

# L'chaim Fire Safety Training

## **Staff Must Know How to Respond to a Fire Emergency**

- Actions to take upon discovering a fire
- Actions to take upon hearing the fire alarm
- How to control the spread of smoke and fire
- General evacuation procedures

## **What is a "Code Red"?**

- Code red is used in the event of an actual or potential fire.
- Your life and the lives of others depend on your knowledge of what to do.
- DON'T PANIC

## **Smoke is Extremely Toxic and Spreads Rapidly**

- Carbon monoxide and other toxic gases displace oxygen which is required to sustain life
- People become:
  - disoriented
  - impaired
  - blinded
  - confused
- May impede rescue and firefighting

## **REACT Upon Discovery of Fire**

Remove persons in immediate danger if possible

Ensure the door(s) is closed to confine the fire and smoke

Activate the fire alarm system using the nearest pull station

Call the fire department (911- only if real fire detected)

Try to extinguish the fire or concentrate on further evacuation

## **When the Fire Alarm System Activates**

Alerts building occupants that a possible fire emergency exists

Identifies the location of the fire area

Notifies the Fire Department

## **Fire Alarm: Understand What the Signals Mean**

Stage 1 - When you first hear the alarm it will be in stage one. This means that a horizontal evacuation must take place

Stage 2 - When the fire cannot be contained to one area/extinguished. This means that a vertical evacuation must take place (everyone must leave the building)

#### **“Fire Warden”**

- The RN with the red vest is the Fire Warden
- Check the front lobby annunciator panel to determine the location of fire
- Using the phone paging system, announce Code Red and location three times

#### **“Fire Warden”**

- Go to location of the fire
- Search for the fire
- Call 911 or direct someone else to ONLY if fire detected
- Give direction to staff
- (Go meet fire department at the front door)

#### **“Fire Warden”**

- Take direction from fire department
- When emergency is over, reset the system, reset elevators
- Announce ALL CLEAR 3 times using the phone paging system

#### **Upon Hearing the**

##### **Fire Alarm Signal: First Stage**

- Intermittent ring
- All staff, residents and visitors at the time of a fire alarm must respond to the emergency and take direction from the Fire Warden
- All staff return to your Unit using the stairs
- Wait until you know where the fire is

#### **Upon Hearing the**

##### **Fire Alarm Signal: First Stage**

- Do not use the telephone except for emergencies
- Do not use the elevators
- Check doors for warmth, heat or smoke. Do not open in any of these situations

#### **Upon Hearing the**

##### **Fire Alarm Signal:**

- Check your area for fire or smoke.
- Remove residents from danger
- Close all doors and windows in your area

### **PSW's**

- Report to the Nursing Unit you are scheduled on; take direction from the Fire Warden (RN on the Unit who is wearing the Fire Warden Vest)
- Designated Staff from Units to respond to the affected Unit.
- Close all doors and windows in the area
- Check if residents in room
- Reassure residents and advise visitors to remain with residents and close door
- If room is empty, on exiting rooms, flip the door tab (Evacucheck) on door frame open: this indicates that room is vacant
- Monitor exit doors as per direction from Fire Warden
- Remove all equipment from hallways
- Await further direction from the Fire Warden

### **Housekeeping Aides**

- Remove all equipment from hallways
- Report to the Nursing Unit you are scheduled on; take direction from the Fire Warden (RN on the Unit who is wearing the Fire Warden Vest)
- Direct visitors and residents in hallways to safe area
- Monitor exit doors
- Await further direction from the Fire Warden

### **Janitorial Staff**

- Remove all equipment from hallways
- Report to Unit 1; take direction from the Fire Warden (RN on the Unit who is wearing the Fire Warden Vest)
- Direct visitors and residents in hallways to safe area
- Monitor exit doors
- Await further direction from the Fire Warden

### **Maintenance Staff**

- Remove all equipment from hallways
- Report to Unit 1; take direction from the Fire Warden (RN on the Unit who is wearing the Fire Warden Vest)
- Direct visitors and residents in hallways to safe area
- Monitor exit doors
- Await further direction from the Fire Warden

### **Dietary Aides**

- Shut off any fans and cooking equipment
- Report to the Nursing Unit you are scheduled on; take direction from the Fire Warden (RN on the Unit who is wearing the Fire Warden Vest)

### **Laundry Aides**

- Report to the laundry room
- Shut off all equipment and close the laundry room door
- Follow directions given via paging system

### **Cooks**

- Shut off any fans and cooking equipment and close all kitchen doors
- Follow directions given via paging system

### **Recreation Aides**

- If you are with residents in a program, stay with residents and reassure
- If you are not with Residents, report to the Fire Warden on your designated unit

### **Command Centre**

- Located at in the front lobby
- If you are responsible for reporting to the Command Centre, report directly to this location and take direction

### **Restorative Care Aides & OT**

- If you are with residents, stay with residents and reassure
- If you are not with Residents, report to Command Centre for instruction

### **Students & Volunteers**

- If you are with residents in a program, stay with residents and reassure
- Report to your home unit and take direction from fire warden

### **Visitors**

- Remain where they are
- Await instructions from staff
- Visitors should not be allowed to enter or leave the building during the alarm

### **RN's & RPN's: When Fire IS NOT On Your Floor**

- Put on Fire Warden Vest
- Registered Staff: recall elevators to Unit 1 level for Fire Department use only
- Remain visible to staff on your area and await instruction
- Supervise transporting of Residents to safe zones behind fire doors
- Reassure residents
- Observe that staff are doing what they are instructed to do during an alarm
- Assist Housekeeping Staff to monitor exit doors

### **RN's & RPN's: When Fire IS On Your Floor**

- Put on Fire Warden Vest
- Search for fire and communicate exact location
- Supervise transporting of Residents to safe zones behind fire doors
- Remove residents from danger
- Remove everyone and everything from hallways
- Observe that staff are doing what they are instructed to do during an alarm
- Assist Housekeeping Staff to monitor exit doors

### **Leadership Team**

Director - Responsible for Command Centre

Mangers - Report to affected Unit and take direction from Fire Warden

### **Upon Hearing the Fire Alarm Signal: Second Stage**

- Continuous 3 ring with pause
- Potential for total evacuation
- Fire Warden to announce Code Green (evacuation) and home area three times (or instruct someone else).

### **Initiate Evacuation**

It is impractical or impossible to evacuate everyone from the building at once

### **Evacuation is a Coordinated Effort!**

### **Evacuate Easiest Residents First**

1. Ambulatory
2. Wheelchair
3. Non-Ambulatory
4. Resistive

### **The Building is Subdivided into Fire Compartments**

North & South

### **Sequence of Evacuation**

#### **Evacuation Plan**

- Main lobby will be the Command Centre

- Contact of all off-duty personnel (Managers first) and volunteers via fan out list. All workers will be expected to respond immediately to the call.
- Medical advisor and attending physicians will be notified by Director

### **Evacuation Plan**

- The Fire Warden will co-ordinate the horizontal and vertical exit of residents
- Evacuation of all residents will start with the area in closest proximity to the fire
- The Fire Warden will delegate to one worker in each area the responsibility of maintaining resident head count
- Each Resident must pass through Triage 1 (Command Centre)
- After passing through Triage 1 and being issued an individual identification tag, each Resident will then be directed to Triage 2 (parking lot area)
- Residents will be held in Triage 2 until further direction is provided regarding off-site relocation for all Residents

### **Essential Materials**

- Resident care plan
- Resident charts
- MAR's
- Medications
- Financial records

### **When Do You Fight a Fire?**

- Only Trained Persons
- Should Attempt to Fight the Fire

### **Fire Extinguishers**

- ABC extinguishers only
- Suitable for all classes of fires
- Located in glass cabinets in hallways near exit doors, at Nursing stations, kitchen, laundry, mechanical and electrical rooms.