**TEMPORARY FIRE WATCH PLAN**

A temporary Fire Watch will be implemented to ensure the that fire-safety of the Home is maintained in the event that any component of the Fire Alarm System is impaired by either identified defect or a planned situation causes an increased risk to persons or property. A planned event includes testing of the Fire Alarm System and taking components of the Fire Alarm System “off-line” during renovation and construction activities to minimize false alarms to the FDNY. When the Fire Alarm System or components of the Fire Alarm System are taken off-line, the Fire Alarm System or certain components of the Fire Alarm System will not send a signal directly to the FDNY from the Home’s Fire Alarm System. Being “off-line” reduces the normal level of fire safety features provided when the Fire Alarm System is fully activated. Similarly, should the Home’s Automatic Fire Sprinkler Suppression System be impacted in any way, a temporary Fire Watch will be implemented.

The Temporary Fire Watch Plan provides for designated individuals (persons-in-charge) to initiated two alternate methods of contacting the FDNY in the event a fire; heat or smoke condition is encountered or identified by the call of DR. RED.

**POLICY**

Whenever, for any reason, any component of the Fire Alarm System, Central Monitoring Station System or Automatic Fire Sprinkler Suppression System is disabled, a Fire Watch will be initiated.

**PROCEDURE**

The person initiating the disabling of the Fire Alarm System, Central Monitoring Station System or Automatic Fire Sprinkler Suppression System will make contact with the below listed persons and advise on the nature of the disruption and planned duration of the disruption requiring Fire Watch. The following persons will be notified:

o Administrator – extension \_\_\_

o Director of Environmental Services – extension \_\_\_

o Nursing Supervisor – extension \_\_\_ or Overhead Page

o Reception Desk – extension \_\_\_

The Nursing Supervisor will notify the Nursing Manager on each of the Resident Care Floors and the Director of Nursing of the call for temporary Fire Watch. Documentation of all communications must be created and maintained. The attached chart designates the persons-in-charge during a Fire Emergency Event.

Upon notification of a fire; heat or smoke condition or the call of DR. RED, it is the responsibility of the persons-in-charge to immediately initiate the **direct telephone call** to the **FDNY** at **\_\_\_\_\_\_\_\_\_\_\_\_** and to designate a Staff Member to **activate the Street Pull Box (#\_\_\_\_)** located across the street from the Home at the corner of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. When communicating with the FDNY state your name, the address you are calling for and the emergency. This process is in accordance with the Home’s approved Fire Plan and Fire Response Procedure: A.R.C.E. All aspects of the A.R.C.E. Fire Response procedure are to be followed.

In the event that the Fire Alarm System, Central Monitoring Station System or Automatic Fire Sprinkler Suppression System will be disabled for an extended period of time. The Home may, at the discretion of the Administrator, activate a dedicated Fire Watch Team to perform rounds of the entire facility at a designated frequency with the sole purpose of searching for any indication of fire, heat or smoke conditions in accordance with NFPA 72. Once the Fire Alarm System, Central Monitoring Station System or Automatic Fire Sprinkler Suppression System has been fully restored the temporary Fire Watch will be concluded and standard A.R.C.E. protocols will be followed.

Person-in-Charge Charts (also posted at each Elevator Lobby)

|  |  |  |
| --- | --- | --- |
| FLOOR OR AREA: \_\_\_\_**FLOOR HOURS OF OPERATION** | **PRIMARY** | **SECONDARY** |
| DAY: 8:00 A.M. - 4:00 P.M. | Nurse Manager | Charge Nurse |
| EVENING: 4:00 P.M. - 12:00 MID. | NURSE SUPERVISOR | CHARGE NURSE |
| NIGHT: 12:00 MID. - 8:00 A.M. | NURSE SUPERVISOR | CHARGE NURSE |