

## QUARTERLY FIRE DRILLS

### 2023 FIRE DRILL SCHEDULE\*

Date	Time	Door	Day of Week
<b>1<sup>st</sup> Quarter</b>			
January 28	1:00 p.m.	A	Saturday (Day)
February 16	3:00 a.m.	C	Thursday (Night)
March 19	7:45 p.m.	B	Sunday (Evening)
<b>2<sup>nd</sup> Quarter</b>			
April 5	8:00 p.m.	C	Wednesday (Evening)
May 22	2:30 a.m.	A	Monday (Night)
June 17	9:00 a.m.	B	Saturday (Day)
<b>3<sup>rd</sup> Quarter</b>			
July 7	8:30 p.m.	B	Friday (Evening)
August 20	10:30 a.m.	A	Sunday (Day)
September 12	3:30 a.m.	C	Tuesday (Night)
<b>4<sup>th</sup> Quarter</b>			
October 12	7:45 p.m.	A	Thursday (Evening)
November 15	1:00 a.m.	B	Wednesday (Night)
December 23	12:45 p.m.	C	Saturday (Day)

**\*\*\*Disaster Drill is due in April & November each year (may flex)\*\*\*  
(2 Drills or 1 Drill and 1 Table-top)**

Fire drills must be conducted once each shift per quarter!

Keep in the front of all Fire Drill Manuals located in each home.

Unless otherwise noted, Door A = front door, B= back door, & C= alternate doors

D = Day shift, E = Evening shift, N = Night shift a=a.m., p=p.m.

**\* Note – you must pay close attention to ensure that the schedule listed above covers all your shifts. You must have one fire drill, per shift, per quarter. This schedule assumes that most shifts are 8a-4p, 4p-12a and 12a-8a. Adjust it accordingly although this schedule may still cover other shift configurations.**

# QUARTERLY FIRE DRILLS

## Fire Drill Review

### **First/Second Quarter:**

<b>Hours</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
D						
E						
N						

Was first quarterly fire drills completed as scheduled:    \_\_\_ Yes \_\_\_ No    QMRP Initials: \_\_\_\_\_

Was second quarterly fire drills completed as scheduled:    \_\_\_ Yes \_\_\_ No    QMRP Initials: \_\_\_\_\_

### **Third/Fourth Quarter:**

<b>Hours</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
D						
E						
N						

Was third quarterly fire drills completed as scheduled:    \_\_\_ Yes \_\_\_ No    QIDP Initials: \_\_\_\_\_

Was fourth quarterly fire drills completed as scheduled:    \_\_\_ Yes \_\_\_ No    QIDP Initials: \_\_\_\_\_

## Additional Fire Drill Rules

### **Sprinkled Home:**

Standard still applies – one per shift, per quarter

New staff must have a fire drill within 10 days of starting work (hire date is best day to do this drill)

While not required, new clients should have a fire drill to help the IDTeam determine abilities in dealing with a potential fire.

### **Non-Sprinkled Home:**

Standard still applies – one per shift, per quarter

New staff must have a fire drill within 10 days of starting work (hire date is best day to do this drill)

New clients must have fire drills as follows:

1. One 30 minutes after sleep
2. One 3 hours after sleep
3. One during the day
4. One during the evening

Must be done within 10 days of admission

Scores must be updated upon completion of the fire drills and an updated copy placed in the fire drill book.