



# Fire Prevention Week



The Hospital is committed to ensuring the safety of everyone in the building including staff, professional staff, learners, volunteers, patients, and visitors in the event of fire or potential fire in the Hospital building.

To provide instructions to staff in the event of a fire alarm, smoke, or fire, the Hospital maintains our **Code Red – Fire (EMER-30)** policy to safeguard lives and reduce property damage.

Did you  
know the  
Hospital has  
more than  
70 Code Red  
Sub Plans?

The Hospital also has a **Code Red Response Team**, which refers to a team of designated staff who have specific responsibilities during a Code Red. The team consists of:

1. Security (24/7).
2. Building System Operator (24/7).
3. Code Red Supervisor on Duty (24/7).
4. Assigned Maintenance supervision staff (as assigned) (weekdays 0800-1600).
5. Incident Manager (Senior Leader on Call or designate) (24/7).



Have questions or feedback? Contact  
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**REACT** is the acronym used to help people remember what to do when a fire or potential fire is discovered or a fire alarm is activated.

It is important that there be no time lapse between the steps outlined in **REACT**. If more than one person is available, these actions should be done concurrently.

- ✓ **R** – Remove persons in immediate danger.
- ✓ **E** – Ensure doors are closed to confine smoke or fire.
- ✓ **A** – Activate the fire alarm by pulling the nearest pull station.
- ✓ **C** – Call Switchboard at Ext 55 to report the location of the fire; identifying the department and room number.
- ✓ **T** – Try to extinguish the fire if trained to do so or continue to evacuate.



As per the Ontario Fire Code, the Hospital conducts monthly Code Red fire drills, with a minimum of one drill per shift per year, including an annual Minimum Staffing Drill.

Did you know we have a specific response plan for helicopter related emergencies? See EMER-180

Reminder:  
Don't use the elevators until the all clear is announced!

