FIRE AND LIFE SAFETY TRAINING

Clinical Staff

Office of Environmental Health and Safety
East Carolina University
Objectives

- Importance of Evacuation Plans
- Evacuation Procedures
- Emergency Procedures
- Patient Evacuation
- Common Causes of Fires
- Fire Prevention
- Types of Fire Extinguishers
Fire Statistics

There were 1,240,000 fires in the United States in 2013. Of these were:

- 487,000 Structure fires
- 2855 deaths.
  - Home fires accounted for 85% of the total.
- 14,075 injuries.
- $9.5 billion in property damage.
- One structure fire was reported every 65 seconds.
EVACUATE IMMEDIATELY!

Regardless of the internal policies that may have been in place previously, current University policy is to evacuate the area where a fire occurs regardless of the amount or cost of equipment that may be lost.
There Is A Fire What Do I Do?

- Upon discovering a fire, immediately sound the building fire alarm and/or alert other occupants.

- From outside of the building:
  - Dial 911
  - ECU Police
    - East Campus, 328-6787
    - West Campus, 744-2246
  - Go to a campus ‘Blue Light Phone’.

- Provide your name, department, and location of the fire.
An alarm system must be in place to notify the staff and patients of a fire. This may include one or more of the following:

- Public address system (PA)
- Alarm pull stations that sound an audible alarm.
- Voice – call out ‘fire’, “Code Red”, etc. (if no electronic alarm system)
Means of Egress

- Employees must know two means of egress in case one becomes blocked during an emergency evacuation.
- A continuous and unobstructed way of exit travel from a building or structure.
- Routes of Egress must be unobstructed and unlocked while the structure is occupied.
Emergency Exits

- All exits must be clearly visible – no mirrors, curtains, or other items covering the signs or doors.

- All exits must be clearly illuminated with at least 5 candlepower, and have backup lighting.

- Doors which may be mistaken as exits must be clearly labeled as “Not an Exit.”
Fire Doors

- Door stops, wedges and other unapproved hold-open devices are prohibited on fire doors.
- Swinging fire doors shall close from the full-open position and shall latch automatically.
Proced to nearest exit in an orderly fashion, closing doors behind you.

Assemble at the designated meeting location and account for all patients, visitors, and staff.

Provide safety representatives with information about people still in the building, location of ‘Area of Rescue’, etc.

Never re-enter a building until instructed to by the police department, fire department, or EH&S staff.
RACE Method Of Evacuation

- **R** Remove All Persons In Danger!
- **A** Always Pull The Alarm and Call ECU Police Department.
- **C** Contain The Fire By Closing the Windows and Doors.
- **E** Extinguish the Fire Only if You Are Trained and Confident.
Emergency Procedures

- Staff members should have specific roles in equipment shutoff.

- All doors should be checked for visitors and shut on the way out of the clinic in order to contain smoke and fire.
Patient Evacuation

- All patients should be escorted to the designated meeting location immediately after the alarm sounds.

- A staff member should remain with patients at all times.

- For patients that need continuing treatment, contact Group Practice Administration @ 744-2322 to arrange for a treatment room and transportation.
Patient Evacuation

- Each clinic must develop a procedure to account for all patients at the meeting location.

- One example is for a staff member working at the front desk to bring the patient check-in sheet to the meeting location.

- Be aware of ‘Area of Rescue Assistance’ locations and be able to direct emergency personnel to the location if individuals are in need.
The Occupational Safety and Health Administration (OSHA) requires emergency evacuation/action plans under 29 CFR 1910.38.

EAP’s ARE REQUIRED!
All employees should have read the Emergency Action Plan (EAP) and fully understand it.

It is important to update Safety Representatives and contacts whenever a change is made.

The meeting locations should be away from any traffic and equipment areas that might be a danger.

Updated plans should be submitted annually to the Office of Environmental Health and Safety.
Training

• All faculty and staff should be trained on emergency action plans and participate in scheduled drills.
  • Clinic fire drills are conducted annually by EH&S.
  • Emergency Action Plan training should be conducted by the Clinic Manager or Safety Representative for the department.
  • Departments can conduct their own bi-annual or semi-annual fire drill to assess their department.

• This training should be updated annually and/or when staff or the facility changes.

• This training is specific and should be conducted by your safety representative or the individual in charge of completing the EAP.
Common Causes of Fires in Health Care Facilities

- Electrical Malfunctions
- Friction
- Open Flames
- Sparks
- Hot Surfaces
- Compressed $O_2$
- Anesthetic Gases
Precautions Against Fire

- Extension cords and flexible cords cannot be a substitute for permanent wiring.
- Regularly inspect electrical cords for damage.
- Use caution when working with open flames or hot surfaces.
Precautions Against Fire

- Clearance of not less than 36 inches shall be provided between all electrical service equipment (electrical panels) and storage.
- Multi plug adaptors, such as cube adaptors, unfused plug strips or any other device not complying with NFPA 70 are prohibited.
Electrical Safety

- Surge Protectors are the only approved means of multiplying a receptacle.

- Extension cords are **NOT** an approved means of permanent wiring.

- All appliances **MUST** have a UL label.
Space heaters are prohibited from use in all State-owned buildings.
How Does a Fire Work?

- Three components
- Need all three components to start a fire
- Fire extinguishers remove one or more of the components
- Oxygen is required as a catalyst – may come from the air OR from the fuel itself

*Fire extinguishers are used to ‘extinguish’ one of the three components that allow the fire to exist.*
Portable Fire Extinguishers

- Locate and identify extinguishers so that they are readily accessible.

- Only approved extinguishers shall be used.

- Maintain extinguishers in a fully charged and operable condition.
Classification of Fires & Extinguishers

Class A Fires

- Wood
- Paper
- Rags
- Some rubber and plastic materials

Ordinary Combustibles
Classification of Fires & Extinguishers

Class B Fires

- Gasoline
- Oil
- Grease
- Paint
- Flammable Gases
- Some rubber and plastic materials
Classification of Fires & Extinguishers

Class C Fires

- Electrical Fires
  - Office Equipment
  - Motors
  - Switchgear
  - Heaters
Classification of Fires & Extinguishers

Class D Fires

- Metals
  - Magnesium
  - Titanium
  - Sodium
  - Zirconium
  - Potassium
  - Lithium
Multi-Class Ratings

• There are several types of multi-class extinguishers: A-B, B-C, or A-B-C.
• Be sure the correct extinguisher is provided for the hazards.

• Generally, ABC combinations are used to extinguish a wide variety of fires including: Combustibles, Flammable Liquids, and Electrical Fires.
Types of Extinguishers

- All Purpose Water
- Carbon Dioxide
- Multi-Purpose Dry Chemical
- Dry Powder
How to Use an Extinguisher

P A S S Method

P: Pull the pin.

A: Aim extinguisher nozzle at the base of the flame.

S: Squeeze trigger while holding the extinguisher upright.

S: Sweep the extinguisher from side to side, covering the area with the extinguisher agent.
Fire Extinguishers

Inspection, Maintenance and Testing

- Visually inspected monthly
- Maintained annually
- Hydrostatically tested periodically (5 or 12 yrs.)

Fire extinguishers on ECU property are maintained by Facilities Services via the Life Safety Department.
Partnership with GFR

- Greenville Fire & Rescue:
  - Pre-fire planning.
  - Campus building surveys.
  - Training / Education.

- Authority having jurisdiction is the State Dept. of Insurance, Office of State Fire Marshal.
  - Conduct annual inspections for fire and life safety compliance.
Questions to ask yourself?

- Where is the nearest fire alarm pull station?
- Where is the nearest fire extinguisher?
- Where are the primary and secondary exits?
- Where are the primary and secondary designated meeting locations?
- Where is the emergency procedures manual?
- What is your specific role in patient evacuation and emergency equipment shut-off?
Questions and Comments

Office of Environmental Health and Safety
328-6166
safety@ecu.edu

Office of Radiation and Biological Safety – 744-2236

ECU Police – 328-6787
East Campus

ECU Police – 744-2246
West Campus
Quiz

- In order to receive credit for this training, you must complete the **QUIZ**.

- You will be sent confirmation via email.