



# Survey Process Clarifications Issued for Life Safety and Environment of Care

As noted in “The Accreditation Process” (ACC) chapter of the program manuals for hospitals and critical access hospitals, a *Life Safety Code*®\* Surveyor will be assigned to every hospital survey. The chapter adds that this surveyor “is responsible for evaluating specific environment of care and *Life Safety Code* accreditation criteria and educating the organization during the survey about related compliant and not compliant areas, opportunities for

improvement, and remedial action that may be required.”

In response to customer feedback, The Joint Commission recently clarified expectations regarding on-site evaluations of Life Safety and Environment of Care compliance. One major change is that staff must be available to assist the *Life Safety Code* Surveyor with document review immediately upon arrival so that he or she may provide a thorough and efficient facility assessment.

To help staff prepare for this document review, The Joint Commission updated the *Survey Activity Guide* to include a Life Safety and Environment of Care—Document List and Review Tool (an excerpt of this list is shown below). This new resource, which is designed to help organizations in conducting continuous compliance and survey readiness efforts, lists selected documents that will be reviewed by the *Life Safety Code* Surveyor. The resource is posted on

Download this tool at: [http://www.jointcommission.org/life\\_safety\\_code\\_information\\_resources/](http://www.jointcommission.org/life_safety_code_information_resources/)

## Life Safety and Environment of Care - Document List and Review Tool

**Legend:** C=Compliant; NC=Not compliant; NA=Not applicable; IOU=Surveyor awaiting documentation

STANDARD	See Legend				DOCUMENT	YES	NO
	C	NC	NA	IOU			
<b>LS.01.01.01</b>	C				<b>Buildings serving patients comply with NFPA 101 (2000 edition)</b>		
EP 1					Individual assigned to assess LSC compliance		
EP 2					Current e-SOC maintained		
EP 3					Timely completion of PFIs		
EP 4					Documentation of inspections and approvals made by state or local AHJs		

COMMENTS:

STANDARD	See Legend				DOCUMENT	Addressed in Policy?		Implemt. as required?	
	C	NC	NA	IOU		YES	NO	YES	NO
<b>LS.01.02.01</b>					<b>Interim Life Safety Measures (ILSM)</b>				
EP 1					Alarms / sprinklers out of service 4 or more hrs in 24 hrs - Fire watch / Fire Dept. notification				
EP 2					Signs for alternate exits posted				
EP 3					ILSM policy identifying when and to what extent ILSM implemented				
EP 4					Daily inspection of routes of egress (See also 19.7.9.2 RE: daily inspections)				
EP 5					Temporary but equivalent systems while system is impaired				
EP 6					Additional fire fighting equipment provided				
EP 7					Smoke tight non-combustible temporary barriers				
EP 8					Increased surveillance implemented				
EP 9					Storage and debris removal				
EP 10					Additional training on fire fighting equipment				
EP 11					Additional fire drill per shift per quarter				
EP 12					Temporary systems tested and inspected monthly				
EP 13					Additional training on bldg deficiencies, construction hazards, temp measures				
EP 14					Training for impaired structural or impaired compartment fire safety features				

COMMENTS:

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\* *Life Safety Code*® is a registered trademark of the National Fire Protection Association, Quincy, MA.

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The Joint Commission website at [http://www.jointcommission.org/life\\_safety\\_code\\_information\\_resources/](http://www.jointcommission.org/life_safety_code_information_resources/) as well as on the *Joint Commission Connect*<sup>™</sup> extranet site.

In addition, the Life Safety Survey Agenda has been revised to include more detail on the activities that will be conducted by the *Life Safety Code* Surveyor. Please note that the sample agenda, below (with new language underlined), is based on a typical two-day hospital or critical access hospital survey. The num-

ber of days may be different, depending on the hospital's size; organizations will see a customized agenda on their extranet site.

Questions may be directed to Jim Kendig, Field Director, *Life Safety Code* Surveyors, at [jkendig@jointcommission.org](mailto:jkendig@jointcommission.org) or 630-792-5819. **EC**

## Day 1: Sample Life Safety Survey Agenda

Time	If Day 1 Occurs on Day 1 of Hospital Survey	If Day 1 Occurs on Day 2, 3, or 4 of Hospital Survey
8:00–8:15 A.M.	Facility Orientation	Daily Briefing (introductions only)
8:15–9:00 A.M.	<ul style="list-style-type: none"> <li>• Visit main fire alarm panel</li> <li>• Review and discuss Statement of Conditions (SOC) (building plans and Plans for Improvement [PFIs])</li> <li>• Discuss waivers and equivalencies</li> <li>• Review Interim Life Safety Measures (ILSM) policy and procedures</li> <li>• Review written fire response plan</li> <li>• See "Life Safety and Environment of Care—Document List and Review Tool"</li> </ul>	Facility Orientation
9:00–9:15 A.M.	Opening Conference (introductions only)	<ul style="list-style-type: none"> <li>• Visit main fire alarm panel</li> <li>• Review and discuss SOC (building plans and PFIs)</li> <li>• Discuss waivers and equivalencies</li> <li>• Review ILSM policy and procedures</li> <li>• Review written fire response plan</li> <li>• See "Life Safety and Environment of Care—Document List and Review Tool"</li> </ul>
9:15–10:30 A.M.	Facility Orientation (continued)	
10:30 A.M.–12:30 P.M.	<ul style="list-style-type: none"> <li>• Survey of operating rooms to assess ventilation*</li> <li>• Begin <i>Life Safety Code</i> Building Assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Survey operating rooms to assess ventilation*</li> <li>• Begin <i>Life Safety Code</i> Building Assessment</li> </ul>
12:30–1:00 P.M.	Surveyor Lunch	Surveyor Lunch
1:00–4:00 P.M.	<i>Life Safety Code</i> Building Assessment (continued)	<i>Life Safety Code</i> Building Assessment (continued)
4:00–4:30 P.M.	Surveyor Team Meeting/Planning Session <sup>†</sup>	Surveyor Team Meeting/Planning Session <sup>†</sup>

\* Provides organization time to correct issues while surveyor is on site  
<sup>†</sup> Time for required interaction with survey team

## Day 2: Sample Life Safety Survey Agenda

Time	If Day 2 Occurs on Day Other Than Last Day of Hospital Survey	If Day 2 Occurs on Last Day of Hospital Survey
8:00–8:30 A.M.	Daily Briefing	Daily Briefing
8:30–12:00 P.M.	<i>Life Safety Code</i> Building Assessment	<i>Life Safety Code</i> Building Assessment
12:00–12:30 P.M.	Surveyor Lunch	Surveyor Lunch
12:30–2:30 P.M.	Three possibilities (depending on organization size): 1. <i>Life Safety Code</i> Building Assessment continues; or 2. Tour continues, one hour reserved for Environment of Care Session; or 3. One hour Environment of Care Session and one hour Emergency Management Session	Three possibilities (depending on organization size): 4. <i>Life Safety Code</i> Building Assessment continues; or 5. Tour continues, one hour reserved for Environment of Care Session; or 6. One hour Environment of Care Session and one hour Emergency Management Session
2:30–3:30 P.M.	Document Findings	Document Findings
3:30–4:00 P.M.	Interim Exit Conference	CEO Exit Briefing and Organization Exit Conference
4:00–4:30 P.M.	Surveyor Team Meeting/Planning Session*	

\* Time for required interaction with survey team