**LIFE SAFETY CODE INSPECTION REPORT FOR HOSPITALS**

Name of Facility: ____________________________________________  License Number: ________

Address: ____________________________________________  City: _______________________

**INSTRUCTIONS**

I. Please mark EITHER the yes or the no box for each numbered item. Any item marked "no" represents a deficiency.

II. Please provide an explanation for any item marked "no" in the comment area for that section. Additional comments may be recorded in the comment section at the end of the form.

III. Please sign and date the form on the last page. The form can be signed by the fire marshall, risk management, or maintenance supervisor.

IV. Please complete for the main campus and each additional site under the hospital.

<table>
<thead>
<tr>
<th>A. GENERAL</th>
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<tbody>
<tr>
<td>1. Grounds are free of trash and weeds?</td>
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<tr>
<td>2. Outbuildings and storage structures are separated from the facility?</td>
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<tr>
<td>3. Stored combustibles located in an electrical room are 30 feet from electrical equipment?</td>
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Comments: 

<table>
<thead>
<tr>
<th>B. EXIT SYSTEMS</th>
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<tbody>
<tr>
<td>1. Stairwells and exit corridors are not obstructed?</td>
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<tr>
<td>2. Doors equipped with closure devices are not blocked open?</td>
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<tr>
<td>3. Latching hardware, panic bars, and closure devices on corridor and exit doors are in good working condition?</td>
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<tr>
<td>4. Doors to patient rooms are of substantial construction and remain in their frames when closed and doors are not obstructed or blocked open?</td>
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</tbody>
</table>

Comments: 

License Number: ______________
### C. FIRE PROTECTION

1. Automatic sprinkler systems are operational and have been inspected annually and maintained?  
   - Yes ☐  No ☐

2. The fire and smoke alarm systems have been inspected annually and maintained?  
   - Yes ☐  No ☐

3. Portable fire extinguishers are available in adequate numbers and have been inspected annually and maintained?  
   - Yes ☐  No ☐

4. Kitchen grill and deep fryers are protected by a fire suppression system and venthood?  
   - Yes ☐  No ☐

Comments:

### D. FIRE PROTECTION PLAN

1. The facility has a current fire protection plan that is available to all personnel?  
   - Yes ☐  No ☐

2. Fire evacuation plans are posted in prominent locations throughout the building?  
   - Yes ☐  No ☐

3. Fire drills have been conducted quarterly on each shift at irregular intervals to familiarize employees on all shifts with their responsibilities?  
   - Yes ☐  No ☐

4. Smoking policies have been adopted and are followed?  
   - Yes ☐  No ☐

Comments:

### E. EMERGENCY POWER, LIGHTS, AND ELECTRICAL

1. The emergency generator is operational and has been maintained?  
   - Yes ☐  No ☐

2. Emergency exit and corridor lights are operational?  
   - Yes ☐  No ☐

3. Space heaters are not in use in patient areas?  
   - Yes ☐  No ☐

4. Extension cords are not in use?  
   - Yes ☐  No ☐

5. Do exit signs illuminate?  
   - Yes ☐  No ☐

Comments:
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### F. HAZARDOUS STORAGE

1. Combustible materials are properly maintained in appropriate storage areas?  □ Yes □ No
2. Are boiler rooms, bulk laundries, paint shops, soiled linen rooms and trash collection rooms protected by one hour enclosure or sprinkler system?  □ Yes □ No

Comments:

### G. NEW CONSTRUCTION AND RENOVATION

1. Any construction or renovation projects completed in the last year have been approved by the Department and appropriate state and local authorities?  □ Yes □ No
2. Is any renovation or construction being done at the time of this inspection? Please comment.  □ Yes □ No
3. In storage areas, are all penetrations sealed?  □ Yes □ No
4. Are any ceiling tiles missing?  □ Yes □ No

Comments:

### H. COMPLIANCE WITH STATE AND LOCAL CODE

1. The facility is compliant with State and local building and fire codes?  □ Yes □ No

Comments:

Additional Comments:

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Signature of Fire Marshall or person filling out form  
Title  
Date
**HOSPITAL FIRE DRILL CALENDAR**

**INSTRUCTIONS**

List the date, time, and location of every fire drill conducted during the past licensure year for the named hospital.

**NOTE:** One fire drill per shift per quarter is required. If additional space is required, attach extra sheets.

<table>
<thead>
<tr>
<th>License Number:_____________</th>
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<tbody>
<tr>
<td>NAME OF FACILITY (DBA):__________________________________________________________</td>
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<td>Address:__________________________________________________________</td>
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<table>
<thead>
<tr>
<th>Date</th>
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