



The policy should cover all possible sources of threats (telephone, email, suspicious packages) and what steps to be implemented for each scenario.

Facility personnel have to accompany police or military bomb demolition personnel in searching for the suspected bomb, because speed is of the essence and only individuals familiar with a given area can rapidly spot unfamiliar or suspicious objects or condition in the area (this staff individual should be clarified in the policy). This is particularly true in health care facilities. The facility telephone operator has to be provided with a checklist to be kept available at all times, in order to obtain as much information as possible from the caller concerning the location of the supposed bomb, time of detonation, and other essential data, which have to be considered in deciding whether or not to evacuate all or part of the facility.

---

**FMS.13 The hospital has qualified individuals assigned to maintain security.**

FMS.13.1 The number of security personnel is proportional to the size of the hospital, number of entrances, and the availability of supporting security systems.

FMS.13.2 The security personnel have written job descriptions.

FMS.13.3 The security personnel receive orientation about:

FMS.13.3.1 Scope of work and job description.

FMS.13.3.2 Emergency codes.

FMS.13.3.3 Fire safety.

FMS.13.4 The security personnel roles are clearly defined for the following:

FMS.13.4.1 External disaster plan.

FMS.13.4.2 Internal disaster plan.

FMS.13.4.3 No smoking policy.

FMS.13.5 The security personnel have a dress code.

FMS.13.6 The security personnel conduct hospital wide security rounds and significant findings are documented.

---

**Standard Intent:**

To ensure security coverage of hospital facilities, a security risk-assessment needs to be conducted to determine the necessary number of security personnel needed to cover the hospital's main gates, entrances, and security sensitive areas and to conduct security actives such as hospital-wide security rounds.