


Name of Policy: <u>Securing the Kobacker Center Against a Potential Threat</u> Policy Number: 3364-143-26 Department: Lenore W. and Marvin S. Kobacker Center Approving Officer: Chief Nursing Officer Responsible Agent: Administrative Director Scope: Kobacker Center	
	Effective Date: 05/28/2024 Initial Effective Date: 9/2002
<input type="checkbox"/> New policy proposal <input checked="" type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Major revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy	

(A) Policy Statement

To ensure that appropriate steps will be taken when there is a potential threat to the safety of patients or treatment staff or to the business operations located in the Kobacker Center.

(B) Purpose of Policy

To ensure a safe environment for all patients and treatment staff located in the Kobacker Center.

(C) Procedure

1. If a threat of physical violence is deemed credible against any patient, staff, or guest at the Kobacker Center, the building will be secured and Campus Security will be notified at 383-2600. Threats may include but not be limited to:
 - General statement regarding terrorism
 - Threats of abduction
 - Threats to a staff member
 - Threats to a patient/family member
2. Notifications will be made to the House Supervisor, the Psychiatric Nursing Director (or designee), Department Administrator, and Chief Nursing Officer upon discovery of safety concern.
3. An overhead announcement shall be made during normal business hours that states: “Attention all personnel, the Kobacker Center will be under a lock down. Please await further instruction.”
4. All external doors will remain secured including the Pedestrian Tunnel.
5. Signs shall be posted on external doors instructing those seeking entry to call their prospective areas. Phone calls shall be directed to:

Child/Adolescent Inpatient Unit (419) 383-5473
Senior Behavioral Health Inpatient Unit (419) 383-6259

Patient visitation may be cancelled based off clinic threat levels and/or communication with Campus Security or Police Department.

6. Contents of all packages may be searched, or visitors will be encouraged to leave packages outside the building.

7. In circumstance of eminent threat, to account for staff, patients, and visitors, all individuals will be instructed to gather in a designated area in each unit to ensure their safety.
 - Administrative Wing – Davenport Conference Room
 - Child and Adolescent Inpatient Unit – Nursing Station
 - Senior Behavioral Health Inpatient Unit – Dining Room

8. All interior doors are to be locked and all individuals are to stay away from windows until the “all clear” is given.

<p>Approved by:</p> <p><u>/s/</u> _____ Stephanie Calmes, Ph.D., LPCC-S, LICDC-CS Administrative Director, Psychiatry</p> <p style="text-align: right;">Date</p> <p><u>/s/</u> _____ Kurt Kless, MSN, RN, MBA, NE-BC Chief Nursing Officer</p> <p style="text-align: right;">Date</p> <p><u>/s/</u> _____ Ben Schoonmaker Hospital Security Director</p> <p style="text-align: right;">Date</p> <p><i>Review/Revision Completed By: Kobacker Administration</i></p>	<p>Review/Revision Date:</p> <p>4/04 3/07 5/2010 9/2011 04/04/2014 03/02/2017 03/01/2020 06/01/2021 05/28/2024</p> <p>Next Review Date: 05/28/2027</p>
<p>Policies Superseded by This Policy: 42-61</p>	