

Fire Safety, Risks, & Response at Jackson Health System

2017 JHS Annual Mandatory Education



Objectives of this module

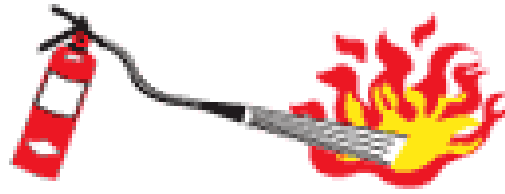
- Become familiar with applicable administrative policies related to Fire Safety, Risks, and Response
- Be able to demonstrate general knowledge of Fire Response procedures
- Be able to describe how often fire drills are conducted in Health Care and Business Occupancy buildings and expectations during fire drills
- Be knowledgeable of the appropriate use of electrical equipment
- Have knowledge of rules regarding non-approved electrical equipment

Fire Safety, Risks, and Response at Jackson Health System

- **Fire Response Plan**
 - (Administrative Policy #112)
- **Smoke-Free Campus**
 - (Administrative Policy #115)
- **Patient Evacuation and Relocation**
 - (Administrative Policy #270)
- **Medical Gas Zone Valve Emergency Shut-Off**
 - (Administrative Policy #400.047)
- **Electrical Equipment**
 - (Administrative Policy #228)
- **Electrical and/or Cable Work**
 - (Administrative Policy #228A)
- **Disciplinary Action**
 - (Administrative Policy #305)

Fire Response at JHS Facilities

- At JHS, we use the acronym **R.A.C.E.** to help us remember the procedures we should follow during a fire emergency & drill:
 - **R.A.C.E.**
 - **RESCUE** individuals from the immediate danger of the fire
 - **ALERT** by:
 - Contacting the facility emergency page operators by dialing the appropriate number
 - Activating the nearest fire alarm pull-station
 - Yelling out **CODE RED** and the location of the fire emergency
 - **CONFINE** the fire and/or smoke by closing all doors. Ensure that appropriate trained personnel close medical gas/oxygen zone valves according to policies in place
 - **EXTINGUISH** by obtaining the nearest fire extinguishers and following the **P.A.S.S.** method to use the extinguisher



RESCUE

ALARM

CONFINE

EXTINGUISH

PULL THE PIN

AIM AT BASE OF FIRE

SQUEEZE HANDLE

SWEEP SIDE TO SIDE

ONE RACE YOU HAVE TO WIN!

Fire Response at JHS Facilities

- This is a Fire Alarm Pull Station
- In the event of a fire/smoke emergency, activate the Fire Alarm Pull Station nearest to you
- To activate the alarm, PULL DOWN on the white handle
- It takes very little pressure to PULL DOWN



Using a Portable Fire Extinguisher

Remember the **P.A.S.S. method** for Fighting a Small Fire

Pull the round pin

Aim the nozzle at base of the fire while standing 6 to 8 feet away

Squeeze handles together

Sweep slowly from side to side



Fire (Life) Safety Equipment

- Fire Alarm Pull-Stations
 - Know locations of all alarm pull stations within unit/department
- Smoke Detectors
 - Should never be covered or tampered with
- Fire Exits
 - Know all horizontal and vertical evacuation routes from unit
- Smoke/Fire Rated Doors
 - Separation of Smoke Compartments
- Fire Sprinklers
 - Nothing can be stored within 18” from the bottom of any fire sprinkler
 - Fire Sprinkler should be free of dust
 - No items should be hung from or near fire sprinklers

Fire (Life) Safety Equipment

- Visual (Flashing Lights) & Audible Fire Alarms
 - These visual and audible indicators notify patients, visitors, and staff members that a fire emergency is occurring somewhere in the building where the alarm is sounding
 - The emergency situation is active until both visual and audible notifications have stopped
- Fire Extinguishers
 - A = (Water); used for combustibles - paper, wood, trash
 - B = (CO₂); used for flammable liquids, oils, chemicals
 - C = (Halon); used for electrical motors, pumps, wires

Other Fire Safety Issues

- Smoking is prohibited inside all JHS owned or leased properties, buildings, passageways, and/or parking garages
- Enforcement of the Smoke-Free Campus policy is the responsibility of all staff – it is not limited to managerial staff
- Defend-in-Place means to stay put until the “All Clear” instead of evacuating
- Horizontal and vertical evacuation
- Division/department/unit-specific fire response and evacuation procedures
- Fire drills are conducted quarterly in all healthcare occupancy buildings (and once annually in all business occupancy buildings) during all shifts of operation at various times on various days of the week
- Fire drill response is critiqued, documented, and reported to Executive Administration

Other Fire Safety Issues

- Powerstrips must never be connected together in succession (this is known as daisy-chained)
- Extension Cords may only be used for a temporary purpose and must never be used as a permanent solution to connect equipment to a power source
- Patients are prohibited from bringing personal electrical equipment into the patient care environment
- Do not use multiple outlet electrical adaptors
- Storage of combustible items (paper, cardboard, etc.) must always be organized
- Corridors must be kept clear to allow for efficient and quick evacuation-**No Corridor Clutter**

Other Fire Safety Issues

- Do not use prohibited electrical items, which include, but is not limited to, the following:
 - Toaster Ovens
 - Space Heaters of all type
 - Hot Plates
 - Electric Skillets
 - Deep Fryers
 - Popcorn Makers
 - Aromatherapy Heating Oil Lamps
- The above list is guidance, however, other items may be deemed unsafe for use in the Health Care environment by department management, safety, engineering, etc.

Powerstrips connected in succession (Daisy-chained) example



Disorganized storage of combustible materials example



Corridor clutter example




Defend-in-Place

- Hospitals are comprised of smoke compartments which prohibit the movement of fire/smoke between smoke compartments
- In the event of a fire/smoke emergency:
 - Defend-in-Place within your smoke compartment
 - Smoke compartments are separated by Fire Doors
 - Smoke Compartment are indicated throughout JHS by a label similar to the following:



- Close all doors/windows
- Check all areas to ensure that there is no sign of fire/smoke
- Be ready to evacuate patients horizontally if the need arises (assess patients' needs)

Horizontal vs. Vertical Evacuation

- **Horizontal Evacuation:** Movement of individuals along the same level to an area of safety beyond a smoke/fire door
 - This movement can be within the floor of origin or to an adjoining building on the same level
 - Staff members may implement this mode of evacuation when deemed necessary
 - Fire Doors are indicated throughout JHS by a label similar to the following:

- **Vertical Evacuation:** Movement of individuals to an area of safety either above or below the floor of origin
 - This movement may be within the same building or to a floor above or below in another building
 - In a business occupancy building, this movement is immediate
 - In a healthcare occupancy building, this movement is to occur only with the order and direction of the Fire Department charge officer or a JHS Incident Commander

Department-specific Fire Response and Evacuation procedures

- Each department is required to have a written unit/department specific plan that outlines fire response and evacuation procedures for each unit/area
- The plan must include, at a minimum:
 - Emergency phone number
 - Staff roles/responsibilities including the checking of all patient rooms, bathrooms, pantries, lounges, closets, etc.
 - Evacuation procedures (Horizontal & Vertical) for the unit/area
 - If necessary, alternate site of care (e.g. ICUs)
- Employees must be made aware of the JHS and written department-specific fire response and evacuation procedures as soon as they are hired
- Employees should also receive an annual review of JHS and department-specific fire response and evacuation procedures

Code Red Fire Drills

- Code Red Fire Drills are conducted by Environmental Health & Safety or designees in all JHS facilities
- Environmental Health & Safety evaluates the response of the staff on a single unit where a fire scenario is given
- In every other occupied area in the building, a unit/department staff member is required to fill out the Fire Drill Observation Form based on actual staff response to the fire alarm, and the actual functionality of fire response and notification equipment at the time of the drill
- In Healthcare Occupancy Buildings, Code Red Fire Drills are required to be conducted quarterly during each shift of operation
- In Business Occupancy Buildings, Code Red Fire Drills are required to be conducted annually during each shift of operation
- ALL staff are expected to participate during Code Red Fire Drills as long as patient care is not affected

Expectations During Code Red Fire Emergencies and Fire Drills

It is expected that staff, during fire drills, be able to demonstrate knowledge of and answer questions about:

- R.A.C.E.
- P.A.S.S.
- Emergency phone number
- Appropriate emergency alert code for fires (e.g. “Code Red”)
- Departmental evacuation procedures & meeting location
- What is Horizontal Evacuation
- Horizontal Evacuation Routes
- What is Vertical Evacuation
- Vertical Evacuation Routes
- More than one exit location
- Location of oxygen shut-off valve(s)
- Who is responsible for shutting off the oxygen valve
- Location of fire response equipment
 - Fire Alarm Pull Station
 - Fire Extinguishers
 - Evacuation Assist Equipment

Expectations During Code Red Fire Emergencies and Fire Drills

- Staff MUST actually do the following, without coaching:
 - Activate fire alarm and call Emergency Page Operator
 - Effectively communicate with staff members on the type (Code Red) and location of the emergency
 - Rescue patients and visitors to the nearest smoke compartment(s)
 - Check all areas for signs of fire/smoke
 - Clear the corridor of all obstructions (e.g. linen carts, beds, etc.)
 - Close all doors
 - Stop all traffic from entering the area
 - Bring at least two (2) fire extinguishers to scene of the fire and demonstrate what you will Pull, how and where you will Aim, what you will Squeeze, and how you will Sweep - **DO NOT discharge a fire extinguisher unless there is an actual fire in progress**
 - Respond quickly and be cooperative

Videos

- Evacuation of Healthcare Facilities (NFPA)
 - To view an optional video produced by the National Fire Protection Association, click the link below:
<http://netportal/NetPortal/intraAppLogin.aspx?go=B&linkAppId=173&clipId=230>

Running Time = Approximately 13 minutes

Scenario is a real-life fire emergency in a hospital setting

- How to use a Fire Extinguisher
 - To view this video, click on the link below:

<https://youtu.be/ZCSms-jyOao>

Running Time = Approximately 2 minutes



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