

Functional Area: Fire & Life Safety	Checklist #14 Yes = In Compliance No = Further Action Needed
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Objective: The facility protects the lives and safety of residents by complying with Fire and Life Safety rules and codes.

Specific Criteria	Yes	No
Policy: IDAPA 16.03.22.153.09 1. Do you have a policy describing plans and procedures for the operation, periodic inspection, and testing of the physical plant, including utilities, fire safety and plant maintenance for all areas of the facility?		
Policy: IDAPA 16.03.22.161 1. Do you have a policy regarding smoking in your facility? 2. Are the rules made known to all facility personnel, residents and the visiting public? (Note: Nothing in this section requires that smoking be permitted in a facility whose admission policies prohibit smoking.) <div style="text-align: right;">{IDAPA 16.03.22.161.01&02}</div>		
3. Does your smoking policy include the following: <ul style="list-style-type: none"> a. Prohibiting smoking in any area where flammable liquids, gases, or oxidizers are in use or stored? b. Prohibiting smoking in bed by anyone? c. Prohibiting unsupervised smoking by residents classified as being not mentally or physically responsible, or any resident affected by medication? d. Prohibiting smoking in areas where combustible materials are stored? e. Designated areas where smoking is permitted by staff <div style="text-align: right;">{IDAPA 16.03.22.161.03}</div>		
Requirements: IDAPA 16.03.22.400 - 404 1. Does your facility meet all requirements of the local and state codes that are applicable to residential care or assisted living facilities for fire and life safety standards? <div style="text-align: right;">{IDAPA 16.03.22.400}</div>		

Specific Criteria	Yes	No
Additional FLS Requirements: IDAPA 16.03.22.405 1. Do your electrical installations and equipment comply with applicable local or state electrical requirements to include the following: <ul style="list-style-type: none"> a. Equipment designed to be grounded is maintained in a grounded condition? b. Extension cords and multiple electrical adapters are not used, with the exception of approved grounded multiple electrical adapters with a built-in breaker? {IDAPA 16.03.22.405.01} 		
2. Do you have an electrically-supervised, manually operated fire alarm smoke detection system installed throughout each building housing residents?		

<p>(The system must have a control panel, manual pull stations, smoke detectors, sounding devices, power backup and any sprinkler flow or alarm devices. The system, including devices, their location, and installation must be approved by the Licensing and Survey Agency prior to installation.)</p> <p style="text-align: right;">{IDAPA 16.03.22.405.02}</p>		
<p>3. Do you handle, use and store medical gas according to NFPA Standard 99, Standard for Health Care Facilities, 2000 Edition?</p> <p style="text-align: right;">{IDAPA 16.03.22.405.03}</p>		
<p>4. If you have solid fuel heating devices, are they installed according to NFPA, Standard #211, Standard for Chimneys, Fireplaces, Vents, and Solid Burning Appliances, 2000 Edition?</p> <p style="text-align: right;">{IDAPA 16.03.22.405.04}</p>		
<p>5. Is your facility structurally sound, maintained, and equipped to ensure the safety of the residents, personnel, and the public, including:</p> <ul style="list-style-type: none"> a. Furnishings, decorations, or other objects placed so as to maintain unobstructed exits? b. All ramps, open porches, sidewalks, and open stairs are free of snow and ice buildup? c. Railings or other protection designed to prevent residents from coming into contact with the woodstove surfaces? d. All fireplaces have a heat-tempered glass fireplace enclosure or its equivalent? e. Boilers, hot water heaters, and unfired pressure vessels are equipped with automatic pressure relief valves? f. Portable heating devices of any kind are not used? (Portable electric space heaters and moveable fuel-fired heaters are considered portable comfort heating devices. Exceptions: Heated mattress pads, electric blankets and heating pads are acceptable when ordered by an authorized provider or physician.) g. Flammable and highly combustible materials deemed hazardous by the Licensing and Survey Agency are not stored in the facility unless the building is protected throughout by an approved automatic fire extinguishing system? <p style="text-align: right;">{IDAPA 16.03.22.405.05}</p>		
Specific Criteria	Yes	No
<p>6. If natural or man-made hazards are present on your facility property or border the facility property, are suitable fences, guards, or railings installed to provide protection for the residents?</p> <p style="text-align: right;">{IDAPA 16.03.22.405.06}</p>		
<p>7. Are locks on exit doors single action and easily operable from the inside without the use of keys or any special knowledge? (Special locking arrangements as permitted in Chapter 7 of the NFPA, Standard 101, Life Safety Code, 2000 Edition, can be used.)</p> <p style="text-align: right;">{IDAPA 16.03.22.405.07}</p>		
<p>8. Are portable fire extinguishers installed throughout each building of the facility? (Each extinguisher must be installed according to the standards in NFPA Standard #10, Standard for Portable Fire Extinguishers, 2002 Edition.)</p> <p style="text-align: right;">{IDAPA 16.03.22.405.08}</p>		

9. Do any residents requiring assistance in ambulation reside on the first story, unless the facility complies with Sections 401 through 404 of these rules? { IDAPA 16.03.22.405.09}		
10. Do you have a telephone on the premises available for staff use in the event of an emergency, and are emergency telephone numbers posted near the telephone? { IDAPA 16.03.22.405.10}		
11. Are your premises and all buildings used as part of the facility maintained free from the accumulation of weeds and trash? { IDAPA 16.03.22.405.11}		
Requirements: IDAPA 16.03.22.415		
Maintenance of Fire Life Safety Equipment and Systems		
1. Are all equipment and systems properly maintained to ensure the safety of the residents? { IDAPA 16.03.22.415.01}		
2. Are fuel-fired heating devices and systems, including woodstoves, inspected, serviced and cleaned at least annually by a person professionally engaged in the business of servicing these devices or systems? { IDAPA 16.03.22.415.02}		
3. Are portable fire extinguishers serviced in accordance with NFPA Standard #10, Standard for Portable Fire Extinguishers, 2002 Edition? { IDAPA 16.03.22.415.03}		
4. In addition, are portable fire extinguishers examined at least monthly by a designated person in the facility to determine that: <ul style="list-style-type: none"> a. Each extinguisher is in its designated location? b. Each extinguisher's seal or tamper indicator is not broken? c. Each extinguisher has not been physically damaged? d. Each extinguisher gauge, if provided, shows a charged condition? e. The inspection tag shows the initials of the person making the monthly examination and the date of the examination? { IDAPA 16.03.22.415.03}		
5. Is your fire alarm smoke detection system inspected, tested, and serviced at least annually by a person or business professionally engaged in the servicing of such systems? { IDAPA 16.03.22.415.04}		
6. Is the fire alarm smoke detection system inspected and tested at least monthly by a designated facility employee? { IDAPA 16.03.22.415.04}		

Specific Criteria	Yes	No
7. Are your automatic fire-extinguishing systems inspected, tested, and serviced at least annually by a sprinkler system contractor licensed by the Idaho State Fire Marshal's office? { IDAPA 16.03.22.415.05}		
8. Do you institute a fire watch during any time the fire alarm, smoke detection, or sprinkler system is inoperable for greater than 4 hours? { IDAPA 16.03.22.415.06}		
Record Keeping or Documentation: IDAPA 16.03.22.750		
1. Does the administrator ensure the facility's records for fire and life safety are maintained as described in Subsections 750.01 through 750.06 of these rules? { IDAPA 16.03.22.750}		
2. If you have a fire incident, do you have a copy of the reporting form,		

<p>“Facility Fire Incident Report,” that is completed and submitted to the Licensing and Survey Agency that includes the date of the incident, origin, extent of damage, method of extinguishment, and injuries if any? {IDAPA 16.03.22.750.02}</p>		
<p>3. Do you maintain a copy of the annual fuel-fired heating inspection in the facility? {IDAPA 16.03.22.750.03}</p>		
<p>4. Do you maintain records of the monthly examination of the portable fire extinguishers documenting the following:</p> <ul style="list-style-type: none"> a. Each extinguisher is in its designated location? b. Each extinguisher seal or tamper indicator is not broken? c. Each extinguisher has not been physically damaged? d. Each extinguisher gauge, if provided, shows a charged condition? e. The inspection tag attached to the extinguisher shows at least the initials of the person making the monthly examination and the date of the examination? {IDAPA 16.03.22.750.04} 		
<p>5. Do you maintain and keep on file the following fire alarm smoke detection system service and testing reports:</p> <ul style="list-style-type: none"> a. The results of the annual inspection and test conducted by a person or business professionally engaged in the servicing of such systems? b. The results of the monthly inspection and testing of the fire alarm, smoke detection system conducted by a designated facility employee? {IDAPA 16.03.22.750.05} 		
<p>6. Do you maintain and keep on file the results of the annual automatic fire extinguishing system service and testing inspection, testing and service, conducted by a person or business professionally engaged in servicing of such systems? {IDAPA 16.03.22.750.06}</p>		

The check lists can be used as a quality improvement tool and are offered as a helpful guide. They do not take the place of the rule requirements. It is highly recommended that the check lists be used in conjunction with the rules themselves.