Area Safety Liaison
Annual Training 2020

UTHealth
The University of Texas
Health Science Center at Houston
Thank you for your service as an ASL!!!

Due to the ongoing COVID-19 situation, we will not hold an in-person training this year.

Please review the contents of this training PowerPoint to re-familiarize yourself with ASL roles and responsibilities.

Contact EHS at 713 500 8100 if you have any questions or concerns.

We look forward to resuming our regular training schedule with you in 2021!
ASL Duties

Report safety hazards to EHS

Report security concerns to UTPD

Facilitate evacuation during an emergency
  – Assist with emergency evacuations and drills
  – Help account for evacuated personnel
  – Manage emergency evacuation assistance for individuals in your area (e.g. mobility impaired individuals)
ASLs Know Best

ASLs know their people, ASLs know their spaces

You are the eyes and ears for both safety and security in your area

Make sure you understand where your area of responsibility lies
Helpful Phone Numbers

UTPD Dispatch - (713) 792-2890

Emergencies - 911

Environmental Health & Safety - (713) 500-8100

Facilities, Planning & Engineering - (713) 500-3498
(a.k.a. the FIXT line)
Review of Recent Incidents

ASLs awareness and understanding of safety has potentially prevented several incidents such as:

- Overheating refrigerators and older equipment
- Unattended microwaves
- Excessive, unsafe, or improper storage of items
- Hallway and security issues
- Use of space heaters
Excessive clutter and potential fire hazard – this is an occupied space
Unoccupied space used for storage
Unsafe storage of ladders and chemicals
Use of “unapproved” space heater
Review of Recent Incidents

Because of our ASLs, many incidents are prevented before they happen!

Please continue to help identify any unsafe conditions.

Report anything that looks unsafe to EHS at 713 500 8100

Thank you!
In an emergency...
The Red Bag

Identifies you as the ASL – Wear during fire alarm and emergency events so others can identify you as the ASL
Alarm:

Initial Response

- **EHS/ Facilities**: investigate alarm
- **ASL's prep**: affected floors for possible evacuation
- **UTPD**: receives notification
- **Fire Department**: notified

Alarm Triggered
Designated Evacuation Point

At least 75 ft. away from building

During an event, assist keeping others calm and coordinated
Corridor Clearance – HOOP Policy 88

• HOOP Policy is designed to keep the hallways, life safety equipment, and fire stairwells free and clear for those to access during an emergency event

• No exterior hallways, fire exits, fire stairwells, fire extinguishers, eye wash stations, showers, or fire pull stations should be blocked – 3 feet clearance required

• No rolling chairs, running electrical equipment, or combustible items in hallways or stairwells

• Any items placed in hallways, should be approved by EHS with current labeled sticker about the owner

• Contact EHS at 713 500 8100 with any questions
HOOP Policy 88
Corridor Clearance
AEDs located near elevators
Stop The Bleed Kits

*Based on UTHealth Emergency Medicine faculty recommendations.

- 2x C.A.T.® Tourniquets
- 1x Israeli Emergency Bandage
- 2x Rolls Compressed Gauze
- 1x Pair Trauma Sheers
- 2x pair Nitrile Gloves
- 1x Eye/Face Shield
- 1x Roll Surgical Tape
- 1x Permanent Marker
- **Items do not expire**

*Located within AED boxes to assist during physical trauma – does not require specialized training*
SHERM Webpage
https://www.uth.edu/safety
Area Safety Liaison

Area safety liaisons (ASLs) play an important role at UTHealth by assisting colleagues and other individuals in their area to be safe and healthy. The role of an ASL includes reporting safety hazards to EHS, reporting security concerns to UTPD, and facilitating evacuation during an emergency situation. The Occupational Safety and Fire Prevention Program helps to organize and administrate the ASL program by maintaining an active list of ASL volunteers, providing annual training to ASLs, and supporting ASLs who may have questions or concerns about their respective areas or buildings. Contact EHS if you are interested in serving as a volunteer ASL for your area.

Area Safety Liaison Training, Information, and Forms

- OIA Emergency Communications - Resources to know when the University is Open (Powerpoint)
- Injury Reporting (Powerpoint)
- Environmental Management Systems (Powerpoint)
- 2017 ASL Training (Powerpoint)
- AED/CPR Training

Area Safety Liaison Listings by Building

ASLs contacts:
- Campus wide ASL contact information (Excel File)

Emergency Management Plan

- Emergency Management Plan (weblink)
High Rise Evacuation Video

Please familiarize yourself with the process for evacuations at UTHealth:

UTHealth High Rise Evacuation
Mobility Assistance Program

During an emergency evacuation, it is important to make sure that all occupants can exit the building safely

- For those who require assistance in exiting the building, please have them complete the Evacuation Assistance Request Form
- This confidential assistance program can be short term or long term and halted at any time by the individual
- Individuals who are injured, pregnant, or otherwise in need of temporary assistance in the event of an emergency are eligible for this
- For those in a high rise, an Evacu-trac can also be made available to them
Emergency Evacuation Assistance Request

UTHSC-H seeks to protect its community from the effects of unpredictable situations by establishing specific procedures for coping with local emergencies. If you need assistance to evacuate the building during such an emergency, please complete the form below and return it in person or via inter office mail to Environmental Health & Safety in OCB 1.330 or fax the form to 713-500-8111.

Upon receipt, a member of the Environmental Safety & Health team will be contacting you to confirm the delivery of the form, to discuss the program with you. He or she will then update the HPD Fire Depository Box and notify UTPD.

Name (please print): ______________________________

Building and Room Number: __________________________

Phone Number: ____________________________

I will need assistance in evacuating the building on a:

☐ Temporary basis from ______________ until approximately ________________

☐ Throughout my employment/studies at UTHSC-H

☐ I will no longer need emergency evacuation assistance

Comment: (optional) __________________________________________________________

________________________________________________________

A member of the Environmental Safety & Health team will be contacting you upon the receipt of this form to discuss the program and to ensure you know how to respond in the event of a building emergency. If you would like a more detailed, in person, discussion of the program, please check the box below:

☐ I would like a safety specialist to speak with me in person at my location about the evacuation concerns specific to my location and provide greater detail about the Emergency Evacuation Assistance Program.
ASL Changes or Additions?

Please let us know if any changes are needed, such as:

– You are no longer able to serve as an ASL
– You know of an area that does not have representation of an ASL

Contact EHS at 713 500 8100
THANK YOU!

Questions / comments / concerns?
Contact EHS at 713 500 8100

Please visit our ASL webpage at: