

## NURSING HOME FIRE SAFETY DOCUMENTATION

At each fire inspection, the Fire Inspector will ask for:

**# of Certified Beds & the actual census on the inspection date.**

1. **Current building floor plan**
2. **Emergency fire evacuation plan**  
Date of last review/update
3. **Smoking regulations/policy**  
Smoke free building signs
4. **Fire drill records**  
Quarterly on each shift  
Drills held at varying times
5. **4/24 Out-of-service policies**  
Fire alarm system  
Fire sprinkler system  
SFM Fire Inspector contact info
6. **Fire alarm system**  
Monthly test dates  
Monthly D.A.C.T. test & dates  
Annual vendor inspection date  
NFPA 72 inspection form or equal
7. **Smoke detector sensitivity testing**  
Must show the sensitivity range,  
and the actual tested sensitivity  
for each smoke detector, and test  
date(s)
8. **Resident room smoke detectors**  
Tested weekly/monthly per the  
manufacturers instructions.
9. **Fire sprinkler system**  
Quarterly test (in house)  
Annual vendor test date  
NFPA 25 form (s)  
Water supply source  
Fire Pump testing - weekly/annual
10. **Range hood system inspection**  
Semi-annual inspection dates  
System activates fire alarm system
11. **Fire extinguishers**  
Monthly in-house inspection date  
Annual vendor service date  
6 yr, maintenance date  
12 yr. hydrostatic test date
12. **Generator**  
Weekly visual  
Monthly 30 minute load test
13. **Battery emergency light testing**  
Monthly 30 second test  
Annual 90 minute test
14. **Smoke/fire dampers**  
4 year test dates
15. **Flame spread documentation**  
Wall, ceiling & floor finishes  
Drapes, cubicle curtains  
Decorations
16. **Upholstered furniture flammability**  
California Tech. Bulletin 133 or 117  
NFPA 266, Upholstered Furniture

**Note:** Documentation for numbers 15 & 16 must be kept on file for the life of the items or material.

All other documentation shall be kept at least two years, or longer when 4, 6, & 12 year intervals apply.

**ANNUAL TEST DATES SHOULD NOT BE MORE THAN 365 DAYS APART.**