UNIVERSITY OF TOLEDO

SUBJECT: TESTING OF FIRE ALARM AND FIRE SUPPRESSION   Procedure No: LS-08-006
                     SYSTEMS IN PATIENT CARE AREAS AND RESIDENCE HALLS

PROCEDURE

The fire alarm and fire suppression systems in patient care areas of the campus shall be tested in accordance with the Joint Commission Standard. The checking of fire alarm and fire suppression systems in residence halls on the Main Campus will follow established UT protocols.

PURPOSE OF PROCEDURE

To ensure that the fire suppression and fire alarm systems in patient care areas and residence halls of the University of Toledo are tested regularly.

PROCEDURE

The Facilities Maintenance Department is responsible for the performance of testing smoke detectors, pull stations, flow switches, heat alarms and sprinkler heads.

Notification reminders advising of the need for testing will be generated by the Facilities Maintenance Department.

The fire alarm and fire suppression systems in patient care areas will be tested in accordance with the guidelines established by the Joint Commission, as outlined in Life Safety regulations.

Residence halls on the Main Campus will be inspected/tested annually. Newer systems in some of the residence halls send an automatic electronic notification when a problem arises (they are "self-policing"). Older systems in residence halls are also inspected/tested annually.

After testing is completed in a patient care area or residence hall, the Facilities Maintenance technician completing the testing will document in writing that testing has been done.

Documentation records will be kept in the Facilities Maintenance offices.