Area Safety Liaison
Annual Training 2022
Thank you for your service as an ASL!!!

The ongoing COVID-19 pandemic has created incredible challenges for all of us, both professionally and personally, but we are extremely proud of everyone at UTHealth Houston!

As an institution, we continue to persevere and grow – UTHealth Houston now has over 12,000 employees and nearly 6,000 students – so your service as an ASL is incredibly important
Overview – ASL Training 2022

• Welcome and thank you Area Safety Liaisons – Scott Patlovich, EHS
• Important and helpful phone numbers
• Review of recent incidents at UTHealth Houston
• Active Shooter Preparedness training – Officer Manuel Leston, UT Police
• Review of ASL roles and responsibilities – Snehal Rana, EHS
• Emergency preparedness, response, and communication – Bryan Evans, EHS
Safety, Health, Environment, and Risk Management’s (SHERM) mission is to work in conjunction with the UTHealth community to ensure that education, research, and health care service activities take place in conditions that are optimally safe and healthy for all students, faculty, staff, visitors, surrounding community and the general public.

Put simply, we exist to help people go home as healthy and safe as they arrived. Please report any hazardous conditions to Environmental Health and Safety 713.500.8100
ASL Duties

Report safety hazards to EHS
Report security concerns to UT Police
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)
Assist with AEDs
Help identify corridor or egress pathway blockages
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
ASLs On Campus

To be effective, ASLs must be present on campus

If you have been shifted to full time remote work, we suggest you consider shifting your ASL duties to another individual

We welcome your feedback and discussion on this matter!
Helpful Phone Numbers

UT Police 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

The following incidents have occurred at UTHealth Houston over the past year
UTSD Burner Fire

Hanau Alcohol Torch
Use of unapproved space heaters
Excessive clutter and potential fire hazard – this is an occupied space
Blocked Electrical Panels in Labs
Construction hazards
Quickly Identify and Report Water Leaks
Active Shooter Preparedness Training

Officer Manuel Leston, UT Police

- UTHealth Houston President’s Award for Leadership – demonstrates leadership through service for others
- Educator of the Quarter by MD Anderson - demonstrates excellence and innovative practices in education
- Selected as MD Anderson’s Service Excellence Training program facilitator
Emergency Preparedness and Communications

Bryan Evans
Safety Manager, Environmental Health & Safety
Area Safety Liaisons
Roles and Responsibilities
Area Safety Liaison Program

Volunteer employees who assist with identifying health and safety concerns in their respective work area

**Duties include, but are not limited to:**
- Assist with drills and emergency evacuations
- Account for evacuated personnel in their respective area
- Assist with the identification and protection of mobility impaired individuals
- Assist with AEDs
- Notify EH&S of corridor and exit blockages
- Serve as a liaison between the University community and EHS

*ASLs will have a red backpack in the event of a fire alarm*
The Red Bag

*Identifies you as the ASL – Wear during fire alarm and emergency events so others can identify you as the ASL*
In an emergency...
In Case of Fire

- **Report**: Call 911
- **Activate**: Fire alarm
- **Confine**: Close doors
- **Evacuate**: Use exit sign
Have an Exit Strategy

**KNOW:**
- Two Escape Routes
- Pull station locations
- Fire Extinguisher Locations
- Meeting place outside of building
Fire Extinguishers

If you have been trained, use fire extinguishers to put out small fires

Remember P.A.S.S.

Pull the pin out
Aim the hose at the base of the fire
Squeeze the trigger
Sweep from side to side

Please know the locations of fire extinguishers in your areas

If you would like training on the proper use of a fire extinguisher, please contact EHS at 713.500.8100
High Rise Fire Alarm Notification

Do not hesitate - follow your evacuation plan immediately in a calm and orderly manner when a fire alarm has been activated. Do not use cellphone or other electronics until safety outside at your designated muster point.

*ASL = Area Safety Liaison
Designated Evacuation Point

At least **75 ft. away from building**

*Exit Strategy*

*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 - Building Pathway Use
AEDs located near elevators
Stop The Bleed Kits
*Based on UTHealth Houston 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
Safety, Health, Environment, and Risk Management

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

Area Safety Liaison Listings by Building

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

Emergency Management Plan
High Rise Evacuation Video

Please familiarize yourself with the process for evacuations at UTHealth Houston:

High Rise Evacuation Video
NEW! Building Specific Evacuation Videos

EXAMPLE:
McGovern Medical School emergency egress video
https://youtu.be/oRRDMLa_r9E
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
Mobility Assistance Program

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.
Evacu-trac
ASL Updates and Work From Home

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

- You are no longer able to serve as an ASL
- You are permanently working from home
- You know of an area that does not have representation of an ASL

Contact EHS at 713 500 8100
Additional EHS Safety Services

• Respiratory protection – fit testing
• Water testing and air quality monitoring
• Occupational monitoring and ergonomic assessments
• Clinic and lab safety training
• Bloodborne pathogens awareness training
• Fire extinguisher training and general fire safety
• Radiation safety training and X-ray surveys
• Infectious substance shipping training
• Hazardous waste pick up

For additional information on training, please visit: https://www.uth.edu/safety/training/index.htm or call EHS at 713.500.8100
Please call Environmental Health & Safety for any safety concerns!

**EHS Main Office**  713.500.8100  
Fire & Life Safety  713.500.8165  
Biological Safety  713.500.8170  
Chemical Safety  713.500.5832  
Hazardous Waste Collection  713.500.5837  
Radiation Safety  713.500.5840  
EMAIL: osfp.safety@uth.tmc.edu

Please visit our ASL webpage at:  
Thank you to each and every one of you for your service as an Area Safety Liaison!