

FIRE DRILL INFORMATION

PATHOLOGY & LABORATORY SERVICE

- PLEASE MAKE NOTE OF THE NEAREST FIRE ALARM PULL STATION TO YOUR AREA (they are located next to stairwell doors).

- Rescue – persons in danger from the fire
- Alarm – activate pull station
- Confine- close all doors starting at room of fire
- Extinguish – extinguish the fire if small and you are properly trained.
 - Pull pin on extinguisher
 - Aim nozzle at base of fire
 - Squeeze the trigger
 - Sweep side to side

- In the event of a fire or other emergency/disaster in the work area
 - All personnel in 4D will evacuate *horizontally* beyond a smoke partition door to the Laboratory Planned Meeting Area which is the hallway outside the fire door near the Laboratory Office 4D-126.
 - Phlebotomy employees in 1C-179 will vacate *horizontally* and meet in the Outpatient Clinic Nurses Station nearest to their work area.

DO NOT LEAVE THESE DESIGNATED MEETING AREAS UNTIL DIRECTED TO DO SO BY THE SAFETY OFFICE OR THE FIRE DEPARTMENT.
- Prior to leaving the area, turn off all bio-safety and chemical fume hood fans, turn off incinerators in microbiology and stat lab and make sure all windows and doors are closed en route and ensure that all personnel have vacated.
- Proceed directly to the Planned Meeting Area for your location. (refer to attached map of evacuation routes). Each lab section has section roster on a clipboard which is to be brought to the meeting area during the evacuation.

- **VERTICAL EVACUATION:** in the event that conditions deteriorate and upon Fire Department orders, all personnel must leave the fire floor by means of exit stairways, closing all doors and windows en route. Evacuation will be **DOWN** to a lower floor within the building.

NOTE: Personnel located on the 1st floor should evacuate the building and muster on the southeast corner of Fayette and Greene Streets (unless needed to assist patients)

- **TOTAL EVACUATION:** In the event of an emergency or disaster in which the environment of the facility cannot support a safe work environment nor provide adequate patient care and treatment, and at the direction of the Fire Department or VAMHCS Incident Commander, a Total Evacuation of the Baltimore facility will be initiated.
 - The total Evacuation Route from the VA is across the 2nd floor bridge, to the University of Maryland Medical System (UMMS). All personnel should assist with the evacuation of patients, if needed. The Planned Meeting Area for a Total Evacuation is across the bridge in the UMMS Hospital. No one is to exit the building via any other route unless directed by the Fire Department.
 - In the event of a total evacuation, the Path and Lab meeting area is in the park across from UMMS on the southeast corner. Once everyone has assembled at the meeting area, the roster is to be checked to ensure everyone has safely been evacuated.
- **DO NOT RETURN TO THE WORK AREA UNLESS/UNTIL DIRECTED TO DO SO BY THE DIRECTOR OR HIS DESIGNEE.**