

# FIRE DRILL

Steps to take in the fire drill:

1. Write down the time you start on a piece of paper.
2. Set off a smoke alarm, or yell fire. You will pretend there is a real fire.
3. Announce the location of the fire (so everyone knows which exit to use and which direction is not safe)
4. Evacuate the residents to the designated safe location outside of the home.
5. Write down the time everyone is safely evacuated from the home.
6. Fill out the fire drill form and keep it in your caregiver notebook.

Date of Fire Drill: \_\_\_\_\_ Time started: \_\_\_\_\_ Time Ended: \_\_\_\_\_

Caregiver conducting fire drill: \_\_\_\_\_ PCG or SCG

Total minutes to evacuate all clients: \_\_\_\_\_

Total number of clients evacuated: \_\_\_\_\_

Total number of smoke detectors tested: \_\_\_\_\_

List below the names of all persons in the home during the fire drill:

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Describe any problems you noticed & what will be done to correct in next drill:

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**Remember: in case of a real fire, evacuate clients and family then call 911.**

Signature of person conducting the drill: \_\_\_\_\_