

CENTRAL CARE POLICY FIRE SAFETY

SUBJECT:	FIRE SAFETY
ANNUAL REVIEW MONTH:	June
RESPONSIBLE FOR REVIEW:	Director of Central Care
LAST REVISION DATE:	August 2010

I. PURPOSE

To establish an effective fire safety program that protects residents, staff and visitors from fire, smoke, and products of combustion. This program will be carried out in accordance with JCAHO, ORS and CMS standards. The program will incorporate assessment and reporting of staff knowledge and effectiveness in management of fire safety.

II RESPONSIBILITIES

- a. Central Care Director is responsible for the overall supervision and development of this Plan.
- b. Team Leaders are responsible for conducting competency assessments.
- c. Team Leaders are responsible for filing original evaluations on site and providing an electronic copy to Central Care designee.
- d. Central Care designee will forward reports to Safety and Environmental Health Department.
- e. Central Care designee will establish and maintain directory on the G: drive to file electronic copies, schedules, forms and Central Care overall compliance.
- f. For homes scoring below 90% Team Leaders will be responsible for determining areas that need immediate training and repeating of competency assessment.
- g. Central Care designee will review reports monthly at the Central Care leadership meeting.

III. DISCOVERY AND INITIAL NOTIFICATION OF A FIRE

The following actions will be taken by a person discovering a fire, in accordance with R.A.C.E. Procedures:

RESCUE – Rescue anyone in immediate danger and close door(s) to fire area.

ALARM - Pull fire alarm. Call or have another employee call the Fire Department; give name, location of fire, type and extent of fire, if possible.

CONFINE - Close doors of all consumer rooms and/or employee office(s), including fire and smoke barrier doors.

EXTINGUISHMENT - Secure appropriate fire extinguisher and extinguish the fire, if doing so will not endanger yourself or others.

Be prepared to direct Fire Department personnel to fire area.

Turn fire-fighting duties over to Fire Department personnel.

IV. FIRE EXTINGUISHERS

See Central Care policy # 7.03 on inspections of fire extinguishers and smoke detectors.

V. EMERGENCY REMOVAL OF CONSUMERS

See Central Care policy # 7.05 on Fire Evacuation Plan.

VI. FIRE SAFETY COMPETENCY EVALUATIONS

Fire Safety Competency Evaluations shall be conducted once per month; consisting of one per shift per quarter in each home. Evacuations will be conducted once per quarter (alternating shifts per quarter).

APPROVED:

George Harris, LCSW
Director of Central Care

Date