

**SECTION - EMERGENCIES  
ADMINISTRATIVE DIRECTIVE NO. 306  
(Replaces A.D. No. 306 dated 3/16/06)**

Effective Date: February 8, 2007

**SUBJECT: LIFE SAFETY MANAGEMENT PROGRAM**

**I. PURPOSE**

Coalinga State Hospital (CSH) adheres to a Life Safety Management Program. The program is designed to maintain the conditions required by the Life Safety Code and the State Fire Marshal. It includes various other features of a management program designed to establish and maintain a fire safe environment.

**II. AUTHORITY**

Title 22 Life Safety Code Sections 71609, 73213, 73551, 73609, 71541, and 71543  
State Fire Marshal's codes and regulations

**III. POLICY**

The Life Safety Management Program is designed to protect Individuals, personnel, visitors, and property from fire as well as products of combustion. The Program will also provide for the safe use of buildings and grounds. The Life Safety Code and State Fire Marshal endorse two major objectives: (1) A building must be designed and constructed with the capability of being fire safe and (2) A staff member is present, who is prepared through education and training, to activate the fire safety capabilities of the building.

**A. Elements of the Program Proposed**

1. Construction Projects
2. Statement of Construction
3. Interim Life Safety Measures
4. Fire Protection Systems
5. Hospital firefighting equipment (extinguishers, fire hoses)
6. Facility Fire Services (personnel, procedures)
7. Inspections

8. Surveys (State Fire Marshal, safety, environmental health, accreditation, and licensing)
9. Fire and Life Safety Training (Core Training-Training Standards, and Fire Plan Information Manual)
10. Fire Evacuation Drill Program
11. Fire Safety policies and procedures (furnishings, smoking, alarms, etc.)
12. Vendor contracts and the hospital work order system for service, testing, and maintenance for fire protection devices.
13. Interaction with the Area Specific Health Coordinators' Group
14. Fire/emergency responses

B. Summary

Fire alarm and detection systems are only part of the technology of making buildings fire safe, as is the upgrading of the physical plant. Regardless of the technological advances, people ultimately make the difference in managing a fire or the possibility of a fire. The Life Safety Code requirements have always assumed that a trained staff will be available to assist in preparing the building to withstand the effects of a fire. It is vital that staff members be trained to follow the facility's procedures during a fire or a fire drill and all staff be well informed of evacuation routes.

IV. METHOD

CSH Fire Services Department provides employee training through New Employee Orientation at the beginning of employment. This training includes review of administrative directives that address fire plans, evacuation drills and emergency service response plans. The training also provides emergency procedures for life threatening emergencies. Annual Review Training is given each year to review, refresh and update CSH emergency procedures. Fire Services Department assists and monitors quarterly fire/evacuation drills for all Buildings and areas, inspects fire extinguishers on a monthly basis and maintains service contracts for various types of fire protection equipment.



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