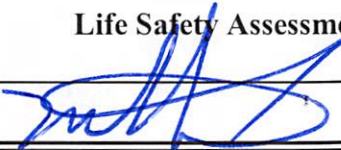


UNIVERSITY OF TOLEDO FACILITIES AND CONSTRUCTION			
Section:	Administrative	Procedure Number:	ADM - 16
Subject:	Life Safety Assessment	Effective Date:	July 24, 2017
		Revised Date:	
Facilities Officer:		Reviewed Date:	March 2023

Standard Operating Procedure

Purpose

A current and accurate *Life Safety Assessment (LSA)* is maintained by the University of Toledo Medical Center to meet current Joint Commission requirements and document compliance with *Life Safety Code* requirements and identified deficiencies.

Procedure

This policy has been reviewed and approved by the medical center safety committee and includes each of the elements listed below:

1. **LSA Responsibility** – Michael Nowicki is responsible to complete the *Life Safety Assessment (LSA)* document annually, ensure that the compartmentation drawings are accurate, and determine whether life safety deficiencies exist that require resolution. This (individual, group, or outside vendor) is qualified by training and education to complete these documents and is familiar with the University of Toledo Medical Center and currently *Life Safety Code* requirements.
2. **LSA Review** – *The Life Safety Assessment* document is reviewed and revised as necessary, but at least annually.
3. **LSA Guidelines** – Whenever life safety deficiencies are discovered, they are entered into the work order system and tracked for final resolution. An evaluation is also performed and documented to determine whether interim life safety measures are required to be implemented.
4. **Building Maintenance Program (BMP)** – A Building Maintenance Program (BMP) has been implemented and includes scheduled inspections to evaluate whether specific life safety features operate as designed. The program effectiveness is measured, documented, and reported to the medical center safety committee.
5. **Organization of the LSA Documents** – A binder has been created to organize and maintain all of the required *Life Safety Assessment* documents. This binder includes the following sections: a) this Life Safety Assessment policy; b) accurate compartmentation drawings for each floor of the facilities that will be included in the Joint Commission survey; c) the most recently completed *Life Safety Assessment* results.