

CHAPTER 36 - FIRE SAFETY

REVISION DATE: 10/9/2015, 7/3/2015, 10/30/2014

EFFECTIVE DATE: January 15, 1996

INTENDED USER(S): Group Home Qualified Vendor

REFERENCE: A.A.C. R9-33-201; A.A.C. R9-33-202

FORM: Fire Risk Profile (DD-254)

Fire Risk Profile

A Fire Risk Profile (FRP) shall be completed for each group home setting serving four or more members. The FRP is a Division instrument that yields a score for a facility based on the ability of members to evacuate the group home. The Fire Risk Profile shall be updated when a member enters or exits the residential program and when the needs of a member, in one or more of the seven categories outlined below, changes significantly. The FRP shall also be updated each time there is a structural change in the home. The FRP is required to be updated at least annually even if changes do not occur in the composition or structure of the setting. A copy of the FRP shall be maintained in each residential setting and must be made available upon request. The FRP will be routinely reviewed by the Division through program monitoring; if concerns are identified, the issue will be referred to Network and/or the Arizona Department of Health Services for resolution.

Instructions for Completing the Fire Risk Profile

The name of each member shall be listed in the designated section of the Fire Risk Profile (FRP). Each member shall be evaluated on the seven (7) factors identified on the FRP, using the rating that best describes the member. Place the appropriate rating values in columns to the right. Add the values for each member to determine the sum of their rating. If a member's rating exceeds 100, use only 100. To determine the facility rating, add together the ratings of all members.

The following guidelines shall be used in evaluating each member's abilities and needs for the seven factors on the FRP:

- A. Social Adaptation - This factor rates the member's willingness to assist others and to cooperate in the evacuation process.
 1. Positive - the member is generally willing to assist others as far as they are able and can participate in a "buddy system" - helping or alerting anyone close to them in a fire emergency that needs assistance to evacuate. The member's physical ability to help shall not be considered for this item because it will be addressed under other factors. (Rating of 0)
 2. None - the member does not usually interact with others in everyday situations and, therefore, could not be expected to assist or alert others in a fire emergency. (Rating of 8)
 3. Negative - the member does not interact well with others and exhibits frequent disruptive behavior. They are likely to be uncooperative. (Rating of 16)

- B. Mobility Locomotion- This factor rates the member's physical ability to initiate and complete an evacuation.
1. Within Normal Range - the member is physically able to initiate and complete an evacuation. (Rating of 0)
 2. Speed Impairment/Needs Some Assistance - the member may require some initial staff assistance, e.g., getting out of bed, getting into a wheelchair, but can continue an evacuation without further assistance and within the three (3) minute timeframe. (Rating of 50)
 3. Needs Full Assistance - the member may require the full attention/assistance of a staff throughout the evacuation. (Rating of 100)
- C. Response to Instruction - This factor concerns the extent to which a member can receive, comprehend and follow through with simple instructions from staff. Evaluate the amount of guidance required to be reasonably certain that members will follow through with instructions given during an evacuation. Consider only the member's abilities to follow instructions; behavior under stress and sensory impairment are rated as separate factors.
1. Follows Verbal Instructions - the member reliably comprehends, remembers and follows simple, brief instructions stated verbally or in sign language. (Rating of 0)
 2. Needs Physical Guidance - the member does not always understand and follow directions; therefore, the member may need to be guided, reminded, reassured or otherwise accompanied during the evacuation, but will not require the exclusive attention of a staff. (Rating of 12)
 3. Does Not Respond to Instructions - the member does not respond to instructions or general guidance. The member may require considerable assistance and most of the attention of a staff during the evacuation. (Rating of 24)
- D. Behavior Under Stress - This factor concerns the member's ability to cope with stress in an emergency.
1. No Significant Change - the member will probably experience a level of stress that will not markedly interfere with their ability to evacuate. (Rating of 0)
 2. Delayed Reaction - the member may react to a fire emergency with confusion, slowed reaction, poor adaptability to hazards or demonstrates a moderate risk for seizure activity that disables the member for no more than 30 seconds. (Rating of 8)
 3. Significant Risk - the member may react to a fire emergency with physical resistance, unresponsiveness to evacuation or demonstrates a high risk for seizure activity that disables the member for longer than 30 seconds. (Rating of 16)

- E. Fire Awareness - This factor concerns the member's ability to appropriately respond to fire related cues. Fire related cues include smoke, flames, fire alarms, and warnings from others. Evaluate how well the member is likely to perform in response to such cues, assuming that no one may be available to give them instructions at the time of the emergency.
1. Will Evacuate When Signal is Present - the member will probably initiate and complete an evacuation in response to signs of an actual fire, warnings from others or a fire alarm. Also, the member will probably avoid the hazards of a real fire such as flames and heavy smoke. (Rating of 0)
 2. Responds to Signals - Needs Assistance to Avoid Hazard - the member will probably respond to an actual fire, warnings from others or a fire alarm; however, the member may not satisfactorily avoid the hazards of a fire or probably cannot complete the evacuation without assistance. (Rating of 8)
 3. No Fire Awareness -Needs Assistance - the member does not respond to signs of an actual fire, warnings of others; or a fire alarm. The member should be closely attended by staff during an emergency evacuation. (Rating of 16)
- F. Hearing/Sight Impairment - This factor evaluates any sensory impairment which, without adaptations, limits the member's ability to evacuate.
1. Within Normal Limits/Impairment Doesn't Impact Evacuation - the member may have a severe hearing or sight loss but requires no assistance in case of fire evacuation. Consider special features in the home such as a strobe light or bed vibrator alerting systems. When special features are in the home, a member may be able to evacuate without assistance. (Rating of 0)
 2. Impairment Assistance Needed to Start Evacuation - the member has severe hearing and/or sight loss and needs to be alerted to the presence of the fire emergency, but otherwise could evacuate without assistance. (Rating of 10)
 3. Impairment Assistance Needed Throughout Evacuation - the member has severe hearing and/or sight loss and needs guidance or other assistance in order to evacuate. (Rating of 20)
- G. Medication - This factor evaluates the impact of any medication on a member's ability to evacuate.
1. None - the member does not take medication which can affect their ability to evacuate. (Rating of 0)
 2. Maintenance Medication - the member routinely takes medications which can have some effect on the central nervous system, e.g., seizure controlling, antihistamines, mild tranquilizers, stimulants. The primary purpose of these medications is not to induce sleep. The member may need some assistance to evacuate. (Rating of 4)
 3. Medication For Sleep - the member routinely takes medication for the primary purpose of inducing or maintaining sleep. (Rating of 8)

Fire Safety Requirements

All group home settings must comply with Level I requirements. Settings with an FRP which exceeds 300 must also comply with Level II requirements.

Level I Fire Safety Requirements

At a minimum, all group home settings shall meet the following:

- A. The facility's street address is painted or posted against a contrasting background so that the group home's address is visible from the street; and if posting is not possible, local emergency services have been notified of the location of the home on at least an annual basis.
- B. Smoke detectors are working and audible at a level of 75db from the location of each bed used by a resident in the facility and/or capable of alerting all residents in the facility, including a resident with a mobility or sensory impairment. Smoke detectors are located in at least the following areas:
 - 1. Each bedroom;
 - 2. Each room or hallway adjacent to a bedroom, except a bathroom or a laundry room; and,
 - 3. Each room or hallway adjacent to the kitchen, except a bathroom, a pantry, or a laundry room.
- C. A minimum of one working, portable, all-purpose fire extinguisher labeled as rated 2A-10-BC by Underwriters Laboratories, or two collocated working, portable, all-purpose fire extinguishers labeled as rated at least 1A-10-BC by Underwriters Laboratories installed and maintained in the facility as prescribed by the manufacturer or the fire authority having jurisdiction.
 - 1. The provider shall ensure that a fire extinguisher is either disposable and has a charge indicator showing green or 'ready' status; or has been serviced annually by a fire extinguisher technician certified by the National Fire Protection Agency, the International Code Council, or Compliance Services and Assessments.
 - 2. If serviced and tagged, the documentation must include date of purchase or the date of recharging, whichever is more recent and the name of the company or organization performing the service, if applicable.
- D. All stairways, hallways, walkways and other routes of evacuation are free from obstacles that prohibit exit in case of emergency.
- E. Each sleeping room has at least one operable window or door that opens onto a street, alley, yard or exit court for emergency exit.
- F. Locks, bars, grilles, grates or similar devices, installed on windows or doors which are used for emergency exit, are equipped with release mechanisms which are operable from the inside without the use of a key or special knowledge or effort.

- G. A floor plan of the setting is available which designates the routes of evacuation, location of firefighting equipment and location of evacuation devices.
- H. The setting has a working non-cellular telephone that is available and accessible to staff and each resident at all times.
- I. Emergency telephone numbers for fire, police and local emergency medical personnel, or 911, as appropriate for the local community, and the address and telephone number of the group home are posted near all telephones in the setting.
- J. Electrical outlet plates are in good condition and cover the receptacle box.
- K. Combustible and/or flammable materials are not stored within three feet of furnaces, heaters or water heaters.
- L. As applicable, each operable fireplace in the setting is protected at all times by a fire screen or metal curtain.
- M. The premises do not have an accumulation of litter, rubbish, or garbage that may be considered a fire hazard.

Level II Fire Safety Requirements

At a minimum, all group home settings with a Fire Risk Profile (FRP) which exceeds 300 shall meet the following:

- A. The setting is in full compliance with the Level I Fire Safety Standards.
- B. The setting is equipped with back-up lighting designed to illuminate a path to safety in case of power failure (independent of in-house electrical power) and that this system is inspected at least annually by the manufacturer or an entity that installs or repairs emergency lighting systems.
- C. The group home setting has one of the following:
 - 1. Sufficient staff on duty to evacuate all residents present at the facility within three minutes; or,
 - 2. An automatic sprinkler system installed according to the applicable standard by reference in A.A.C. R9-1-412 and installed according to NFPA 13, 13R, or 13D and that covers every room in the entire facility. The automatic sprinkler system is inspected at least once every 12 months by the manufacturer or by an entity that installs and repairs automatic sprinkler systems.
- D. The group home setting is equipped with an early warning fire detection system that:
 - 1. Is safety approved.
 - 2. Shall either be hard wired or connected wirelessly, with battery back-up, and shall sound every alarm in the setting when smoke is detected.

3. Is installed in each bedroom, each room, or each hallway adjacent to a bedroom, and each room or each hallway adjacent to a kitchen.
4. Is inspected at least once every 12 months by the manufacturer or by an entity that installs and repairs early warning fire detection systems.

Fire Inspection

At the time of initial or renewal licensure, the group home settings are directed to pass a fire inspection by state or local fire authorities, or an entity authorized by the Department. Any repair or correction stated in a fire inspection report is made or corrected according to the requirements and time in the fire inspection report.

The fire inspection report should document the setting's full compliance with Level I and, as applicable, Level II Fire Safety Requirements. Documentation of the current completed fire inspection report should be maintained in the group home.

Fire Drill Requirements

- A. An evacuation drill including all residents is conducted at least once every six months on each shift; and,
- B. Documentation of an evacuation drill is available for review at the facility for at least two years that includes the date and time, duration (should be completed within three minutes) and a summary of the evacuation drill.
- C. If a member of the group home setting has been identified as having a condition that could cause harm if the member participated in an evacuation drill, then:
 1. The risk shall be identified in the member's ISP and will be reviewed annually.
 2. The provider will not include the member in the drill and will simulate evacuation of the member.
 3. When this condition is identified, the simulation drill may be increased to five minutes.