

FIRE DRILL REPORT

Score: _____

Date: _____ Type: _____ Facility: _____ Location: _____
(General, Actual, ILSM, Other)

Time: _____ Shift Covered: _____ Scenario: _____

Is Fire Drill: Announced? _____ Unannounced? _____ Day of Week: M T W Th F S S

Evaluation Of Staff Knowledge

1. Did all persons participating in the drill demonstrate knowledge of the health system fire plan (R.A.C.E.), and able to correctly answer fire safety questions?
2. Did staff adequately demonstrate rescue techniques of any patients, staff or visitors in harms way of fire?
3. Did staff activate the nearest fire alarm pull station?
4. Did staff call the emergency telephone number?
5. Did staff close all doors in the area where drill was conducted?
6. Did staff locate, and carry fire extinguishers to source of "fire"?
7. Did staff demonstrate knowledge on use of fire extinguisher (P.A.S.S.)?
8. Did staff evacuate fire victim to exit discharge, or next smoke compartment?
9. Did staff follow department specific responsibilities?
10. Were hallways cleared of any items that may obstruct egress or evacuation?
11. Did staff demonstrate knowledge of location of all medical gas valves?
12. Did staff know which valve controlled which type of medical gas?

Poor (1-3)	Fair (4-7)	Good (8-10)	Score

Yes ___ No ___ N/A ___
Yes ___ No ___ N/A ___

Evaluation of Emergency Equipment

1. Did the fire alarm chime, horn & strobes operate clearly in this area?
2. Was a transmission of signal received by the Monitoring Company?
3. Did the automatic smoke compartment doors close completely?
4. Did the telephone operator page fire location on overhead system?
5. Were all the fire extinguishers unobstructed and available for use?

Yes ___ No ___ N/A ___
Yes ___ No ___ N/A ___
Yes ___ No ___ N/A ___
Yes ___ No ___ N/A ___
Yes ___ No ___ N/A ___

Response Team: Engineering: _____ Security: _____ Clinical: _____ Number of Fire Extinguishers: _____

Deficiencies, Observations and Recommendations: Correct Answers: _____ Incorrect Answers: _____

Follow-up Reports and Corrective Measures (A score of less than 80 requires a remedial action plan.):

Persons Conducting Drill: _____ Send Copy To: _____