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SECTION 1 - INTRODUCTION

PURPOSE
The purpose of this guideline is to provide procedures to be followed in the event of a fire or MEG related emergency within the MEG facility.

SCOPE
These guidelines for safe work instructions apply to all staff within the MEG facility.

DEFINITIONS

<table>
<thead>
<tr>
<th>Word/Term</th>
<th>Definition</th>
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<tbody>
<tr>
<td>MEG Facility</td>
<td>ATC 025 and 026 in the Neuroimaging Rooms in the basement of Advanced Technologies Centre (ATC)</td>
</tr>
<tr>
<td>MSR</td>
<td>Magnetically Shielded Room. This area is the MEG examination room, which houses the MEG Scanner and shields it from outside environmental electromagnetic noise.</td>
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CONTEXT

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<th>Name</th>
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SECTION 2 - UNIT RULES

1. EMERGENCY QUENCH & LIQUID HELIUM LEAKS

1.1 Emergency quench

In the event of a system quench, all personnel and participants must be evacuated from the MSR as quickly as possible. Access to the MSR must be immediately restricted to all individuals until the arrival of MEG equipment service personnel.

1.2 Liquid helium leaks

If cryogenic gases are observed to have vented partially or completely into the MSR, as evidenced in part by the sudden appearance of white “clouds” or “fog” around or above the MEG scanner (ACR 2007), then access to the MSR must be immediately restricted to all individuals until the arrival of MEG equipment service personnel.

2. FIRE

2.1 Emergency response procedures

1. The participant will be immediately released from the MEG scanner and escorted to an evacuation area.
2. The attending MEG personnel will promptly ring security 3333 or fire brigade 000 depending on size of fire, emphasizing that it is adjacent to the MRI facility and may require specialised non-ferromagnetic equipment.
3. Participants and personnel will be evacuated from the building as per general SUT fire evacuation procedures
4. If safe to do so, fire extinguishers will be used to quench the fire and assist in the control of flames spreading further, subject to Swinburne fire safety policy. In particular, “DO NOT FIGHT THE FIRE unless you have had specific recent training in the use of extinguishers and have backup present.”

3. FLOOD OR WATER DAMAGE

3. Emergency response procedures

1. Deactivate the MEG scanner using the emergency electrical shutdown buttons in the event of a major water leak or flood.
2. In the event of extensive flooding the MEG facility is to be evacuated and Security and Facilities to be notified immediately.
3. Small water leaks must be mopped up immediately and Facilities to be notified.
4. Wet floor signage must be placed on the floor during flood water clean-up (available from Facilities).

4. MEDICAL EMERGENCY
### 4.1 Patient monitoring

Participants with a known heart condition or other medical ailment requiring immediate treatment must be monitored during scanning by appropriately qualified medical personnel.

### 4.2 Resuscitation equipment and personnel

Resuscitation equipment will be available for use by appropriately trained and certified resuscitation staff in the MEG control room.

A person qualified for L2 resuscitation procedures must always be on hand during MEG imaging of a participant.

From August 2011 the staff currently trained to provide resuscitation are Prof Susan Rossell (MEG Principal), Dr Will Woods (MEG Safety Officer) and A/Prof David Liley (Senior MEG staff). This will be amended as other senior MEG staff undertake first aid and resuscitation training.

### 4.3 Emergency resuscitation procedures

In the case of cardiac or respiratory arrest or other medical emergency within the MSR for which emergency medical intervention or resuscitation is required, appropriately trained and certified MEG personnel must immediately initiate basic life support or CPR as required by the situation while the patient is being removed from the MSR to the resuscitation equipment in the MEG control room.
SECTION 3 - RELATED MATERIAL

Related Material

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<th>Name</th>
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SECTION 4 - GOVERNANCE

RESPONSIBILITY

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<th>MEG Safety Officer</th>
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<td>Next review date</td>
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VERSION CONTROL AND CHANGE HISTORY

<table>
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<tr>
<th>Version Number</th>
<th>Approval Date</th>
<th>Approved by</th>
<th>Amendment</th>
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<tbody>
<tr>
<td>R1</td>
<td>18.01.2012</td>
<td>Susan Rossell (MEG Principal)</td>
<td>First released version prepared by Will Woods, Angela McKellar &amp; Susan Rossell</td>
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