

# Fire Drill Evaluation Form

Point of Origin



Date: \_\_\_/\_\_\_/\_\_\_ Shift:  1st  2nd  3rd Time: \_\_\_:\_\_\_  Pavilion  Tower  Scheduled Quarterly Drill  ILSM

Location: \_\_\_\_\_ Floor: \_\_\_\_\_ Pull Station #: \_\_\_\_\_

Type of Fire Simulated: \_\_\_\_\_ Unannounced Drill? Y N

Section 1 – Immediate Staff Response	Competently Performed	Points Scored
<b>R-Rescue</b> Removed persons from immediate danger (Simulated) (5pts.)	Y N	
<b>A-Alarm</b> Notified PBX, dialed “711” & gave correct location/type of fire (5pts.)	Y N	
<b>A-Alarm</b> Pulled Fire Alarm (5pts.)	Y N	
<b>C-Contain</b> Closed doors & windows (5pts.)	Y N	
<b>E-Extinguish</b> Staff can demonstrate the fire extinguishing technique “P.A.S.S.” (10pts.)	Y N	
Were all fire doors in the area closed and latched, including patient room doors (5pts.)	Y N	
Were the fire exit corridors cleared (equipment to one side) in the drill area? (5pts.)	Y N	
Employees acted as a team (10 pts.)	Y N	
<b>Sub Section Total</b> (50 pts possible)		

Section 2 – Staff Knowledge	Competently Performed	Points Scored
Does staff know location of fire exits in the drill area? (5 pts.)	Y N	
Does staff know the location of Pull Stations & Fire Extinguishers in the drill area? (5 pts.)	Y N	
Does the staff know where the adjacent smoke compartments were in the drill area? (5 pts.)	Y N	
Staff can demonstrate knowledge of medical gas shut-off procedures (5 pts.)	Y N	
Does staff know the proper way to evacuate patients (5 pts.)	Y N	
<b>Sub Section Total</b> (25 pts possible)		

<b>Department Scoring Grid</b> <input type="checkbox"/> 70 – 75 points = Excellent <input type="checkbox"/> 50 – 55 points = Department In-service required <input type="checkbox"/> 60 – 65 points = Acceptable <input type="checkbox"/> <50 points = Department In-service & Re-Drill	<b>Department Score</b> Add Sections 1&2 (75 pts possible)
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Section 3 – Fire Alarm Equipment & Emergency Response Performance	Competently Performed	Points Scored
“CODE RED and Correct Location” Paged three times (5 pts.)	Y N	
Were fire alarm devices functioning properly in drill area? (chimes, strobes etc) (5 pts.)	Y N	
Automatic Fire Doors closed and latched in drill area (5 pts.)	Y N	
Four Responders on scene within two minutes of alarm sounding (5 pts.) Time: ___:___	Y N	
At least four (4) fire extinguishers brought to the scene of the fire (5 pts.)	Y N	
<b>Sub Section Total</b> (25 pts possible)		
<b>Overall Drill Total</b> (Sections 1,2,3) (100 pts possible)		

Department Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Official Conducting Drill: \_\_\_\_\_ Title: \_\_\_\_\_

