

SOUTH METRO FIRE RESCUE

FIRE MARSHAL'S OFFICE



Evacuation Planning for Nursing Homes, Assisted Living Facilities, and Independent Senior Living Facilities

The International Fire Code (Chapter 4, 2021 ed.) provides various requirements for Fire Safety & Evacuation Planning that applies to many different types of Occupancies. The information contained within this document applies specifically to the following occupancy classifications:

Assisted Living Facilities (Institutional Group I-1): Facilities for more than 16 persons (excluding staff), who reside on a 24-hour basis in a supervised environment and receive custodial care. Residents of these facilities must be able to respond to an emergency and complete evacuation without any assistance or with limited verbal/physical assistance.

Skilled Nursing (Institutional Group I-2): Facilities for more than 5 persons (excluding staff), who reside on a 24-hour basis in a supervised environment and who are not capable of self-preservation (cannot respond to an emergency and complete evacuation without staff assistance).

Independent Senior Living Facilities (Residential Group R-2): Buildings containing sleeping units or more than 2 dwelling units in which the residents are primarily permanent in nature (no custodial care is provided).

Residential Care Facilities (Residential Group R-4): Residential facilities for more than 5 but not more than 16 persons (excluding staff), who reside on a 24-hour basis in a supervised environment and receive custodial care. Residents of these facilities must be able to respond to an emergency and complete evacuation without any assistance or with limited verbal/physical assistance.

In accordance with the Fire Code, an approved **Fire Safety & Evacuation Plan** is to be maintained on-site at all times for each facility type listed above. This Plan may be referenced by employees as part of training or may be requested for review during a routine fire inspection of the facility. Plans are to include such things as:

- Maps showing care recipient sleeping room locations, exit routes from all areas of the building, exterior assembly area locations, and locations of fire protection equipment.
- Employee procedures for ensuring occupants are notified of the emergency, reporting the emergency to 911, accounting for occupants upon evacuation,

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rendering medical aid (if needed), providing rescue assistance, and implementing progressive evacuation (where approved), and any other special staff actions.

- A description of the Fire Alarm alert tone, including any preprogramed voice evacuation messages.
- A written process for conducting Fire Drills at the intervals required by the Fire Code.
- Process for ensuring that employees are properly trained, upon entrance to duty and quarterly thereafter, on such things as individual duties and responsibilities, fire prevention, evacuation procedures, and general fire safety.

Fire Drills are an important aspect of the Fire Safety and Evacuation Plan. Fire Drills are required to be conducted as follows based on the Occupancy Classification:

Occupancy Classification	Required Drill Frequency	Additional Information
Assisted Living (I-1)	Semiannually on Each Shift	Must involve <u>all occupants</u> of the facility. <u>Resident participation is required.</u> Occupants are to evacuate to a pre-determined exterior assembly point for accountability.
Skilled Nursing (I-2)	Quarterly on Each Shift	Staff are required to participate in drills and should <u>simulate</u> the movement of care recipients. The actual movement of care recipients to safe locations or the exterior of the building is <u>not required</u> during drills.
Independent Living (R-2)	Not Required	An Emergency Guide is to be provided to all residents at time of move-in. The Emergency Guide is to contain an evacuation map specific to the individual dwelling unit and is to contain locations and use of fire protection equipment.
Residential Care (R-4)	Semiannually on Each Shift	Must involve <u>all occupants</u> of the facility. <u>Resident participation is required.</u> Occupants are to evacuate to a pre-determined exterior assembly point for accountability.

If you have any questions about Fire Safety & Evacuation Plans or requirements of the Fire Code, please contact South Metro Fire Rescue for additional assistance.