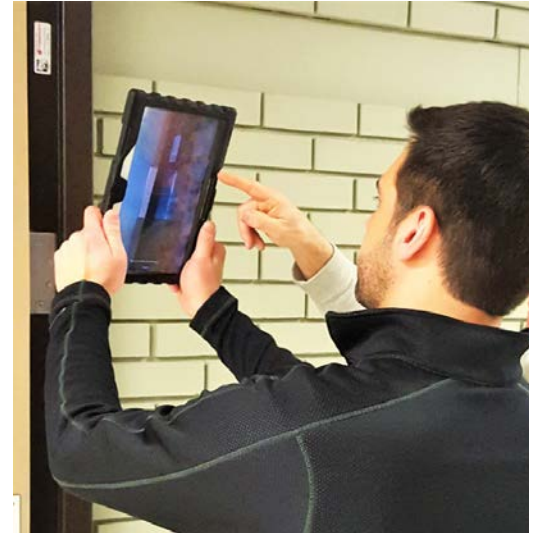


On-site Life Safety Director Services Solutions (CLSS-HC Certified)

The business, scope of responsibilities, and expectations of Facility Directors continue to escalate in healthcare settings. Exploited in this escalation is life safety compliance and the associated risk of losing or damaging CMS funding. Fire Door Solutions is now offering Life Safety Director Services; an expert Life Safety Professional placed on-site, who is responsible for leading all things life safety for the hospital or set of clinics. This person performs a critical 'assist' function to the Facility Manager and can save money spent on disparate life safety inspections/repairs, and mitigate the risk to CMS funding for the hospital.

Our Life Safety Expert Professional job duties include and are not limited to the following responsibilities.



- Maintain in good standing a CLSS – HC accreditation, (Certified Life Safety Specialist for Health Care).
- Plan, coordinate, execute, and report out the completion of work associated with the Life Safety Assessment Table of Deficiencies to get the client into full compliance, and to work within the client constraints for capital and the budget available to execute such compliance activities.
- Evaluate compliance of the facility with the NFPA 101 Life Safety Code (the "LSC"), and referenced standards, by conducting assessments, evaluations, and reviews of the entire facility. All rooms, areas, spaces, exit enclosures, and corridors will be inspected on a routine basis. Hidden spaces above ceilings, in pipe chases, mechanical shafts with access points will be inspected on a routine basis.
- Record results of routine inspections, and advise supervisor of areas not in compliance. Create work orders on organization's work order system for repairs needed. Follow up on work order close out/complete of repair.
- Create "Requests for Proposals" where required for the organization when seeking contracts for testing and inspection of features of fire-safety. Supervise contracts with vendors who perform testing and inspection activities on features of fire-safety.
- Review testing and inspection reports of features of fire-safety for each facility to determine testing and inspection activities comply with the requirements of the LSC.
- Provide training and instruction for organization's staff who perform testing and inspection activities on features of fire-safety.
- Maintain manual(s) of testing and inspection reports on features of fire-safety, and other relevant documentation for each facility in a safe, secure location, and train other individuals in the facilities department on how to access the reports in the event the Life Safety Manager is not present. [See Appendix A-1 for list of features of fire-safety.]
- Prepare reports to facility Safety Committee on areas of non-compliance with the LSC in the facility. Attend Safety Committee meetings and deliver reports on LSC compliance on a routine basis.

- Supervise the timely and accurate monthly inspections and annual maintenance of portable fire extinguishers. Ensure records of each activity are safety maintained.
- Research code requirements to determine compliance, at the request of the supervisor. Act as a resource on compliance with the LSC to other individuals in the organization.
- When responses are required by an external agency, prepare a draft for the supervisor's review.
- Create and maintain facility's fire safety plan, which includes plans for evacuation and relocation.
- Create and maintain facility's above ceiling permit policy and system, which includes interaction with infection control.
- Create and maintain facility's policies and management plans for fire protection and life safety systems or procedures within the facility.
- Create and/or maintain the status of the organization's Interim Life Safety Measures (the "ILSM") policy.
- Administer the ILSM process by training others to prepare risk assessments as needed for compensating measures to identified features of Life Safety that are impaired and cannot be immediately resolved.
- Coordinate with Safety Committee, Construction Departments, and Infection Control to develop and maintain ICRA and PICRA documentation for all renovation and construction projects.
- Conduct routine ILSM inspections in accordance with the organization's ILSM policy, in construction areas and other areas where ILSM measures have been implemented. Provide staff training where required by the ILSM policy regarding compensating measures that were implemented.
- Conduct routine fire drills at the rate of one drill per shift per quarter for all facilities classified as healthcare occupancy or ambulatory health care occupancy, and conducts routine fire drills at the rate of one drill per shift per year for all facilities classified as business occupancies.
- Schedule fire drills, create the scenario for each fire drill, create written critique of fire drills, and prepare after-action reports for Safety Committee's review.
- Conduct additional fire drills for ILSM purposes, as directed by the organization's ILSM policy.
- Work with organization's designee to assist with creating, maintaining, and upgrading each facility's Life Safety drawings at least annually. Report to organization's designee when LS drawings are discovered to be inaccurate, and/or needing corrective action.
- Assist the organization in maintaining a current and up-to-date library of applicable code and standard books, either in paper format or electronic format.
- Assist supervisor in developing an annual expense budget and capital budget for the needs of features of fire-safety for each facility. Responsible for providing information and explanations regarding variances in Life Safety services and costs.
- Assist organization on projects related to features of fire-safety, as assigned by supervisor and may include reviewing design drawings for renovations or new construction of systems or spaces.
- Attend regular staff meetings of the facilities department and participates in problem solving and discussions of system and project related issues.
- Accompany accreditation surveyors, state and local authorities, and insurance inspectors during any of the facility's surveys or inspections.
- Remain current on new technology, methodology and equipment.
- Hold onsite quarterly meetings with designated staff member to review service performance and statistical measurements of improvement relating to Life Safety Compliance costs savings and risk management.