|  |
| --- |
| **Code Pink – Abduction/Missing Patient or Person** |
| **Purpose** | This procedure provides instructions for laboratory staff to initiate or respond to a CODE PINK – ABDUCTION/MISSING PATIENT OR PERSON. |
| **Policy** | Children’s Minnesota Laboratory will attempt to report and/or locate an abducted/missing patient or person. |
| **Procedure** | Follow the activities in the table below to **initiate** a CODE PINK. |
|  | **Step** | **Action** |
|  | 1 | Upon realization that an abduction, potential abduction or missing patient or person has occurred, immediately call Security at 5-7777 in Minneapolis or 1-8899 in St Paul. |
|  | 2 | Provide:* Gender
* Age
* Physical description (including race, clothing, hair color, eye color)
* Whether the missing person is a patient or visitor
 |
|  | 3 | Do not hang up until all known details have been provided. |
|  | 4 | The supervisor of the department shall assign staff to secure these areas:* Minneapolis – Main laboratory
	+ Hallway outside the LIS office
	+ Hallway outside laboratory supermarket
	+ Transport elevators and hallway in front of laboratory
	+ Hallway and stairwell S07 outside histology
* Minneapolis – Children’s Specialty Center (CSC) outpatient laboratory
	+ Hallway outside outpatient laboratory
* St. Paul – Main laboratory
	+ Hallway, stair B, and elevators outside laboratory entrance
	+ Hallway and stair A outside back laboratory entrance
	+ Hallway leading to United hospital
* St. Paul – Garden View (GV) outpatient laboratory
	+ Stair CC & Garden View rear elevator
 |
|  | 5 | Notify the units next to, above and below the laboratory of the details:* Minneapolis – Main laboratory
	+ Biomedical engineering (5-6383)
	+ Environmental services (5-6205)
	+ Emergency department (5-6117)
* Minneapolis – CSC outpatient laboratory
	+ Orthopedics clinic (5-0716)
	+ CSC front desk (5-5595)
	+ Nephrology clinic (5-6084)
	+ Radiology workroom (5-5593)
	+ Hematology-Oncology clinic (5-5940)
* St. Paul – Main laboratory
	+ Environmental services (6-6461)
	+ Biomedical engineering (6-6297)
	+ Infant Diagnostics and Research center (6-6297)
	+ Volunteer services (6-6058)
	+ Patient registration (6-6878)
	+ Radiology (6-6147)
* St. Paul – GV outpatient laboratory
	+ General Pediatrics clinic (6-6700)
	+ Endocrine-Diabetes clinic (6-6624)
 |
|  | 6 | Search unlocked rooms in the department (e.g. lounge, bathroom). |
|  | 7 | Work with security/police on gathering details. |
|  | 8 | Do not allow anyone to leave the area until cleared by security, police or administration. |
|  | 9 | Notify the hospital nursing supervisor.* Minneapolis: 5-6833 (pager: 651-629-3546)
* St. Paul: 6-8460 (pager: 651-629-3547)
 |
|  | 10 | Call the laboratory medical director and laboratory administrative director to report status. |
| **Procedure** | Follow the activities in the table below to **respond** to an announced CODE PINK. |
|  | 1 | The supervisor of the department shall assign staff to secure these areas:* Minneapolis – Main laboratory
	+ Hallway outside the LIS office
	+ Hallway outside laboratory supermarket
	+ Transport elevators and hallway in front of laboratory
	+ Hallway and stair S07 outside histology
* Minneapolis – Children’s Specialty Center (CSC) outpatient laboratory
	+ Hallway outside outpatient laboratory
* St. Paul – Main laboratory
	+ Hallway, stair B, and elevators outside laboratory entrance
	+ Hallway and stair A outside back laboratory entrance
	+ Hallway leading to United hospital
* St. Paul – Garden View (GV) outpatient laboratory
	+ Stair CC & Garden View rear elevator
 |
|  | 2 | Notify security at 5-7777 (Minneapolis) or 1-8899 (St. Paul) immediately if anything suspicious is noted. Do not try to physically stop suspicious individuals. |
|  | 3 | Inform all visitors seeking to leave the facility during a Code Pink that “a child is missing within the hospital and that visitors are asked to remain until the child is found and a ‘Code Pink All Clear’ is announced.”  |
|  | 4 | Stay at the assigned stairwells, elevators and exit routes until a ‘Code Pink All Clear’ is announced or have been relieved by a co-worker. |
| **Procedure** | Follow the activities in the table below if you **find** the abducted or missing patient or visitor. |
|  | 1 | Notify security at 5-7777 (Minneapolis) or 1-8899 (St. Paul) immediately. |
|  | 2 | Remain at your location until security arrives to escort the abducted/missing patient or person to the appropriate destination.  |
| **References** | [Hospital policy 911.00 Abduction/Missing Patient or Person (Code Pink)](http://khan.childrensmn.org/manuals/policy/900/005310.asp) |
| **Historical Record** | **Version** | **Written/Revised by:** | **Effective Date:** | **Summary of Revisions** |
| 1 | Bobbi Dock & Mark Schumann | 08/07/03 | Initial Version |
|  | 2 | Carol Buhl | 09/20/10 | Updated phone numbers.Updated location changes due to Mpls laboratory move. |
|  | 3 | Carol Buhl | 06/20/13 | Combined separate policies from Mpls and Stp into one policy.Added CSC and GV outpatient laboratory locations.Changed to CMS format. |
|  | 4 | Carol Buhl & Laboratory Safety Committee | 06/28/17 | Updated unit locations and phone numbers. |