



Rogers Fire Department Standard Operating Procedures

Policy Title:	Smoke Detector Installation Program		
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PURPOSE

The purpose of this policy is to provide information regarding smoke detector installation procedures and appropriate data collection.

POLICY

Fire companies will typically handle smoke detector requests as time permits throughout the workweek, including Saturdays and Sundays. All efforts should be made to ensure all one and two-family dwellings have a working smoke detector on every floor. Companies are encouraged to solicit free smoke detectors at the conclusion of medical incidents, or other non-fire related events that permit them to come in contact with the public.

When a resident requests a smoke detector, personnel shall ensure that a Form 72, Smoke Detector Request Form, is completed and submitted to the Risk Reduction Division. Companies or personnel assigned to the Risk Reduction Division may install the smoke detector. At no time will smoke detectors be given away. Only installed and properly documented smoke detectors shall be distributed.

In addition to the Form 72, an incident report shall be entered into the ESO Fire Records Management System. The procedure for this electronic entry is detailed below.

1. Complete the smoke detector installation
2. Contact RCD via radio and advise them to start an incident for your unit for a Still Alarm at the appropriate address with no Locution announcement

Example:

L1: "Ladder 1 to RCD."

RCD: "Go ahead Ladder 1."

L1: "RCD start a run for Ladder 1 for a Still Alarm at 123 N Main St."

RCD: "RCD copies start a run for Ladder 1 for a Still Alarm at 123 N. Main St."

L1: "That's affirmative RCD. We do not need Locution dispatch. Show Ladder 1 in service."

3. Confirm that your unit is dispatched for the Still Alarm and placed in service
4. Complete the ESO Fire report as follows:
 - Incident Type code – "553-Public Service"
 - Actions Taken code – "60A-Smoke Detector Installation"
 - Complete the Persons/Entities Involved Tab on the Property & Involvement page
 - Complete the Incident Narrative, include the number of smoke detectors installed and their locations in the residence

If the smoke detector installation is completed in the course of an already existing incident response, it should be documented on the corresponding Firehouse report following the process above.

Smoke Detector Saturation

All structural fires that meet the criteria to require a post-incident analysis shall also receive a geographical saturation of smoke detectors. It shall be the responsibility of the Citywide Tour Commander to organize and canvas the selected geographical area to ensure other homes in close proximity to the fire have an opportunity to have working smoke detectors installed. All smoke detectors installed must be processed as mentioned previously in this policy. Although the quantity of smoke detectors installed will vary, all attempts should be made to install 10-20 detectors with each saturation event.

The smoke detector saturation should be entered into the ESO Fire Records Management System by the following procedure:

1. Complete the smoke detector saturation
2. Contact RCD via radio and advise them to start an incident for your unit(s) for a Still Alarm at the appropriate address with no Locution announcement (Utilize the first address where the saturation began)
3. Confirm that the appropriate apparatus are dispatched for the Still Alarm and placed in service
4. Complete the ESO Fire report as follows:
 - The entire saturation event is treated as one incident and entered on the same ESO Fire report
 - Incident Type code – "553-Public Service"
 - Actions Taken code – "60A-Smoke Detector Installation"

- Complete a separate Person/Entity Involved entry for each installation
- Complete the incident narrative, include a description of the area saturated and the total number of detectors installed