

EC HIGHLIGHTS: HOLIDAY DECORATIONS

DOES THE HOLIDAY SEASON HAVE YOU IN A DECORATING MOOD?

Before you “Deck the Halls,” take a moment to review the [OHSU Holiday Decorations Safety Policy](#). Festive decorations can be a wonderful expression of holiday spirit, but only if they are displayed safely. The university-wide policy provides complete details on safety considerations for the holiday season; however, some highlights include:

DATES. The “holiday season” is defined as Halloween through New Year’s Day.

HOLIDAY TREES. Trees are allowed December 1 through December 27. Building entrance lobbies may have fresh cut trees as long as a designated individual provides water, removes the tree if it becomes dry, and unplugs any lights while the tree is unattended. Patient rooms may display artificial trees up to 24 inches in height. All other areas may have artificial trees up to 7.5 feet in height as long as they are displayed in accordance with all other requirements.

DECORATION PLACEMENT.

Never block doors, corridors, or stairs & never place decorations on fire doors. Also, make sure all combustibles are placed at least 18 inches from the ceiling and do not protrude more than 4 inches from the wall.

BURNING MATERIALS. Items such as candles, Yule logs, and incense are prohibited.

LIGHTS. Only use LED or miniature lights (rated, UL-Listed). When you pull them out of storage or the box, check for frayed cords and loose wires or bulbs. Never hang lights on sprinkler systems or in the patient vicinity (within 6 feet of the patient bed). Be sure to turn everything off when you leave for the day. A single, grounded, heavy-duty (again, rated & UL-Listed) extension cord can be used—just remember to be safe. Extension cords should not be used in patient rooms.

Questions? Contact Environmental Health & Radiation Safety at 503-494-7795