

FIRE PREVENTION AND FIRE EXTINGUISHER TRAINING

Fire Prevention Tips

- Routinely inspect electrical equipment and appliances to ensure proper function.
- Inspect electrical wires, electrical switches, cords, and outlets to ensure that they are in good working order.
- Clean dryer lint catchers in between every load.
- Have fire extinguishers available throughout the practice and make sure that they are inspected/ charged annually.
- Make sure all smoke alarms are functional by testing them monthly. Change the batteries in the alarms twice yearly.
- Clear debris (especially paper) from the practice to reduce clutter.
- Do not store flammable materials, including compressed gasses, near a heat source
- Service the HVAC system (including intake air filters) annually.
- Keep the practice clean to avoid dust build up in the HVAC system.
- Create defensible space around the practice by clearing excess foliage, removing debris and flammable materials.
- Utilize surge protectors and make sure that electrical outlets have Ground Fault Circuit Interrupters (GFCIs) installed.
- Do not plug too many electrical devices or appliances into an outlet.

Responding to a Fire

1. SOUND THE FIRE ALARM and call the fire department, if appropriate.
2. IDENTIFY A SAFE EVACUATION PATH before approaching the fire.
 - Do not allow the fire, heat, or smoke to come between you and your evacuation path.
3. SELECT the appropriate type of fire extinguisher.
4. DISCHARGE the extinguisher within its effective range using the P.A.S.S. technique (pull, aim, squeeze, sweep).
5. BACK AWAY from an extinguished fire in case it flames up again.
6. EVACUATE IMMEDIATELY if the extinguisher is empty and the fire is not out.
7. EVACUATE IMMEDIATELY if the fire progresses beyond the incipient stage.

Fire Extinguishers

Two functions:

1. To control or extinguish small or incipient stage fires and,
2. To protect evacuation routes that a fire may block directly or indirectly with smoke or burning/smoldering materials.
- 3.

"Incipient stage fire" means a fire which is in the initial or beginning stage and which can be controlled or extinguished by portable fire extinguishers, Class II standpipe or small hose systems without the need for protective clothing or breathing apparatus.

"PASS" to Extinguish Small Fires

1. **"P"ULL...** Pull the pin. This will also break the tamper seal.
2. **"A"IM...** Aim low, pointing the extinguisher nozzle (or its horn or hose) at the base of the fire.
3. **"S"QUEEZE...** Squeeze the handle to release the extinguishing agent.
4. **"S"WEEP...** Sweep from side to side at the base of the fire until it appears to be out. Watch the area. If the fire re-ignites, repeat steps 2 - 4.

Note: Do not touch the plastic discharge horn on CO2 extinguishers, it gets very cold and may damage skin.

If you have the slightest doubt about your ability to fight a fire, EVACUATE IMMEDIATELY!

FIRE PREVENTION AND FIRE EXTINGUISHER SAFETY QUESTIONS

Who on staff is designated and trained to use a fire extinguisher?

What is the "PASS" technique?

What is our practice's fire response procedure?

Where is our emergency meeting location outside? Where is our alternate location?

What is our practice fire inspection routine and schedule?

Who can staff report fire hazards to?

What is our practice method for sounding an alarm or alerting people to evacuate the building?

ADDITIONAL TRAINING RESOURCES

OSHA Evacuation Plan Resources: <https://www.osha.gov/SLTC/etools/evacuation/portable.html>

OSHA Fire Safety Topics: <https://www.osha.gov/SLTC/firesafety/>

Fire Extinguisher Safety Quizzes: https://www.osha.gov/SLTC/etools/evacuation/portable_test.html
<http://www.femalifesafety.org/fire-extinguisher-quiz.html>