



Welcome to the WHEA's

Lunch & Learn

Nov 2019

Presented by
Lauzon
Life Safety
Consulting

What Regulators Expect with **Fire Drills & Fire Plans**



Presenter: **Bill Lauzon** (professional engineer)



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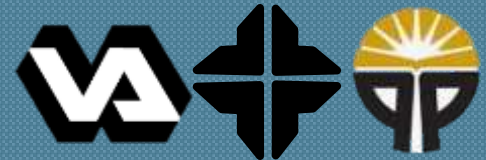


1973-2006 (33 yrs)

“Facility Engineer”

Tomah – Fargo- Madison

Kenosha - Racine



Presenter: **Bill Lauzon** (professional engineer)



Wis Liason

2006-2011

DHS-DQA

“Surveyor &
Plan Reviewer”



Presenter: **Bill Lauzon** (professional engineer)



2011-present
Lauzon Life
Safety Consulting





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Lauzon
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Consulting

What Regulators Expect with Fire Drills & Fire Plans

Agenda

1. Fire Drills

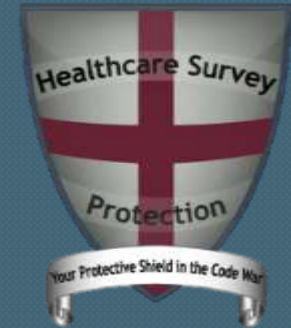
- Codes
- Documents

2. Fire Plans

- Codes
- Documents

3. Fire Training

- Codes
- Documents



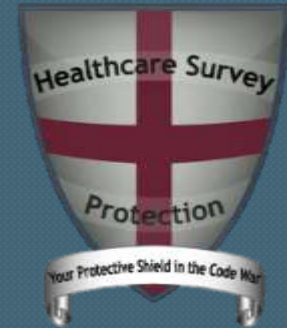


What Regulators Expect with Fire Drills & Fire Plans

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Ask
Questions
any time via
the Chat
Feature



Part 1 - Fire Drills

Requirements of two AHJs

1



Based on:



STANDARD - EPs	Document / Requirement	Frequency
EC.02.03.03	Fire Drills	
EP 1	Fire drills once per shift per quarter in health care occupancies; Quarterly in each building defined as ambulatory health care occupancy (If available, please provide five quarters of fire drill data)	Quarterly
EP 2	Fire drills every 12 months from date of last drill: Business Occupancies	Annually
EP 3	When quarterly fire drills are required, ALL are unannounced <ul style="list-style-type: none"> • Drills held at unexpected times and under varying conditions – greater than one hour apart • Drills include transmission of fire alarm signal and simulation of emergency fire conditions 	Quarterly (See fire drill matrix)
EP 4	Staff participate in the drills according to the hospital's fire response plan	YES
EP 5	Critiques include fire safety equipment and building features, and staff response	YES

EC.02.03.03

(Same as CMS, but fewer)



The Joint Commission

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EP 5	Critiques include fire safety equipment and building features, and staff response	YES

EC.02.03.03

EP 1: 1/Qtr/Shift

EP 2: Annual in Business

EP 3: Unannounced, > 1 hr apart,
w/ Transmission

EP 4: Staff Participation

EP 5: Drill Critiqued

(Same as CMS, but fewer)

STANDARD - EPs	Document / Requirement
LS.01.02.01	Interim Life Safety Measures (ILSM)
EP 1	ILSM policy identifying when and to what extent ILSM implemented
EP 2	Alarms out of service 4 or more hours in 24 hours or sprinklers out of service more than 10 hours in 24 hours in an occupied building - Fire watch / Fire Dept. notification
EP 3	Signs for alternate exits posted
EP 4	Daily inspection of routes of egress (See also 19.7.9.2 RE: daily inspections)
EP 5	Temporary but equivalent systems while system is impaired
EP 6	Additional firefighting equipment provided
EP 7	Smoke tight non-combustible temporary barriers
EP 8	Increased surveillance implemented
EP 9	Storage and debris removal
EP 10	Temporary evacuation and inspection
EP 11	Additional fire drill per shift per quarter
EP 12	Temporary evacuation and inspection monthly
EP 13	Additional training on building deficiencies, construction hazards, temp measures
EP 14	Training for impaired structural or impaired compartment fire safety features
EP 15	Other ILSM's



The Joint Commission

LS.01.02.01
EP 11

ILSM

(Not a CMS requirement)



The Joint Commission

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EP 12	monthly
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EP 15	Other ILSM's

LS.01.02.01
EP 11

EP 11

Additional fire drill per shift per quarter

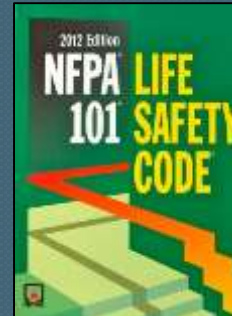
ILSM

(Not a CMS requirement)

Part 1 - Fire Drills

Requirements of two AHJs

2





CMS Tag K712 (2786 form)

A summary of NFPA 101 requirements



CMS Tag K712 (2786 form)

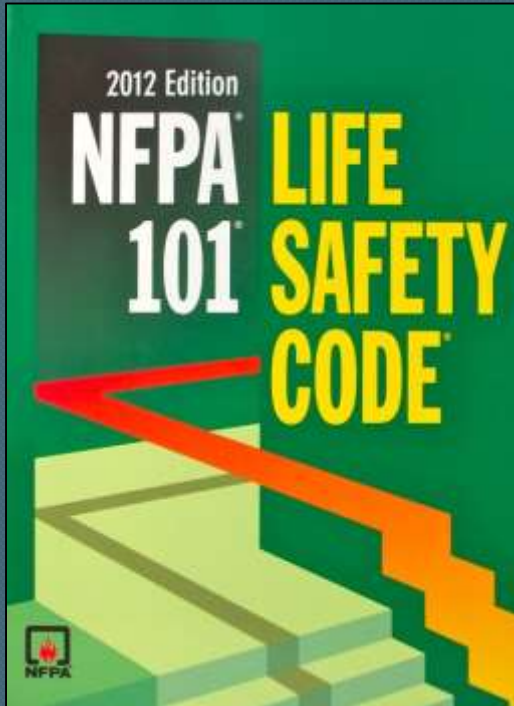
A summary of NFPA 101 requirements

Fire drills include the transmission of a fire alarm signal and simulation of emergency fire conditions. Fire drills are held at unexpected times under varying conditions, at least quarterly on each shift. The staff is familiar with procedures and is aware that drills are part of established routine. Responsibility for planning and conducting drills is assigned only to competent persons who are qualified to exercise leadership. Where drills are conducted between 9:00 PM and 6:00 AM, a coded announcement may be used instead of audible alarms.

18.7.1.4 through 18.7.1.7, 19.7.1.4 through 19.7.1.7

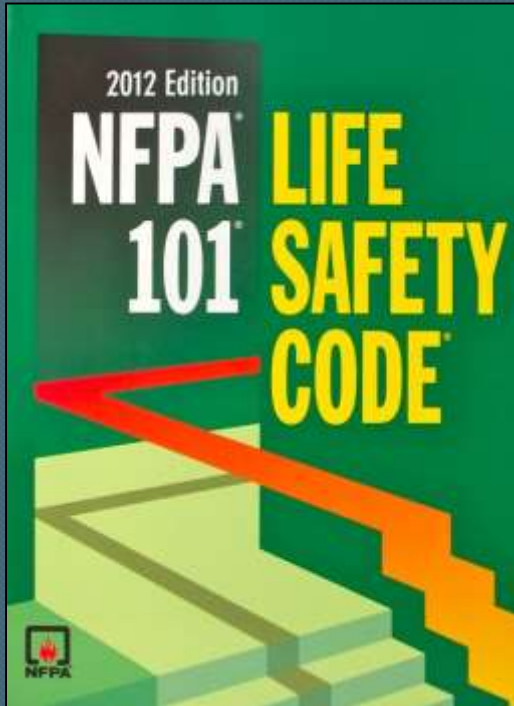
Based on NFPA 101. Will cover in detail in next section

Fire Drill Codes



Code Requirements
For Fire Drills
are found in 2 Locations

Fire Drill Codes



Code Requirements
For Fire Drills
are found in 2 Locations

1. Core Codes
– Chapter 4

2. Occupancy Chapters
– Chapter 12-42

Core Drill Requirements – 4.7

CODE RULE: ALWAYS START WITH
THE OCCUPANCY CHAPTER

Core Drill Requirements – 4.7

CODE RULE: ALWAYS START WITH
THE OCCUPANCY CHAPTER

LSC 4.7 applies ONLY if directed by the
occupancy chapter, x.7.x

3 Situations

Core Drill Requirements – 4.7

Follow Occupancy Chapter, x.7.x

1. Follow 4.7 Requirements

- Assembly (12/13)
- Education (14/15)
- Day Care (15/16)
- Hotels & Dorms (28/29)
- Mercantile (36/37)
- Business-Hi-Rise (38-39)

Core Drill Requirements – 4.7

Follow Occupancy Chapter, x.7.x

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- Business-Hi-Rise (38-39)

2. No Requirements

- 1 & 2 Family (24)
- Lodging/Rooming(26)
- Industrial (40)
- Storage (42)

Core Drill Requirements – 4.7

Follow Occupancy Chapter, x.7.x

2. No Requirements

- 1 & 2 Family (24)
- Lodging/Rooming(26)
- Industrial (40)
- Storage (42)

1. Follow 4.7 Requirements

- Assembly (12/13)
- Education (14/15)
- Day Care (15/16)
- Hotels & Dorms (28/29)
- Mercantile (36/37)
- Business-Hi-Rise (38-39)

3. Follow Chapter Requirements

- Health Care (18/19)
- Ambulatory (20/21)
- Detention (23/24)
- Apartments (30/31)
- Board & Care (32/33)

Core Drill Requirements – 4.7

Follow Occupancy Chapter, x.7.x

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- Assembly (12/13)
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3. Follow Chapter Requirements

- Health Care (18/19)
- Ambulatory (20/21)
- Detention (23/24)
- Apartments (30/31)
- Board & Care (32/33)



Ignore 4.7

FIRE DRILLS records are checked
During every Health Care inspection

DON'T MISS ANY !



Fire Drill & Plan cites are consistently in the TOP 10 !

18/19.7.1.4 – FIRE DRILLS. Shall include:

Simulation of emergency fire condition



Same Requirements in both New & Existing

18/19.7.1.4 – FIRE DRILLS. Shall include:

Simulation of emergency fire condition

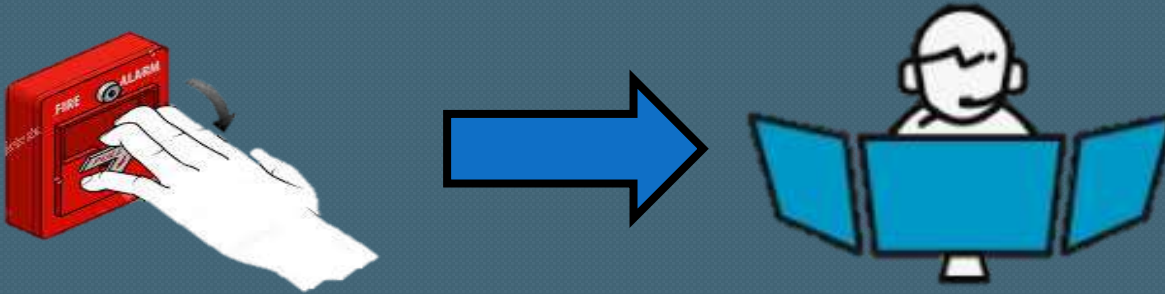


Same Requirements in both New & Existing

18/19.7.1.4 – FIRE DRILLS. Shall include:

Transmission of a fire alarm signal

Same Requirements in both New & Existing

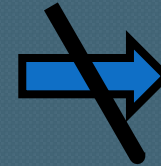
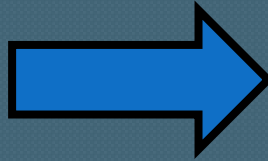


Transmit to Monitoring Station (not Fire Dept)

18/19.7.1.4 – FIRE DRILLS. Shall include:

Transmission of a fire alarm signal

Same Requirements in both New & Existing



Transmit to Monitoring Station (not Fire Dept)

18/19.7.1.5 – FIRE DRILLS.

*Infirm or bedridden patients shall **not be** required to **be moved*** during drills to safe areas or to the exterior of the building



Same Requirements in both New & Existing

18/19.7.1.5 – FIRE DRILLS.

*Infirm or bedridden patients shall **not be** required to **be moved*** during drills to safe areas or to the exterior of the building



Same Requirements in both New & Existing

18/19.7.1.6 – FIRE DRILLS - Purpose is ...

To familiarize staff with signals and emergency actions



18/19.7.1.6 – FIRE DRILLS - Purpose is ...

To familiarize staff with signals and emergency actions



18/19.7.1.6 – FIRE DRILLS - Purpose is ...

To familiarize staff with signals and emergency actions



**Code expects staff to
respond automatically on all
shifts & at all locations**



18/19.7.1.6 – FIRE DRILLS.

Conducted quarterly on each shift

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
1 st Shift	 The Fire Drill	 The Fire Drill	 The Fire Drill	 The Fire Drill
2 nd Shift	 The Fire Drill	 The Fire Drill	 The Fire Drill	 The Fire Drill
3 rd Shift	 The Fire Drill	 The Fire Drill	 The Fire Drill	 The Fire Drill

18/19.7.1.6 – FIRE DRILLS.

Conducted quarterly on each shift

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
1 st Shift				
2 nd Shift				
3 rd Shift				

12

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

Lack of Uniform Definition of “**VARIED**”

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

Lack of Uniform Definition of “**VARIED**”

No
Pattern



Not
Predictable

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

Lack of Uniform Definition of “**VARIED**”

No
Pattern

Spread
Out



Not
Predictable

Different

- Days
- Times
- Locations

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHEN are drills conducted?
Patterns are easy to spot by inspectors

WHEN?

- Month
- Week
- Day
- Time

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHEN are drills conducted?
Patterns are easy to spot by inspectors

MONTH PATTERN to avoid

- 1st shift → 1st month
- 2nd shift → 2nd month
- 3rd shift → 3rd month

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHEN are drills conducted?
Patterns are easy to spot by inspectors

WEEK PATTERN to avoid

- Always first or last week of month
- Always first or last week of quarter

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHEN are drills conducted?
Patterns are easy to spot by inspectors

DAY PATTERN to avoid

- Frequently on 1st or last week of month
- Frequently on 1st or last week of quarter
- Frequently on same day of month
- Frequently on same day of week
- Multiple drills on same day

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHEN are drills conducted?
Patterns are easy to spot by inspectors

HOUR PATTERN to avoid

- Within 1 hr of any drill during past 12 months*

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHEN are drills conducted?
Patterns are easy to spot by inspectors

HOUR PATTERN to avoid

- Within 1 hr of any drill during past 12 months*

*2 within an hr of each other is normally accepted,
BUT a 3rd drill within an 1 hr of any drill will get cited

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHEN are drills conducted?
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18/

This is a common sense allowance by DHS, agreeing there will be repeats in random events

Conditions”

Conducted?
by inspectors

HOUR PATTERN to avoid

- Within 1 hr of any drill during past 12 months*

*2 within an hr of each other is normally accepted, BUT a 3rd drill within an 1 hr of any drill will get cited

18/

This is a common sense allowance by DHS, agreeing there will be repeats in random events



Just like throwing dice

HOUR PATTERN to avoid

- Within 1 hr of any drill during past 12 months*

*2 within an hr of each other is normally accepted, BUT a 3rd drill within an 1 hr of any drill will get cited

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHEN are drills conducted?
Patterns are easy to spot by inspectors

More HOUR PATTERNS to avoid

- Same sequence of times during day
- Must spread out any “extra” drills (ILSM, etc)
- If use a false alarm, must schedule to compensate

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHEN are

Pattern

Why the EMPHASIS on

TIME?

- ... drills (ILSM, etc)
- ... must schedule to compensate

Typically many work shifts (especially nursing)



8-4:30

7-9:30

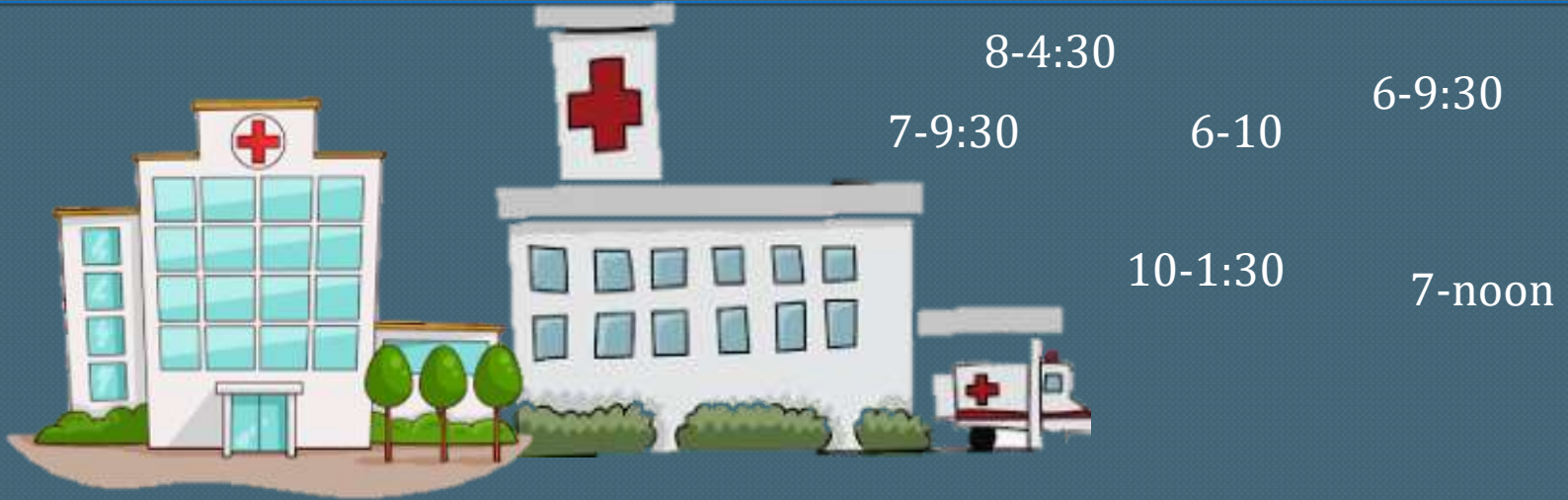
6-10

6-9:30

10-1:30

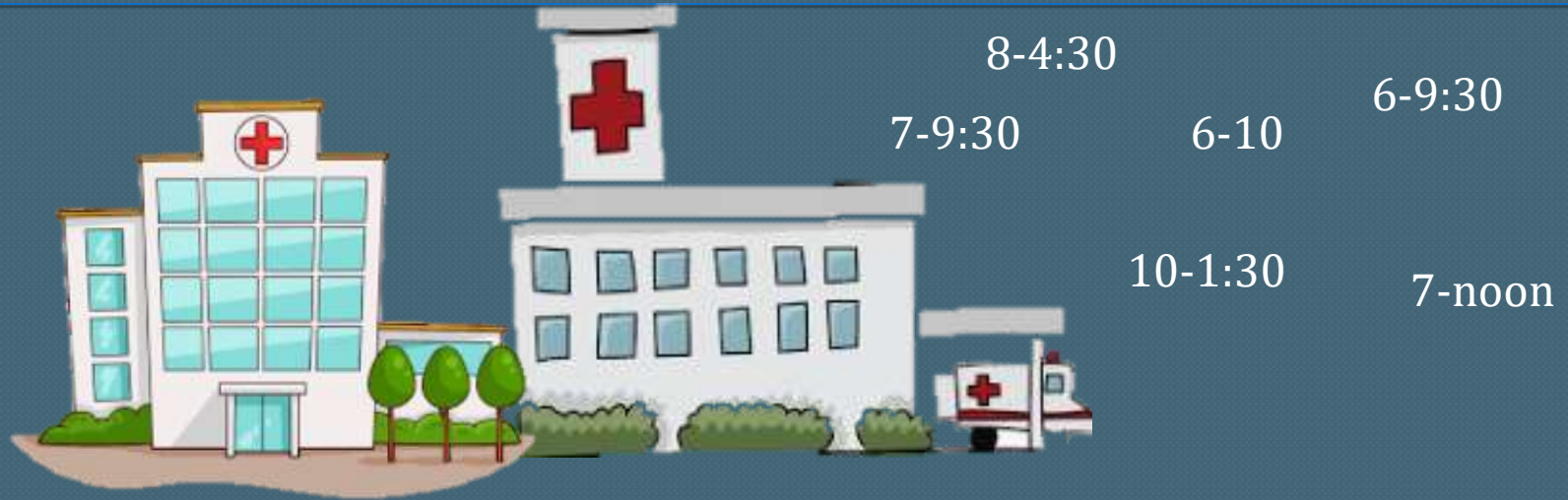
7-noon

Typically many work shifts (especially nursing)



Code wants ALL persons to experience an annual drill

Typically many work shifts (especially nursing)



Code wants ALL persons to experience an annual drill

Drills MUST be spread out so more people are “trained”

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

HOW are drills conducted?

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

HOW are drills conducted?

- Same ‘ol drill every month?
- Sometimes a smoke detector alarm?
- Sometimes a simulated casualty?
- Sometimes a simulated sprinkler?

Use your imagination; “Spice” it up; Add variety

18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHERE are drills conducted?

- Are they often in the same place?
- Consider where fires are more potential
- Sometimes a kitchen fire?
- Sometimes a laundry fire?
- Don't always conduct where people are located

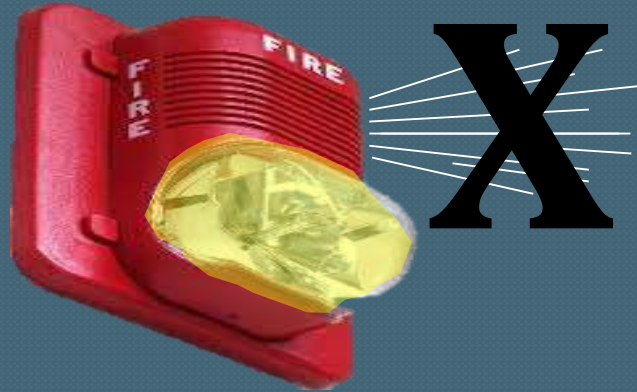
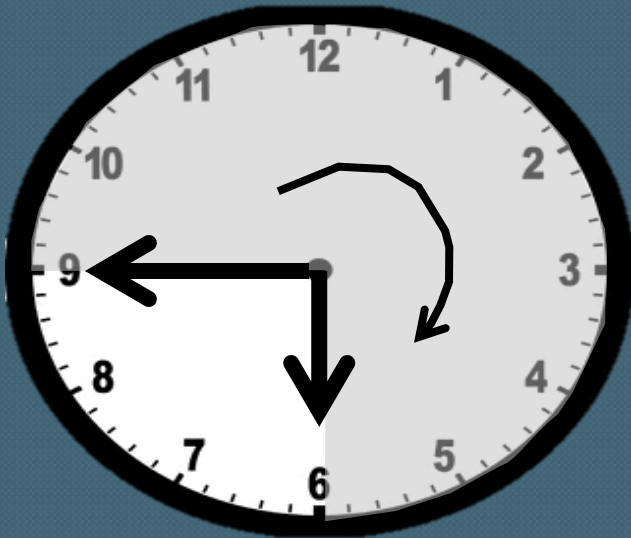
18/19.7.1.6 – FIRE DRILLS.

Conduct Under “Varied Conditions”

WHERE are drills conducted?

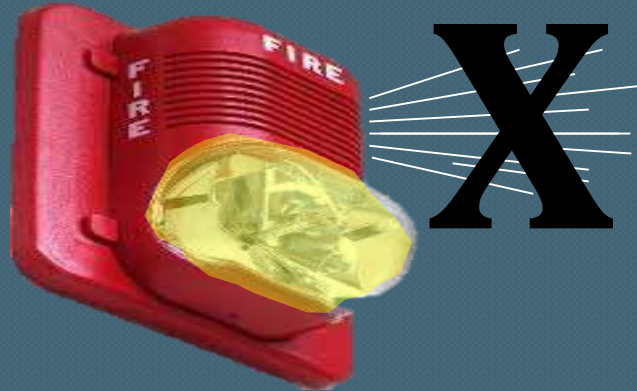
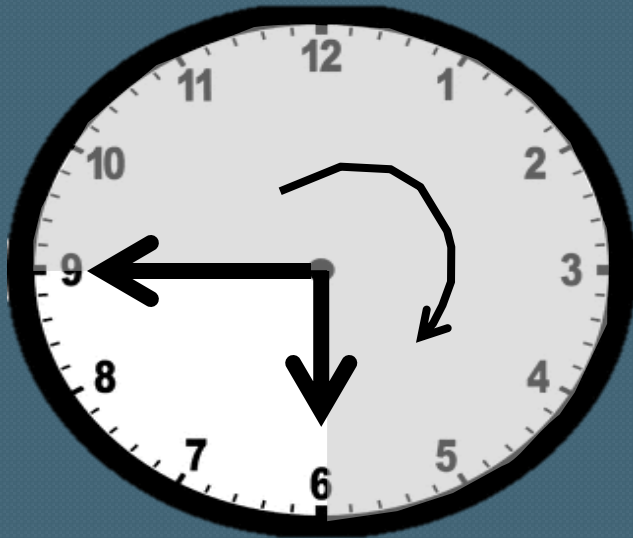
18/19.7.1.7 – PM FIRE DRILLS.

If conducted between 9 pm and 6 am, a coded announcement *shall be permitted* instead of audible alarms



18/19.7.1.7 – PM FIRE DRILLS.

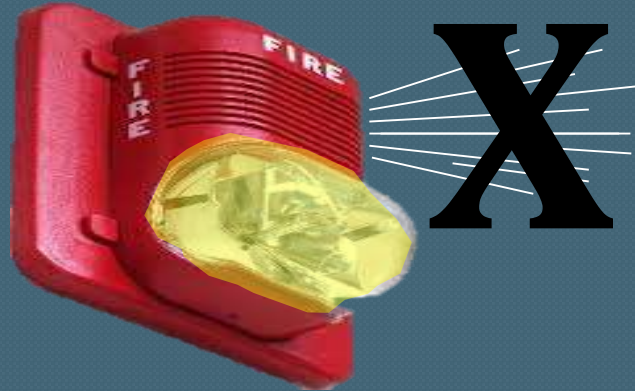
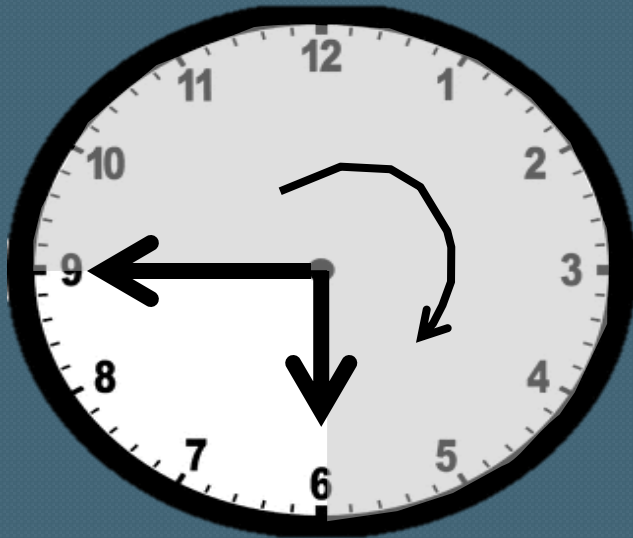
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Drills can be
silent BUT
still need to
Operate
Visuals &
Transmit
Alarm

18/19.7.1.7 – PM FIRE DRILLS.

If conducted between 9 pm and 6 am, a coded announcement *shall be permitted* instead of audible alarms



Drills can be silent BUT still need to Operate Visuals & Transmit Alarm

(You must have a FA system that is capable of turning off audibles)

FIRE DRILLS records are checked
During every Health Care inspection

DON'T MISS ANY !

REPEAT !



Follow the
precise
requirements

Fire Drill Documents

**The drill is meant to
test & train the staff:**

(not maintenance)

- On how to activate the fire alarm
- On how to respond to alarms

Fire Drill Documents

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(not maintenance)

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- On how to respond to alarms

Fire Drill Checklist

Specific Requirements

1. 1/Shift/Quarter
2. Varied Days (max 2 within a day of each other)
3. Varied Times (max 2 within an hr of each other)
4. Varied Locations (none in same smoke compart)
5. Staff/auto activate alarm
6. Include Transmission of Alarm
7. Include Back Up Call to FD or Monitoring
8. Documented staff participation
9. Documented evaluation of drill

Your Logo Here

FIRE DRILL LOG

LLSC Form #SCA

Q

FIRE DRILL
LOG

Facility: _____

FIRE DRILL LOG: For each fire drill enter the date, time it started, and precise location (floor & room name). Although drills must be unannounced, they should be pre-planned to ensure the drills are held at varying times, locations, and circumstances. Key CMS checkpoint are shown below

LSC-2012
§18/19.7.1

TJC-EC.02.03.03
EP 3

1. Date, time, AND location must vary so that no pattern is detectable in either the same day or shift. The Log makes it easy to spot patterns when viewing up/down or across the 12 boxes
2. Must vary month of drill so not always on 1st shift in 1st month; 2nd shift in 2nd month; ect.
3. Must vary date so max of two within a 7 days of each other;
4. Must vary time of drill so only 2 of the 4 times in the same shift can be within an 1 hour of each other.
5. Drills held at the change of shift can only be counted for one shift
6. Must vary location of drill so there is only drill per smoke compartment per shift per year
7. All fire drills, including 3rd shift, must include activation of the fire alarm system and transmission to the monitoring company, with a post-drill call-back verification of receipt of the alarm and documentation on the fire drill report form.
8. Each of the 12 sections of the Log must have at least one drill to satisfy the basic requirement of one drill per shift per quarter.

Month	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
April									
May									
June									
July									
Aug									
Sept									
Oct									
Nov									
Dec									

Recommended
Fire Drill Grid

Available for free
download in Nov at
www.Lauzon.LSC.com

FIRE DRILL LOG

Your Logo Here

LLSC Form #SCA

Q

FIRE DRILL LOG

Facility: _____

FIRE DRILL LOG: For each fire drill enter the date, time it started, and precise location (floor & room name). Although drills must be unannounced, they should be pre-planned to ensure the drills are held at varying times, locations, and circumstances. Key CMS checkpoint are shown below

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	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
April									
May									
June									
July									
Aug									
Sept									
Oct									
Nov									
Dec									

Recommended Fire Drill Grid

- Code Ref
- Checkpoints
- Grid

LLSC Form #6CA

FIRE DRILL LOG

Your Logo Here

Q

FIRE DRILL LOG

Facility: _____

FIRE DRILL LOG: For each fire drill enter the date, time it started, and precise location (floor & room name). Although drills must be unannounced, they should be pre-planned to ensure the drills are held at varying times, locations, and circumstances. Key CMS checkpoint are shown below

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6. Must vary location of drill so there is only drill per smoke compartment per shift per year
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LSC-2012
§18/19.7.1

TJC-EC.02.03.03
EP 3

Month	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
Apr									
May									
Jun									
Jul									
Aug									
Sep									
Oct									
Nov									
Dec									

Recommended Fire Drill Grid

- Code Ref
- Checkpoints
- Grid

This is MOST
important
Citation Prevention
Form

It's how surveyors
spot issues

Recommended Fire Drill Grid

Month	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
April									
May									
June									
July									
Aug									
Sept									
Oct									
Nov									
Dec									

Using the Fire Drill Grid

DATE

**Scan DOWN
each column**

	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
July									
Aug									
Sept									
Oct									
Nov									
Dec									

Using the Fire Drill Grid

DATE

	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
July									
Aug									
Sept									
Oct									
Nov									
Dec									

**Scan DOWN
each column**

Look for PATTERN in DATES

- “Same” day of month
- Early or late in month
(Max 2 within a day of each other)
- Vary Month of Drill
(not always 1st shift in 1st month, etc.)

Using the Fire Drill Grid

TIME

	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
April									
May									
June									
July									
Aug									
Sept									
Oct									
Nov									
Dec									

**Scan DOWN
each column**

Using the Fire Drill Grid

TIME

	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
April									
May									
June									
July									
Aug									
Sept									
Oct									
Nov									
Dec									

**Scan
each**

Look for PATTERN WITH TIME

- “Similar” time of day

(Max 2 within an hour of each other)

Using the Fire Drill Grid

TIME

**Most
Frequent Cite**

**Scan
each**

Look for PATTERN WITH TIME

- “Similar” time of day

(Max 2 within an hour of each other)

TIME

	FIRST SHIFT		SECOND SHIFT		THIRD SHIFT		
	Date	Time	Date	Location	Date	Time	Location
Jan							
Feb							
Mar							
Apr							
May							
June							
July							
Aug							
Sept							
Oct							
Nov							
Dec							

Most
Frequent Cite

Scan
each

Look for PATTERN WITH

- “Similar” time of day

(Max 2 within an hour of each other)

Using the Fire Drill Grid

LOCATION

	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
April									
May									
June									
July									
Aug									
Sept									
Oct									
Nov									
Dec									

**Scan DOWN
each column**

Using the Fire Drill Grid

LOCATION

	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan									
Feb									
Mar									
April									
May									
June									
July									
Aug									
Sept									
Oct									
Nov									
Dec									

Look for PATTERN WITH LOCATION

- Vary locations
(Not more than one in a department/
smoke compartment on same shift per year,
unless a small facility)

Using the Fire Drill Grid

Month	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
Feb									
Mar									
April	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
May									
June									
July	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
Aug									
Sept									
Oct	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
Nov									
Dec									

Using the Fire Drill Grid

Month	FIRST SHIFT			SECOND SHIFT			THIRD SHIFT		
	Date	Time	Location	Date	Time	Location	Date	Time	Location
Jan	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
Feb									
Mar	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
April									
May	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
June									
July	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
Aug									
Sept	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
Oct									
Nov	One Valid Drill = Okay			One Valid Drill = Okay			One Valid Drill = Okay		
Dec									

12

Fire Doc Review

Check Forms Against Code Requirements

Fire Doc Review

Check Forms Against Code Requirements

Drill Log Checklist

Specific Requirements

1. 1/Shift/Quarter
2. Varied Days (max 2 within a day of each other)
3. Varied Times (max 2 within an hr of each other)
4. Varied Locations (none in same smoke compart)

Fire Doc Review

Check Forms Against Code Requirements

Drill Log Checklist

Specific Requirements

1. 1/Shift/Quarter
2. Varied Days (max 2 within a day of each other)
3. Varied Times (max 2 within an hr of each other)
4. Varied Locations (none in same smoke compart)

Drill Report Checklist

Specific Requirements

1. Staff/auto activate alarm
2. Include Transmission of Alarm
3. Include Back Up Call to FD or Monitoring
4. Documented staff participation
5. Documented evaluation of drill

Check Form Against Code Requirements

2017 FIRE DRILL LOG

Day Shift: 6:00 A.M. - 2:30 P.M., PM Shift: 2:00 P.M. - 10:30 P.M., Night Shift: 10:15 P.M. - 6:15 A.M.

Fire Drills are to be held at unexpected times under varying conditions, at least quarterly on each shift.

NOTE: When drills are conducted between 9 PM and 6 AM a coded announcement may be used instead of audible alarms.

MONTHS	DAY SHIFT	TIME	Callback verified yes/no	Init- ials	YES/NO Within 1 (one) hour of previous shift drill?	P.M. SHIFT	TIME	Callback verified yes/no	Init- ials	YES/NO Within 1 (one) hour of previous shift drill?	NIGHT SHIFT	TIME	Callback verified yes/no	Init- ials	YES/NO Within 1 (one) hour of previous shift drill?
January -	12/14/2017	12:14 PM	Yes	jt	NO	2/21/2017	4:53 PM	Yes	jt	NO					
March			Brett					Shari							
April -	4/28/2017	9:06 AM	Yes	jt	NO	5/17/2017	6:01 PM	Yes	jt	NO					
June			Brett					Stephanie							
July -															
September															
October -															
December															

Date shows drill was in 4th Qtr; If so, non-compliant ...

Drill Log Checklist

Specific Requirements

1. 1/Shift/Quarter
2. Varied Days (max 2 within a day of each other)
3. Varied Times (max 2 within an hr of each other)
4. Varied Locations (none in same smoke compart)

Check Form Against Code Requirements

2017 FIRE DRILL LOG

Day Shift: 6:00 A.M. - 2:30 P.M., PM Shift: 2:00 P.M. - 10:30 P.M., Night Shift: 10:15 P.M. - 6:15 A.M.

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January -	12/14/2017	12:14 PM	Yes	jt	NO	2/21/2017	4:53 PM	Yes	jt	NO					
March			Brett					Shari							
April -	4/28/2017	9:06 AM	Yes	jt	NO	5/17/2017	6:01 PM	Yes	jt	NO					
June			Brett					Stephanie							
July -															
September															
October -															
December															

Date shows drill was in 4th Qtr; If so, non-compliant ...

Drill Log Checklist

Specific Requirements

1. **X** 1/Shift/Quarter
2. Varied Days (max 2 within a day of each other)
3. Varied Times (max 2 within an hr of each other)
4. Varied Locations (none in same smoke compart)

Check Form Against Code Requirements

2017 FIRE DRILL LOG

Day Shift: 6:00 A.M. - 2:30 P.M., PM Shift: 2:00 P.M. - 10:30 P.M., Night Shift: 10:15 P.M. - 6:15 A.M.

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January -	12/14/2017	12:14 PM	Yes	jt	NO	2/21/2017	4:53 PM	Yes	jt	NO					
March			Brett					Shari							
April -	4/28/2017	9:06 AM	Yes	jt	NO	5/17/2017	6:01 PM	Yes	jt	NO					
June			Brett					Stephanie							
July -															
September															
October -															
December															

Missing

May trigger closer look at drill forms. Should have logs for prior 12 months

Drill Log Checklist

Specific Requirements

1. 1/Shift/Quarter
2. Varied Days (max 2 within a day of each other)
3. Varied Times (max 2 within an hr of each other)
4. Varied Locations (none in same smoke compart)

Check Form Against Code Requirements

2017 FIRE DRILL LOG

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March			Brett					Shari							
April -	4/28/2017	9:06 AM	Yes	jt	NO	5/17/2017	6:01 PM	Yes	jt	NO					
June			Brett					Stacie							
July -															
September															
October -															
December															

Missing

May trigger closer look at drill forms. Should have logs for prior 12 months

Drill Log Checklist

Specific Requirements

1. **X** 1/Shift/Quarter
2. Varied Days (max 2 within a day of each other)
3. Varied Times (max 2 within an hr of each other)
4. Varied Locations (none in same smoke compart)

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2017 FIRE DRILL LOG

Day Shift: 6:00 A.M. - 2:30 P.M., PM Shift: 2:00 P.M. - 10:30 P.M., Night Shift: 10:15 P.M. - 6:15 A.M.

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January -	1/14/17	12:14 PM	Yes	jt	NO	2/21/2017	4:53 PM	Yes	jt	NO	3/30/2017	12:00 AM	Yes	JT	No
March			Brett					Shari							
April -	4/28/2017	9:06 AM	Yes	jt	NO	5/17/2017	6:01 PM	Yes	jt	NO					
June			Brett					Stephanie							
July -															
September															
October -															
December															

Creates a Pattern:
 1st shift during 1 Mo of Qtr
 2nd shift during 2 Mo of Qtr
 3rd shift during 3 Mo of Qtr

Drill Log Checklist

Specific Requirements

- 1/Shift/Quarter
- Varied Days (max 2 within a day of each other)
- Varied Times (max 2 within an hr of each other)
- Varied Locations (none in same smoke compart)

Check Form Against Code Requirements

2017 FIRE DRILL LOG

Day Shift: 6:00 A.M. - 2:30 P.M., PM Shift: 2:00 P.M. - 10:30 P.M., Night Shift: 10:15 P.M. - 6:15 A.M.

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March			Brett					Shari							
April -	4/28/2017	9:06 AM	Yes	jt	NO	5/17/2017	6:01 PM	Yes	jt	NO					
June			Brett					Stephanie							
July -															
September															
October -															
December															

Creates a Pattern:
1st shift during 1 Mo of Qtr
2nd shift during 2 Mo of Qtr
3rd shift during 3 Mo of Qtr

Drill Log Checklist

Specific Requirements

- 1/Shift/Quarter
- X** Varied Days (max 2 within a day of each other)
- Varied Times (max 2 within an hr of each other)
- Varied Locations (none in same smoke compart)

Check Form Against Code Requirements

2017 FIRE DRILL LOG

Day Shift: 6:00 A.M. - 2:30 P.M., PM Shift: 2:00 P.M. - 10:30 P.M., Night Shift: 10:15 P.M. - 6:15 A.M.

Fire Drills are to be held at unexpected times under varying conditions.

NOTE: When drills are conducted between 9 PM and 6 AM a
alarms.

Review Time of Day
Very Carefully

MONTHS	DAY SHIFT	TIME	Callback verified yes/no	Init- ials	YES/NO Within 1 (one) hour of previous shift drill?	P.M. SHIFT	TIME	Callback verified yes/no	Init- ials	YES/NO Within 1 (one) hour of previous shift drill?	NIGHT SHIFT	TIME	Callback verified yes/no	Init- ials	YES/NO Within 1 (one) hour of previous shift drill?
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June			Brett					Stephanie							
July -															
September															
October															
December															

Drill Log Checklist

Specific Requirements

1. 1/Shift/Quarter
2. Varied Days (max 2 within a day of each other)
3. Varied Times (max 2 within an hr of each other)
4. Varied Locations (none in same smoke compartment)

- Okay per some AHJs because > 1 hr apart
- But, MAY be cited by some AHJ who require them to be > 2 hrs apart

Check Form Against Code Requirements

2017 FIRE DRILL LOG

Day Shift: 6:00 A.M. - 2:30 P.M., PM Shift: 2:00 P.M. - 10:30 P.M., Night Shift: 10:15 P.M. - 6:15 A.M.

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March			Brett					Shari							
April -	4/28/2017	9:06 AM	Yes	jt	NO	5/17/2017	6:01 PM	Yes	jt	NO					
June			Brett					Stephanie							
July -															
September															
October															
December															

Drill Log Checklist

Specific Requirements

1. 1/Shift/Quarter
2. Varied Days (max 2 within a day of each other)
3. ✓ Varied Times (max 2 within an hr of each other)
4. Varied Locations (none in same smoke compartment)

- Okay per some AHJs because > 1 hr apart
- But, MAY be cited by some AHJ who require them to be > 2 hrs apart

Fire Drill Report Form

FIRE DRILL REPORT

Facility: _____

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER: _____

Scenario _____

Alarm Functions

- Audible/Visual Alarms Activated ☐ Yes ☐ No ☐ NA ☐ Work Order
- Fire Doors Closed ☐ Yes ☐ No ☐ NA ☐ Work Order
- PA Alert Audible ☐ Yes ☐ No ☐ NA ☐ Work Order

Staff Actions:

- Remove those in immediate danger ☐ Yes ☐ No
- Activate Fire Alarm Pull Station ☐ Yes ☐ No
- Call _____ ☐ Yes ☐ No
- Close All Doors in Area ☐ Yes ☐ No
- Extinguish Fire if Small & Trained ☐ Yes ☐ No
- Evac Prep by Clearing Halls ☐ Yes ☐ No

Observer Comments to "No" _____

Code Red Team Actions:

- Assessed Dept Containment/Clearing ☐ Yes ☐ No
- Secured Fire Site Perimeter ☐ Yes ☐ No
- Extinguished Fire (PASS) ☐ Yes ☐ No
- Assessed Fire Situation ☐ Yes ☐ No

Observer Comments to "No" _____

Participants:

Department: Qty _____; Names of Key Persons: _____

Code Red Team: Qty from Plant Op _____; Qty from Transport _____

Evaluation: Provided immediate feedback to manager on any improvements needed by the staff

Many Forms
are Available

There isn't a
"Best" Form

Fire Drill Report Form

FIRE DRILL REPORT					Facility:	
BASIC DRILL INFORMATION						
DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT ROOM NAME/NUMBER
1. DRILL SITE EVALUATION				OBSERVER:		
Scenario						
Alarm Functions •Audible/Visual Alarms Activated <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order •Fire Doors Closed <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order •PA Alert Audible <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order						
Staff Actions:				Observer Comments to "No"		
Remove those in immediate danger <input type="checkbox"/> Yes <input type="checkbox"/> No						
Activate Fire Alarm Pull Station <input type="checkbox"/> Yes <input type="checkbox"/> No						
Call _____ <input type="checkbox"/> Yes <input type="checkbox"/> No						
Close All Doors in Area <input type="checkbox"/> Yes <input type="checkbox"/> No						
Extinguish Fire if Small & Trained <input type="checkbox"/> Yes <input type="checkbox"/> No						
Evac Prep by Clearing Halls <input type="checkbox"/> Yes <input type="checkbox"/> No						
Code Red Team Actions:				Observer Comments to "No"		
Assessed Dept Containment/Clearing <input type="checkbox"/> Yes <input type="checkbox"/> No						
Secured Fire Site Perimeter <input type="checkbox"/> Yes <input type="checkbox"/> No						
Extinguished Fire (PASS) <input type="checkbox"/> Yes <input type="checkbox"/> No						
Assessed Fire Situation <input type="checkbox"/> Yes <input type="checkbox"/> No						
Participants:						
Department: <u>Qty</u> _____; Names of Key Persons:						
Code Red Team: <u>Qty</u> from Plant Op _____; <u>Qty</u> from Transport _____						
Evaluation: Provided immediate feedback to manager on any improvements needed by the staff						

Many Forms
are Available

There isn't a
"Best" Form

Use one that
fits facility
culture

Contains Key
Checkpoints?

FIRE DRILL REPORT

Facility: _____

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER: _____

Scenario _____

Alarm Functions

• Audible/Visual Alarms Activated	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order
• Fire Doors Closed	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order
• PA Alert Audible	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order

Staff Actions:

_____ ☐ Yes ☐ No

Activate Fire Alarm Pull Station ☐ Yes ☐ No

Call _____ ☐ Yes ☐ No

Close All Doors in Area ☐ Yes ☐ No

Extinguish Fire if Small & Trained ☐ Yes ☐ No

Evac Prep by Clearing Halls ☐ Yes ☐ No

Code Red Team Actions:

Assessed Dept Containment/Clearing ☐ Yes ☐ No

Secured Fire Site Perimeter ☐ Yes ☐ No

Extinguished Fire (PASS) ☐ Yes ☐ No

Assessed Fire Situation ☐ Yes ☐ No

Participants: _____

Does not show that a STAFF activated

Code Red Team: Qty from Plant Op _____; Qty from Transport _____

Evaluation: Provided immediate feedback to manager on any improvements needed by the staff

Drill Report Checklist

Specific Requirements

1. Staff/auto activate alarm
2. Include Transmission of Alarm
3. Include Back Up Call to FD or Monitoring
4. Documented staff participation
5. Documented evaluation of drill

FIRE DRILL REPORT

Facility: _____

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER: _____

Scenario _____

Alarm Functions

- | | |
|-----------------------------------|--|
| • Audible/Visual Alarms Activated | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order |
| • Fire Doors Closed | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order |
| • PA Alert Audible | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order |

Staff Actions:

_____ ☐ Yes ☐ No

Observer Comments to "No" _____

Activate Fire Alarm Pull Station ☐ Yes ☐ No

Call _____ ☐ Yes ☐ No

Close All Doors in Area ☐ Yes ☐ No

Extinguish Fire if Small & Trained ☐ Yes ☐ No

Evac Prep by Clearing Halls ☐ Yes ☐ No

Code Red Team Actions:

Assessed Dept Containment/Clearing ☐ Yes ☐ No

Secured Fire Site Perimeter ☐ Yes ☐ No

Extinguished Fire (PASS) ☐ Yes ☐ No

Assessed Fire Situation ☐ Yes ☐ No

Observer Comments to "No" _____

Participants: _____

Does not show that a STAFF activated

Code Red Team: Qty from Plant Op _____; Qty from Transport _____

Evaluation: Provided immediate feedback to manager on any improvements needed by the staff

Drill Report Checklist

Specific Requirements

1. **X** Staff/auto activate alarm
2. Include Transmission of Alarm
3. Include Back Up Call to FD or Monitoring
4. Documented staff participation
5. Documented evaluation of drill

FIRE DRILL REPORT

Facility: _____

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER: _____

Scenario

Alarm Functions

- Audible/Visual Alarms Activated
- Fire Doors Closed
- PA Alert Audible

- | |
|--|
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Work Order |

Staff Actions:

- | | |
|------------------------------------|--|
| Remove those in immediate danger | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Activate Fire Alarm Pull Station | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Call _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Close All Doors in Area | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguish Fire if Small & Trained | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Evac Prep by Clearing Halls | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Code Red Team Actions:

- | | |
|------------------------------------|--|
| Assessed Dept Containment/Clearing | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Secured Fire Site Perimeter | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguished Fire (PASS) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Assessed Fire Situation | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Participants:

Department: Qty _____; Names of Key Persons: _____

Code Red Team: Qty from Plant Op _____;

Evaluation: Provided immediate feedback to manager _____

Drill Report Checklist

Specific Requirements

1. Staff/auto activate alarm
2. Include Transmission of Alarm
3. Include Back Up Call to FD or Monitoring
4. Documented staff participation
5. Documented evaluation of drill

Transmission verification is
Not Shown

FIRE DRILL REPORT

Facility: _____

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER: _____

Scenario

Alarm Functions

- Audible/Visual Alarms Activated
- Fire Doors Closed
- PA Alert Audible

☐ Yes ☐ No ☐ NA ☐ Work Order
☐ Yes ☐ No ☐ NA ☐ Work Order
☐ Yes ☐ No ☐ NA ☐ Work Order

Staff Actions:

Remove those in immediate danger ☐ Yes ☐ No

Activate Fire Alarm Pull Station ☐ Yes ☐ No

Call _____ ☐ Yes ☐ No

Close All Doors in Area ☐ Yes ☐ No

Extinguish Fire if Small & Trained ☐ Yes ☐ No

Evac Prep by Clearing Halls ☐ Yes ☐ No

Code Red Team Actions:

Assessed ~~Dept~~ Containment/Clearing ☐ Yes ☐ No

Secured Fire Site Perimeter ☐ Yes ☐ No

Extinguished Fire (PASS) ☐ Yes ☐ No

Assessed Fire Situation ☐ Yes ☐ No

Observer Comments to "No"

Participants:

Department: Qty _____; Names of Key Persons: _____

Code Red Team: Qty from Plant Op _____;

Evaluation: Provided immediate feedback to manager _____

Drill Report Checklist

Specific Requirements

1. Staff/auto activate alarm
2. **X** Include Transmission of Alarm
3. Include Back Up Call to FD or Monitoring
4. Documented staff participation
5. Documented evaluation of drill

Transmission verification is
Not Shown

FIRE DRILL REPORT

Facility: _____

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER: _____

Scenario

Alarm Functions

- | | | |
|-----------------------------------|--|-------------------------------------|
| • Audible/Visual Alarms Activated | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |
| • Fire Doors Closed | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |
| • PA Alert Audible | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |

Staff Actions:

- | | |
|------------------------------------|--|
| Remove those in immediate danger | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Activate Fire Alarm Pull Station | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Call _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Close All Doors in Area | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguish Fire if Small & Trained | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Evac Prep by Clearing Halls | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

- | | |
|------------------------------------|--|
| Assessed Dept Containment/Clearing | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Secured Fire Site Perimeter | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguished Fire (PASS) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Assessed Fire Situation | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Participants:

Department: Qty _____; Names of Key Persons: _____

Code Red Team: Qty from Plant Op _____;

Evaluation: Provided immediate feedback to manager _____

Drill Report Checklist

Specific Requirements

1. Staff/auto activate alarm
2. Include Transmission of Alarm
3. Include Back Up Call to FD or Monitoring
4. Documented staff participation
5. Documented evaluation of drill

Back-Up call to monitoring sta during the drill is Not Shown

FIRE DRILL REPORT

Facility: _____

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER: _____

Scenario

Alarm Functions

- | | | |
|-----------------------------------|--|-------------------------------------|
| • Audible/Visual Alarms Activated | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |
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| • PA Alert Audible | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |

Staff Actions:

- | | |
|------------------------------------|--|
| Remove those in immediate danger | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Activate Fire Alarm Pull Station | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Call _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Close All Doors in Area | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguish Fire if Small & Trained | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Evac Prep by Clearing Halls | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

- | | |
|------------------------------------|--|
| Assessed Dept Containment/Clearing | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Secured Fire Site Perimeter | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguished Fire (PASS) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Assessed Fire Situation | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Participants:

Department: Qty _____; Names of Key Persons: _____

Code Red Team: Qty from Plant Op _____

Evaluation: Provided immediate feedback to manager _____

Drill Report Checklist

Specific Requirements

1. Staff/auto activate alarm
2. Include Transmission of Alarm
3. **X** Include Back Up Call to FD or Monitoring
4. Documented staff participation
5. Documented evaluation of drill

Back-Up call to monitoring sta during the drill is Not Shown

FIRE DRILL REPORT

Facility:

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER:

Scenario

Alarm Functions

- | | | |
|-----------------------------------|--|-------------------------------------|
| • Audible/Visual Alarms Activated | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |
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| • PA Alert Audible | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |

Staff Actions:

- | | |
|------------------------------------|--|
| Remove those in immediate danger | <input type="checkbox"/> Yes <input type="checkbox"/> No |
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| Call _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No |
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| Extinguish Fire if Small & Trained | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Evac Prep by Clearing Halls | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Code Red Team Actions:

- | | |
|------------------------------------|--|
| Assessed Dept Containment/Clearing | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Secured Fire Site Perimeter | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguished Fire (PASS) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Assessed Fire Situation | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Participants:

Department: Qty; Names of Key Persons:

Code Red Team: Qty from Plant Op

Evaluation: Provided immediate feedback to manage

Drill Report Checklist

Specific Requirements

1. Staff/auto activate alarm
2. Include Transmission of Alarm
3. Include Back Up Call to FD or Monitoring
4. Documented staff participation
5. Documented evaluation of drill

Missing names of all who participated in drill

FIRE DRILL REPORT

Facility:

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER:

Scenario

Alarm Functions

- | | | |
|-----------------------------------|--|-------------------------------------|
| • Audible/Visual Alarms Activated | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |
| • Fire Doors Closed | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |
| • PA Alert Audible | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |

Staff Actions:

- | | |
|------------------------------------|--|
| Remove those in immediate danger | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Activate Fire Alarm Pull Station | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Call _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Close All Doors in Area | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguish Fire if Small & Trained | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Evac Prep by Clearing Halls | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Code Red Team Actions:

- | | |
|------------------------------------|--|
| Assessed Dept Containment/Clearing | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Secured Fire Site Perimeter | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguished Fire (PASS) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Assessed Fire Situation | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Participants:

Department: Qty _____; Names of Key Persons:

Code Red Team: Qty from Plant Op _____

Evaluation: Provided immediate feedback to manage _____

Drill Report Checklist

Specific Requirements

1. Staff/auto activate alarm
2. Include Transmission of Alarm
3. Include Back Up Call to FD or Monitoring
4. **X** Documented staff participation
5. Documented evaluation of drill

Missing names of all who participated in drill

FIRE DRILL REPORT

Facility: _____

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM NAME/NUMBER

1. DRILL SITE EVALUATION

OBSERVER: _____

Scenario

Alarm Functions

- | | | |
|-----------------------------------|--|-------------------------------------|
| • Audible/Visual Alarms Activated | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |
| • Fire Doors Closed | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |
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Staff Actions:

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|------------------------------------|--|
| Remove those in immediate danger | <input type="checkbox"/> Yes <input type="checkbox"/> No |
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| Extinguish Fire if Small & Trained | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Evac Prep by Clearing Halls | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Code Red Team Actions:

- | | |
|------------------------------------|--|
| Assessed Dept Containment/Clearing | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Secured Fire Site Perimeter | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguished Fire (PASS) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Assessed Fire Situation | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Observer Comments to "No"

Participants:

Department: Qty _____; Names of Key Persons:

Evaluation: Provided immediate feedback to manager on any improvements needed by the staff

Drill Report Checklist

Specific Requirements

1. Staff/auto activate alarm
2. Include Transmission of Alarm
3. Include Back Up Call to FD or Monitoring
4. Documented staff participation
5. ☒ Documented evaluation of drill

FIRE DRILL REPORT

Facility:

BASIC DRILL INFORMATION

DATE	TIME	SHIFT	WEEK	BUILDING	FLOOR	DEPARTMENT	ROOM

1. DRILL SITE EVALUATION

OBSERVER:

Scenario

Alarm Functions

- | | | |
|-----------------------------------|--|-------------------------------------|
| • Audible/Visual Alarms Activated | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | <input type="checkbox"/> Work Order |
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Staff Actions:

Observer Comments to "No"

- | | |
|------------------------------------|--|
| Remove those in immediate danger | <input type="checkbox"/> Yes <input type="checkbox"/> No |
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| Call _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Close All Doors in Area | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguish Fire if Small & Trained | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Evac Prep by Clearing Halls | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Code Red Team Actions:

Observer Comments to "No"

- | | |
|------------------------------------|--|
| Assessed Dept Containment/Clearing | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Secured Fire Site Perimeter | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Extinguished Fire (PASS) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Assessed Fire Situation | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Participants:

Department: Qty; Names of Key Persons:

Evaluation: Provided immediate feedback to manager on any improvements needed by the staff

SHOULD REVISE FORM TO INCLUDE Failed ITEMS

Drill Report Checklist

Specific Requirements

1. **X** Staff/auto activate alarm
2. **X** Include Transmission of Alarm
3. **X** Include Back Up Call to FD or Monitoring
4. **X** Documented staff participation
5. **✓** Documented evaluation of drill

Part 2 - Fire Plan



The Joint Commission

Part 2 - Fire Plan



STANDARD - EPs	Document / Requirement
EC.02.03.01	Hospital Manages Fire Risk – Fire Response Plan
EP 9	<p>The written fire response plan describes the specific roles of staff and LIPs at and away from fire including</p> <ul style="list-style-type: none">• When and how to sound and report fire alarms• How to contain smoke and fire• How to use a fire extinguisher• How to assist and relocate patients• How to evacuate to areas of refuge <p>Staff and LIPs periodically instructed on/kept informed of duties under plan</p> <p>Copy of plan readily available with telephone operator or security</p>

EC.02.03.01
EP 9

**Same as CMS,
but less precise**

Fire Plan



Fire Plan



CMS Tag K711

Evacuation and Relocation Plan

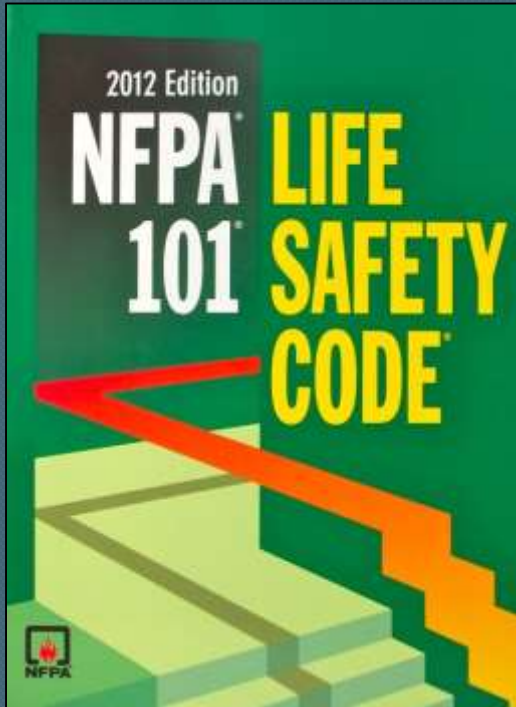
There is a written plan for the protection of all patients and for their evacuation in the event of an emergency.

Employees are periodically instructed and kept informed with their duties under the plan, and a copy of the plan is readily available with telephone operator or with security. The plan addresses the basic response required of staff per 18/19.7.2.1.2 and provides for all of the fire safety plan components per 18/19.7.2.2.

18.7.1.1 through 18.7.1.3, 18.7.2.1.2, 18.7.2.2, 18.7.2.3, 19.7.1.1 through 19.7.1.3, 19.7.2.1.2, 19.7.2.2, 19.7.2.3

Contains a summary of the NFPA requirements

Fire Plan



Code Requirements
For Fire Plans
are found in 2 Locations

1. Core Codes
– Chapter 4

2. Occupancy Chapters
– Chapter 12-42

Core Plan Requirements – 4.8

Follow Occupancy Chapter, x.8.x

1. Follow 4.7 Requirements

- Assembly (12/13)
- Education (14/15)
- Day Care (15/16)
- Hotels & Dorms (28/29)
- Mercantile (36/37)
- Business-Hi-Rise (38-39)

2. No Requirements

- 1 & 2 Family (24)
- Lodging/Rooming(26)
- Industrial (40)
- Storage (42)

3. Follow Chapter Requirements

- Health Care (18/19)
- Ambulatory (20/21)
- Detention (23/24)
- Apartments (30/31)
- Board & Care (32/33)

Core Plan Requirements – 4.8

Follow Occupancy Chapter, x.8.x

2. No Requirements

1. Follow 4.7 Requirements

3. Follow Chapter Requirements

- Health Care (18/19)
- Ambulatory (20/21)
- Detention (23/24)
- Apartments (30/31)
- Board & Care (32/33)

Ignore 4.8

18/19.7.1.1 – EVACUATION & RELOCATION PLAN

Must have a written plan

Same Requirements in both New & Existing



18/19.7.1.1 – EVACUATION & RELOCATION PLAN

Must have a written plan

1. For the protection of all persons in a fire
2. For evacuation to areas of refuge
3. For evacuation from the building if necessary

Same Requirements in both New & Existing



18/19.7.1.1 – EVACUATION & RELOCATION PLAN

Available to all supervisors

1. Must be the current plan
2. If on-line, all supervisors must be able to demonstrate having quick access

Same Requirements in both New & Existing



18/19.7.1.1 – EVACUATION & RELOCATION PLAN

***Readily available at all times in the
telephone operator's position or the security center***

Same Requirements in both New & Existing



18/19.7.1.1 – EVACUATION & RELOCATION PLAN

Readily available at all times in the telephone operator's position or the security center

1. Must be the current plan
2. If on-line, must be able to demonstrate having quick access

Same Requirements in both New & Existing



18/19.7.1.2 – EVACUATION & RELOCATION PLAN

Periodic instruction of all employees on their duties

18/19.7.182 – EVACUATION & RELOCATION PLAN

*Instruction of all employees on life safety procedures
and devices*



Same Requirements in both New & Existing

18/19.7.2 – PROCEDURE IN CASE OF A FIRE

Prompt and effective fire response

18/19.7.2 – PROCEDURE IN CASE OF A FIRE

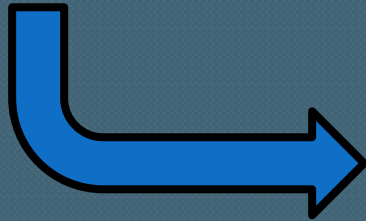
Prompt and effective fire response

1. Remove all occupants near fire
2. Alarm Transmission to warn occupants and summon staff
3. Confinement of fire by closing doors to isolate the fire area
4. Evacuation/Relocation of patients

18/19.7.2 – PROCEDURE IN CASE OF A FIRE

Prompt and effective fire response

1. Remove all occupants near fire
2. Alarm Transmission to warn occupants and summon staff
3. Confinement of fire by closing doors to isolate the fire area
4. Evacuation/Relocation of patients



RACE

Fire Emergency Response



Rescue



Alarm



Contain



Extinguish



Fire Emergency Response



Rescue



Alarm



Contain



Evacuate



18/19.7.2.2 –FIRE SAFETY PLAN shall include:

1. Use of alarms
2. Transmission of alarm to fire dept
3. Emergency Call to fire department
4. Response to alarms
5. Isolation of fire
6. Evacuation of immediate area
7. Evacuation of smoke compartment
8. Preparation of floors & building for evacuation
9. Extinguishment of fire
10. Use of Code Phrase

18/19.7.2.2 –FIRE SAFETY PLAN shall include:

1. Use of alarms
2. Transmission of alarm to fire dept
3. Emergency Call to fire department
4. Response to alarms
5. Isolation of fire
6. Evacuation of immediate area
7. Evacuation of smoke compartment
8. Preparation of floors & building for evacuation
9. Extinguishment of fire
10. Use of Code Phrase



18/19.7.2.2 – FIRE SAFETY PLAN shall include:

1. Use of Alarms

All staff must:



18/19.7.2.2 –FIRE SAFETY PLAN shall include:

1. Use of Alarms

All staff must:



a. Know the location of pull stations

b. Know how to pull the alarm (best if they've done it)

c. Feel authorized to do it

18/19.7.2.2 –FIRE SAFETY PLAN shall include:

2. Transmission of Alarm to Fire Dept (via Monitoring Sta)



18/19.7.2.2 –FIRE SAFETY PLAN shall include:

2. Transmission of Alarm to Fire Dept (via Monitoring Sta)



Simple explanation of how your fire alarm system “talks” to the fire dept via your monitoring service

18/19.7.2.2 –FIRE SAFETY PLAN shall include:

NEW

3. Emergency Call to fire department (new in 2012 LSC)



18/19.7.2.2 –FIRE SAFETY PLAN shall include:

NEW

3. Emergency Call to fire department (new in 2012 LSC)

Different from usual Post-Drill call to put sys back on-line



18/19.7.2.2 –FIRE SAFETY PLAN shall include:

NEW

3. Emergency Call to fire department (new in 2012 LSC)

Different from usual Post-Drill call to put sys back on-line



Someone must call
monitoring company
ASAP after the alarm is
sounded to confirm
signal received

18/19.7.2.2 –FIRE SAFETY PLAN shall include:

4. Response to Alarms



Staff Actions When Alarm Sounds:

18/19.7.2.2 –FIRE SAFETY PLAN shall include:

4. Response to Alarms



Staff Actions When Alarm Sounds:

a. In area of the fire

18/19.7.2.2 –FIRE SAFETY PLAN shall include:

4. Response to Alarms



Staff Actions When Alarm Sounds:

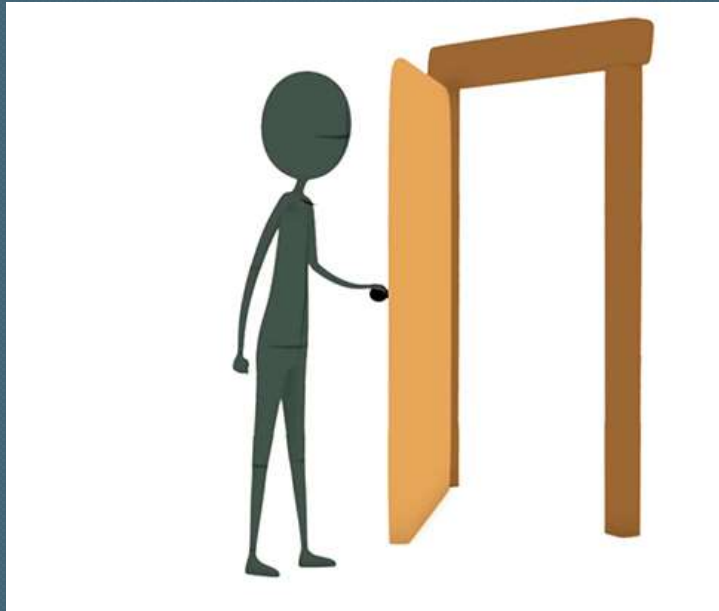
a. In area of the fire

b. In areas away from the fire

c. Other floors/buildings

18/19.7.2.2 –FIRE SAFETY PLAN shall include:

5. Isolation of the Fire

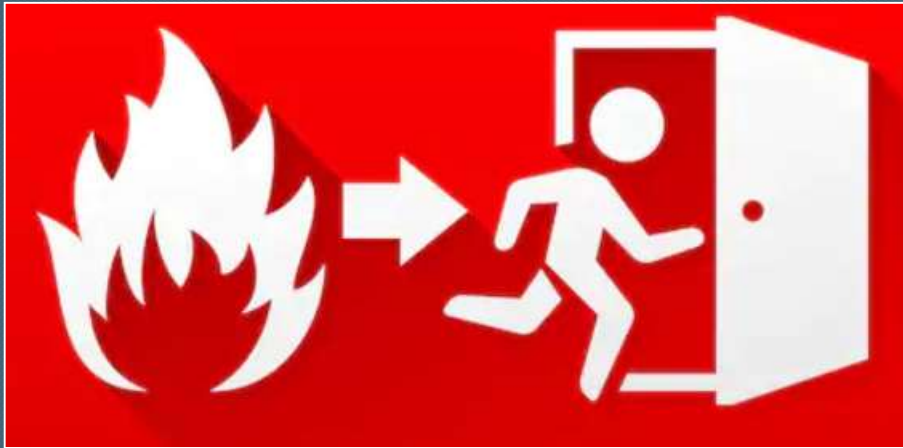


Part of RACE:
CLOSE the doors

Very Important Factor to
Limit Spread of a Fire

18/19.7.2.2 –FIRE SAFETY PLAN shall include:

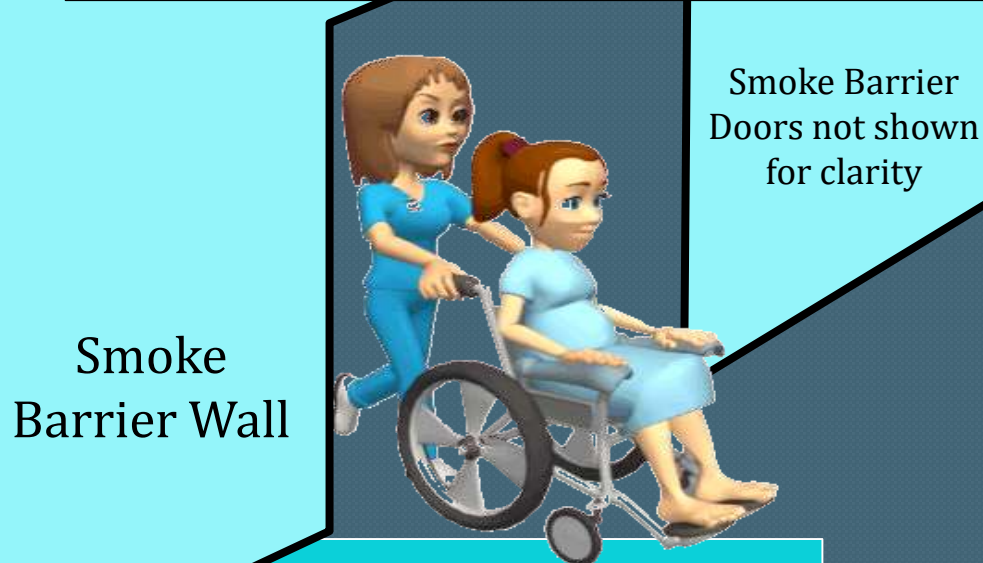
6. Evacuation of Immediate Area



Part of **R**ACE:
Remove people in fire area

18/19.7.2.2 – FIRE SAFETY PLAN shall include:

7. Evacuation of Smoke Compartment



Part of RACE:
E:
Evacuation Preparation

18/19.7.2.2 -FIRE SAFETY PLAN shall include:

7. Evacuation of Smoke Compartment

Smoke Barrier
Doors not shown
for clarity

If fire gets worse, move to
next smoke compartment
(through smoke barrier doors)

Smoke
Barrier Wall

Part of RACE:
Evacuation Preparation



18/19.7.2.2 –FIRE SAFETY PLAN shall include:

8. Prep for floor & building evacuation

Get ready, if fire gets worse, to move to

- (a) Next smoke compartment
- (b) Another floor
- (c) Out of the building



18/19.7.2.2 –FIRE SAFETY PLAN shall include:

9. Extinguishment of fire

Use portable extinguisher ONLY if

- (a) Trained
- (b) Fire is small
- (c) Patients already moved away
- (d) RACE is completed



18/19.7.2.3.2 –FIRE SAFETY PLAN shall include:

10. Use of Code Phrase



"Code Red"
"Mr H"
"Doctor Red"
"Code 99"
"Red Party"

18/19.7.2.3.2 –FIRE SAFETY PLAN shall include:

10. Use of Code Phrase



"Code Red"
"Mr H"
"Doctor Red"
"Code 99"
"Red Party"

Use designated phase
(NOT "fire") when

- (a) Need help when discovered a fire
- (b) Fire alarm sys is inoperable

18/19.7.2.3.2 – FIRE SAFETY PLAN shall include:

10. Use of Code Phrase



“Code Red”
“Mr H”
“Doctor Red”
“Code 99”
“Red Party”

Use designated phase
(NOT “fire”) when

- (a) Need help when discovered a fire
- (b) Fire alarm sys is inoperable

When staff hear the code phrase, they must

- Activate the nearest fire alarm pull
- Immediately execute fire duties

18/19.2.3.4(4)(b) – FIRE SAFETY PLAN shall include:

Relocation of equipment from corridors during a fire



18/19.2.3.4(4)(b) – FIRE SAFETY PLAN shall include:

Relocation of equipment from corridors during a fire

Remove obstructions from
exit access corridors



18/19.2.3.4(4)(b) – FIRE SAFETY PLAN shall include:

Relocation of equipment from corridors during a fire



Remove obstructions from
exit access corridors

Fire Dept must review LTC Plans

DHS 132.92(3)(c)2



Instructions for Completion
Consolidated Emergency Response/Contingency Plan

Introduction

Health and Safety Code (HSC) (23705(a)(1)) requires that a Hazardous Materials Business Plan (HMBP) contain an Emergency Response Plan and Procedures for immediate response to a reportable release or threatened release of a hazardous material. HSC (23705(a)(4)) requires that HMBPs include employee training in safety procedures and emergency response plans and procedures in the event of a reportable release or threatened release.

Title 22 California Code of Regulations (22 CCR) (60262.5(a)(4)) requires facilities that generate 1,000 kilograms or more of hazardous waste in any one calendar month, or accumulate more than 6,000 kilograms of hazardous waste on site at any one time, prepare a Contingency Plan. In addition, facilities that generate more than 1 kilogram of acutely hazardous waste (AHW) in any one calendar month, or more than 100 kilograms of debris resulting from the spill of an AHW, or which treat hazardous waste onsite under the Permit by Rule (PBR) must also prepare a Contingency Plan.

The California Environmental Reporting System (CERS) Consolidated Emergency Response/Contingency Plan is designed to streamline emergency response and emergency plan requirements for both hazardous materials handlers and hazardous waste generator facilities. It provides a basic emergency response plan and a training plan template for 4 typical small to mid-size regulated facilities, and simplifies Unified Program regulatory requirements. Attachments and/or other documents may be required for certain facilities due to the size and/or the nature of operations or processes that warrant additional planning.

Use of the CERS Consolidated Emergency Response/Contingency Plan is not mandatory. You may use another emergency plan document provided that it satisfies the HSC and 22 CCR emergency response plan requirements. In addition, please note that the Employee Training section referenced in Section 2 of the CERS Consolidated Emergency Response/Contingency Plan may not be an acceptable training plan in some jurisdictions and a separate training plan may be required.

General Instructions

- This plan applies to both HMBP and hazardous waste generator facilities. Consider both programs as you complete each plan section.
- Be specific.
- Facilities with frequent employee turnover may substitute position titles for specific employee names when identifying emergency coordinators or emergency response team members to avoid frequent plan revisions.
- Review the specific line item instructions before completing your plan.
- After completion, the plan or its equivalent must be signed, if necessary, and uploaded to CERS as a PDF document.

Specific Line Item Instructions

A1. FACILITY ID NUMBER - Enter the Facility ID number issued by the certified unified program agency (CUPA) or PA.

A2. CERS ID Number - Enter the CERS ID number obtained from CERS or your local CUPA or PA.

A3. DATE OF PLAN PREPARATION/REVISION - Enter the date the plan was initially prepared or recently revised.

A4. BUSINESS NAME - Enter the business name used to identify the facility in CERS.

A5. BUSINESS SITE ADDRESS - Enter the site address where the facility is located.

A6. CITY - Enter the city or unincorporated area in which the facility is located.

A7. ZIP CODE - Enter the 5 or 9 digit zip code for the facility.

A8. TYPE OF BUSINESS - Briefly describe the type of business operations at the facility associated with hazardous materials storage or incidental operations. Briefly describe the site operations in the description in A3.

A9. TYPE OF INCIDENTS - Briefly describe the types of incidents that may not be discussed in the description in A3.

A10. THIS PLAN COVERS CHEMICAL SPILLS, FIRES, AND EARTHQUAKES INVOLVING - Check box 2 "HAZARDOUS WASTES" if the facility generates hazardous waste. Note: Box 1 is always checked since both hazardous waste and non-hazardous chemicals are considered hazardous materials.

B1. INTERNAL RESPONSE - Check one or more of the three boxes to indicate how facility personnel will respond to emergency incidents.

Page 1 of 2

Fire Dept must review LTC Plans

DHS 132.92(3)(c)2



Fire Dept must review LTC Plans

DHS 132.92(3)(c)2



However, many do not like to review plans

Tips to Get Fire Dept to review plan:

1. Avoid terms like “certification”
2. Understand the limits on FD manpower
3. FD are concerned on liability



DHS does not fund fire depts

Tips to Get Fire Dept to review plan:

1. Avoid terms like “certification”
2. Understand the limits on FD manpower
3. FD are concerned on liability
4. Request far in advance
5. Link Plan review with Inspection form
6. If FD still doesn't, hire a private reviewer



DHS does not fund fire depts

Tips to Get Fire Dept to review plan:

Link Plan review with Inspection form



REPORT OF FIRE SAFETY INSPECTION

The undersigned official fire department representative hereby certifies that he has conducted a fire safety inspection at the above named facility on the date shown. If violations of appropriate codes were observed on date of inspection, the administrator of the facility shall have in his/her possession a copy of any related written orders or directives served upon him by the official inspecting agency.

The fire department representative also certified that he/she (or another representative of his department) has examined that required written fire evacuation plan for the above named facility. If the plan is deemed adequate, it shall be so noted below; if deemed not adequate, copies of any written recommendations for correction shall be in possession of the administrator of the facility.

Date of Inspection	VIOLATIONS FOUND		EVACUATION PLAN-OK		Signature of Inspector	Agency Represented
	Yes	No	Yes	No		



Tips to Get Fire Dept to review plan:

Link Plan review with Inspection form



REPORT OF FIRE SAFETY INSPECTION

The undersigned official fire department representative hereby certifies that he has conducted a fire safety inspection at the above named facility on the date shown. If violations of appropriate codes were observed on date of inspection, the administrator of the facility shall have in his/her possession a copy of any related written orders or directives served upon him by the official inspecting agency.

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Date of Inspection	VIOLATIONS FOUND		EVACUATION PLAN-OK		Signature of Inspector	Agency Represented
	Yes	No	Yes	No		

Want your Fire Plan to PASS?

1. Cover the 10 required items

Want your Fire Plan to PASS?

FIRE PLAN CHECKLIST

1. Use of alarms
2. Transmission of alarm to fire dept
3. Emergency Call to fire department
4. Response to alarms
5. Isolation of fire
6. Evacuation of immediate area
7. Evacuation of smoke compartment
8. Prep of floors & building for evac
9. Extinguishment of fire
10. Use of Code Phrase

1. Cover the 10 required items

Want your Fire Plan to PASS?

FIRE PLAN CHECKLIST

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7. Evacuation of smoke compartment
8. Prep of floors & building for evac
9. Extinguishment of fire
10. Use of Code Phrase

1. Cover the 10 required items
2. Use the required items as headings (so easy to find)
3. Keep the plan short, so quick to digest

Example Fire Response Plan

FIRE PLAN

1. Use of alarms
2. Transmission of
3. Emergency Call
4. Response to alarm
5. Isolation of fire
6. Evacuation of im
7. Evacuation of sm
8. Prep of floors & b
9. Extinguishment o
10. Use of Code Phras

FIRE RESPONSE PLAN
Policy # _____
Revision Date: mm/dd/yyyy Original Date: mm/dd/yyyy

PURPOSE:
To implement and maintain a comprehensive fire response plan for the health care facility that:

1. Establishes effective and efficient response procedures fire emergencies;
2. Establishes procedures for fire drills;
3. Defines the expectations for staff and volunteers for fire response education; and
4. Establishes procedures for the monitoring, evaluation, and revision of the plan.

POLICY:

1. All staff and volunteers shall know and implement fire response policies and procedures, participate in fire drills; and attend educational sessions on fire response procedures.
2. **Response to Discovering a Fire.** Any staff member or volunteer who discover a fire, regardless of its size, shall immediately use the RACE procedures.

IF YOU DISCOVER A FIRE: Follow R.A.C.E. procedures, individually or as a team.

R Rescue: Remove all people in the same room as the fire. If any person requires rescue, the discoverer shall go to the aid of that person, calling aloud "code red" (or other code phrase) for a fellow worker to pull the alarm.

A Alarm: Pull the nearest fire alarm station AND call 52828 to provide the precise room location and a brief description of the fire situation.

C Contain: Close the door to the room of the fire and adjacent rooms on both sides of it.

E Evacuation/Extinguish: Prepare to Evacuate to the adjacent smoke compartment (if ordered) and/or Extinguish the fire only if you have been trained and can do so safely.

3. **Response to an Alarm** All staff and volunteers, when notified of a "Code RED", shall immediately initiate fire response procedures, based on their proximity to the fire scene. Note: In Business Occupancies, staff should evacuate the building and congregate at a location that is identified in the department specific _____

_____ (beside/above/below) SMOKE

Available for FREE at:

www.Lauzon-LSC.com

During Nov 2019

Part 3 - Fire Training



18/19.7.1.2 – EVACUATION & RELOCATION PLAN

Periodic instruction of all employees on their duties

Same Requirements in both New & Existing

Part 3 - Fire Training



18/19.7.1.2 – EVACUATION & RELOCATION PLAN

Periodic instruction of all employees on their duties

18/19.7.182 – EVACUATION & RELOCATION PLAN

Instruction of all employees on life safety procedures and devices

Same Requirements in both New & Existing

Part 3 - Fire Training

Mandatory Training Requirements

1. Staff Duties - Use & Response to Alarms

2. Life Safety Procedures

3. Life Safety Devices

1. Staff Duties

12. Staff Knowledge & Training.

- All employees shall be periodically instructed and kept informed with respect to their duties under this plan. All staff and volunteers are expected to know the following basic fire response information.
- Fire Response Plan and Procedures
- Location and operation of fire alarm pull stations: located at all fire exits and instruction for activation on each station.
- Location of smoke compartments, fire exits and stairwells in their normal place of work:
- In fire situations DO NOT USE ELEVATORS.
- Evacuation procedures / routes: per Emergency Evacuation Policy xxxx
- Only trained staff shall use fire extinguishers. Patient care staff priorities are patients, visitors, and staff.
- Location and operation of oxygen shut-off valves (if applicable)
- Department/unit specific fire plan (i.e., know the specific hazards present due to the type of operations performed or patient served in the department, and the procedures developed to mitigate those hazards in a fire emergency).

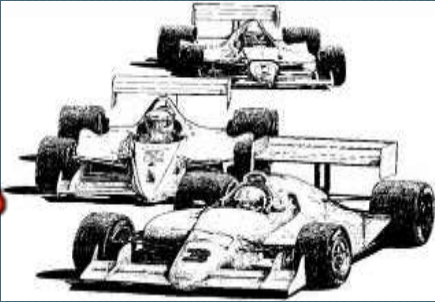
Train based on
your Fire Plan

Make sure each
of your topics is
covered in your
training

1. Staff Duties – During a Fire Response

AT THE FIRE

R-A-C-E



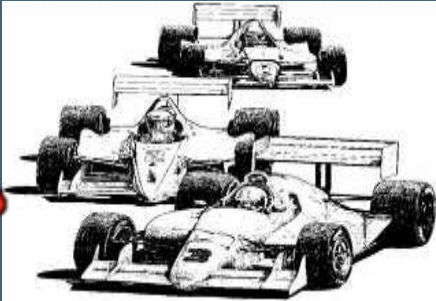
P-A-S-S



1. Staff Duties – During a Fire Response

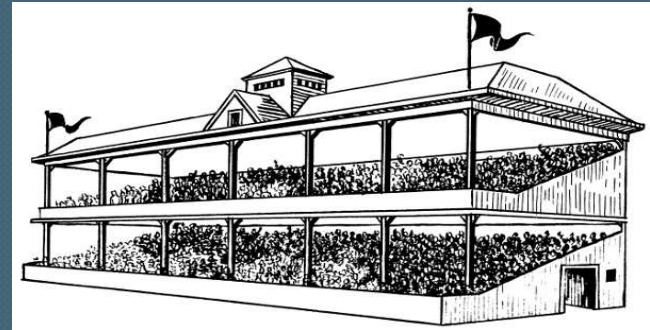
AT THE FIRE

R-A-C-E



P-A-S-S

AWAY FROM THE FIRE



C-H-E-E-R

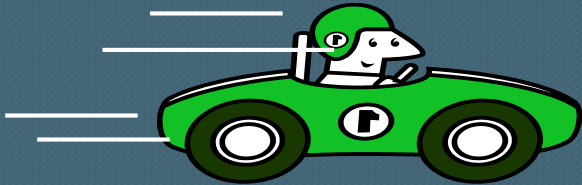
1. Staff Duties – During a Fire Response



AT THE FIRE

R

Remove People in Same
Room as the Fire



R-A-C-E

1. Staff Duties – During a Fire Response



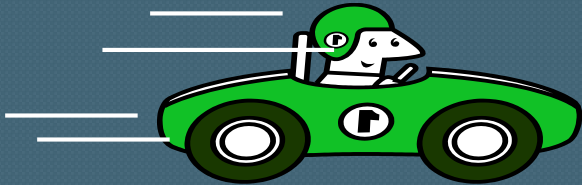
AT THE FIRE

R

Remove People in Same
Room as the Fire

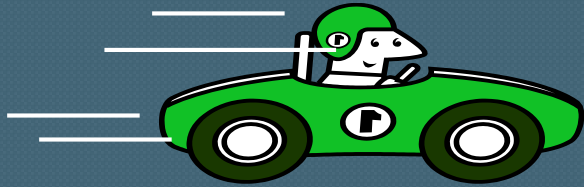
A

Activate the Alarm



R-A-C-E

1. Staff Duties – During a Fire Response



R-A-C-E

AT THE FIRE

R

Remove People in Same Room as the Fire

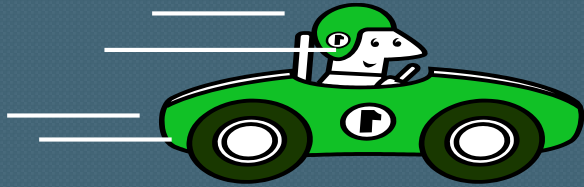
A

Activate the Alarm

C

Confine the Fire by closing the door to the Room

1. Staff Duties – During a Fire Response



R-A-C-E

AT THE FIRE

R

Remove People in Same Room as the Fire

A

Activate the Alarm

C

Confine the Fire by closing the door to the Room

E

Evacuation Prep

1. Staff Duties – During a Fire Response

Extinguisher Use

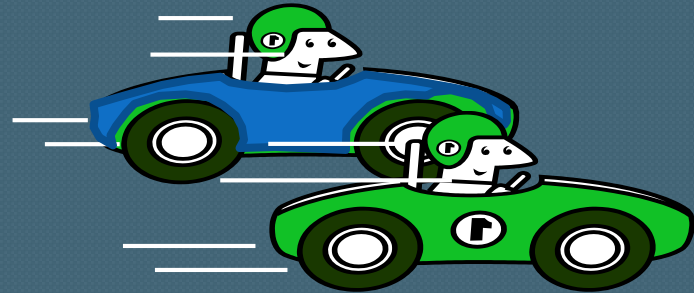
P

Pull the Pin

AT THE FIRE



P-A-S-S



1. Staff Duties – During a Fire Response

Extinguisher Use

P

Pull the Pin



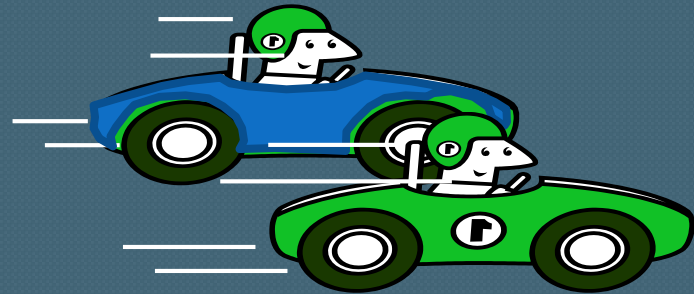
A

Aim at the Base of the Fire

AT THE FIRE



P-A-S-S



1. Staff Duties – During a Fire Response

Extinguisher Use

P
A
S

Pull the Pin



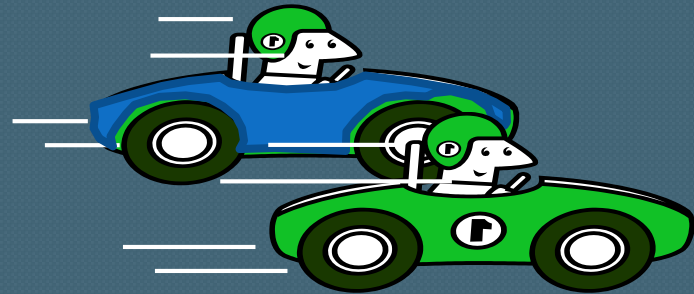
Aim at the Base of the Fire

Squeeze the trigger

AT THE FIRE



P-A-S-S



1. Staff Duties – During a Fire Response

Extinguisher Use

AT THE FIRE

P
A
S
S

Pull the Pin



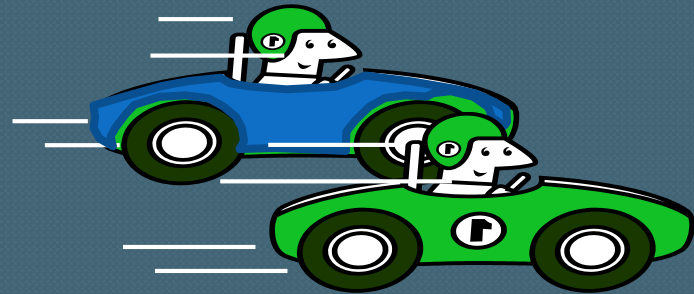
Aim at the Base of the Fire

Squeeze the trigger

Sweep the Fire, slowly



P-A-S-S



1. Staff Duties – During a Fire Response

Extinguisher Use

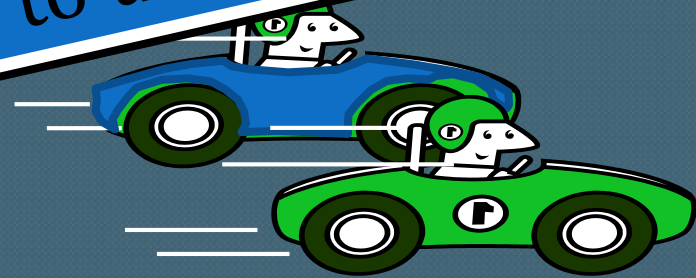
P
A
S
S

AT THE FIRE

RECOMMEND

Give Fire Extinguisher
Training only to those who
you authorize to use them

Sweep the Fire, slowly

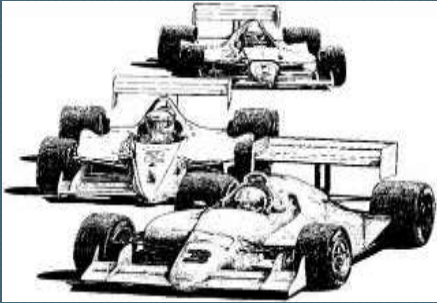


1. Staff Duties – During a Fire Response



AT THE FIRE

R-A-C-E



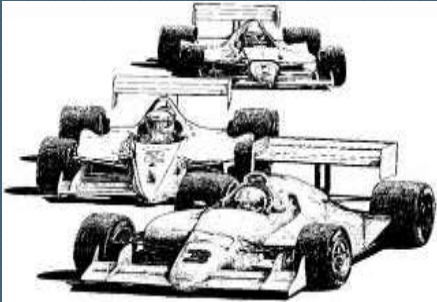
P-A-S-S

1. Staff Duties – During a Fire Response



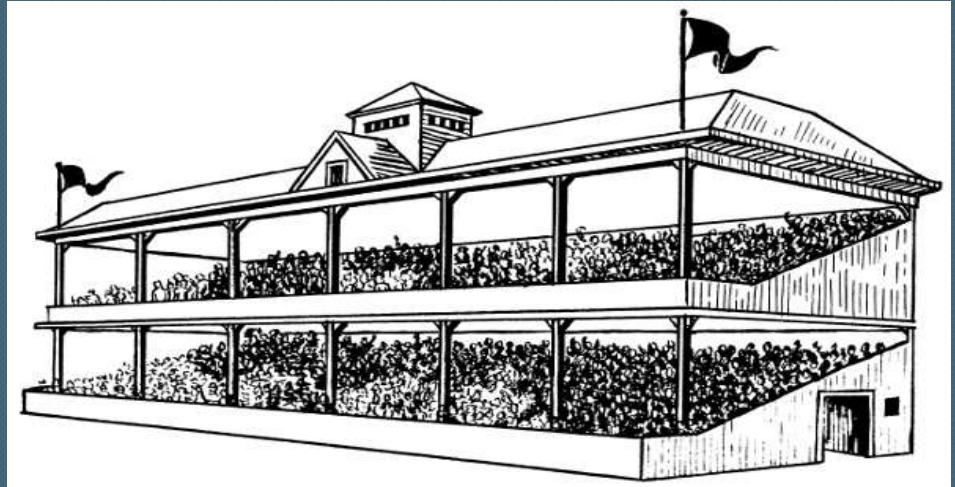
AT THE FIRE

R-A-C-E



P-A-S-S

AWAY FROM THE FIRE

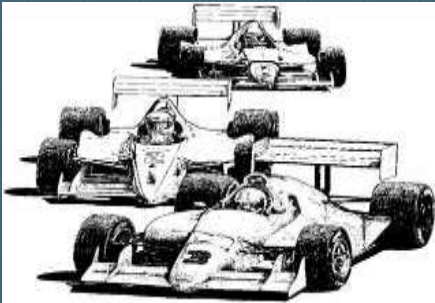


1. Staff Duties – During a Fire Response



AT THE FIRE

R-A-C-E



P-A-S-S

AWAY FROM THE FIRE

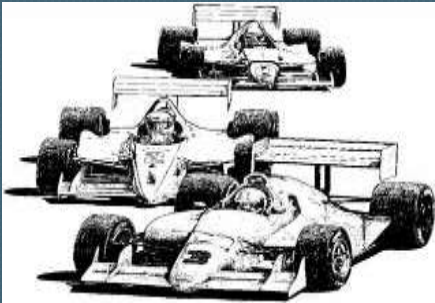


1. Staff Duties – During a Fire Response



AT THE FIRE

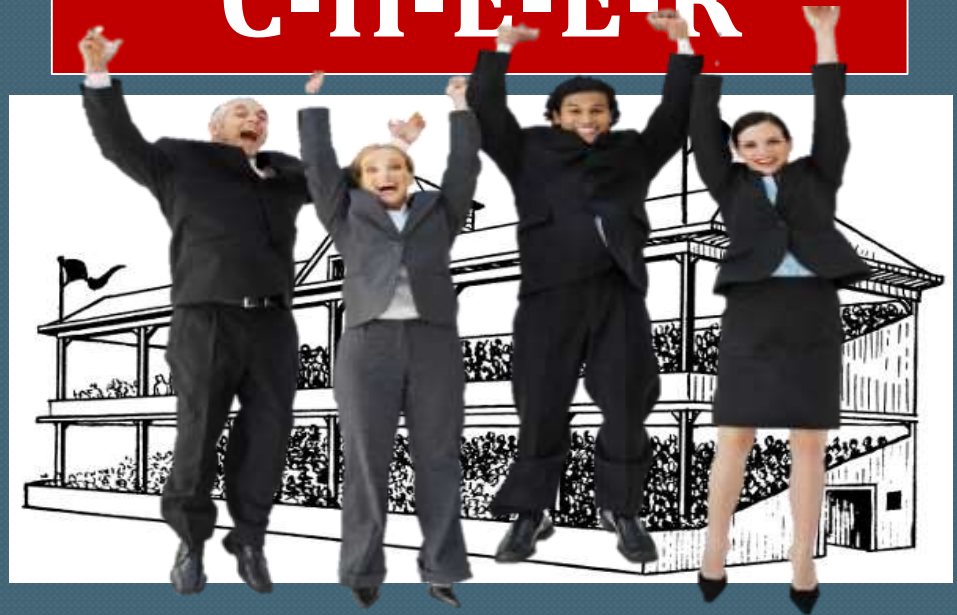
R-A-C-E



P-A-S-S

AWAY FROM THE FIRE

C-H-E-E-R



1. Staff Duties – During a Fire Response

AWAY FROM THE FIRE



C

Clear the Corridors

C-H-E-E-R

1. Staff Duties – During a Fire Response

AWAY FROM THE FIRE



C
H

Clear the Corridors

Help neighbor zone

C-H-E-E-R

1. Staff Duties – During a Fire Response

AWAY FROM THE FIRE



C
H
E

Clear the Corridors

Help neighbor zone

Extinguisher
brought

C-H-E-E-R

1. Staff Duties – During a Fire Response

AWAY FROM THE FIRE



C-H-E-E-R

**C
H
E
E**

Clear the Corridors

Help neighbor zone

Extinguisher
brought

Encourage
Patients & Visitors

1. Staff Duties – During a Fire Response

AWAY FROM THE FIRE



C-H-E-E-R

**C
H
E
E
R**

Clear the Corridors

Help neighbor zone

Extinguisher
brought

Encourage
Patients & Visitors

Relocate Prep

1. Staff Duties

DEPT SPECIFIC TASKS

Training Usually given
during Dept meeting



1. Staff Duties

DEPT SPECIFIC TASKS

A photograph of a hospital corridor. In the foreground, there is a white medical stand with a monitor and some papers. The corridor extends into the background with various medical equipment and a sign on the wall that says "GETTING GREAT".

Training Usually given
during Dept meeting

Cover such thing as:

- Who clears the corridors
- How to mark cleared rooms
- Who moves med charts & meds
- Special dept tasks

Part 3 - Fire Training

Mandatory Training Requirements

1. Staff Duties - Use & Response to Alarms
2. Life Safety Procedures

2. Life Safety Procedures

1. Explain

DEFEND-IN-PLACE !



2. Life Safety Procedures

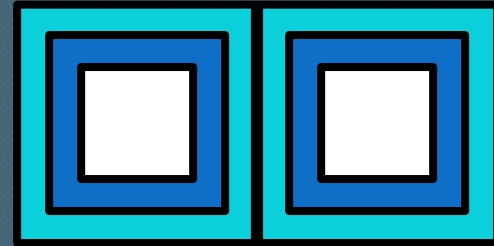
1. Explain

DEFEND-IN-PLACE !



2. Explain

COMPARTMENTALIZATION !



2. Life Safety Procedures

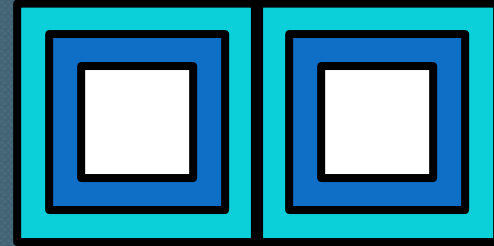
1. Explain

DEFEND-IN-PLACE !



2. Explain

COMPARTMENTALIZATION !



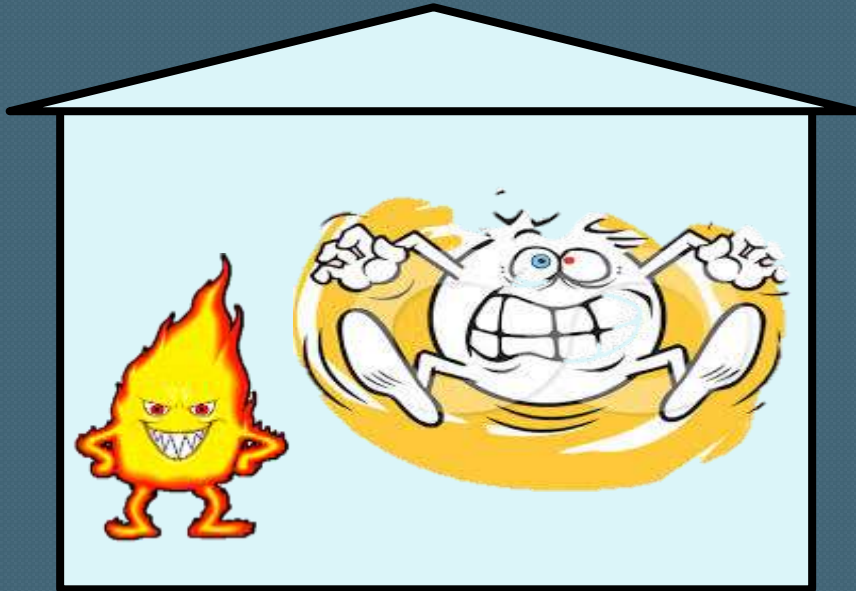
3. Review

Your Evacuation Procedures

2. Life Safety Procedures

1. DEFEND-IN-PLACE !

Stay in Building During a Fire?

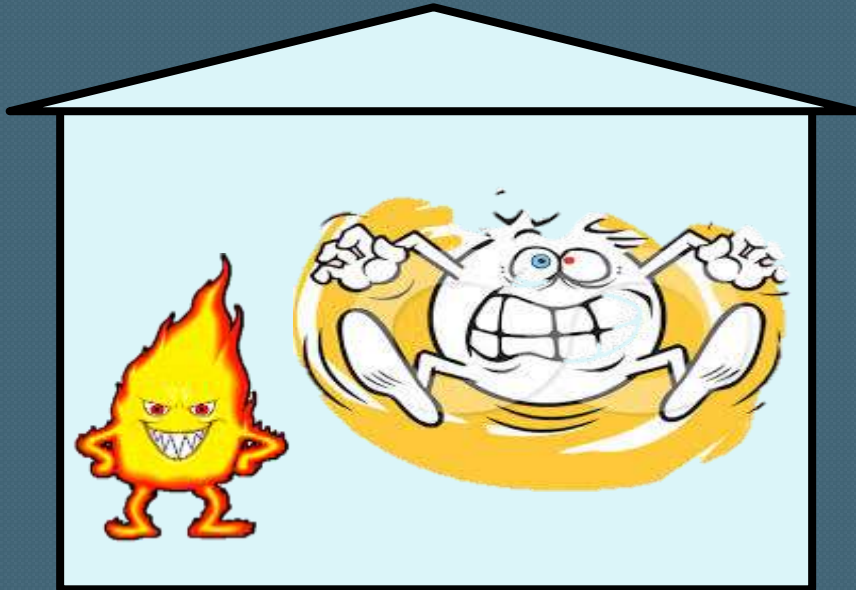


Sounds Crazy !

2. Life Safety Procedures

1. DEFEND-IN-PLACE !

Stay in Building During a Fire?



Sounds Crazy !

Contrary to FD !

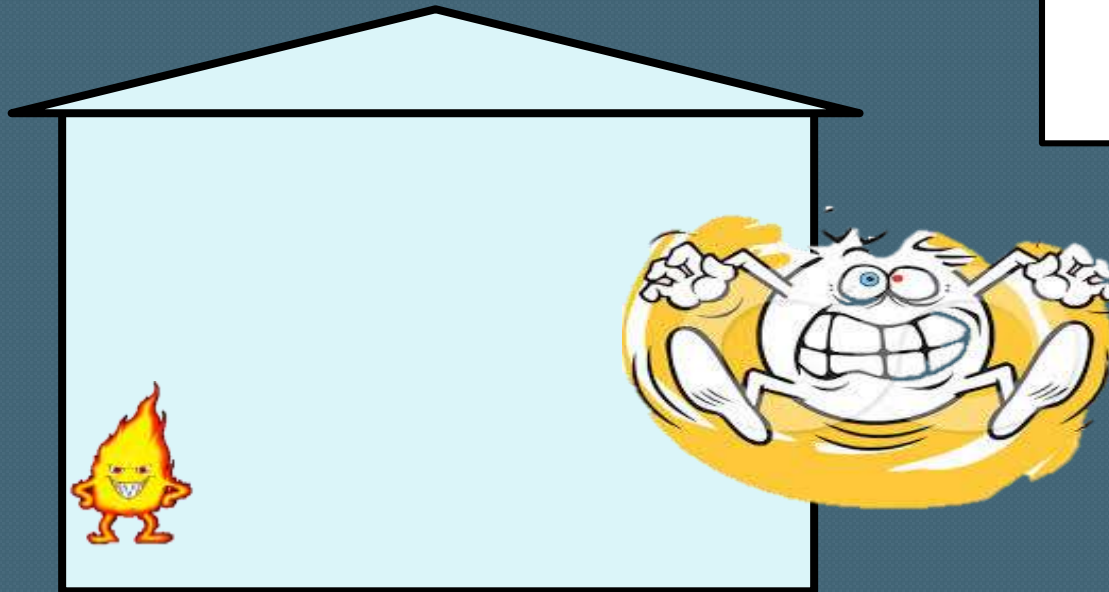
Not what we did in
school

2. Life Safety Procedures

1. DEFEND-IN-PLACE !

Stay in Building During a Fire?

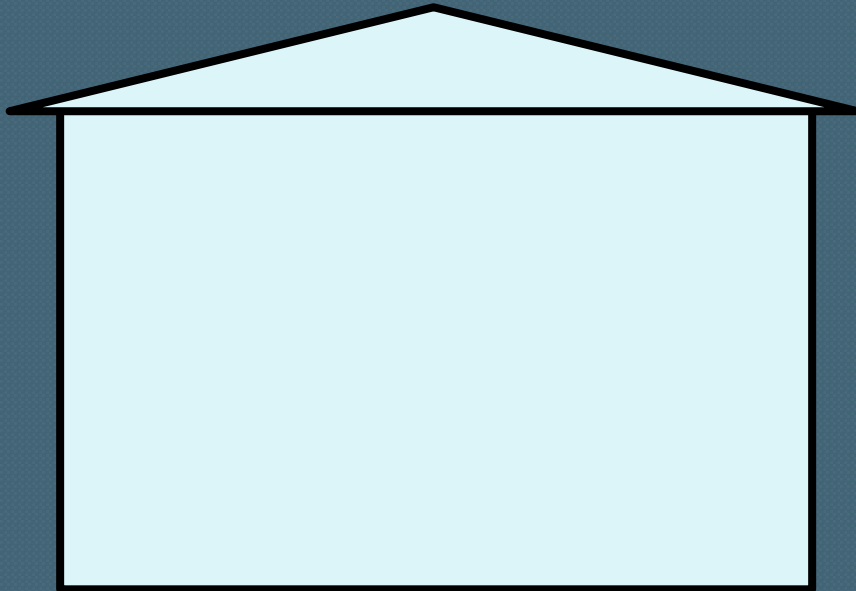
It can be Difficult &
Dangerous to Exit
Outside



2. Life Safety Procedures

1. DEFEND-IN-PLACE !

Stay in Building During a Fire?



It can be Difficult &
Dangerous to Exit
Outside

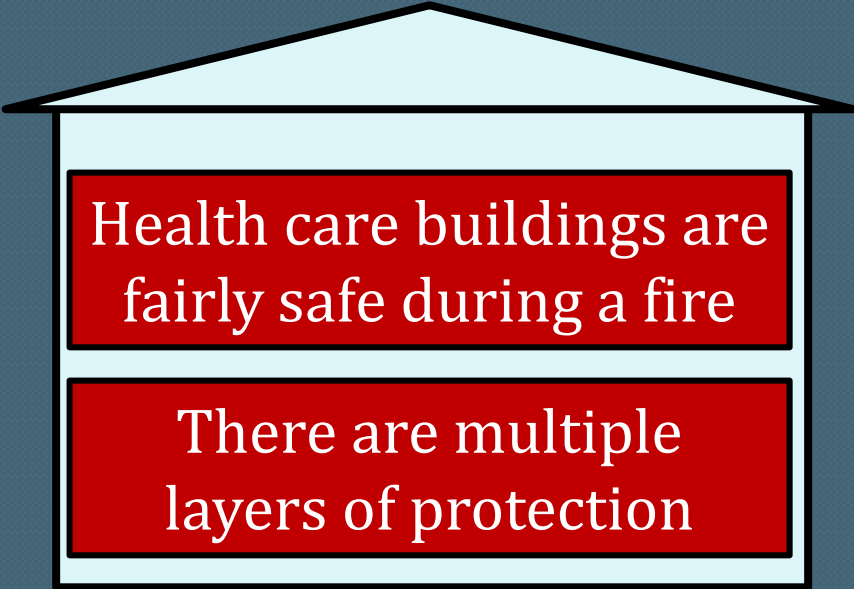
1. Injury during moving
2. Medication disruption
3. Keeping track
4. Outside weather
5. Potential lost patients



2. Life Safety Procedures

1. DEFEND-IN-PLACE !

Stay in Building During a Fire?



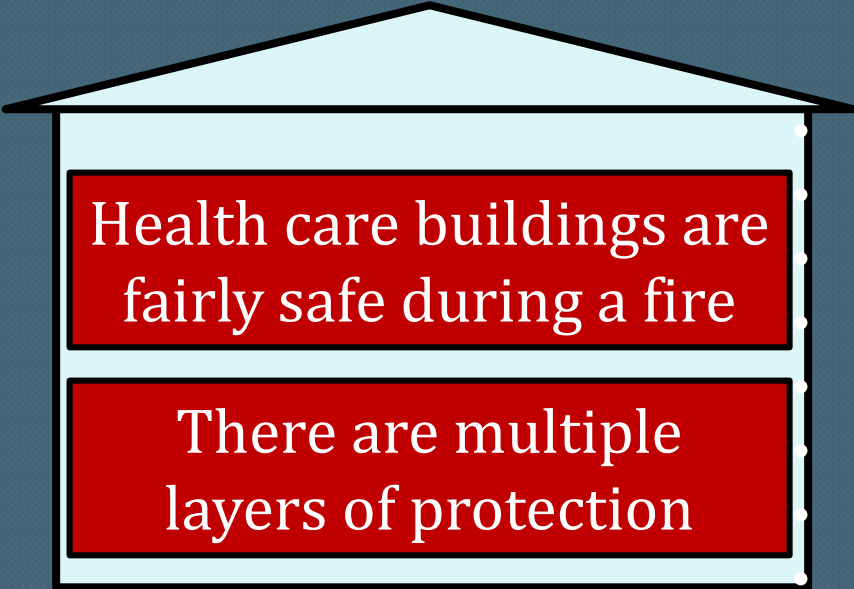
Health care buildings are
fairly safe during a fire

There are multiple
layers of protection

2. Life Safety Procedures

1. DEFEND-IN-PLACE !

Stay in Building During a Fire?



Health care buildings are fairly safe during a fire

There are multiple layers of protection

Health Care Has:

- Rated Construction-Walls & Floors
- Exit Access Corridors
- Restrictions on Combustibles
- Emergency Power
- Full Fire Alarm
- Sprinklers
- Trained Staff
- Fire Drills

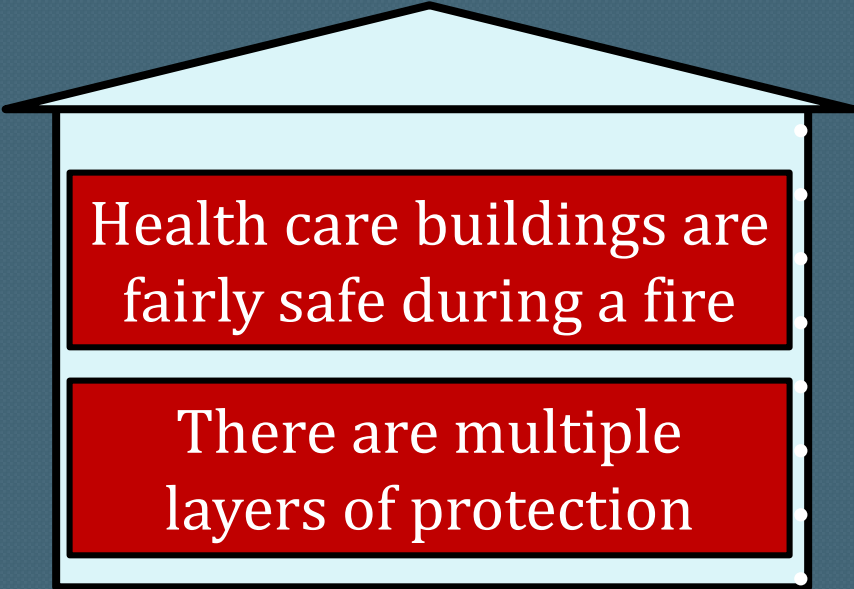
} Fire Plan & Drills

2. Life Safety Procedures

1. DEFEND-IN-PLACE !

Stay in Building During a Fire?

← YES



Health care buildings are
fairly safe during a fire

There are multiple
layers of protection

Health Care Has:

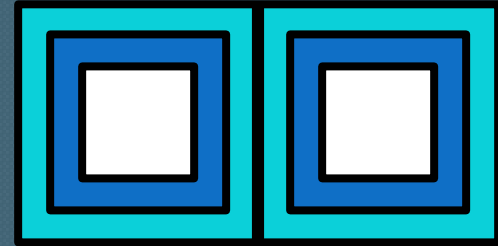
- Rated Construction-Walls & Floors
- Exit Access Corridors
- Restrictions on Combustibles
- Emergency Power
- Full Fire Alarm
- Sprinklers
- Trained Staff
- Fire Drills

} Fire Plan & Drills

2. Life Safety Procedures

2. COMPARTMENTALIZATION

Staff MUST know about:



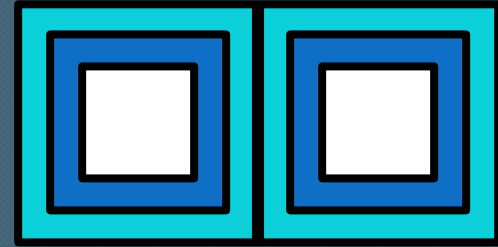
Boxes within Boxes
Slows down Fires

2. Life Safety Procedures

2. COMPARTMENTALIZATION

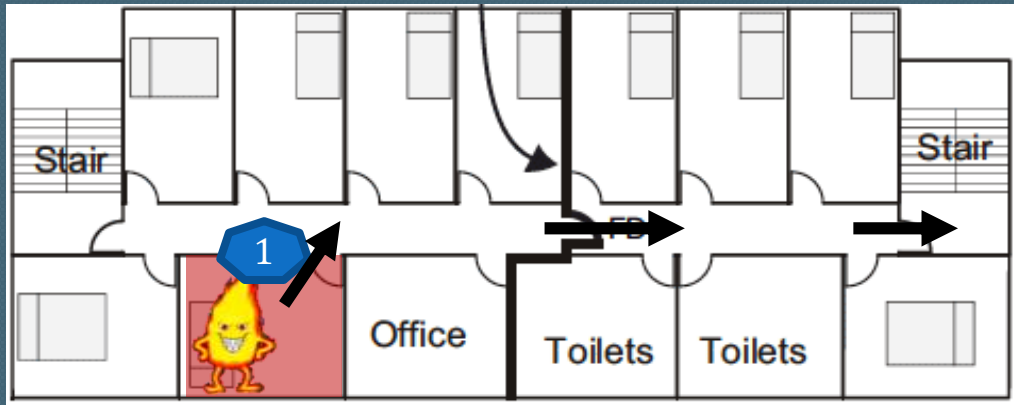
Staff MUST know about:

- Smoke Compartments
- Smoke Barriers
- Rated Walls & Doors
- Hazardous Rooms
- Automatic Door Closers



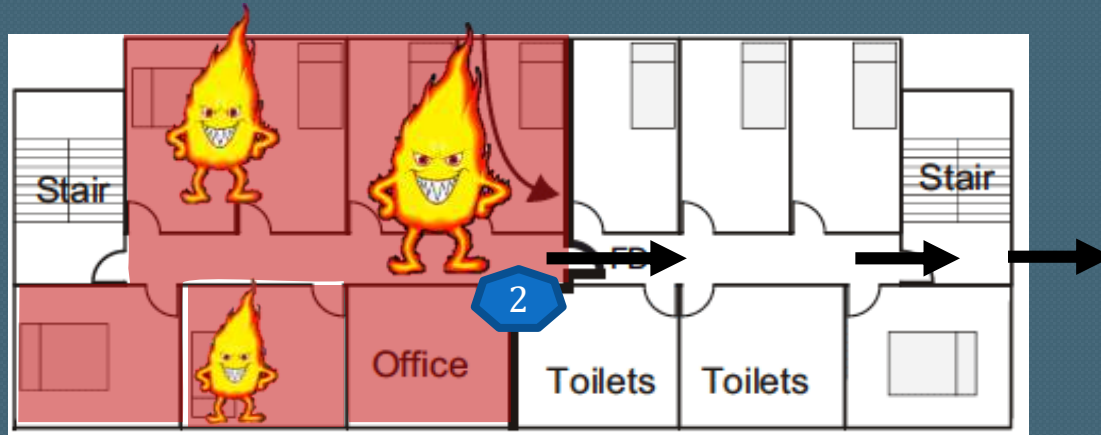
Boxes within Boxes
Slows down Fires

4 Typical Evac Levels



1. Evac From Room
with Fire (Race)

4 Typical Evac Levels

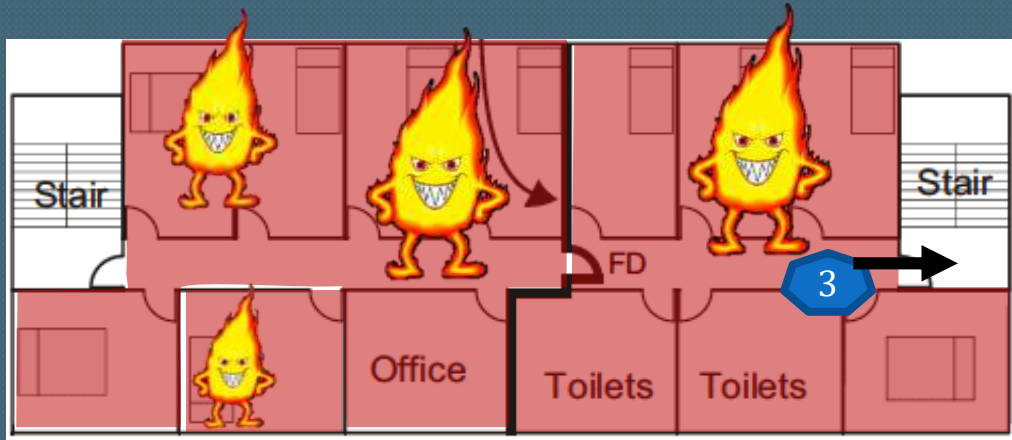


2. Evac To next Smoke
Compartment (1 hr rating)

2. Life Safety Procedures

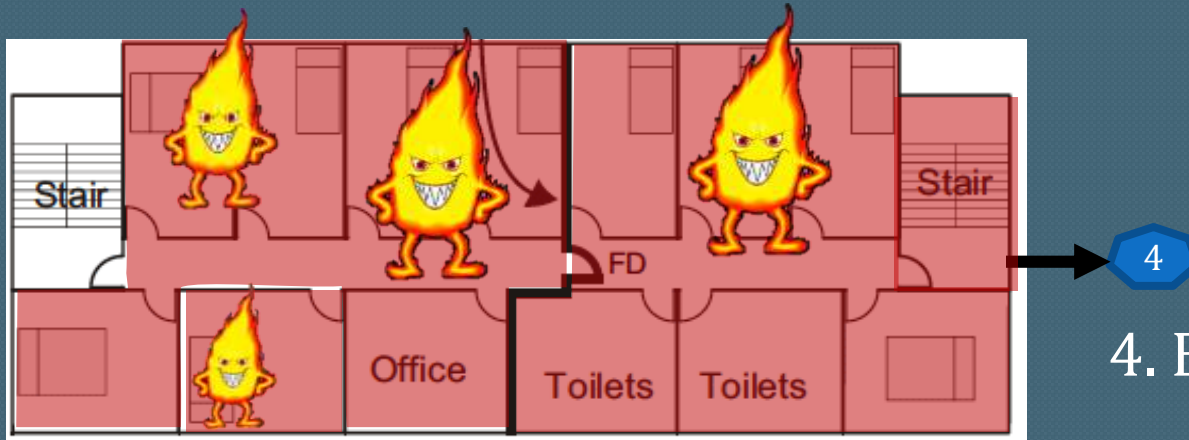
3. EVACUATION PROCESS

4 Typical Evac Levels



3. Evac To Next Floor
(1-2 hr rating)

4 Typical Evac Levels

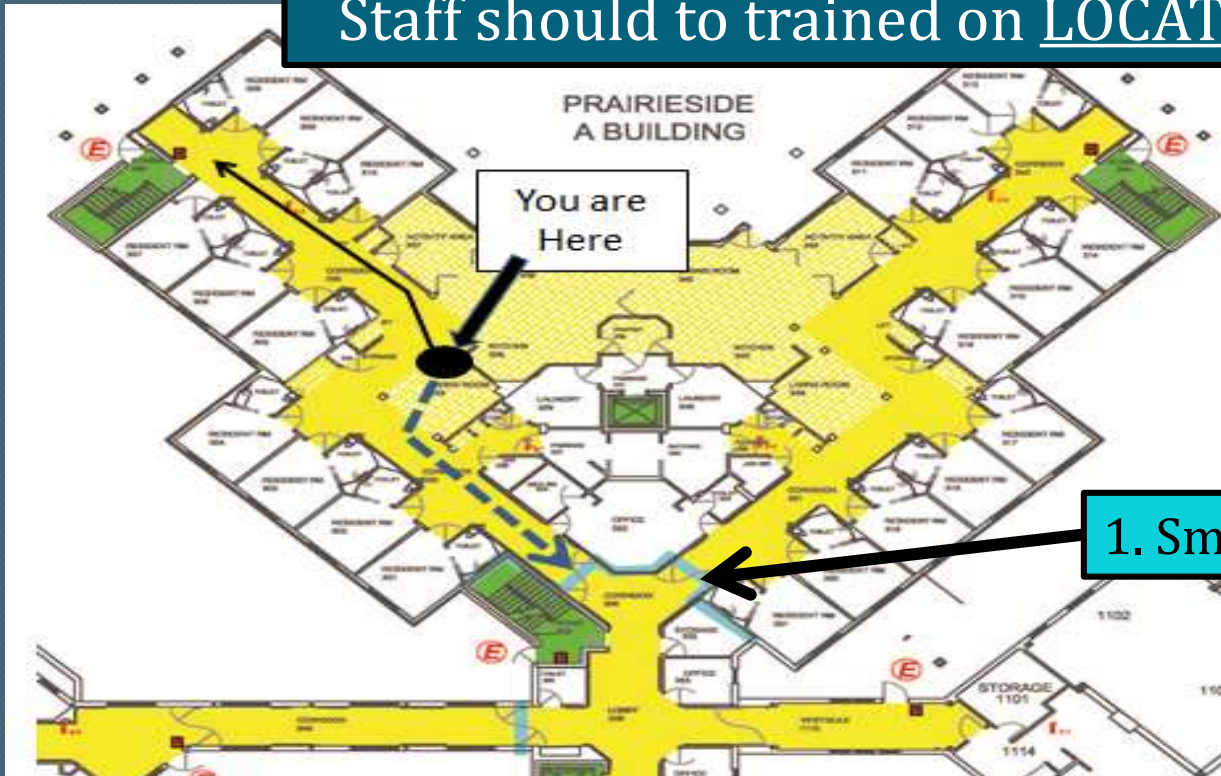


4. Evac From Building

2. Life Safety Procedures

3. EVACUATION PROCESS

Staff should to trained on LOCATIONS of:

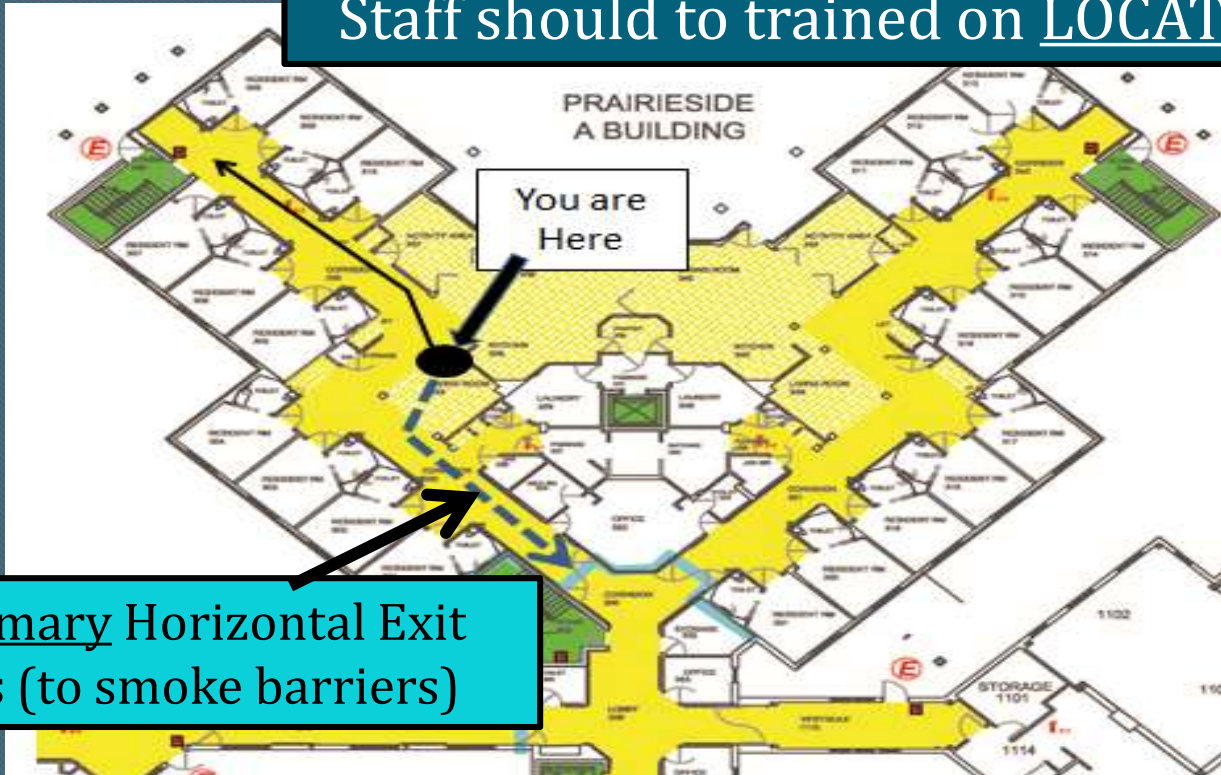


1. Smoke Barriers

2. Life Safety Procedures

3. EVACUATION PROCESS

Staff should be trained on LOCATIONS of:



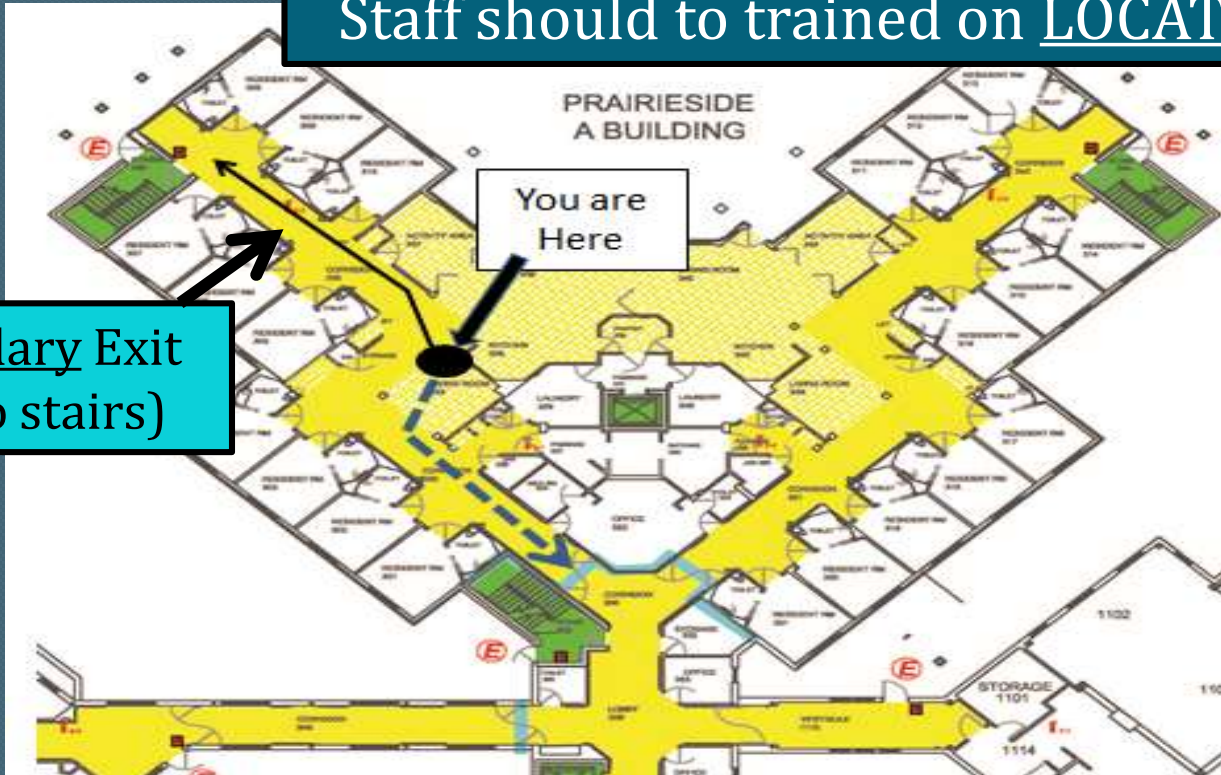
2. Primary Horizontal Exit Paths (to smoke barriers)

2. Life Safety Procedures

3. EVACUATION PROCESS

Staff should be trained on LOCATIONS of:

3. Secondary Exit
Paths (to stairs)



2. Life Safety Procedures

Evacuation Procedures

In fire situations, DO NOT use elevators

Why Not?



2. Life Safety Procedures

Evacuation Procedures

In fire situations, DO NOT use elevators

Why Not?



- Stranded if Loss of Power
- Elevator Buttons may “fuse” in a fire & cause elevator to go to the fire floor
- Smoke in the shaft
- Very slow method to evac large numbers

Part 3 - Fire Training

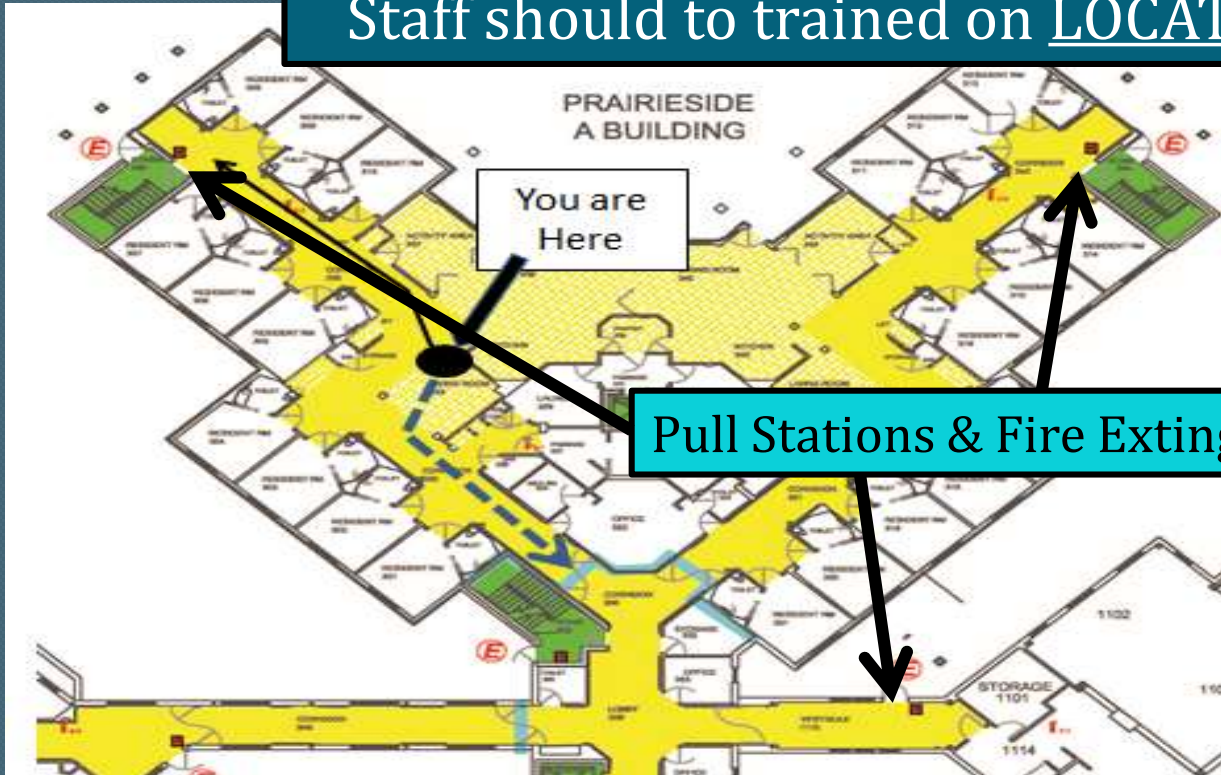
Mandatory Training Requirements

1. Staff Duties - Use & Response to Alarms
2. Life Safety Procedures
- 3. Life Safety Devices**

3. Life Safety Devices

Device Locations

Staff should to trained on LOCATIONS of



3. Life Safety Devices

Device Obstructions

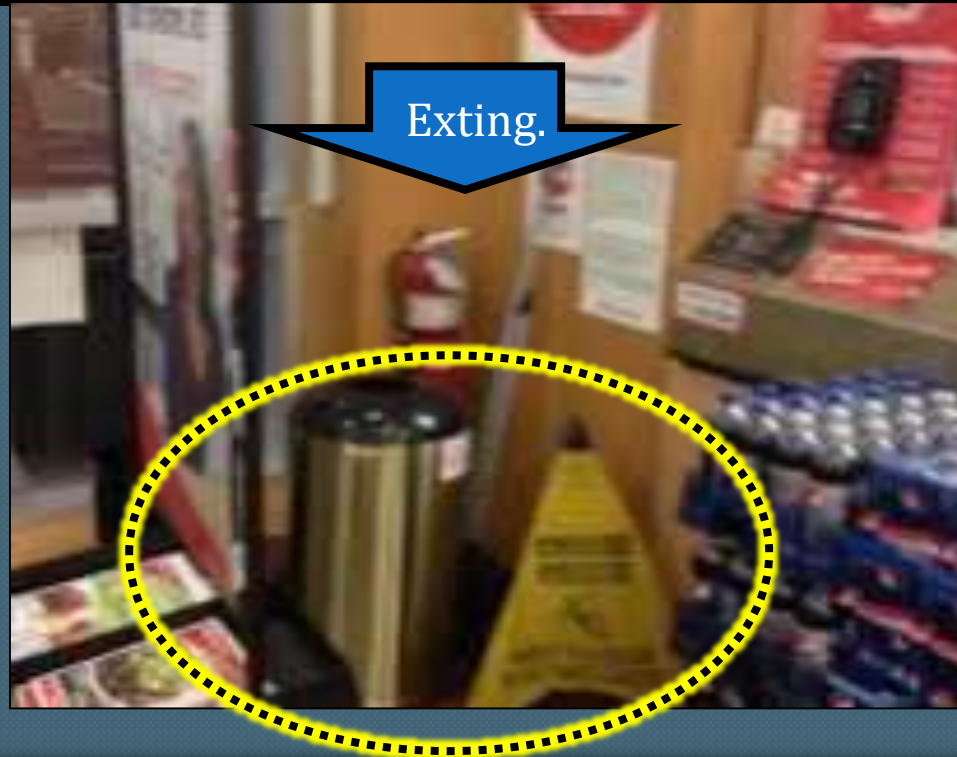
Don't restrict access to a fire alarm pull station



3. Life Safety Devices

Device Obstructions

Don't restrict access to a fire extinguisher



3. Life Safety Devices

Sprinkler Obstructions

Don't

Hang things from sprinklers or their pipes



3. Life Safety Devices

Sprinkler Obstructions

Don't

Stack things within 18" below sprinkler heads



3. Life Safety Devices

Door Blockage

Don't prop open any door with a closer



3. Life Safety Devices

Door Blockage

Don't prop open any corridor door



3. Life Safety Devices

Med Gas Valves



Know their LOCATIONS
& How/When to operate
Med Gas Zone Valves



Part 3 - Fire Training

Mandatory Training Requirements

Have Training Documents on hand

Have Training Documents on hand

IN-SERVICE TRAINING RECORD		
RETAIN FOR THREE YEARS		
In-Service Date: [REDACTED]	Start Time: 10:30	Stop Time: 11:00
Presented By: [REDACTED]	Title: D.O.M.	
QUALIFICATIONS (all courses completed this class)		
Program Content: [REDACTED]		
Objectives:		
1. Tobacco Roll Awareness		
2. 1st Shift		
3.		
Signature	Date	Signature
[REDACTED]	D.O.M.	[REDACTED]
[REDACTED]	RN	[REDACTED]
[REDACTED]	RN	[REDACTED]
[REDACTED]	RN	[REDACTED]
[REDACTED]	CNA	[REDACTED]
[REDACTED]	RA	[REDACTED]
[REDACTED]	Dietary	[REDACTED]
[REDACTED]	RN	[REDACTED]
[REDACTED]	HK	[REDACTED]
[REDACTED]	HK	[REDACTED]
[REDACTED]	Dietary	[REDACTED]
[REDACTED]	Dietary	[REDACTED]
[REDACTED]	A	[REDACTED]
[REDACTED]	Bom	[REDACTED]
[REDACTED]	Registered Dietician	[REDACTED]
[REDACTED]	BS	[REDACTED]

Have Training Documents on hand

IN-SERVICE TRAINING RECORD

RETAIN FOR THREE YEARS

In-Service Date: _____	Start Time: 10:30 AM	Stop Time: 11:00 AM
Presented By: _____	Title: OCM	
QUALIFICATIONS (all courses must include this class)		
Program Content: _____		
Objectives:		
1. Tabala Bill Amos		
2. 1st S.		
3.		

Name	Title	Signature
[Redacted]	O.C.M.	[Redacted]
[Redacted]	RN	[Redacted]
[Redacted]	PA	[Redacted]
[Redacted]	RN	[Redacted]
[Redacted]	CNA	[Redacted]
[Redacted]	RA	[Redacted]
[Redacted]	Dietary	[Redacted]
[Redacted]	RN	[Redacted]
[Redacted]	Hk	[Redacted]
[Redacted]	Hk	[Redacted]
[Redacted]	Nutrition	[Redacted]
[Redacted]	Dietary	[Redacted]
[Redacted]	A	[Redacted]
[Redacted]	Bm	[Redacted]
[Redacted]	Registered Dietician	[Redacted]
[Redacted]	BS	[Redacted]



Training topic = Required topics

Mandatory Training Requirements

1. Staff Duties
2. Life Safety Devices
3. Life Safety Procedures

- ## **Mandatory Training Requirements**
1. Staff Duties
 2. Life Safety Devices
 3. Life Safety Procedures



Presented by

Lauzon
Life Safety
Consulting

What Regulators Expect with **Fire Drills & Fire Plans**

1. Fire Drills

- **Codes**
- **Documents**

2. Fire Plans

- **Codes**
- **Documents**

3. Fire Training

- **Codes**
- **Documents**





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Lauzon
Life Safety
Consulting

What Regulators Expect with Fire Drills & Fire Plans

1. Fire Drills

- Codes
- Documents

2. Fire Plans

- Codes
- Documents

3. Fire Training

- Codes
- Documents





Welcome to the WHEA's

Lunch & Learn

Nov 2019

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Life Safety
Consulting

What Regulators Expect with **Fire Drills & Fire Plans**

