

Fire Emergency – EC.A.35

If you see smoke, smell something burning, or see fire, initiate the fire plan (R-A-C-E) Announced overhead as "A Fire Alarm has been activated in+ Location + Please avoid this area"

R – Remove those in immediate danger to a safe area.

A – Alarm

- Activate the nearest fire pull station.
- Call "6" (off sites call 9-9-1-1) and give:
 - o Exact location of fire (room number and building)
 - o Your name, and
 - o Type of fire (if known).

C – Contain the fire by closing doors to the area of the fire.

- Close all doors and windows (even in areas remote from the fire but in the same building).

E –Evacuate if fire or smoke is discovered:

- Evacuate as follows:
 - First, evacuate the area of the fire, adjoining rooms, and rooms above and below.
 - o If necessary to leave the area, evacuate horizontally away from the fire through the fire doors into another fire/smoke compartment.
 - o Business occupancies should evacuate the building.
 - o If needed, evacuate vertically
 - o Use evacuation tools if needed (MedSled, ParaSlyde, Stair Chair)
 - • Inpatient, outpatient, and diagnostic care areas complete Form #502, Patient Fire/Tornado/Evacuation Sheet (obtain from Distribution, online in electronic "Policies and Procedures," or print out from the EMR, also behind the Forms Tab at the back of this guide).
 - • Elevators may be used if they are working.
 - • Do not run.
 - • Follow the evacuation routes and plans outlined in the unit specific fire plan.

E – Or Extinguish, if you can do it safely and you feel comfortable doing so.

- Use a fire extinguisher by initiating P-A-S-S:
- Do not put yourself in danger to extinguish a fire.
- • Pull the pin by twisting and pulling (do not have thumb on upper handle or pin will not come out)
- • Aim at the base of the fire (if you hit the fire it is apt to come back on you and cause burns)
- • Squeeze the handle, and
- • Sweep back and forth to suffocate the fire