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| **Royal Hospital for Neuro-Disability****ACTION CARD TWO****BRONZE NURSE** |

**This role could default to the On-site Duty Manager when a Major Incident is declared and a Silver Commander has been appointed**

**If the On-site Duty Manager remains the Silver Commander, this role will be allocated to the most senior qualified nurse who attends site first**

**Overview**

The role of Bronze Nurse is operational, utilising their clinical knowledge and experience to advise on patient and clinical priorities.

Bronze Nurse will apply clinical risk management principles as the Major Incident evolves.

The Bronze Nurse may be located with the Silver Commander in the Major Incident Control Room. This role is usually allocated to the most senior qualified nurse available on-site.

**MAJOR INCIDENT DECLARED**

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|  | **Action** |
|  | Attend the Major Incident Control Room and don the appropriate high visibility vest |
|  | Provide clinical advice to Silver Commander if required |
|  | Liaise with each Ward Manager to collate and monitor bed states information for whole hospital |
|  | Work in partnership with Bronze Doctor if appointed |
|  | Assess additional clinical staffing requirements during resolution of Major Incident |
|  | Identify patients who may need to be admitted to acute Hospital setting |
|  | Instruct Ward staff to ensure *all* patients and residents are wearing identification bracelets (in preparation for potential evacuation) |
|  | Monitor and maintain inventory of clinical supplies throughout duration |
|  | Monitor and maintain inventory of specialist equipment throughout duration |
|  | Obtain lists of casualties, injury details, diagnosis and current locations |
|  | Liaise with any attending Emergency Services and provide prioritised clinical casualties information |
|  | Delegate additional nursing staff to maintain safe staffing levels, manage clinical issues or to assist an evacuation |
|  | Remind/check Ward staff are carrying out prioritised activities (as defined on charts available on each Ward) |
|  | Assist Silver Commander in the implementation of business continuity plans |
|  | Visit any patients evacuated off site at the earliest opportunity |
|  | Co-ordinate first aiders and their attendance on-site |
|  | Operational responsibility for clinical risks and issues to ensure business continuity during a Major Incident |
|  | Establish a temporary mortuary if necessary **(Drapers Gym, Assembly Room or Staff Accommodation Building)** |

**continued overleaf**

**Evacuation**

In the event that off-campus evacuation to a crisis shelter becomes necessary then Bronze Nurse should consider these additional actions if required:

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|  | **Action** |
|  | Maintain regular communication with Bronze Evacuation |
|  | Provide Bronze Evacuation with prioritised patient list for evacuation, including triage level, escort recommendation and evacuation location recommendation |
|  | Instruct Ward staff that bed end notes *must* be transported with patients |
|  | Operational responsibility for clinical risks and issues during both horizontal, vertical and off-campus evacuation |
|  | Ensure evacuation triage centre or shelter centre has sufficient clinical supplies |
|  | Re-deploy available nursing staff to the evacuation triage or shelter centre |

**Invacuation**

In the event of a mutual aid agreed invacuation from a reciprocal partner, the Bronze Nurse should consider these additional actions if required:

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|  | **Action** |
|  | Operational responsibility for clinical risks and issues during an invacuation |
|  | Re-deploy RHN nursing staff to the Receiving Centre **(Assembly Room, Ground Floor, Main Hospital Building)** |
|  | Ensure Receiving Centre has appropriate drugs and medical supplies |

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|  | Maintain communication with Bronze Invacuation and assist as required |

**Stand down**

Once the risk to the health of the RHN community and property is reduced and there is no longer a risk of the major incident leading to further casualties, Bronze Nurse should consider these additional actions if required:

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|  | **Action** |
|  | Assist Silver Commander with the implementation of ward and service level business continuity plans |
|  | Visit any patients evacuated off site at the earliest opportunity |
|  | Instruct Ward staff to remove and destroy temporary identity bracelets (if used) |