# General Information & Services Campus Safety & Security

## FIRE SAFETY

The college follows the Good Samaritan Hospital Fire Safety Plan. Upon entrance to the college, all students take the Annual Mandatory Education online course and quiz. This course provides information on a wide variety of topics ranging from fire safety to hazardous materials. The College of Nursing Department Fire Safety Plan (See Page 46) includes maps indicating the location of fire exits and fire extinguishers.

#### **DEPARTMENT FIRE SAFETY PLAN**

#### **PURPOSE**

- 1. To promote fire safety awareness and proper emergency response.
- 2. To coordinate the Good Samaritan College unit's response to a fire.

#### **FIRE EMERGENCY - ACTION PLANS**

Fire Here - Fire within the unit/department.

REMEMBER RACE:

**RESCUE** - rescue anyone in immediate danger from fire or smoke.

Do not place your own safety in jeopardy.

ACTIVATE ALARM - immediately pull fire alarm box and CALL 911

to report fire and location: level, unit, room number, and your name.

Do not rely on the automatic alarm system activation.

Always make sure the alarm has been turned in.

Review ADDENDUM for pull box locations and be aware of the pull boxes in your area.

**CONFINE** - Smoke is the greatest threat in a fire emergency. Close all windows and doors. Hallway doors on all hospital units will close automatically to form smoke compartments. Other doors that do not close automatically are manual doors and must be closed manually, e.g. classroom doors.

**EXTINGUISH/EVACUATE** - **Extinguish** the fire if possible. Do not take unnecessary risks. SEE ADDENDUM FLOOR PLANS for location of fire extinguishers.

Remember **PASS** 

- **P** PULL the safety pin on the extinguisher.
- A -AIM at the base of fire.
- **S** SQUEEZE the handle.
- **S** SWEEP back and forth at the base of the fire.

**H2O EXTINGUISHERS** are appropriate for Class "A" fire of ordinary combustibles, for example, wood, paper, cloth, rubber and many plastics.

**CO2 EXTINGUISHERS** are appropriate Class "B" fires of flammable liquids (oils, greases, tars, paints and flammable gasses) and Class "C" fires of electrical equipment. Review the floor plan for locations of extinguishers in the College.

**Evacuate** - Notify the EOC (Emergency Operations Center) **(Ext. 22404)** of any evacuation. The EOC is located in the Security Dept.

Evacuate to the nearest fire exit in your area. SEE FLOOR PLANS for fire exits. Anyone with mobility problems (wheelchairs, walkers etc.) must exit horizontally into another area out of danger.

## Do not use elevators during a fire!

If requested, the EOC will attempt to provide additional manpower to assist the department in evacuation.

If evacuation is ordered, do not return to the area until the ALL CLEAR is announced over the public address system.

Fire Here - Fire within 6MN; 8MN, J, L; 9MN and 10 MN zones.

Upon hearing the Code Red Announcement, the unit/department manager is to return to the department. If the route to the department poses threat of injury, the manager should evacuate to a safe area and notify the department of their location.

Conduct Environmental Assessment/Secure Department. Check for smoke, employee and/or patient status and any other situation, which may affect operations of the department. Notify the EOC (Ext. 22404) only if there is an apparent problem within the department.

Conduct department manpower assessment. Can staff be spared to help elsewhere? Nursing Units: Plan for receiving Patients.

Anticipated Actions.

Remain Calm

Provide assistance AS DIRECTED BY THE EOC

Possible evacuation

Listen for all clear announcement.

Fire There - outside of your level/unit zone

Develop a plan for receiving patients if evacuation is necessary from patient areas.

Non-Nursing departments may be called on for manpower.

Conduct a unit/department assessment of manpower availability and call the EOC with the number of employees available to help if needed.

### **FIRE ALARM SYSTEM**

Fire Alarms are zoned. The zone is defined as the affected floor and the designated portions of floor above and the floor below.

The Fire alarm sequence:

Fire Alarm Announcement - Horn will sound, followed by announcement of level and unit of alarm location.

Chimes will sound within the zone of the activated fire alarm only (see Section V). Where applicable, strobes will flash within the zone in alarm.

All automatic fire doors close at the location of the fire alarm and within the hallways leading to any adjacent area on the <u>same level</u>.

In the event of an actual fire, Telecommunications will announce a hospital-wide Code Yellow or Code Red. (See next section)

The chimes will sound until silenced by order of the Cincinnati Fire Dept. (CFD). Strobes will stop flashing at this point also.

Announcement of All Clear

## **CODE YELLOW/CODE RED**

Code Yellow - A Code Yellow announcement indicates that a fire has occurred, it has been extinguished, and smoke is dissipating.

Code Red - A Code Red announcement indicates that a real fire situation is not under control at the present time.

### **BUILDING FEATURES (Life Safety Code Issues)**

A. Smoke Barriers

Horizontal barriers (floors)

Vertical barriers (corridor walls/doors)

See floor plans for smoke doors

B. Suppression Systems

Sprinklers are located in the following areas in the College of Nursing: 8MN annex only; 10MN annex only; and 6MN.

C. Ventilation System

8J is serviced by the CVT/ACZ ventilation system and no special fire features. Units 6MN, 8MN, 9MN, and 10MN have no ventilation systems.

D. Alarm Zoning

Fire alarms are zoned. A zone is defined as portions of the affected floor and portions of the floor above and the floor below. Fire alarm chimes (and strobes where applicable) will operated only in the fire alarm zone.

The College of Nursing is located on Levels 6MN; 8MN, J, L; 9MN and 10MN. Chimes will sound (and strobes flash where applicable) when the following floors/units are in alarm:

FIRE ALARM ZONE BELL WILL SOUND

6MN 5 MN, 6MN, 6J, 7MN

8J 7J, 8FG, 8HI, 8J, 8K, 8L, 8MN, 9J

8L 7L, 8J, 8L

8MN 7MN, 8J, 8MN, 9MN, 9MN PIPELOFT 9MN 8MN, 8J, 9MN, 9MN PIPELOFT, 10MN

10MN 9MN PIPELOFT, 10J, 10MN, 11 MN, INCINERATOR

#### **SPECIAL CONSIDERATIONS**

The President of the College will be in charge of the emergency. If the President is not present, current chain of command will be followed.

In the event of a fire emergency during evening, the receptionist on duty at the information desk will notify the on-call administrator for this department, and will be the contact person until the administrator arrives.

All students receive AED training upon entry to the school of nursing. The student handbook includes the school of nursing fire plan and floor plan.

**SEE ADDENDUM FLOOR PLAN** for exits, extinguishers, types of extinguishers, and pull boxes.

Students working in the clinical areas of the hospital should familiarize themselves with the fire plans for those units.

Good Samaritan Hospital recognizes and promotes workers' and students' "Right-to-Know" about toxic and hazardous substances to <u>enable workers to take more adequate measures to protect themselves against health and safety problems</u> and provides a "Right-to-Know" policy and procedure. You can find out about these hazards by:

- 1. Reading the Good Samaritan Hospital Right-to-Know policy and procedure.
- 2. Reading LABELS!
- 3. Reviewing MATERIAL SAFETY DATA SHEETS!
- 4. Attending student/employee training sessions and reading information provided by your instructor or department head.

Chemicals in the College of Nursing are located in the Chemistry Lab and Anatomy Lab. Chemicals are stored according to regulation. The types of chemicals are listed in the Chemical Hygiene Plan, which is available from the safety officer or the Chemistry instructor.

### **MANPOWER PLAN**

Adequate personnel within the department would be available for evacuation.

# **DEPARTMENT EVACUATION ROUTE**

Floor Plan of the College