



How to Prepare for Your Next  
TJC Survey!!  
Session 3  
Presented by Cathy Montgomery, RN

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TJC Survey Solutions  
Facilities & Environment



NFPA 101 2000 edition "Life Safety Code"  
&  
NFPA 99 Health Care Facilities

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TJC Survey Solutions  
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Categorical Waiver

- ▶ Not connected to a survey
- ▶ You must document your intention
  - Board
  - Policy & Procedure
- ▶ Announce to TJC or CMS your election when they arrive



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## TJC Survey Solutions Facilities & Environment

### Conventional Waiver

- ▶ Connected to a survey
- ▶ Citation = POC
- ▶ Request from facility to CMS



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## TJC Survey Solutions Facilities & Environment

- ▶ Construction plans
- ▶ Location of fire rating of the building
- ▶ Total square footage of the facility
- ▶ Your tenet space within the building
- ▶ Electrical plans
- ▶ Fire sprinkler plans and maintenance records
- ▶ Fire alarm plans and maintenance records
- ▶ Anesthesia equipment installation and maintenance records

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## TJC Survey Solutions Facilities & Environment

### Emergency Evacuation Plan

- ▶ When you are going to evacuate patients and staff
- ▶ What & How will you do this
- ▶ Who will do each job
- ▶ Where will everyone go
- ▶ What are you going to do when you get there
- ▶ Records of quarterly drills
- ▶ Lab maintenance records
- ▶ Be prepared to demo all back-up power systems

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## TJC Survey Solutions Facilities & Environment

› Certificate of Occupancy



› Inspection by local or state fire control agency

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## TJC Survey Solutions Facilities & Environment

### Fire Extinguishers

Inspected by a vendor annually

› During inspection, the tamper seal of rechargeable fire extinguishers must be removed, maintenance performed, and new tamper seal installed.



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## TJC Survey Solutions Facilities & Environment

### Fire Extinguishers

Inspected by staff every 30 days

- › No obstructions to access or visibility
- › Operating Instructions on nameplate legible and facing outward
- › Safety seals and tamper indicators are not broken or missing
- › Fullness verified
- › Look for leakage, corrosion, damage, clogged nozzle
- › Condition of tires, wheels, carriage, hose good



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## TJC Survey Solutions Facilities & Environment Fire Extinguishers

### Type/Locations

- › Minimum rated 2-A (look at your label)
- › Max floor area per unit = 11,250 square feet
- › Travel distance to nearest unit = 75 feet
- › Not hidden or obstructed
- › Wheeled unit, hanger, brackets, cabinets
- › Must be at least 4 inches from floor
- › If 40 lbs. or less = top not more than 60 inches above floor
- › If greater than 40 lbs. = top more than 42 inches above the floor




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## TJC Survey Solutions Facilities & Environment

### Exit Signs



### Locations/Functions

- › Illuminated signs at every exit, including exits from each floor or hall (emergency power capabilities)
- › Upper Case letters 6 inches high, 3/4 inch width letters (E, X, T = 2 inches wide)
- › Directional indicator distinguishable at 40 feet
- › Not hidden or obstructed
- › Check for illumination every 30 days

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## TJC Survey Solutions Facilities & Environment

### Emergency Lighting



- › Emergency lighting of the exit pathway is tested for a period of at least 30 seconds every 30 days. Battery-powered (alternate source) lighting equipment designed and installed to be self-diagnosing requires only visual inspection of the diagnostic status on the 30-day schedule. Battery-powered (alternate source) systems and/or fixtures are tested annually for a minimum duration of 90 minutes. Equipment failing any required test is repaired or replaced immediately. Written records of inspections, tests, and maintenance are kept.

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Pull Stations



- ▶ Every required exit must have a manual pull fire alarm device inside the facility within 5 feet of the exit opening.

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Pull Stations



- ▶ Pull stations are mounted between 42 inches and 54 inches above floor level. Additional pull stations are provided to make the distance to reach one on the same floor a maximum of 200 feet.

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Down Time



- ▶ Required policy
- ▶ Occurs at 4 hours
- ▶ Evacuate OR Fire Watch Program

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## TJC Survey Solutions Facilities & Environment

### Receptacles

- ▶ Adequate receptacles are provided and are located to avoid the need for extension cords or multiple outlet adapters.



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## TJC Survey Solutions Facilities & Environment

### Receptacles

- ▶ Power strips may not be used as a substitute for adequate electrical outlets in a facility. Power strips may be used for a computer, monitor, and printer. Power strips are not designed to be used with medical devices in patient care areas. Overload on any circuit can potentially cause overheating and fire. Power strips may not be connected to each other (daisy chained) to extend their length.

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## TJC Survey Solutions Facilities & Environment

### Receptacles

Grip Tension



Polarity Check



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### TJC Survey Solutions Facilities & Environment Generators



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### TJC Survey Solutions Facilities & Environment Generators

- › **Categorical Waiver for diesel-powered**
  - 8-30-13
  - 1.5 hour vs 2 hour
- › **Checks are weekly, monthly, annually**
- › **Emergency lighting**



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### TJC Survey Solutions Facilities & Environment

#### Doors

- › **Must be fire rated**
- › **Must close and latch automatically**



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### TJC Survey Solutions Facilities & Environment

Remember this general rule:

- ▶ If a door requires an automatic closure, i.e. doors to hazardous areas, vertical openings, exit enclosures, smoke barrier partitions etc., only magnetic hold open devices can be used to hold door open.
- ▶ If the door does not require an automatic door closure, i.e. patient sleeping room, door to corridor, the door can be held open with a friction device.
- ▶ **At no time can any door be held open with the infamous wooden fusible link you call a wooden wedge.**

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### TJC Survey Solutions Facilities & Environment

#### Walls

- ▶ The facility is separated from adjacent occupancies/facilities by walls of 1-hour fire-resistive construction.

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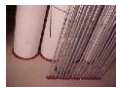
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### TJC Survey Solutions Facilities & Environment

#### Walls (Ceilings)



- ▶ Pipes, conduits, bus ducts, cables, wires, air ducts, HVAC ducts, and similar building service equipment that pass through fire-rated barriers are protected.

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Facilities

- ▶ Adequate facilities
- ▶ Drapes
- ▶ Air fresheners
- ▶ Space heaters/fans

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Facilities

Locations/Functions

- ▶ Buildings **not** provided with an approved automatic sprinkler system provide at least one accessible area of refuge or one accessible exit providing an accessible route to an exit discharge for the floor level of the facility.

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## TJC Survey Solutions Facilities & Environment

### Facilities

#### Location/Function

- ▶ Patient parking clearly marked
- ▶ Accommodate disabled
- ▶ No smoking
- ▶ Proper humidity



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## TJC Survey Solutions Facilities & Environment



**Gas  
Cylinders**

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**TJC Survey Solutions  
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Gas Cylinders Storage**

- ▶ No Smoking Signage
- ▶ No unrelated materials in same room
- ▶ Separate full from empty
- ▶ Use in order of delivery



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**TJC Survey Solutions  
Facilities & Environment  
Drills  
General Rules**

- ▶ Quarterly Fire PLUS other Emergencies as Indicated
- ▶ Varying times & simulate fire/smoke conditions
- ▶ Simulated movement of patients to another smoke compartment
- ▶ Transmission of the fire alarm signal to the monitoring company
- ▶ Annually CPR
- ▶ Written evaluations of the drill

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## TJC Survey Solutions Facilities & Environment

### Drills General Rules



Does the scope of your practice  
Require **Infant** CPR???????

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## TJC Survey Solutions Facilities & Environment

### Drill Preparation

- › Train staff in the use of code phrases
- › Pick a staff person to assist you by being the victim
- › Call the Monitoring Company and/or the Fire Department
- › Ensure you have the tools needed to reset the alarm

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## TJC Survey Solutions Facilities & Environment

### Drill Execution

- › Use a sign, flashing light, or other indicator at the location of the "fire"
- › Locate the "victim"
- › Wait for staff to discover the "fire"
- › Isolation of the fire
- › Evacuation of immediate area
- › Evacuation of smoke compartment

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## TJC Survey Solutions Facilities & Environment

### Drill Execution

- ▶ Preparation of area
- ▶ Extinguishment of the fire
- ▶ Post Mortem of the event
- ▶ Board Report

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## TJC Survey Solutions Facilities & Environment

### Eye Wash Stations

- ▶ Required by OSHA as "first aid"
- ▶ American National Standards Institute (ANSI)
- ▶ Two types:
  - Plumbed → permanently connected
  - Gravity-fed → contains refillable fluid

Squeeze bottles are supplements, secondary

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## TJC Survey Solutions Facilities & Environment

### To Do List Eye Wash Stations



- ▶ 33 - 45 inches from the floor
- ▶ Minimum 6 inches from wall
- ▶ Treat both eyes simultaneously
- ▶ 15 minute water supply
- ▶ Access within 10 seconds
- ▶ Well lit area with signage
- ▶ Same level as hazard

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## TJC Survey Solutions Facilities & Environment

### To Do List

#### Eye Wash Stations

- › Plumbed – activate weekly to verify
- › Gravity – manufacturer’s instructions
- › Protective dust covers
- › Employee training
- › Inspect annually

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## TJC Survey Solutions Facilities & Environment

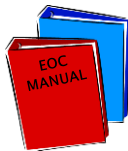
### To Do List

Create an EOC manual to prepare for the survey.

- › Logs
- › Reports

**Purpose:**

- › Organization
- › Survey Ease
- › Check List Format



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## TJC Survey Solutions Facilities & Environment

The EOC manual should include tabs for the following NFPA testing and inspection requirements:

- A. Fire Alarm System
- B. Ventilating System Dampers and Detectors
- C. Automatic Sprinkler Systems (if applicable)
- D. Other Fire Suppression Systems & Equipment
- E. Electrical Power
- F. Electrical Testing
- G. Medical Gas Systems

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### TJC Survey Solutions Facilities & Environment

A.

<b>Fire Alarm Systems:</b>	<b>Frequency</b>
Test and Central Station	→ Yearly
All manual pull stations	→ Yearly
Smoke detectors	→ Yearly
Smoke detectors/sensitivity and then biennial	→ Within 1 yr of install
Remote annunciators	→ Yearly
Fire panel inspection, cert and tag	→ Yearly
Alarm supervisory and trouble signals	→ Quarterly

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### TJC Survey Solutions Facilities & Environment

B.

<b>Ventilating System</b>	<b>Frequency</b>
<b>Dampers and Detectors</b>	
Fire dampers - maintenance - remove thermal links, operate damper to verify closure and lubricate	→ Every 4 yrs
Fire, Smoke & Ceiling Dampers	→ Recommend biennial
Smoke detectors for automatic control	→ Yearly

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### TJC Survey Solutions Facilities & Environment

C.

<b>Automatic Sprinkler System:</b>	<b>Frequency</b>
Water flow switches, tamper switches, trouble alarm tests	→ Quarterly
Sprinkler system inspection and Test	→ Quarterly
Fire pump flow capacity test(flow)	→ Yearly
Calibrate pressure gauge	→ Every 5 yrs
Post indicator & control valve test	→ Quarterly
Water storage tanks, temp & water Level switch alarm	→ Monthly
Fire Hose (occupant use) inspect and Re-rack	→ Yearly
Fire hydrants (private) functional test	→ Yearly

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### TJC Survey Solutions Facilities & Environment

G. Medical Gas System	Frequency
Reserve supply operation And warning signals	→ Yearly
Mainline pressure and Change over signals	→ Daily
Signal panel audible/visuals	→ Monthly
Reserve in use warning sign	→ Monthly
Compressed air intake	→ Quarterly

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### TJC Survey Solutions Facilities & Environment

#### To Do List




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### TJC Survey Solutions Facilities & Environment

#### To Do List

##### ABHS

▶ Not be installed directly above an electrical outlet or switch



▶ Electrically charged devices shall not be directly adjacent to the ABHR dispensers

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### TJC Survey Solutions Facilities & Environment

#### To Do List



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### TJC Survey Solutions Facilities & Environment

#### To Do List ABHS

- › Dispensers 4 feet apart
- › Corridors 6 feet wide
- › Beware over carpet
- › Check expiration dates
- › Not bigger than 1.2 liters



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### TJC Survey Solutions Facilities & Environment

- › How does the facility identify, manage, handle, transport, and dispose of hazardous materials and wastes whether solid, liquid, or gas? This includes infectious, radioactive, chemical, and physical hazards.



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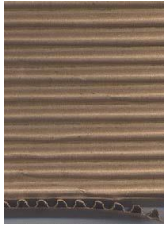
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### TJC Survey Solutions Facilities & Environment



Corrugated Boxes

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### TJC Survey Solutions Facilities & Environment

**AAMI - Association for the Advancement of  
Medical Instrumentation**

**5.2.1- Clean or sterile items to be transported to central processing and storage areas within the facility should be removed from their external shipping containers before they enter the storage areas of the department.**

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### TJC Survey Solutions Facilities & Environment

**AAMI - Association for the Advancement of  
Medical Instrumentation**

**“Rationale: External shipping containers have been exposed to unknown and potentially high microbial contamination. Also, shipping cartons, especially those made of corrugated material, serve as generators of and reservoirs for dust.”**

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## TJC Survey Solutions Facilities & Environment

- Does the facility provide food services or refreshments to meet the needs of the patients? How is this stored, served, and disposed of in compliance with the local health department requirements? How is the ice dispensed? A shared ice scoop is considered a source to cross contaminate.




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## TJC Survey Solutions Facilities & Environment



Cardinal Health for \$55.00




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## DISASTER PLANNING

### IDENTIFICATION

- Identify & prioritize emergencies
- Collaborate with the local authorities
- Hazard Vulnerability Analysis (HVA)
- HVA reviewed at least annually and updated as needed
- Evidence of direct and indirect identification




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Final thoughts... questions?



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Please email your questions and comments to:

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1-636-875-5088



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