UNM HOSPITALS

Applies To: **UNMH**
Responsible Department: Life Safety
Revised: 07.08.16

Title: Interim Life Safety Measures	**Procedure**

Patient Age Group:	(X) N/A	( ) All Ages	( ) Newborns	( ) Pediatric	( ) Adult

DESCRIPTION/OVERVIEW

To assure the safety of all building occupants during periods when the Life Safety Code is not met or during periods of construction in any of the UNMH buildings delivering health care services.

REFERENCES

The Joint Commission, 2016, Life Safety Chapter, LS.01.02.01 EP 1-14

AREAS OF RESPONSIBILITY

The Life Safety Department and the Construction and Planning Department are responsible for ensuring that all construction projects and/or deficiencies affecting Life Safety Systems are evaluated for Interim Life Safety Measures.

PROCEDURE

Whenever a life safety code deficiency exists that cannot be immediately corrected or when construction occurs at UNM Hospitals, the Life Safety Department will complete an ILSM Assessment to determine what, if any, Interim Life Safety Measures are needed based on the impact of said activities. Designated staff may be assigned to conduct periodic inspections of the construction site and document findings on the Construction Site Inspection form or the Project Surveillance Log. Interim Life Safety Measures (ILSM), will be implemented as follows:

1. Provide processes for maintaining clear exits. The hospital will post signage identifying the location of alternate exits to everyone affected as deemed necessary. This includes areas directly affected as well as all other exits. It may be deemed necessary to train affected personnel of designated alternative or temporary exits (before the changes are made). Exits in and near the affected areas must be inspected daily under Hazard Surveillance rounds. Areas under construction must maintain escape routes for construction workers at all times.

2. Provide free access to emergency departments or services and for fire, police and other emergency services. Alternate access must be provided for public and emergency traffic whenever a disruption occurs. Policy and procedures must ensure that roads and pathways are clear of snow, materials, etc.

3. Ensure that the fire alarm detection and suppression systems are in good working order. A temporary but equivalent system/plan must be provided when any fire system is not working. Temporary systems must be inspected and tested each month and appropriate documentation

should accompany each inspection and test. A documented fire watch is acceptable in lieu of a temporary detection/suppression system. An alternate system or plan must be provided any time the primary system is off-line for a period greater than 4 hours. Proper notification must be made to local authorities (fire, police, other) whenever life safety is diminished.

NOTE: If the fire alarm or fire sprinkler systems are disabled for four or more hours in a 24 hour period, a fire watch will be implemented and documented and the fire department must be notified.

4. Temporary construction partitions are smoke tight and constructed from non-combustible materials. Adequate signage shall discourage casual observers from opening or entering the partitions.

5. The Life Safety Department will ensure all existing fire-fighting equipment in all areas of the present facilities are functional and operational. During construction, the contractor shall provide sufficient fire-fighting equipment to cover all areas of new construction and provide additional fire-fighting equipment in all areas being renovated.

6. Smoking is prohibited throughout all UNMH facilities, including all construction areas. Strict enforcement of this policy will occur.

7. In areas where the Life Safety Code is not met or in construction sites, the construction site(s) will be kept clean and orderly. Materials will not be stored in the corridors. The construction crews will remove all waste and debris to reduce the flammable and combustible fire load to the lowest level necessary for daily operations. Construction offices and break areas will be kept clean by the construction crews.

8. Based on the ILSM Assessment, additional documented fire drills may be needed in areas above, below, adjacent to or within major construction project locations The ILSM triggered fire drills will be noted as such and included in the Fire Drill Scheduling Tool, the fire drills will be conducted as 1 additional fire drill per shift per quarter, based on the outcomes of the ILSM assessment. The Safety Department will coordinate any additional fire drills that result from the ILSM assessment. Ensure that the Safety Officer and Safety Department are aware of the need for additional fire drills.

9. Hazard surveillance may be performed by the Life Safety, Construction and Planning, and Safety/Security personnel. Hazard surveillance may also be performed by construction personnel after the designated personnel has been trained on what to look for during Hazard surveillance. Attention is to be given to evacuation routes, construction areas, storage, office/lunch areas, and fuel storage. All welding, brazing, and soldering shall take place only in designated areas where the risk of combustion due to sparks has been minimized. Notification must be given to the Safety Department prior to the start of welding, brazing and soldering to be given a Hot Work Permit.

10. In areas where the Life Safety Code is not met or in construction sites, the hospital will conduct education to promote awareness of building deficiencies, construction hazards and temporary measures implemented to maintain fire safety. Whenever fire zones are

significantly altered, appropriate staff (Safety/Security, Life Safety, Telephone Operators, and the department affected) are trained in regard to new or different life safety measures regarding their changed compartmentalization of the fire zones and any new fire safety measures.

11. In areas where the Life Safety Code is not met or in construction sites, department specific education programs covering affected employees will be conducted to explain interim life safety matters and current life safety deficiencies.

NOTE: The contractor complies with OSHA's Safety and Health Regulations for Construction: Standards-29CFR, Part 1926(Subparts A through Z).

Appropriate measures will be determined, implemented, and monitored based on the established criteria. Those defined, project specific, required Interim Life Safety Measures shall be based on duration, impact, and mutual agreement of construction team members for each project.

Provide a copy of the Interim Life Safety Measures to be implemented to the UNMH Life Safety Director for review by the UNMH Safety Officer.

DEFINITIONS

OSHA – Occupational Safety and Health Administration

SUMMARY OF CHANGES

Replaces Interim Life Safety Measures Procedure, 12/2012

RESOURCES/TRAINING

Resource/Dept	Contact Information
Director, Life Safety Department	505.350.8369

DOCUMENT APPROVAL & TRACKING

Item	Contact	Date	Approval
Owner	Director, Life Safety		
Committee(s)	Safety Committee UNMH PPG		Y
Official Approver	Administrator, Professional and Support Services		
Official Signature	**Michael Chicarelli**	1/30/17	
Effective Date		1/30/17	
Origination Date		12.2012	
Issue Date	UNMH PPG Coordinator	1/31/17	

ATTACHMENTS

1. *Interim Life Safety Measures(ILSM) Evaluation*
2. *UNMH Interim Life Safety Measures Matrix Guide*
3. *ILSM Daily Checklist*

UNMH INTERIM LIFE SAFETY MEASURES (ILSM) EVALUATION

This evaluation/criteria is to be used to analyze/evaluate areas in or adjacent to, construction or areas where Life Safety Code deficiencies have been discovered. A significant answer to one or more of the following questions indicates the need for implementing the appropriate Interim Life Safety Measures. Consideration should also be given to the scope of operations in the affected department or area(s) as well as the acuity of the patients treated or housed in these areas. Refer to the Interim Life Safety Measures Procedure and accompanying Matrix as a guide to help determine which Interim Life Safety Measures may be appropriate given the level of hazard presented by the deficiency.

Project Owner and Project Name:		Project Location:		Start Date:		Duration:	

Criteria	Significant	Non-Significant	Comments
Compromise or alter the integrity of exit access, exit, or exit discharge features			
Compromise the integrity of the building's "defend in place" compartmental features (i.e. fire barriers, smoke barriers, floor slabs, corridor walls). This would include removing a fire or smoke door in an active wall or creating an opening of >10 sq. feet in a slab or barrier in a sprinkled area, or >5 sq. feet in a non-sprinkled area for more than 4 hours in a 24 hour period.			
Impair the building fire alarm, fire detection, or fire suppression systems. Should the building's fire alarm, fire detection or fire suppression system be out of service for more than 4 hours, a fire watch is required.	Fire Alarm System Out of Service: Date(s): _____ Duration: _____ Fire Sprinkler System Out of Service: Date(s): _____ Duration: _____ Other Fire Suppression System Out of Service: Date(s): _____ Duration: _____		
Involve temporary sources of ignition (i.e. cutting/welding/plumbers torch operation), or other operation using flames or producing sparks. If so, a HOT work permit is required.			
Involves the presence of large quantities (more than 64 cubic feet) of combustibles and debris to be left on site.			

NOTE: If one or more criteria are determined to be significant, utilize the ILSM Matrix Guide to help determine what Interim Life Safety Measures will be implemented in the affected areas as appropriate. ILSM Assessment is an ongoing process and shall be performed prior to any scheduled Fire Protection System Shutdown.

Findings: [ ] **ILSM Required** [ ] **ILSM NOT Required**
[ ] **Fire Watch Required** [ ] **Fire Watch NOT Required**

Assessment completed by
(Print name and signature): _____ Date: _____

Accepted/Reviewed by
(Print name and signature): _____ Date: _____

UNMH INTERIM LIFE SAFETY MESURES (ILSM) MATRIX GUIDE

For the encountered Deficiencies, issues, and Conditions, please implement the indicated measures

Project Name:		Project Owner:		Phone Number:		Start Date:	
Project Location:		Contractor:		Phone Number:		Project Duration:	

There are no significant Life Safety Code Deficiencies, or those created as a result of the assessed work. ILSM are NOT required. _____

Life Safety Representative printed name

Signature Date

Interim Life Safety Measures ARE required.

	1. Emergency Forces Notification	2. Posting Signage of alternate exits	3. Implement ILSM Procedure	4. Ensuring Egress (Daily basis of areas affected)	5. Providing temporary but equivalent fire alarm and detection	6. Additional Fire Fighting Equipment	7. Temporary Construction Barriers	8. Increased Hazard Surveillance	9. Controlling Combustible Loading	10. Additional training of Personnel on use of fire-fighting	11. Conducting 1 additional Fire Drill Per Shift	12. Inspects temporary systems monthly	13. Conducting Organizational Training on Life	14. Training to compensate for structural or	15. Emergency Forces Clean Access	16. Prohibit smoking	17. Other:
CODE DEFICIENCIES																	
Patient room door latching problem			X						X							X	
Lacking a code complying smoke or fire barrier			X			X		X	X		X		X	X	X	X	
Fire exit stairs discharge not properly maintained	X		X	X									X	X	X	X	
Excessive travel distance to an approved exit			X	X				X	X		X			X		X	
Lack of two remote exits			X	X				X	X		X			X		X	
Non-conforming building construction type			X			X		X	X				X	X		X	
Improperly protected vertical openings			X					X	X				X	X		X	
Large penetrations in fire barriers			X			X		X	X							X	
Corridor walls do not extend to the structure			X					X	X		X			X		X	
Hazardous areas not properly protected			X					X	X							X	
CONSTRUCTION RELATED ISSUES																	
Blocking off an approved exit		X	X	X					X							X	
Rerouting of traffic to the emergency room	X	X													X	X	
Major renovation of an occupied floor			X	X		X	X	X	X		X					X	
Replacing fire alarm system (out of service)**	X		X		X	X		X	X	X	X	X				X	
Installing a sprinkler system (out of service)**	X		X			X		X	X	X	X					X	
Significantly modifying smoke or fire barrier walls/keeping smoke door open			X				X	X	X		X		X	X		X	
Adding an addition to an existing structure	X		X	X		X	X	X	X		X		X		X	X	
MAINTENANCE AND TESTING																	
Taking a fire alarm system out of service **	X		X			X			X	X						X	
Taking a sprinkler system out of service **	X		X			X			X	X						X	
Disconnecting alarm devices			X					X	X	X	X					X	
Hot Work			X	X		X		X	X							X	

NOTE: Although the items indicated have usual applicability, each ILSM must be examined on a case by case basis.

* Fire/smoke door missing, not closing/latching or penetration >10 sq.ft. in sprinkled area or >5 sq.ft. in an sprinkled area.

** If fire detection or suppression system is to be out for more than 4 hours in a 24 hour period.

Print and Sign to acknowledge that the Life Safety Evaluation found that <u>ILSM are required</u> and shall be implemented per this matrix and documented per ILSM Checklist:

UNMH Life Safety Representative: Name: _____ Signature: _____ Date: _____

Project Owner Responsible: Name: _____ Signature: _____ Date: _____

Contractor Responsible: Name: _____ Signature: _____ Date: _____

UNMH ILSM Daily Checklist

Project Name:		Project Owner:		Phone Number:	505.350.8369	Start Date:	12/31/2016
Project Location:		Contractor:		Phone Number:		Project Duration:	

		Check all items that have been checked off:	Monday			Tuesday			Wednesday			Thursday			Friday			Saturday			Sunday		
			Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A
	1	**Emergency Forces Notification:** Security and Fire Department are notified when Fire Alarm and/or Protection is significantly affected. (Copy of documentation should be attached. This is performed by the Life Safety Department)	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	2	**Posting Signage of Alternative Exits**	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	3	**Implement ILSM Procedure:** See UNMH ILSM Procedure	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	4	**Ensuring Unobstructed Egress:** Daily basis in affected area. Confirm that designated egress path is free and unobstructed by construction material, equipment, or debris.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	5	**Providing temporary but equivalent fire alarm and detection:** where systems are removed or disabled during construction.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	6	**Additional fire extinguishers and equipment are provided on site:** Equipment is functional and tests and inspections are up to date.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	7	**Use temporary construction partitions:** shall be smoke tight, made of non-combustible material or made of limited-combustible material that will not contribute to the development or spread of smoke and fire.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	8	**Hazard surveillance is increased:** with special attention to evacuations, construction areas, and construction storage and field office.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	9	**Storage is minimized:** Housekeeping and debris removal procedures are followed to minimize combustible loading.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	10	**Additional training of personnel on use of fire-fighting equipment.**	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	11	**Fire Drills:** Additional drills are conducted at least twice each quarter per shift per affected building.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	12	**Inspects and tests temporary system monthly:** The completion date of the test is documented. The need for these inspections and tests is based on the criteria in the ILSM Procedure.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	13	**Life Safety education was provided:** to promote awareness of construction hazards and temporary measures implemented to maintain fire safety to the staff in areas affected by an ILSM.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	14	**Notification has been provided to affected hospital staff:** to compensate for impaired structural or compartmental fire safety features when required by the ILSM Procedure.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	15	**Emergency Forces Access:** is maintained to the facility.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
	16	**No smoking in Construction area:** Smoking in the construction site and all UNMH Property and leased facilities is prohibited and the smoking policy is being followed.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		Date/Time:																					
		Inspected by:																					

NOTE: A (√) in the first column determines what is to be completed in accordance with the Interim Life Safety Measures Matrix when required by ILSM Assessment

Comments: _____

_____

_____