson.

Make the safe choice...
Helicopter Landing Locations

This Info is located with the AEDs, ERT binders, and elevator entrances.

1. Columbine is the first choice for helicopter landing site. (~15 mins away from LBT).

2. Hospital Flat is the Second choice for helicopter landing site. (~30 mins away from LBT).

Make the safe choice...
### LBTO Emergency Staff on the Mountain

**Trained First Responder (Advanced First Aid)**
- Pat Hartley
- Rick Hansen
- Bruce Bingham
- Terry Forsyth
- Chris Bolyard
- Jared Schuh
- Bonnie Ferguson
- Jim Wiese
- James Riedl

**Trained CPR/First Aid/AED**
- Mountain Day Crew
- Mountain Managers
- Instrument Specialists
- Telescope Operators
- Mountain Engineering
- Mountain Administration
- Optional for Tucson Staff

LBT is committed to maintaining 3 trained staff members on site at all times to assist with emergencies.

**Make the safe choice...**
## Emergency Equipment Locations

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Locations</th>
</tr>
</thead>
<tbody>
<tr>
<td>AED (Automatic External Defibrillator)</td>
<td>Levels 1, 2, 3L, 4: Outside Lower Elevator Level 5: Aux. Control Room Level 9: by Ships Ladder to Level 10 UA Police Hut (inside small hut next to SMT) Evacuation Vehicle (inside)</td>
</tr>
<tr>
<td>Oxygen Tanks, Medical</td>
<td>Level 1: Front Desk &amp; Outside Lab 116 Level 2: Main Hallway &amp; Kitchen by Television. Level 5, 6, 7 &amp; 9: Outside Elevator</td>
</tr>
<tr>
<td>First Aid Kits (include blood oxygen sensors)</td>
<td>Level 1: Front desk rear cabinet (portable) Level 1: High Bay Level 2: Kitchen Level 5: Outside Aux. Control Room UA Police Hut &amp; Evac. Vehicle (portable)</td>
</tr>
<tr>
<td>Back Boards with C-Spine</td>
<td>Level 2: Kitchen &amp; Level 5: By FA Kit</td>
</tr>
<tr>
<td>Emergency Satellite Phone</td>
<td>Level 1: Front Desk &amp; inside UA Police Hut</td>
</tr>
<tr>
<td>Emergency Evacuation Vehicle (Former “ambulance,” keys are inside cop shop)</td>
<td>Summer: Parked next to UA Police Hut Winter: Parked inside Utility Building</td>
</tr>
</tbody>
</table>
Emergency UA Police Hut

• Located: top of access road next to SMT.
• To get in: Use LBT/MGIO keys to open door.
• Contains:
  • Additional AED and first aid supplies
  • Stretchers, sleds
  • Mountain survival kits
    (skis, maps, backpacks, water, etc.)
  • Emergency contact information, radio
  • Keys to Evacuation Vehicle (on wall)
  • Satellite phone

LBT/MGIO Keys will open the door

Keys: “AA EA A1 and “AAENC” both work on this door.
Evacuation Vehicle

• Location of Vehicle: **Summer:** Next to Cop Shop **Winter:** inside Utility Building

• AED, Oxygen, FA Kits, Stretcher, and a multitude of supplies are in the vehicle.

• Instructions are on vehicle dash for how to operate.

• Ask for a walkthrough to familiarize with the vehicle.

• Authorized drivers only!

Make the safe choice...
Off-Site Communication Means

• The LBTO has the following means of communication off-site:
  • Building telephone system
  • MGIO 2-way radios
  • Cell phones (with optional 4G signal repeater on level 2, or via the use of WiFi calling over the network).
  • Satellite phone located at front desk in LBTO lobby (a second one is in the UA Police hut).
Emergency Satellite Phone

Satellite Phone can be brought with its case outside the building and into vehicles as a backup means of communication. The phone works poorly inside the building, but it has been tested and found to work well in vehicles on the way down the mountain. It is normally left charging on Bonnie’s desk. There is a second satellite phone in the UA Police Hut.

NOTE: Instructions on how to call out are in the phone case.

Make the safe choice...
Fire Alarm Building Evacuation

- Treat all building alarms as real: Evacuate building for fire alarm.
- Be aware of exit locations/routes.
- Maps posted throughout building.
- Do not use elevators.
- Assembly location is in the front parking area (red “x” to right).
  - Cold weather: meet in front lobby if safe to do so.
- Do not re-enter until all clear from manager on duty.

For other situations, await instructions from LBTO Mountain Management:

- Forest fire
- Severe weather
- Earthquake

Make the safe choice...
Emergency Stop (E-Stop) System

• The LBT is equipped with an emergency stop system (27 e-stops building-wide).

• When an e-stop button is pushed, the system is hard-wired to stop operation of:
  • Shutter and vent door motion
  • Telescope rotation (elevation and azimuth)
  • Telescope and instrument rotators, swing arms
  • Stealth exhaust fans and ARGOS lasers

• Accidentally or inadvertently pushing the e-stop can cause extensive downtime of equipment, so:

  Push e-stops **only** for emergencies!

Make the safe choice...