

OREGON ADMINISTRATIVE RULES  
DEPARTMENT OF HUMAN SERVICES, PUBLIC HEALTH DIVISION  
CHAPTER 333

**DIVISION 515**

**HOSPITAL ENVIRONMENTAL AND MAINTENANCE SERVICES**

**333-515-0001**

**Applicability**

These rules apply to all hospitals, regardless of classification.

Stat. Auth.: ORS 441.055

Stats. Implemented: ORS 441.055 & ORS 442.015

**333-515-0005**

**Sterilization of Instruments, Equipment and Supplies**

(1) After the discharge of any patient, the bed, bed furnishings, bedside furniture, bed pans, urinals, wash basins, denture cups, drinking glasses, or any similar utensil or piece of equipment used by a patient shall be thoroughly cleaned and disinfected prior to re-use, or disposed of properly. Mattresses shall be professionally renovated when necessary.

(2) Single patient use equipment must be labeled with patient name and room number when the equipment is used in a multi-bed room.

Stat. Auth.: ORS 441.055

Stats. Implemented: ORS 441.055 & ORS 442.015

**333-515-0020**

**Sanitary Precautions**

(1) Provision shall be made for the proper cleaning of linen and other washable goods and proper disposal of all refuse.

(2) All garbage and refuse shall be stored and disposed of in a manner that will not create a nuisance or a public health hazard. Infectious waste shall be stored and disposed of in accordance with OAR chapter 333, division 56.

(3) Measures shall be taken to prevent the entry of rodents, flies, mosquitoes, and other insects. Adequate measures shall include but are not limited to preventing their entry through doors, windows, or other outside openings.

(4) The walls and floors shall be of a durable and cleanable composition necessary to maintain a sanitary environment appropriate to the use of the area. The building shall be kept clean and in good repair.

Stat. Auth.: ORS 441.055

Stats. Implemented: ORS 441.055 & ORS 442.015

**333-515-0030**

**Safety and Emergency Precautions**

(1) A hospital shall:

- (a) Have a physical plant and overall hospital environment that is developed and maintained in such a manner that the safety and well-being of patients are provided for.
  - (b) Have telephone or another communication method to summon help in case of fire or other emergency.
  - (c) Comply with ORS chapter 479, its implementing rules, and all other requirements of the State Fire Marshal.
  - (d) Have emergency power facilities that are tested monthly and are in readiness at all times for use in the delivery, operating and emergency rooms, nurseries and other areas as required in NFPA 99 and the National Electrical Code.
- (2) A hospital shall develop, maintain, update, train, and exercise an emergency plan for the protection of all individuals in the event of an emergency, in accordance with OAR chapter 837, division 40. A hospital shall have developed an emergency plan and shall have submitted a summary of the plan to the Department by February 1, 2010. A hospital that applies for licensure after October 1, 2009, is required to submit an emergency plan with its application.
- (a) A hospital shall conduct at least two drills every year to demonstrate that employees have practiced their specific duties and assignments, as outlined in the emergency preparedness plan. A hospital shall document the drills.
  - (b) An emergency plan shall:
    - (A) Include the contact information for the hospital's local emergency management.
    - (B) Address all applicable hazards that may include, but are not limited to, the following:
      - (i) Chemical emergencies;
      - (ii) Dam failure;
      - (iii) Earthquakes;
      - (iv) Fire;
      - (v) Flood;
      - (vi) Hazardous material;
      - (vii) Heat;
      - (viii) Hurricane;
      - (ix) Landslide;
      - (x) Nuclear power plant emergency;
      - (xi) Pandemic;
      - (xii) Terrorism; or
      - (xiii) Thunderstorms.
    - (C) Address the provision of sufficient supplies for patients and staff to shelter in place for a minimum of four days under the following conditions:
      - (i) Extended power outage;
      - (ii) No running water;
      - (iii) Replacement of food or supplies is unavailable; and
      - (iv) Staff members do not report to work as scheduled.
    - (D) Address evacuation, including:
      - (i) Identification of individual positions' duties while vacating the building, transporting, and housing residents;
      - (ii) Method and source of transportation;
      - (iii) Planned relocation sites;

- (iv) Method by which each patient will be identified by name and facility of origin by people unknown to them;
  - (v) Method for tracking and reporting the physical location of specific patients until a different entity resumes responsibility for the resident; and
  - (vi) Notification to the Division about the status of the evacuation.
- (E) Address the clinical and medical needs of the patients, including provisions to provide:
- (i) Storage of and continued access to medical records necessary to obtain care and treatment of patients, and the use of paper forms to be used for the transfer of care or to maintain care on-site when electronic systems are not available;
  - (ii) Continued access to pharmaceuticals, medical supplies and equipment, even during and after an evacuation; and
  - (iii) Alternative staffing plans to meet the needs of the patients when scheduled staff members are unavailable. Alternative staffing plans may include, but are not limited to, on-call staff, the use of travelers, the use of management staff, or the use of other emergency personnel.
- (c) A hospital shall ensure that its emergency plan is available to Division staff during licensing and certification surveys.
- (d) A hospital shall re-evaluate and revise its emergency plan as necessary or when there is a significant change in the facility or population of the hospital.
- Stat. Auth.: ORS 441.055  
Stats. Implemented: ORS 441.055 & ORS 442.015

### **333-515-0040**

#### **Smoking Prohibition**

- (1) The administrator or person in charge of the hospital may not permit a person to smoke tobacco:
- (a) In the hospital; or
  - (b) Within 10 feet of a doorway, open window or ventilation intake of the hospital.
- (2) A hospital shall comply with ORS 433.835 through 433.875 and its implementing rules, OAR chapter 333, division 15.
- Stat. Auth.: ORS 441.815  
Stats. Implemented: ORS 441.815