



Documentation required by the Hospital Accreditation program Life Safety (LS) and selected Environment of Care (EC) standards is presented in the following pages. These documents will be reviewed by the Life Safety surveyor upon their arrival for the on-site survey.

Other EC and LS documents may be requested by surveyors their, as needed, throughout the survey.

This tool is provided to organizations for use in their continuous compliance and survey readiness efforts.

Life Safety and Environment of Care - Document List and Review Tool

Legend: C=Compliant; NC=Not compliant; NA=Not applicable; IOU=Surveyor awaiting documentation

STANDARD	See Legend				DOCUMENT	YES	NO
	C	NC	NA	IOU			
LS.01.01.01	C	NC	NA	IOU	Buildings serving patients comply with NFPA 101 (2000 edition)		
EP 1					Individual assigned to assess LSC compliance		
EP 2					Current e-SOC maintained		
EP 3					Timely completion of PFIs		
EP4					Documentation of inspections and approvals made by state or local AHJs		

COMMENTS:

LS.01.02.01	C	NC	NA	IOU	Interim Life Safety Measures (ILSM)	Addressed in Policy?			Implemt. as required?	
						YES	NO		YES	NO
EP 1					Alarms / sprinklers out of service 4 or more hrs in 24 hrs - Fire watch / Fire Dept. notification					
EP 2					Signs for alternate exits posted					
EP 3					ILSM policy identifying when and to what extent ILSM implemented					
EP 4					Daily inspection of routes of egress (See also 19.7.9.2 RE: daily inspections)					
EP 5					Temporary but equivalent systems while system is impaired					
EP 6					Additional fire fighting equipment provided					
EP 7					Smoke tight non-combustible temporary barriers					
EP 8					Increased surveillance implemented					
EP 9					Storage and debris removal					
EP 10					Additional training on fire fighting equipment					
EP 11					Additional fire drill per shift per quarter					
EP 12					Temporary systems tested and inspected monthly					
EP 13					Additional training on bldg deficiencies, construction hazards, temp measures					
EP 14					Training for impaired structural or impaired compartment fire safety features					

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STANDARD	See Legend				DOCUMENT					
EC.02.03.01	C	NC	NA	IOU	Hospital Manages Fire Risk - Fire Response Plan	YES	NO			
EP 9					The hospital has a written fire response plan.					
EP 10					The plan describes the specific roles of staff and LIPs at and away from fire.					
					*when and how to sound and report fire alarms,					
					* how to contain smoke and fire					
					*how to use a fire extinguisher,					
					*how to evacuate to areas of refuge					
COMMENTS:										
EC.02.03.03	C	NC	NA	IOU	Fire Drills	FREQUENCY	1st QTR	2nd QTR	3rd QTR	4th QTR/ Ann.
EP 1					Fire drills once per shift per quarter: Health Care and Ambulatory Health Care (If available, please provide five quarters of fire drill data)	Quarterly				
EP 2					Fire drills every 12 months from date of last drill: Business Occupancies	Annually				
EP 3					When quarterly fire drills are required, at least 50% unannounced.	Quarterly				
EP 4					Staff participate in the drills according to the hospital's fire response plan.					
EP 5					Critiques include fire safety equipment & building features and staff response.					
COMMENTS:										

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STANDARD	See Legend				DOCUMENT	FREQUENCY	1st QTR/ Semi	2nd QTR	3rd QTR/ Semi	4th QTR/ Ann.
	C	NC	NA	IOU						
EC.02.03.05					Fire Protection and Suppression Testing and Inspection					
EP 1					Supervisory Signals-"fire pump running & fire pump failure" trouble signals	Quarterly				
EP 2					Water flow devices -- Deemed Hospitals and CAHs	Quarterly				
					Water flow devices -- Non-Deemed Hospitals	Semiannually				
					Tamper switches	Semiannually				
EP 3					Duct, heat, smoke detectors, pull boxes, elect. releasing devices	Annually				
EP 4					Notification devices (audible & visual)	Annually				
EP 5					Emergency services notification transmission equipment	Quarterly				
EP 6					Fire pump(s) tested - under no flow	Weekly				
EP 7					Water storage tank high & low level alarms	Semiannually				
EP 8					Water storage tank low water temp alarms (cold weather only)	Monthly				
EP 9					Sprinkler systems main drain tests on all risers	Annually				
EP 10					Fire department connections inspected (Fire hose connections N/A)	Quarterly				
EP 11					Fire pump(s) tested - underflow	Annually				
EP 12					Standpipe flow test every 5 years	5 years				
EP 13					Kitchen suppression semi-annual testing	Semiannually				
EP 14					Gaseous extinguishing systems inspected (no discharge req)	Annually				
EP 15					Portable fire extinguishers inspected monthly	Monthly				
EP 16					Portable fire extinguishers maintained annually	Annually				
EP 17					Fire hoses hydro tested 5 yrs after install, every 3 yrs thereafter	5 yrs / 3yrs				
EP 18					Smoke & fire dampers tested (fusible links removed when applicable)	4-6 years				
EP 19					Smoke detection shutdown devices for HVAC tested	Annually				
EP 20					All horizontal & vertical roller & slider doors tested	Annually				
COMMENTS:										

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STANDARD	See Legend				DOCUMENT REVIEW			
EC.02.05.07	C	NC	NA	IOU	Emergency Power Systems are Maintained and Tested	FREQUENCY	YES	NO / Missing Date
EP 1					Battery powered egress lights tested monthly - 30 seconds	Monthly		
EP 2					Battery powered egress lights tested annually - 90 minutes	Annually		
EP 3					Quarterly functional test of SEPSS for 5 min/class and 60% full duration of class annually	Qtrly/Ann.		
					<i>Note 1: Non-SEPSS tested per manufacturer's specifications.</i>	Per Mfg.		
					<i>Note 2: SEPSS for critical areas and equipment tested monthly</i>	Monthly		
					<i>Note 3: Class defines minimum time which SEPSS is designed to operate</i>			
EP 4					Generator load test monthly for 30 min under load (plus cool-down)	Monthly		
EP 5					Monthly load test 30% or exhaust gas temp or annual load bank 25/50/75%	Monthly/Ann.		
EP 6					All Transfer switches monthly/12 times per Yr.	Monthly		
EP 7					Generator load test once every 36 months for 4 hours	36 Months		
EP 8					Generator 4 hour test @ at least 30% nameplate	36 Months		
EP 9					If generator testing fails, review contingency & implement protective measures	Per occurrence		
EP 10					If load test fails retest after making repairs	Per occurrence		
COMMENTS:								
EC.02.05.09	C	NC	NA	IOU	Medical Gas and Vacuum Systems are Inspected and Tested	THIS MAY BE SCORED AS CONDITIONAL OR STD		
							YES	NO
EP 1					Test, inspect & maintain: master panels, area alarms, automatic pressure switches, shut-off valves, flexible connectors and outlets. No prescribed frequency; recommend risk assessment if < annual.	Per Policy		
EP 2					Review med gas installation/modification/breech certification results for: cross-connection, purity and pressure	As applicable		
EP 3					Med gas supply and zone valves are accessible and clearly labeled	On Bldg Tour		
COMMENTS:								