

CODE BLACK

Emergency Response Bomb Threat

What does it Mean?

Code Black is the designated phrase to alert staff of a verbal/written bomb threat or discovery of a suspicious letter or package.

What to do?

- **RECEIVING A THREAT:**
- **(Telephone Threat)** Remain calm and courteous. Do not argue or hang up. Gather as much information from the caller as possible. Record call display number.
- **(Electronic Threat)** Do not reply to, forward, delete or destroy email/text message/fax.
- Notify the Charge Nurse ext. 7135
- Charge Nurse or Designate will call 911
- Charge Nurse or Designate will **ANNOUNCE CODE BLACK 3xs**
- Suspicious item found/Received- during code black do not touch or let others touch any unusual items or packages.
- Report any items to the charge nurse
- Follow the instructions of the Emergency Services and or the Charge Nurse
- Charge Nurse or Designate will **ANNOUNCE CODE BLACK + ALL CLEAR 3xs**