

Life-Safety Requirements

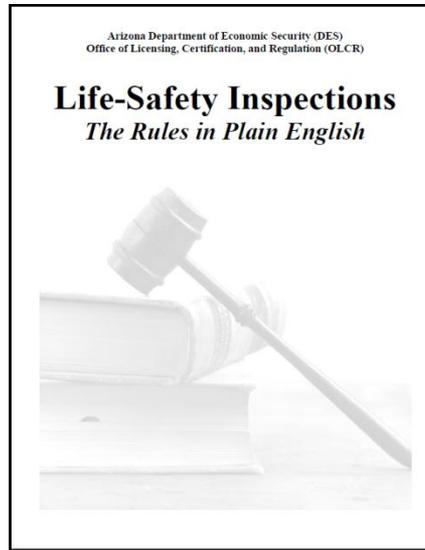
# Storage of Medications & Potential Hazardous Items



Office of Licensing, Certification, & Regulation (OLCR)



# Rules Booklet



[The Rules in Plain English](#), aka the Rules Booklet, is intended to help prepare care providers for the life-safety inspection.

The Rules Booklet is available in pdf on our website:

[www.azdes.gov/olcrinspect](http://www.azdes.gov/olcrinspect).



# Inspection Checklist

The inspector's checklist can be found on the last pages of the Rules Booklet; the checklist evaluates compliance with:

- ✓ General Conditions & Cleanliness
- ✓ **Safeguarding Potential Hazards**
- ✓ **Storage of Medication**
- ✓ Sufficient & Safe Appliances
- ✓ Electrical Safety
- ✓ Plumbing Requirements
- ✓ Fire Safety
- ✓ Pool & Spa Requirements



This presentation focuses on requirements for the storage of medications and potentially hazardous items.



# What does “Safeguard” Mean?

Many rules refer to the need to “safeguard” hazards. Safeguard means that reasonable measures have been taken to eliminate the risk of harm to individuals receiving care.

Safeguarding measures may include:

1. Direct supervision;
2. Placing potentially harmful items out of reach; and
3. Using a lock to prevent access to items that can cause death or serious harm if improperly used.



**It’s important to know what may be safeguarded by placing an item out of reach and what must safeguarded by locking.**



# Safeguarding – Out of Reach

- Many household cleansers can cause harm if used improperly, so they must be safeguarded by **at least** placing them out of reach.
- These household cleansers include laundry detergent and many diluted spray cleaners.
- Check the label. If it says **WARNING** or **CAUTION**, the substance is moderately or slightly harmful and must be stored out of reach. Cabinets over a washer or dryer are commonly used.
- Please note that access should **not** be restricted for personal grooming products, such as body soap, toothpaste, and shampoo, unless otherwise directed by the case plan or ISP.



# Safeguarding – Lock It Up!

Highly toxic substances may cause **death** if ingested or improperly used. It's not sufficient to place highly toxic substances out of reach.

**Highly toxic substances must be safeguarded with a lock.**

Examples include bleach, ammonia, drain cleaner, rubbing alcohol, pesticides, weed killer, antifreeze, turpentine, spray paint, gasoline, kerosene, oven cleaner, lighter fluid, Super Glue, and pool chemicals.



# How do you Know?

- If the label says **DANGER** – this means the substance is extremely flammable, corrosive, or highly toxic.
- If the label says **POISON** – this means the substance is highly toxic.
- Substances labeled **DANGER** or **POISON** must be **LOCKED**.
- When in doubt, lock it up!





# Medications



Medications must be kept **locked**. This includes both prescription **and** over-the-counter remedies that are approved as drugs by the U.S. Food and Drug Administration (FDA).

The definition of a medication doesn't include most vitamins, nutritional supplements, or herbal remedies, but these substances can be hazardous for children or if used in excess. These products don't have to be locked, but they should be safeguarded (at least kept out of reach).



# What Constitutes a Lock?

A “lock” is a device operated by a key, combination, magnet, or keycard to safeguard medications, swimming pools, highly toxic substances, and other dangerous items.



Magnet



Key



Keycard



Key



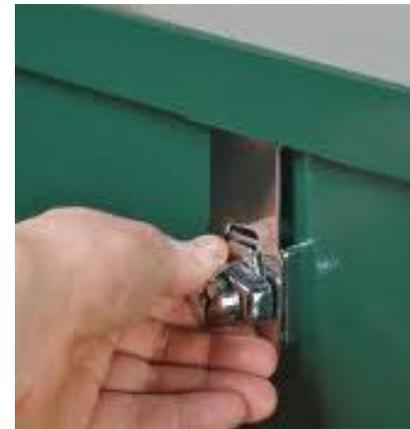
Combination

A device that can be opened without a tool and by using your hands to pinch, press, squeeze, or twist, is **not** a “lock.”



# Where Can Meds be Locked?

- In a bag, box, cabinet, drawer, or other container that can be secured with a lock.
- Locking a door to a room or closet may be accepted if the room or closet is used only for locked storage and doesn't need to be accessed for other items that are used daily or routinely.



# The Standard for Locked Storage

The following **won't** meet the standard for locked storage because these locations are used for other purposes or they are used to store items that are routinely accessed:

- A bedroom
- A study/den
- A bathroom
- A hall closet used for the storage of towels, toilet paper, and other items used daily or routinely by household members.
- A pantry used to store food items that are used daily or routinely by household members.
- A garage used as an entrance for the home or as the place to park the car.



# Special Considerations



- If a medication needs to be refrigerated, it still must be locked. Instead of locking the whole refrigerator, just keep a small lockable container on hand for refrigerated medications.
- The only exception to the requirement for locked medication is when it must be kept readily available for medical emergencies, such as an Epi-pen or asthma inhaler.

Even given this exception, the emergency dosage or medication must be safeguarded to prevent improper use.



# Weapons (excluding firearms)

- Weapons must be safeguarded.
- For **deadly** weapons, safeguarding means **more** than just keeping it out of reach. Locking is recommended.

Bow & Arrows



Hunting Knives



Swords



Air guns  
& BB Guns



Tasers



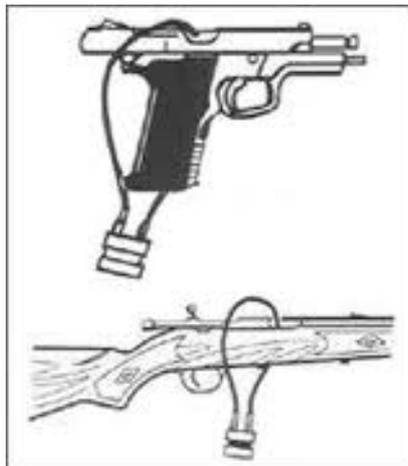
# Weapons (specifically, firearms)

- The term “firearm” means a handgun, pistol, revolver, rifle, shotgun, or other weapon that is designed to expel a projectile by the action of an explosive.
- If a firearm has been rendered **permanently inoperable**, it will not be treated as a firearm, so the requirements for firearms will not apply.
- Permanently inoperable means it has been altered in such a way that it cannot be fired and cannot be restored to operable condition. For example, welding the barrel shut or removing the trigger.



# Trigger Locks

- Unless rendered permanently inoperable, each firearm must be individually trigger-locked.
- A trigger lock will render a firearm temporarily inoperable by blocking the firing or discharge mechanism with a locked device.
- A cable lock, which threads through the firing mechanism, is a type of trigger lock.



# Five Rules for Firearms

1. Firearms must be **unloaded**;
2. Firearms must be **trigger-locked**;
3. Firearms must be maintained in **locked storage**;
4. The storage for firearms must be **unbreakable** (i.e., no breakable glass); and
5. Ammo for firearms must be maintained in **separate** locked storage (we sometimes see the ammo stored in a locked box within a gun safe – this is ok as long as the locked box and the safe have different keys/combinations to open them).



# Exception to the Rule

- The life-safety inspector is not authorized to grant an exception to the rules.
- Approval for an exception to a rule can only be granted by the OLCR administrator, and only after careful consideration of many factors and input from the Attorney General's Office.
- An exception to the rule will not be granted if the situation poses a hazard for those in care.
- If an exception is granted, the license will be restricted to just those currently receiving care or services at the time the exemption is granted.



# The Key to Success



- Providers who pass the inspection without any violations frequently tell us they knew exactly what to expect because they reviewed the **Rules Booklet**.
- Please visit our website for a copy of the rules and for additional guidance on the Life-Safety Requirements.

[www.azdes.gov/OLCRinspect](http://www.azdes.gov/OLCRinspect)





The End!

Please refer any questions to:

Kathi Barone

(602) 542-9013 \* [kbarone@azdes.gov](mailto:kbarone@azdes.gov)

[www.azdes.gov/OLCRinspect](http://www.azdes.gov/OLCRinspect)

Office of Licensing, Certification, and Regulation (OLCR)

