

UW Medicine - Pathology

100-05-01-21

Annual Fire Exit Drill Procedure

Adopted Date: 09/28/11
Revision Date: 5/2013

PURPOSE

To ensure annual fire exit drill participation by all pathology personnel.

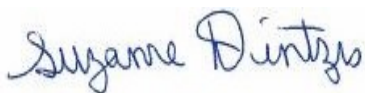
SCOPE

All department personnel, including staff, fellows, residents, and faculty.

PROCEDURE

1. Upon completion of all hospital or department administered fire drills, participants are to sign their areas/laboratories "Fire Exit Drill Participations Sign In Sheet" available in the area/laboratory Disaster Response Binder.
2. The area/laboratory disaster response lead / safety officer will retain the signed in their respective areas in order to gather all staff signatures. Staff will also complete a response form and return this to the hospital safety department.
3. Mandated departmental fire drills will be hosted annually to capture any staff member who has not demonstrated participation.
4. Completed Fire drill signature sheets will be housed in the CAP "Fire Drill" folder on the Sdrive.

UWMC Pathology Chief of Service:
(Signature and Date)

 5/24/13

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(Signature and Date)

 5/24/13

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