



Sound the Alarm In-Home Visit Team Educator Checklist

Responsibilities

- Greet residents; introduce program at the door.
- Engage residents in a discussion on home fire prevention.
- Review smoke alarm essentials with residents.
- Develop a 2-Minute Home Fire Escape Plan with residents.
- Share critical messages with residents.
- If available, review one additional Local Hazard Safety Checklist with residents.
- Report to Documenter the education completed with residents.

Home Fire Prevention Discussion

- Engage each resident in a friendly, meaningful, and relevant conversation on home fire prevention using the *Home Fire Safety Checklist*. Ask residents what concerns they have about home fire safety.

Smoke Alarm Education to Share with Residents

- Share with residents the following information on smoke alarms:

Smoke Alarm Education to Share with Residents

- TEST SMOKE ALARMS MONTHLY!** Remind resident to test all smoke alarms monthly to make sure they are in working order! Working smoke alarms cut the risk of dying in a home fire by half!
- NEVER DISABLE SMOKE ALARMS — EVEN TEMPORARILY!** Remind residents to use the Silence (Hush) feature in the event of a false/nuisance alarm. Never disable smoke alarms, even temporarily, because then they would not be able to provide a lifesaving alert in the event of a home fire! If residents experience frequent false/nuisance alarms, they should consider relocating the unit to another location.

How to Maintain Smoke Alarms

- 10-year smoke alarms should be tested monthly and replaced every 10 years or earlier if needed.** Smoke alarms with nonreplaceable 10-year batteries are designed to remain effective for up to 10 years. If the alarm chirps, warning the battery is low, replace the entire smoke alarm right away.
- 9-volt smoke alarms should be tested monthly and have their batteries replaced at least once a year or earlier if needed.** If the alarm chirps, warning the battery is low, replace the battery right away. When replacing a battery, follow the manufacturer’s list of batteries on the back of the alarm or manufacturer’s instructions. Manufacturer’s instructions are specific to the batteries (brand and model) that must be used. The smoke alarm may not work properly if a different kind of battery is used. Replace entire smoke alarm after 10 years or earlier if needed.
- Remember, regardless of whether an alarm is hardwired, 10-year, or 9-volt, all smoke alarms should be tested monthly to ensure that they are in working order. All smoke alarms should be replaced after 10-years or earlier if needed (this includes hardwired units).**
- Provide the *Smoke Alarm User’s Guide* to resident.** Instruct residents to review the *Smoke Alarm User’s Guide* thoroughly and to store it in a safe place so that they can easily refer to it in the event of any maintenance questions.

❑ Home Fire Escape Planning

Help residents develop a 2-Minute Home Fire Escape Plan using the Home Fire Escape laminated board.

Step 1

- Have resident draw a map of home. Show all rooms, doors, and windows.
- **Identify two main exits from home.** (Front Door, Side Door)
 - Make sure that two main exits are always free of obstructions, including furniture and equipment.
 - Make sure that doors open easily, allowing for quick escape.
 - *Security Bars:* If doors in a home have security bars, make sure the bars have emergency release devices inside so they can be opened immediately in an emergency.

Step 2

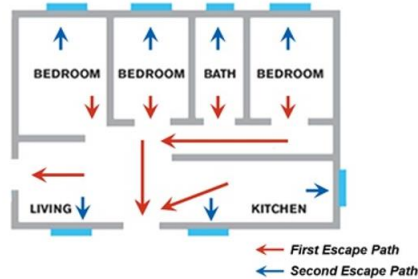
Visit each room of the home with resident and team members:

- Help the resident determine the quickest path to get outside from each room and indicate it with an arrow.
 - This is the **First Escape Path**.
- Help the resident determine a second path to get outside from each room and indicate it with an arrow.
 - This is the **Second Escape Path**.
- Make sure that ways out are always free of obstructions, including furniture and equipment.
- Make sure that windows and doors open easily, allowing for quick escape.
- *Security Bars:* If windows or doors in a home have security bars, make sure the bars have emergency release devices inside so they can be opened immediately in an emergency.
- *Escape Ladders:* Consider escape ladders for second-floor sleeping areas or homes on the second floor or above. Learn how to use them and store them near the window.

Step 3

Help the resident identify **one specific Safe Meeting Place** where everyone in the household can meet in the event of a home fire.

- A Safe Meeting Place should be in **one specific, fixed location, at a safe distance from the home and in the front** so that everyone in the household can meet firefighters when they arrive and inform them that everyone is out of the home, and safe and accounted for.



Step 4

Make arrangements for infants, children, older adults, and individuals with disabilities or access or functional needs who may need assistance to escape during a home fire.

- Make sure that someone is assigned to assist them as part of your 2-Minute Home Fire Escape Plan. Assign a backup person too, in case the designee is not home during a home fire.



SAFE MEETING PLACE
Oak Tree in front of neighbor's house (Gomez Family)
- directly across from our front lawn.

Arrangements:

- 2-year-old son requires assistance to evacuate
- Mom – Primary Person
- Dad – Secondary person if mom away

*Remember, smoke alarms may not always wake up children in the event of a home fire.

Step 5

Remind resident to practice a 2-Minute Home Fire Escape Drill at least twice a year with all members of the household.

- Encourage residents to time themselves during the drill to make sure all members of the household can escape in less than two minutes. When the drill is practiced, remind residents to reaffirm critical messages with all household members:
 - If a fire starts in your home, **you may have less than two minutes to escape safely.**
 - **Get Out and Stay Out!** Leave everything behind, get out as quickly as you can, and **NEVER go back into a burning building.**
 - If smoke or fire blocks one of your ways out, use another way out. **If you must go through smoke, get low and go under the smoke to escape.**
 - Everyone in your household should plan to meet at your designated **Safe Meeting Place.**
 - **Call 911 from a safe place outside your home.**
- Request that residents verbally share their 2-Minute Home Fire Escape Plan with you to review.
- Remind residents to share their 2-Minute Home Fire Escape Plan with their entire household.

Critical Messages to Share with Resident

- Remember to share the following critical messages with residents during the in-home visit:

Critical Messages to Share with Resident

Remember, if a fire starts in your home you may have less than two minutes to escape safely.

Keep you and other members of your household safe with these two easy steps:

- **Step 1: Test Your Smoke Alarms Monthly.**
- **Step 2: When you test your smoke alarms, practice your 2-Minute Home Fire Escape Drill. Make sure everyone can escape in less than two minutes!**
 - Be sure to practice your 2-Minute Home Fire Escape Drill at least twice a year with your entire household.