



EMERGENCY EXIT ROUTES PROTOCOL

GUIDING PRINCIPLE

We are committed to a culture of recovery throughout our systems of care, in our interactions with one another, and with those persons and families who trust us with their care.

OVERVIEW

The Department of Mental Health and Substance Abuse (DMHSA) works to ensure exit routes are available, identifiable, and usable in the event of a fire, earthquake, or other natural disaster.

STANDARDS OF CARE

DMHSA ensures there are emergency exit routes throughout the facility. It is the responsibility of the safety officer and facility operations personnel to ensure exit routes meet Federal, local, and Department standards, including Occupational Safety and Health Administration (OSHA) standards.

PROTOCOL

- Emergency exit routes shall be utilized when an immediate evacuation of the facility is required.
- Exit routes shall be maintained during construction, repairs or alterations.
- Exit routes shall be permanent parts of the workplace/facility.

Location:

- The Department has eight (8) emergency exit doors.
 - Exit #7 and exit #8 are located on the first (1st) floor.
 - Exit #1, #2, #3, #4, #5, and #6 are located on the second (2nd) floor.
 - Exit #4 and exit #6 are located on the third (3rd) floor)
- Emergency exits are located as far away from one another, as practical, in case one is blocked by fire, smoke or obstruction.
- Exit routes shall be arranged so employees will not have to travel toward a high-hazard area (i.e., facility operations office) unless the path of travel is effectively shielded from the high-hazard area.

Physical Requirements of Exit Routes/Doors/Signs:

Route:

- Exits are separated from the workplace by fire-resistant materials.
 - This material has a one (1) hour fire-resistance rating if the exit connects three (3) or fewer stories; and

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- A two (2) hour fire-resistance rating if the exit connects more than three (3) floors.
- Exit routes shall have adequate lighting for employees with normal vision.
- Exit routes shall support the maximum permitted occupant load for each floor served, and the capacity of an exit route does not decrease in the direction of exit route travel to the exit door.
- Exit routes shall have ceilings at least seven feet, six inches (7' 6") high.
- An exit route must be at least twenty-eight inches (28") wide at all points.
 - Objects that project into the exit route shall not reduce the width.

Doors:

- Exits are protected by self-closing, approved fire doors that remain closed or automatically close in an emergency.
- Exit route doors shall be free of devices or alarms that could restrict use of the exit route if the device or alarm fails.
- Exit doors shall lead directly outside or to a street, walkway, refuge area, public way or open space with access to the outside.
 - The street, walkway, refuge area, public way or open space to which an exit door leads must be large enough to accommodate the building occupants likely to use the exit route.
- Exit routes that are connected to rooms are done so only by side-hinged doors, which swing out in the direction of travel.
 - This type of route exists only if the room can be occupied by more than fifty (50) people

Signs:

- "EXIT" signs shall be installed using legible letters. These signs shall be illuminated with electrical and battery back-up power source.
- Signs shall be posted along the exit route indicating the direction of travel to the nearest exit and exit door if that direction is not immediately apparent.

Unacceptable Exit Routes:

- Exit route doors shall be free of decorations or signs that obscure the visibility of exit route doors.
- Exit routes shall be free of explosives or highly flammable furnishings.

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- Exit routes shall be free and unobstructed by materials, equipment, locked doors or dead-end corridors.

Manually Locked Doors (i.e. Inpatient Unit Doors):

- Any manually locked doors shall be unlocked during emergency evacuations.
- Keys for manually locked exit doors shall be easily identifiable and readily available in the case of an emergency evacuation.
- All staff working in an area where there are manually locked doors shall know where the keys are located.
- In the case of an emergency evacuation, the doors shall be unlocked and left unlocked until it is safe to return to the building.

Identification of Exit Routes:

- The emergency evacuation map identifies the emergency exit routes.
- The line-of-sight to exit signs shall always be clearly visible.
- Doors or passages along an exit route that could be mistaken for an exit shall be marked with a sign that reads "Not an Exit" or with a sign identifying its use (such as "Closet").

REFERENCES

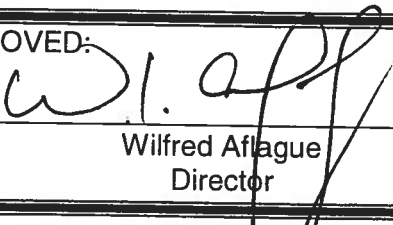
- TJC EC.02.01.01
- TJC LS.03.01.20
- OSHA 1910.34, 1910.35, 1910.36, 1910.37

SUPERSEDES

- Emergency Exit Routes; 10.01.105; 2010

FORMS

- Evacuation Map; 2008

APPROVED:  _____ Wilfred Aflague Director	Date: <u>6/29/12</u>
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