

FIRE/FIRE ALARM RESPONSE

DEFINITION

This code is designed to alert staff of the detection of a fire, or a potential fire situation (usually isolated to a specific building location).

FIRE RESPONSE PROCEDURES

If you see smoke or fire, follow the **RACE** procedure:

Rescue/remove anyone in immediate danger and move through at least one set of closed doors.

Activate the alarm by pulling the nearest pull station, and call **33** to report the fire. State: **"Fire- building, floor, room and the details of the fire"**.

Close all doors to contain the spread of smoke/fire if possible to do so safely.

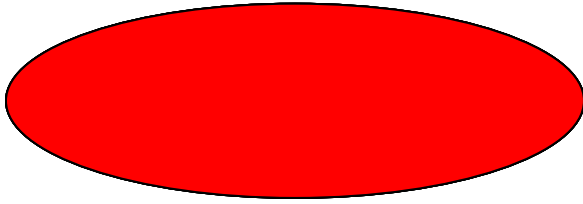
Extinguish/**E**vacuate.

Extinguish the fire – Only use the extinguisher if:

- You know how to use one and the fire is manageable
- You have your back to the exit route.

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 die





If the fire is not extinguished or it is unsafe to do so:

Evacuate staff and patients through the nearest set of fire doors and meet at your designated Emergency Meeting Area (EMA)

- If safe to do so, the first choice for evacuation is to move horizontally through a set of fire doors to the adjoining unit/area on the same floor of the building.
- If an entire floor is affected, or it is unsafe to get to the adjacent fire compartment, move vertically to a floor or two below. If on the ground floor, move outside.
- Note: If evacuating vertically from your floor, use stairwells not elevators unless directed to do so by the Fire Department

Fire Alarm Response

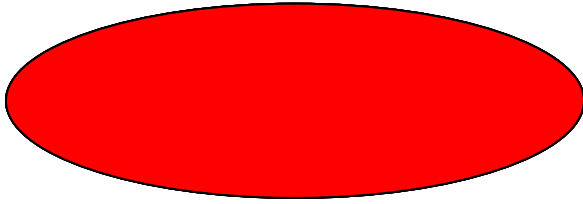
Code Red announcements are accompanied with the fire alarm tones for the site. Acute and Residential facilities utilize a two-stage alarm system, each with their own set of response procedures.

1st Stage Alarm (Alert signal - 20 beats per minute) – indicates a fire may exist.

- Check your area for signs of fire. If you discover smoke/fire, follow **R.A.C.E.**.
- Reassure visitors/patients.
- Listen for overhead announcements or check the local fire enunciator panel.
- Take direction from public announcements, the Fire Department, or designated personnel.
- Do not take elevators, use stairs.

If the alarm is in your area:

- In-Patient staff should immediately return to their designated work area.
- Ensure that the entire unit/department is searched for signs of smoke/fire.
- Attempt to determine the source and cause of the alarm.
- Clear corridors of obstructions.
- Close doors and windows



2nd Stage Alarm (Alarm signal 120 beats per minute) – Indicates fire may be present and evacuation of affected areas may be required.

- Assess your area. If there is no evidence of fire or smoke, stay in your area unless directed otherwise. If you discover smoke/fire follow **R.A.C.E.**.
- Prepare patients/residents for possible evacuation (review your department's evacuation procedures - Code Green).
- If requested, and as able, provide assistance to those areas that are evacuating.
- Clear hallways of equipment.
- Close doors and windows.
- Stop all unnecessary travel, if you must move throughout the building take stairs – do not use elevators.
- Take direction from public announcements, Fire Department personnel, designated personnel, the unit/department lead.