

ST. RITA'S MEDICAL CENTER
LIMA, OHIO
POLICY AND PROCEDURE MANUAL

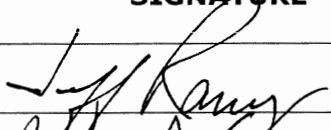
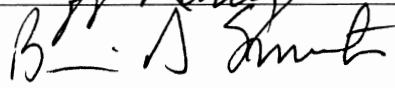
INITIAL EFFECTIVE DATE: April 7, 2004
LATEST REVISION DATE: April 7, 2004

Subject: Ohio's concealed carry law permits individuals to obtain a license to carry a concealed handgun in Ohio including into private businesses if the licensee also carries a valid license and valid identification when carrying the concealed handgun. The law is effective April 8, 2004. However, the law permits a private Medical Center to adopt a policy prohibiting carrying handguns into the Medical Center. This policy sets forth St. Rita's Medical Center restrictions regarding firearms and other deadly weapons including concealed handguns and serves as notice of these restrictions.

Policy: Firearms and other deadly weapons of any kind are strictly forbidden on the premises of St. Rita's Medical Center. The term "premises" includes all buildings on the main campus of the Medical Center and all off campus buildings that are operated as part of the Medical Center; provided, however, this prohibition shall not prevent firearms from being kept in vehicles in parking garages or lots as long as the firearm is stored in accordance with Ohio law. The Medical Center intends to prosecute all violators of this policy. This policy applies to patients, employees, visitors, medical staff members, clinical practitioners, independent contractors, volunteers, vendors, and any other persons entering the Medical Center for any reason. This policy shall not prohibit the following persons from carrying a concealed firearm on Medical Center premises: (1) law enforcement officers including members of St. Rita's Campus Police; and (2) Campus Police guards employed by or contracted with the Medical Center and who have been granted express permission by the Medical Center to carry a firearm while on duty.

Procedure: Signs will be posted at all entrances of the Medical Center announcing the Medical Center's policy of prohibiting firearms and other deadly weapons on the premises. These signs shall be placed in conspicuous places at each entrance of the Medical Center and all buildings making up the campus of the Medical Center. In addition, signs should be posted in all off campus locations that are operated as part of the Medical Center. Signs may be posted in parking lots and parking garages and any other location identified as being helpful in giving notice to persons entering the Medical Center.

The Campus Police shall secure handguns or other deadly weapons that are improperly brought to the main campus. This system shall be a locked system with access limited to the Campus Police and shall be established in such a manner as to secure the handgun or weapon separately from the ammunition. Campus Police should use this system only as a last resort. As a general rule, this system should be used only until such time as the handgun can be released to an appropriate individual and/or authority.

TITLE	SIGNATURE	APPROVAL DATE	APPROVAL DATE	APPROVAL DATE
Chief of Police		4-8-04		
Senior Vice President, Chief Operations Officer		4-8-04		

<p>SRMC Concealed Carry</p> <p>ST. RITA'S MEDICAL CENTER LIMA, OHIO POLICY AND PROCEDURE MANUAL</p>	<p>INITIAL EFFECTIVE DATE: March 1, 2004 LATEST REVISION DATE: March 1, 2004</p>
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Weapons will be returned to authorized individuals after any/all criminal proceedings have concluded and proper identification has been determined by the Campus Police. Firearms will be returned in a secured state and ammunition will not be returned. The intent is to avoid handing over a loaded weapon to individuals while on campus.

A. Patients

If a handgun (or other weapon) is discovered on a patient, such as when a patient is brought to the emergency room following an accident or when a patient comes to the Medical Center to be admitted for same day surgery or other admission, the employee discovering the handgun or weapon should immediately inform the patient of the Medical Center's policy and then call the Campus Police. The Campus Police shall inform the House Supervisor of these situations.

Campus Police shall respond immediately to all such calls. Campus Police shall inform the patient of the Medical Center's policy of prohibiting all firearms including handguns on Medical Center premises. If the patient possesses a valid license to carry a handgun, Campus Police shall allow the patient to remove the handgun from the Medical Center provided medical treatment has not been initiated. If a patient does not possess a valid license for the handgun or if the patient is not able to remove the handgun from the Medical Center, Campus Police will take possession and secure the handgun in the locked system noted above. Ohio law permits a loaded handgun to be transported in the trunk of a motor vehicle or, if unloaded, in a box or other container in the motor vehicle.

B. Visitors and Vendors

No visitor shall be allowed to possess weapons including firearms on Medical Center premises. Any employee is to notify Campus Police if a visitor is believed to have a handgun. Campus Police shall handle the situation as appropriate for the circumstances. If the individual is a valid concealed carry permit holder the Campus Police should make the person aware of the Medical Center's policy and ask the individual to remove the handgun from the Medical Center immediately. Campus Police should do what is necessary to assure compliance with this instruction up to and including escorting the visitor out of the Medical Center. If the individual refuses to leave the Campus Police have the requisite authority to arrest the individual for criminal trespass and proceed as appropriate.

C. Employees/Volunteers/Medical Staff Members

No employee, volunteer or medical staff member shall be allowed to possess weapons including firearms on Medical Center premises. Campus Police should be notified if an employee, volunteer or medical staff member is believed to have a handgun. Campus Police shall handle the situation as appropriate for the circumstances. Campus Police will promptly notify the Human Resources

Department of the situation. If the individual is a concealed carry permit holder the Campus Police will make the person aware of the Medical Center's policy and direct the individual to remove the handgun from the Medical Center immediately. Campus Police should do what is necessary to assure compliance with this direction up to and including escorting the individual out of the Medical Center. If the individual refuses to leave the Campus Police have the requisite authority to arrest the individual for criminal trespass and proceed as appropriate. Any employee or volunteer who violates this policy shall be subject to discipline under the Medical Center's progressive disciplinary policies. A violation of this policy by a medical staff member shall be grounds for corrective action under the medical staff bylaws or related manuals.

D. Reporting Obligation

If any employee or volunteer believes that another person (visitor, another employee, physician, other clinical practitioner or any other guest of the Medical Center) possesses a concealed handgun or other deadly weapon on the Medical Center's premise, the employee shall report this belief and the basis for this belief immediately to his or her supervisor and to Campus Police simultaneously. Failure to report knowledge of the presence of any firearm on Medical Center premises shall subject the employee to discipline.

E. Safety

Employees including the Campus Police should be aware that the enforcement of this policy deals with confronting individuals carrying loaded handguns. Under no circumstances should any employee take any unnecessary risks or compromise his or her safety in enforcing this policy. The St. Rita's Campus Police will be the primary department responsible for confronting these situations.