

OUHSC COMPARATIVE MEDICINE EMERGENCY GUIDE

Comparative Medicine at the University of Oklahoma Health Sciences Center provides animal husbandry and health care, procurement services, and scientific support for numerous research and educational programs using animal models. Comparative Medicine developed this plan to provide guidance in response to various emergency situations. The plan is specific to personnel associated with Comparative Medicine, and is an adjunct to the University's emergency program implemented by the OUHSC Environmental Health and Safety Office, the Radiation Safety Office and Campus Police and Public Safety. Their emergency procedures are published on the EHSO website and are liberally posted campus-wide. Disasters significant enough to affect the University may have an impact on the surrounding community as well; people should be familiar with emergency plans for their municipalities.

In any emergency situation or crisis involving Comparative Medicine, immediately notify:

**Director or Comparative Medicine:
Gary L. White, DVM, MMS cell phone: 203-0550
home : 348-3194**

As Director of Comparative Medicine, Dr. White is in charge of all decisions relating to animal care in an emergency situation

Campus Police/Public Safety: 271-4911
The Campus Police and Office of Public Safety have jurisdiction in matters involving personnel and the public on campus

The Comparative Medicine Emergency Guide is directed toward responses specific to Comparative Medicine personnel. It is supplemental to OUHSC emergency procedures.

The following are potential emergencies covered by the plan:

- Bomb Threat/ Explosion
- Break-In
- Fire
- Flooding
- Power Outage
- Severe Weather/Tornado
- Protests/Animal Activist Threat

The concerns addressed for each emergency situation include the following:

- Animal Observation and Health Maintenance
- Food and Water
- Personnel to Care for Animals
- Transportation and Communications
- Environmental Support and Contamination Control
- Research Support

Animal housing areas under management of Comparative Medicine include the following:

Location (Building/site name)	Distance from main facility
Biomedical Sciences Building (BMSB)	Main (core) facility
Comparative Medicine Annex (ARA)	Two blocks east of core facility
College of Pharmacy Building (CPB)	One block east of core facility
Research Park 1 (RP1)	Three blocks west of core facility
Basic Sciences Education Building (BSEB)	Across street (north) of core facility
Oklahoma University Fort Reno Science Park (FRSP)	38 miles west of core facility
O'Donoghue Research Center (ODC)	One block northeast of core facility
Biomedical Research Center West (BRC West; rodent barrier)	Directly south of core facility

Comparative Medicine veterinarians can be contacted during the week and on weekends and holidays by land phone/cell phone:

	HOME PHONE	CELLPHONE
Dr. White	348-3194	203-0550
Dr. Wolf	844-1755	204-6307
Dr. Brinkley	285-5741	941-4418
Dr. Cary	834-0465	843-0465
Dr. Kosanke	341-7880	209-6916

EMERGENCY COMMUNICATIONS

<u>TYPE OF EMERGENCY</u>	<u>CONTACT POINT</u>	<u>PHONE NUMBER</u>
Fire	Campus Police/Public Safety	271-4911
Major Medical Emergency	Campus Police/Public Safety	271-4911
Animal Bites/Scratches	Comparative Medicine	271-5185
	Employee Health Serv/Green Clinic	271-3100
Bomb Threat/Explosion.....	Campus Police/Public Safety.....	271-4911
Break-In	Campus Police/Public Safety.....	271-4911
Flooding	Campus Police/Public Safety.....	271-4911
Severe Weather/Tornado.....	Campus Police/Public Safety.....	271-4911
	(Weather information)	271-6499
Power Outage	Operations/Physical Plant.....	271-2121
Animal Rights/Demonstration ..	Campus Police/Public Safety.....	271-4911
Radiation Spills	Radiation Safety	271-6121
Chemical/Biological Spills	Environmental Health & Safety	271-3000
	(After Hours Emergency)	271-4911
Illness/Minor Injury	Supervisor Comparative Medicine	271-5185
Equipment Failure/Alarms.....	Operations/Physical Plant.....	271-2121
	(After Hours Emergency)	271-4911
Theft/Assault	Campus Police/Public Safety.....	271-4911
Security Problems.....	Campus Police/Public Safety.....	271-4911
Poisoning	Oklahoma Poison Control Center	271-5454

WHEN CALLING IN AN EMERGENCY SITUATION

- Give your name
- Give your extension number
- Give building name (Biomedical Science Building) and room number or specific location
- Describe the problem/condition calmly and clearly
- **DO NOT HANG UP!** Let the contact person hang up first in order to make certain all information has been obtained

BOMB THREAT/EXPLOSION

If a bomb threat is received, report the call immediately to the Campus Police. The Campus Police will determine what action should be taken (evacuation of building, etc.).

Animal Observation and Health Maintenance

All animals will be checked as soon as access to the facility is permitted by the fire and police safety personnel. Animals suffering from injuries or smoke inhalation will be examined by veterinarians and treated or euthanized as necessary. Dead animals will be removed from cages and placed in the cooler or freezer. If the cooler is not in service, the carcasses will be taken to an operating unit in an unaffected facility and stored until arrangements for disposal can be made. If an explosion (or subsequent fire) has destroyed animal housing, surviving animals will be transported to another facility. Undamaged equipment and supplies will be moved to appropriate storage areas.

Food

Should a bomb, subsequent fire, or water contaminate the feed stores, the local feed supplier will be contacted for replacement. Any feed that cannot be obtained from the local vendor will be ordered from the distributor for overnight delivery. Spoiled or contaminated feed will be discarded.

Water

A widespread critical lack of a supply of fresh water is unlikely. If necessary, carboys will be used to transport water by means of push carts. Comparative Medicine or motor pool vehicles can also be used to carry water from unaffected areas to the animal rooms in need. If the plumbing system sustains damage, Plant Operations will restore service and the Office of Environmental Health and Safety will collect samples to test for safety.

Personnel to Care for Animals

If a bomb threat or bombing occurs during normal working hours, employees may be ordered by Campus Police to vacate the facilities. If a bombing occurs after regular operating hours, the facility director and managers will be notified through Campus Police. The director or managers will contact all employees to report to work as soon as clearance is given.

Environmental Support and Contamination Control

Plant Operations is responsible for the operation of the ventilation systems and electrical power. If power is lost for an extended period of time, emergency generators will be activated where available; power backups supplied through a local vendor will be brought in for temporary use. Contamination control will be accomplished by clearing debris and equipment damaged by smoke and/or water. Carcasses will be placed in cold storage. If the air handling system is functioning, air filters in the affected areas will be changed.

Transportation and Communications

Comparative Medicine uses two full-size temperature-regulated panel vans for transporting animals and cages. The rear compartments are equipped with

tie-downs to secure caging. A 16' aluminum, climate-controlled goose-neck trailer, hauled by a 4X4 Chevrolet pickup, is used for transporting baboons. The motor pool has a fleet of additional multi-purpose vehicles and diesel trucks capable of hauling large equipment during emergency situations. The facility director, managers, veterinarians, and supervisors carry cell phones and are accessible during normal workdays. All veterinarians and managers are accessible 24 hours a day. Weekend and holiday coverage is provided by professional and technical staff on a rotational basis. Emergency contact phone numbers are listed at the east and west entry doors of the core facility and throughout the animal holding areas. Contacts for weekend and holiday coverage are prominently posted at the BMSB, Annex, BRC West, Ft. Reno Science Park and all satellite facilities.

Research Support

Research investigators will be notified of the status of their animals as soon as possible, including any alterations in routine care resulting from the emergency situation (e.g., room or building relocation). If contact with investigators is not possible, emergency procedures may cause an interruption in the research protocol. In all cases, any changes that may be needed to provide appropriate animal care will take precedence over the research project.

Animal Observation and Health Maintenance

Animals that may be loose in the facility will be humanely captured, identified and returned to their enclosures. If identification is not possible, as is the case for many rodents, animals will be euthanized according to the AVMA Policy on Euthanasia. Any animals killed as a result of vandalism will be placed in the cold rooms in preparation for proper disposal.

Food

If the feed is destroyed by an act of vandalism, an order will be placed immediately with the local supplier for replacement. Feed will be shipped in by overnight delivery if needed.

Water

If vandalism disrupts the water supply, fresh water will be brought in from other areas until repairs are made. Comparative Medicine facility vehicles or vehicles from the university motor pool will be used for transport of large quantities of water by carboy if necessary. After service has been restored by Plant Operations, the Office of Environmental Health and Safety will test to evaluate water safety.

Personnel to Care for Animals

The Campus Police and Office of Public Safety will provide clearance for accessing affected areas. Personnel must wait for such clearance because of the possibility of dangerous timed devices and/or the destruction of evidence. Once the all-clear is given, animal technicians and clinical veterinarians can enter to examine and treat animals as needed. A break-in will not affect the capacity for personnel to report to work.

Environmental Support and Contamination Control

Plant Operations is responsible for the operation of the ventilation and heating/cooling systems. If vandalism disrupts any of these services, Plant Operations will be notified to engage emergency generators or facilitate acquiring emergency power sources from off-campus suppliers. The Environmental Health and Safety Office will be notified of any contamination that may be the result of vandalism (e.g., spilled chemicals, inhalants). Their hazardous materials team will manage such cases as appropriate. Other possible sources of contamination such as standing water or spoiled feed will be cleaned up by Comparative Medicine personnel.

Transportation and Communications

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Research Support

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Animal Observation and Health Maintenance

All animals will be checked as soon as access to the facility is permitted by fire safety personnel. Dead animals will be removed and put in a functioning the cold room, and veterinarians will assess and treat (or euthanize, if indicated) any animals with fire-related injuries. If the treatment clinics or cold rooms have been damaged, support will be provided at alternate Comparative Medicine facilities. Animals that need to be relocated due to fire damage will be removed as soon as possible to other Comparative Medicine holding areas.

Food

Should a fire or fire-fighting chemicals or water contaminate the feed supply, the local feed supplier will be contacted for replacement. Any feed that cannot be obtained from the local vendor will be ordered from the distributor for overnight delivery. Spoiled or contaminated feed will be discarded. Specialty feeds can be ordered and shipped overnight to replace damaged stores.

Water

Should a fire disrupt the regular tap water supply, water will be brought in from other sources on the campus in designated carboys via cart or service vehicle. After service has been restored by Plant Operations, the Office of Environmental Health and Safety will test water to determine safety.

Personnel to Care for Animals

If a fire occurs during working hours, employees will follow standard fire safety procedures and promptly evacuate the facilities. Campus Police and Public Safety will determine further actions. If a fire occurs after regular operating hours, attempts will be made to notify all employees to report to work on emergency status. The facility director (or designee), clinical veterinarians, and the managers will be notified of any fire and report to treat animals and assess damage. Elevators should not be used in any aspect of animal care until Plant Operations has provided clearance.

Environmental Support and Contamination Control

Plant Operations is responsible for the operation of the ventilation and heating/cooling systems. If fire or fire-fighting procedures disrupt any of these services, the physical plant will be contacted to engage emergency generators and acquire additional emergency power sources. Contamination control will consist of clearing away damaged equipment and debris and removing dead animals to Comparative Medicine's designated cold rooms/freezers. All air filters in the affected area/s will be replaced. If large scale structural damage has occurred, cleanup may involve assistance from site support or independent contractors. The Environmental Health and Safety Office will be contacted in the event of damage to chemical storage or water supply areas.

Transportation and Communication

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a day. Weekend and holiday coverage is provided by professional and technical staff on a rotational basis. Emergency contact phone numbers are listed at the east and west entry doors of the core facility and throughout the animal holding areas. Contacts for weekend and holiday coverage are prominently posted at the BMSB, Annex, BRC West, Ft. Reno Science Park and all satellite facilities.

Research Support

Research investigators will be notified of the status of their animals as soon as possible, including any alterations in routine care resulting from the emergency situation (e.g., room or building relocation). If contact with investigators is not possible, emergency procedures may cause an interruption in the research protocol. In all cases, any changes that may be needed to provide appropriate animal care will take precedence over the research project.

Animal Observation and Health Maintenance

In the unlikely event of flooding of animal areas or adjacent supply routes, animals will be relocated to other Comparative Medicine areas or other facilities within the extended Oklahoma Health Sciences Center network. All animals will be checked as soon as safety officers have given clearance to access a flooded building. Any animals suffering from exposure will be examined and treated by a clinical veterinarian or euthanized as necessary.

Food

If a flood damages the feed supply, the local supplier will be contacted to supply replacement feed. As the core facility is in little danger of flooding, a backup supply of feed is stored in the BMSB feed room for short-term emergency use.

Water

In the improbable occurrence of widespread flooding, drinking water will undergo quality testing through the OUHSC Environmental Health and Safety Office and the State Department of Public Health. Emergency support services provided through state or private organizations may also be accessed to assist in supplying potable water for the animals. The motor pool has vehicles capable of traveling through deep water if the roads are flooded.

Personnel to Care for Animals

If flooding prevents a number of employees from reporting to work, a weekend work schedule will be instituted using all Comparative Medicine staff available. It is unlikely that flooding will prohibit the majority of animal care, technical, and professional staff from reporting as usual. The facility managers will contact absent employees by phone to determine the likelihood of extended personnel absence. The facility director (or designee), as well as clinical veterinarians will treat any affected animals and animal technicians will provide caretaking (cleaning, feeding, watering) as on extended holiday schedule.

Environmental Support and Contamination Control

Plant Operations is responsible for the operation of the ventilation and heating/cooling systems. If flooding disrupts any of these services, and when it is safe to do so, the physical plant will be notified to engage emergency generators or contact outside sources for temporary portable power supplies. Under no circumstances should elevators be used following a flood situation. The Environmental Health and Safety Office must be apprised of damage to any chemical storage or water supply areas. Contamination control will consist of cleaning/clearing water-damaged equipment and supplies and placing any dead animals in biomedical waste cold rooms/freezers. If large scale structural damage has occurred, cleanup will be more lengthy and may require outside assistance from the physical plant.

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Research Support

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Animal Observation and Health Maintenance

Observation and maintenance care of animals will continue in an uninterrupted, though modified, manner. Portable lights will be used for direct observation of animals until emergency generators can be engaged. Backup clean caging and bedding is on hand. A portable industrial generator will be trucked in to serve the Annex, which does not have a built-in auxiliary power supply. During the interim between loss of power and its restoration, animals will be cared for in as normal a fashion as possible, with technicians and veterinarians using portable utility lights and flashlights for direct viewing. If extended power outage is anticipated, animals will be relocated to unaffected areas around the campus as feasible.

Water and Food

Loss of power will not affect the ability of technicians to provide feed or water to all animals. Animals with automatic water supplies will be watered manually; Comparative Medicine retains an adequate supply of water bowls and water bottles/sipper tubes for emergency use.

Personnel to Care for Animals

The ability for personnel to report to work and perform all routine and veterinary care as usual will not be affected.

Environmental Support and Contamination Control

Plant Operations is responsible for the operation of the ventilation and heating/cooling systems. If power is disrupted, the physical plant will be contacted and they will engage emergency generators or facilitate acquiring outside emergency power sources.

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Animal Observation and Health Maintenance

All animals will be checked by animal technicians and clinical veterinarians as soon as access to the facilities is permitted by Campus Police and Public Safety. Any animals suffering from exposure will be examined and treated by a clinical veterinarian. If there are animals loose in the facility, animal technicians will capture, identify and return them to their cages. When identification is not possible or uncertain, (i.e., most rodents) animals will be euthanized. The standard operating procedures for recapture of nonhuman primates will be used should any animals escape from nonhuman primate holding facilities. Those animals killed as a result of storm activity will be placed in any available cold rooms on a temporary basis in preparation for proper disposal.

Food

If storm activity damages or contaminates the feed supply, the local vendor will be contacted for replacement. Both the BMSB and the Annex retain limited amounts of feed as a backup in the event of a temporary feed supply shortage. There may be an interruption of specialized diets if walk-in coolers and their contents are destroyed, in which case animals will be fed non-experimental rations.

Water

Because severe storm damage may permit introduction of contaminants, customary water sources will be used only after water has undergone quality testing through the OUHSC Environmental Health and Safety Office and the State Department of Public Health. If water supply is interrupted through either line damage or contamination, emergency support services provided through state or private organizations may also be accessed to supply potable water for the animals. Comparative Medicine and the university motor pool have combined enough types of vehicles to transport water containers through obstructed or damaged areas.

Personnel to Care for Animals

If tornado damage prevents a number of employees from reporting to work, a weekend work schedule will be instituted using all Comparative Medicine staff available. It is unlikely that severe weather or tornado will directly affect the majority of employees. The facility manager will contact absent employees by phone to determine the likelihood of extended personnel absence. The facility director (or designee), as well as the clinical veterinarians will treat any affected animals and available animal technicians will provide caretaking (cleaning, feeding, watering) as on extended holiday schedule.

Environmental Support and Contamination Control

Plant Operations is responsible for the performance of the ventilation and heating/cooling systems. If storm damage causes disruption any of these services, the physical plant will be contacted and they will engage emergency generators or acquire outside portable emergency power sources. In severe emergency situations where extensive building destruction has occurred, an attempt will be made to secure temporary housing in undamaged classrooms, laboratories and offices on the campus. Contamination control will be handled by cleaning up storm debris as soon as possible and locating animal carcasses and placing them in cold rooms and using emergency contractors for removal and/or incineration of the dead animals.

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PROTEST/ANIMAL ACTIVIST THREAT

If a peaceful demonstration occurs on public property, personnel should steer clear of provocative interactions by avoiding the demonstrators. Notify Campus Police and Public Safety of the nature of the demonstration and its location (it may be a scheduled protest). Make certain that the police are aware of any special precautions, security needs or sensitivities associated with the targeted facility. Report the approximate number of people involved and the specific facility being targeted. Campus Police will determine any action to be taken in the event of a threat. Even peaceful demonstrations may become confrontational if personnel engage the protestors. Remain calm and courteous, and leave the area at once if you arrive while a protest is in progress.