TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER

Part V

Fire Safety Management Plan

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Part V Fire Safety Management Plan

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I. MISSION

The purpose of this plan is to promote, implement and administer a comprehensive fire prevention and life safety program for TTUHSC. The plan provides for and monitors a safe environment for employees, students, patients and visitors designed and maintained to comply with the most current edition of the Life Safety Code (LSC), NFPA 101. Design criteria accepted by the healthcare community are used when designing the environment of care. TTUHSC must comply with the most current edition of the IBC Building Code.

II. AUTHORITY/ORGANIZATION

The Environment of Care Committee functions as the oversight body of the TTUHSC Fire Safety Management Plan and its resulting policies. Program implementation is the joint responsibility of the Departments of Safety Services (SSD), Physical Plant and Plant Operations.

III. OBJECTIVES & PURPOSE

The objective of this plan is to provide a reasonable degree of safety by reducing the probability of injury and/or death from the effects of fire & explosion, with due consideration of functional requirements. This is accomplished by:

- Fire prevention and fire response education, which include:
  a. R-A-C-E procedures
  b. Hands-on fire extinguisher training
  c. Fire drills
  d. Incident reporting procedures
  e. Pre-fire planning with the local fire department
- Prevention of ignition
- Early detection of smoke and/or fire
- Building evacuation
- Control of fire development
- Confinement of the effects of fire
- Extinguishment of the fire
- Investigation of all fire related incidents

The protection of an individual from fire can be reasonably ensured only through complete control of that individual’s environment including: building construction, furnishings, decorations, processes and the like. However, no plan can prevent injury or loss of life resulting from a person’s careless action.

IV. RESPONSIBILITIES/FUNCTIONS

The Environment of Care Committee is responsible for:

Annual evaluation of the Fire Safety Management Plan’s objectives, scope, performance, and effectiveness.

Ongoing review and analysis of plan effectiveness per established performance indicators.
The Department of Safety Services is responsible for:

Management, enforcement and audit responsibility for all fire prevention and life safety programs, including:

- Recognition and reporting of fire safety issues related to facilities, equipment and conditions via the annual building safety audit program.
- Reporting and investigating fire protection deficiencies in existing buildings and in new designs by plan review.
- Interim Life Safety Measures (ILSM)
- Inspection of all Fire Suppression systems and equipment.

The TTUHSC Plant Operations is responsible for:

- The Preventive Maintenance Program in accordance with The Joint Commission standards and applicable National Fire Protection Association requirements.

The TTUHSC Physical Plant is responsible for:

- Designing all newly constructed and existing environments of care in accordance with the most current edition of the Life Safety Code (LSC), NFPA 101.
- Using design criteria that are referenced by the healthcare community.
- ILSM program implementation.
- Reviewing proposed acquisitions of furnishings, interior decorations, materials and other equipment for fire safety.

The Clinical Department Staff are responsible for:

- Identifying and training staff on evacuation routes.
- Identifying and training staff on specific roles and responsibilities for any emergency response, including evacuation of patients and staff.

V. INTERIM LIFE SAFETY MEASURES (ILSM)

The introduction of “outside” workers and activities associated with construction projects creates unusual dangers of fire in our facilities. ILSM are intended to provide a level of life/fire safety, as specified in the NFPA codes, to all construction areas and throughout areas with TTUHSC Project Manager(s) in coordination with the existing safety deficiencies. When deficiencies arise; it is the responsibility of the Director of Plant Operations and/or designee and the Department of Safety Services to implement ILSM and to notify the appropriate personnel of such deficiencies. ILSM include but are not limited to:

- Physical separation from occupied areas
- Placement of extra fire extinguishers
- Warning signs and secondary egress designation
- Fire watch
VI. NEW CONSTRUCTION/RENOVATION

When designing for new construction TTUHSC recognizes TAS and ADA regulations. In addition, the TTUHSC Fire Marshals are responsible for reviewing plans for new construction and ensuring compliance with current NFPA codes. “New construction” not only includes facility additions, but also major renovations.

VII. TESTING AND PROCEDURES

Plant Operations and the TTUHSC Fire Marshal’s Office implement maintenance, testing and inspection procedures to support the operational reliability of fire/life safety systems and reduce the occurrence of false alarms. The following are maintained, tested and inspected in accordance with current NFPA standards on a regular schedule:

- Automatic fire extinguishing systems
- Fire detection and alarm systems
- Portable fire extinguishers
- Building systems, including:
  a. Fire/smoke doors
  b. Fire/smoke dampers
  c. Exit lighting
  d. Emergency lighting
  e. Standpipe systems

IX. LIFE SAFETY POLICIES

- General Life Safety Practices
  a. No source of open flame shall be permitted in non-laboratory areas.
  b. The TTUHSC Fire Marshal’s office must approve all space heaters.
  c. Storage in egress corridors is prohibited.

- Christmas Trees and Decorations
  a. Only flameproof artificial Christmas trees may be displayed.
  b. Christmas trees and/or decorations shall not obstruct any means of egress.
  c. Decorations shall be of non-combustible or fire retardant material.

- Flame Spread for Furnishings, Draperies and Other Fabrics
  a. All purchased furnishings, bedding, waste containers, etc., shall meet NFPA requirements.
  b. Fire retardant coatings shall be maintained to retain the effectiveness of treatment service conditions encountered in actual use.

- Smoking Policy
  a. Patients, staff and visitors are prohibited from smoking on any TTUHSC owned property.

X. TRAINING AND EDUCATION

All new employees are required to attend new employee orientation. Required subjects include Accident Prevention, Emergency Procedures, Hazard Communication (Right to Know), Blood-borne Pathogen/Infectious Disease Exposure, other safety topics. All employees receive annual refresher training. Options available include:

- Scheduling SSD to make a customized presentation.
- Review of the Safety In-service Module.
XI. ICES

Information from life safety building audits and fire alarm, drill reports are gathered by the department of Safety Services. Life Safety Code infractions identified are entered into the Life/Fire Safety Daily Journal which is maintained by TTUHSC Fire Marshals and transmitted to TTUHSC Plant Operations for corrective action. The Life/Fire Safety Daily Journal tracks all reports of potential hazards by department, category of hazard, resolution and time until complete.

XII. PERFORMANCE IMPROVEMENT INDICATOR

The performance criteria for staff knowledge of fire procedures and emergency actions is evaluated by TTUHSC Fire Marshals based on evacuation drills, successfully completing NESOP training, and observed preparedness to attend to and assist patients in the evacuation of a threatened area either by fire or severe weather.

- Evacuation standard is less than 12 minutes for all evacuation drills for all areas.
- Staff participation in fire drills of 90% or better.

XIII. CORRESPONDING POLICIES

- Construction Code Requirements Board of Regents Policy 08.06.1
- Hazardous Material Incidents, TTUHSC OP 75.03
- Compliance with National Fire Protection Association Standards, HSC OP 75.04
- Corridor Storage, TTUHSC OP 75.06
- Elevator Usage, TTUHSC OP 75.07
- Use of TTUHSC Grounds, Facilities and Amplification Equipment, TTUHSC OP 61.07
- TTUHSC Fire and Life Safety Policy, TTUHSC OP 75.16
- TTUHSC Safety Manual
- TTUHSC Laboratory Compliance Manual
- TTUHSC Radiation Safety Manual