

Measurable Elements of FMS.06.03

1. All hospital personnel, including the night shift and weekends, are trained in the fire safety program and participate in drills to evaluate the fire safety program at least annually, or more frequently when required by laws and regulations or other authorities.
2. Staff who provide patient care can describe and demonstrate how to bring patients to safety.
3. ⓐ Results of exercises to evaluate the fire safety program are documented, and staff who do not pass are reeducated and retested on the fire safety program.

Standard FMS.06.04

The fire safety program includes limiting smoking by staff and patients to designated non-patient care areas of the facility.

Intent of FMS.06.04

The fire safety program addresses limiting smoking and meets the following criteria:

- Applies to all patients, families, staff, and visitors.
- Eliminates smoking in the hospital's facilities or minimally limits smoking to designated non-patient care areas that are ventilated to the outside.
- Prohibits smoking in all areas under construction or renovation.

Smoking includes but is not limited to the use of cigarettes, cigars, pipes, hookahs, electronic cigarettes (including e-cigarettes and vaping devices), and other ignition sources for smoking.

The fire safety program that addresses limiting smoking identifies any exceptions related to patients, such as the medical or psychiatric reasons a patient may be permitted to smoke, and those individuals permitted to grant such an exception. When an exception is made, the patient smokes in a designated, nontreatment area, away from other patients.

Measurable Elements of FMS.06.04

1. The fire safety program addresses eliminating or limiting smoking within the hospital facility.
2. The program applies to patients, families, visitors, and staff.
3. The program identifies who may grant patient exceptions for smoking and when those exceptions apply.

Medical Equipment

Standard FMS.07.00

The hospital develops and implements a program for the management of medical equipment throughout the organization.

Intent of FMS.07.00

Management of medical equipment is performed to ensure that all equipment is functioning properly and available for use.

The medical equipment management program includes the following:

- An inventory of all medical equipment
- Regular inspections
- Testing according to use and manufacturers' requirements
- Documentation of results

- Performance of preventive maintenance, significant repairs, and disposal when necessary
- Completed documentation of all repair work

As part of the medical equipment program, the hospital conducts and documents a risk assessment, at least annually, to identify areas in which medical equipment risks exist.

Medical equipment management is performed by a qualified individual(s) based on background experience, education, and training. Medical equipment is used by departments throughout the hospital (for example, facilities team, bioengineering team, environmental services) and should have unified management processes to maintain an integrated system. Testing and inspection are performed when equipment is new and then on an ongoing basis according to age, use, and manufacturers' instructions. Inspections, testing results, any maintenance, and repairs are documented to ensure continuity of processes and guide capital planning for replacements, upgrades, and other changes.

Measurable Elements of FMS.07.00

1. ⑩ The hospital develops and implements a written program for the management of medical equipment that is hospital owned and non-hospital owned (leased, rented, patient owned). (*See also* GLD.05.02, ME 1; HRP.02.01, ME 2)
2. ⑩ The equipment program includes the following:
 - An inventory of all medical equipment
 - Regular inspections when equipment is new and as required by manufacturers' guidelines
 - Testing according to use and manufacturers' requirements
 - Documentation of results
 - Performance of preventive maintenance and calibration as applicable
 - Adherence to local laws and regulations*(See also AOP.03.04, ME 2; AOP.05.04, ME 2)*
3. ⑩ The hospital identifies goals, implements improvements, and monitors data to ensure that medical equipment risks are reduced or eliminated.

Standard FMS.07.01

The hospital has a process for monitoring and acting on medical equipment hazard notices, recalls, reportable incidents, problems, and failures.

Intent of FMS.07.01

Medical equipment malfunctions pose risks to patients, providers, and other staff members, and having processes in place ensures awareness of issues and allows for action to prevent harm.

The hospital has a system in place for monitoring and acting on medical equipment hazard notices, recalls, reportable incidents, problems, and failures sent by the manufacturer, supplier, or regulatory agency. Some countries require reporting of any medical equipment that has been involved in a death, serious injury, or illness. Hospitals must identify and comply with the laws and regulations pertaining to the reporting of medical equipment incidents. The hospital conducts a root cause analysis in response to any sentinel events.

Measurable Elements of FMS.07.01

1. The hospital has a process for monitoring and acting on medical equipment and implantable device hazard notices, recalls, reportable incidents, problems, and failures. (*See also* AOP.03.04, ME 5; AOP.05.04, ME 5)
2. The hospital reports any deaths, serious injuries, or illness that are a result of medical equipment through the hospital's incident and adverse event reporting process. (*See also* GLD.04.00, ME 7)
3. The medical equipment management program addresses the use of any medical equipment with a reported problem or failure, or that is the subject of a hazard notice or is under recall.