THE READING HOSPITAL SCHOOL OF HEALTH SCIENCES POLICY NO. 382

SUBJECT: Fire Safety – General Information

Responsibility of: TRHSHS Program Directors
Revised: November 2010 Reviewed: 2011

Purpose

To assist students' understand basic fire safety issues.

Fire Safety, General Information

Knowledge of fire safety is essential for all students attending classes and clinical Experiences on the school and hospital campus. TRHMC and TRHSHS are equipped with alarm systems, fire extinguishers, fire doors, and emergency generators.

Information on fire safety and emergency preparedness is presented annually to all students during the mandatory OSHA* training. (*Occupational Safety and Health Administration)

Preparedness for an actual fire is the best policy.

Special Fire Instructions

1. An alarm sounding indicates that there is an emergency within the building.

   RACE

   - **Rescue** people in immediate danger
   - **Alarm**: Pull nearest wall alarm
   - **Contain**: Close windows and doors
   - **Extinguish** small fires at the base of the flames

1. Alarm - If a fire is discovered, follow the normal procedure of notifying the operator (Dial 8222) and pulling the manual alarm. Pulling a manual alarm validates to the fire department that the alarm is real.

2. Contain – Close doors and windows.

3. Extinguish - If possible, use the nearest fire extinguisher and try to put out the fire. Be sure you know the location of the fire extinguishers and how to use them.

4. Evacuate the building. While on TRHSHS campus, leave the building by the closest door and proceed to the upper gated parking lot (closest to the elementary school). Remain on campus until instructed otherwise. Faculty will be taking attendance and it is critical that you are counted in the attendance. Remain outside the building until provided instructions from the fire department that the building is safe to reenter.

Additional detailed instructions and equipment information are available in the TRHSHS Fire Manual.