

**WORKSHEETS FOR DETERMINING EVACUATION CAPABILITY**  
**Intermediate Care Facilities for Individuals with Intellectual Disabilities**  
**(APPLICABLE TO EXISTING FACILITIES ONLY)**  
(NFPA 101A, "Guide on Alternative Approaches to Life Safety" 2013 Edition)

Before completing these worksheets, read Chapter 6 of NFPA 101A, 2013 Edition, *Evacuation Capability Determination for Board and Care Occupancies*.

**PART I – WORKSHEETS FOR RATING RESIDENTS**

Complete Worksheets 6.8.1, 6.8.2, and 6.8.3, and determine the **Evacuation Assistance Score** for each resident in the facility.

**WORKSHEET 6.8.1 – COVER SHEET FOR RATING THE RESIDENTS**

ZONE \_\_\_\_\_ OF \_\_\_\_\_ ZONES

NAME OF FACILITY		ADDRESS OF FACILITY		
ZONE(S) EVALUATED				
PROVIDER/VENDOR NO.		DATE OF SURVEY		
SURVEYOR SIGNATURE		TITLE	OFFICE	DATE
SURVEYOR ID				
FIRE AUTHORITY SIGNATURE		TITLE	OFFICE	DATE

ADDITIONAL COMMENTS:

### Worksheet 6.8.2 – Rating the Resident on the Risk Factors

Rate the resident on each of the factors below by checking the one circle in each risk factor that best describes the resident. For the first six factors, write the scores for the circles you checked in the appropriate score boxes in the far right column. For "Response to Fire Drills," write the three checked scores in the large circles. Write the sum of the 3 scores in the box on the right.

**SCORE BOXES**

I. Risk of Resistance <i>(Check only one)</i>	Minimal Risk <input type="radio"/> score = 0	Risk of Mild Resistance <input type="radio"/> score = 6	Risk of Strong Resistance <input type="radio"/> score = 20	<input type="text"/>	
II. Impaired Mobility <i>(Check only one)</i>	Self-Starting <input type="radio"/> score = 0	Slow <input type="radio"/> score = 3	Needs Limited Assistance <input type="radio"/> score = 6	Needs Full Assistance or Very Slow <input type="radio"/> score = 20	<input type="text"/>
III. Impaired Consciousness <i>(Check only one)</i>	No Significant Risk <input type="radio"/> score = 0	Partially Impaired <input type="radio"/> score = 6	Totally Impaired <input type="radio"/> score = 20	<input type="text"/>	
IV. Need for Extra Help <i>(Check only one)</i>	Needs at Most One Staff <input type="radio"/> score = 0	Needs Limited Assistance from 2 Staff <input type="radio"/> score = 30	Needs Full Assistance from 2 Staff <input type="radio"/> score = 40	<input type="text"/>	
V. Response to Instructions <i>(Check only one)</i>	Follows Instructions <input type="radio"/> score = 1	Requires Supervision <input type="radio"/> score = 3	Requires Considerable Attention/Might Not Respond <input type="radio"/> score = 10	<input type="text"/>	
VI. Waking Response to Alarm <i>(Check only one)</i>	Response Probable <input type="radio"/> score = 0	Response Not Probable <input type="radio"/> score = 6		<input type="text"/>	
VII. Response to Fire Drills  <i>(Without Guidance or Advice from Staff)</i>	Initiates and Completes Evacuation Promptly <input type="radio"/>	Yes <input type="radio"/> score = 0	No <input type="radio"/> score = 8	<input type="text"/>	
	Chooses and Completes Back-up Strategy <input type="radio"/>	Yes <input type="radio"/> score = 0	No <input type="radio"/> score = 4	<input type="text"/>	
	Remains at Designated Location <input type="radio"/>	Yes <input type="radio"/> score = 0	No <input type="radio"/> score = 6	<input type="text"/>	
				<b>SUM OF THESE THREE SCORES</b> <input type="text"/>	

### Worksheet 6.8.3 – Determining the Resident’s Overall Need for Assistance

Compare the numbers in the seven score boxes you have filled in on Worksheet 6.8.2. Take the one highest score from the score boxes and write it in this box.

**EVACUATION ASSISTANCE SCORE**

**PART II – WORKSHEETS FOR CALCULATING THE EVACUATION CAPABILITY SCORE (E-Score)**

Complete Worksheets 6.8.4 through 6.8.11 for each facility or zone.

- Complete Worksheet 6.8.4 and determine the **Total Evacuation Assistance Score**
- Complete Worksheets 6.8.5, 6.8.6, 6.8.7 and 6.8.8 and determine the **Total Staff Shift Score**
- Complete Worksheets 6.8.9 and 6.9.10 and determine the **Evacuation Capability Score (E-Score)**
- Complete Worksheets 6.9.11 using the E-Score and determine **Evacuation Capability** (i.e., Prompt, Slow or Impractical) for the Facility or Zone.

Fill out this worksheet for the time of day, week, etc., when the ratings for the combination of staff and residents yields the highest E-Scores. This period of time will usually be late at night. When it is not obvious which time period has the highest E-Score, complete worksheets for all candidate time periods and use the one having the highest E-Score.

**Worksheet 6.8.4 – Resident Scores**

1. List each resident's name in the score sheet below.
2. For each resident, transfer the Evacuation Assistance Score from Worksheet 6.8.3 – *Determining the Resident's Overall Need for Assistance* into the table below.
3. Add the Evacuation Assistance Score for all the residents and write the TOTAL in the appropriate space in the table below.

Resident's Name	Evac. Assistance Score	Resident's Name	Evac. Assistance Score
		<b>Evacuation Assistance Score Total</b>	

### Worksheet 6.8.5 – Coversheet for Staff Score

Staff Shift: From \_\_\_\_\_ To \_\_\_\_\_

### Worksheet 6.8.6 – Staff Response and Training

	Yes	No
A protection plan has been promulgated and all staff members considered in the calculation of the E- Score have been trained in its implementation. (see 6.5.2.1)		
The total available staff at any given time is able to handle to the individual evacuation needs of each resident who is in the facility. (See 6.5.2.2)		
Every staff member considered in the calculation of the E-Score can meaningfully participate in the evacuation of every resident. (See 6.5.2.3)		
All staff members considered in this rating are required to be in the facility when on duty, except as permitted. (See 6.5.2.4)		
At least 12 fire drills were conducted during the previous year. (See 6.5.2.5)		

**Note: All answers must be “Yes” before proceeding.**

### Worksheet 6.8.7 – Promptness of Response Scores

- Determine whether the effectiveness of the alarm system is rated as “assured” or “not assured” as defined by Section 6.5.3.2.2 of NFPA 101A (2013 Edition).

Staff Availability	Alarm Effectiveness	
	Assured	Not Assured
Standby or asleep	16	2
Immediately available	20	2
Immediately available and close by	20	10

### Worksheet 6.8.8 – Staff Shift Scores

- List the names of staff members in the table who are required to remain in the group home during the time period (shift) specified in Worksheet 6.8.5.
- Using the appropriate “assured” or “not assured” columns in Worksheet 6.8.7, find each staff member’s Promptness of Response Score for the time period specified and write the score next to each staff member in the table below.
- Add up the staff members’ Promptness of Response Scores and in the table below write the total in the appropriate space.

Staff Name	Promptness of Response Score	Staff Name	Promptness of Response Score
		<b>Staff Shift Score</b>	<b>Total</b>

**NOTE:** If the facility is a large residential facility, staff members may be responsible for assisting the residents in a fire/smoke zone, but may also have responsibilities for residents in other fire/smoke zones. See Section 6.5.3.2.1.4 of NFPA 101A (2013 Edition) for Step 2 for the special procedure for assigning Promptness of Response Scores

### Worksheets 6.8.9 – Rating the Facility

- Select the Vertical Distance from Sleeping Rooms to Exits below by checking the circle that best describes the facility. See Section 6.6.2 of NFPA 101A (2013 Edition) for definitions of Vertical Distance and Direct Exits.

	All SR on Floor with Direct Exits	Any SR One Floor from Exit	Any SR Two or More Floors from Exit
Small Facility	<input type="radio"/> score = 0.8	<input type="radio"/> score = 1.0	<input type="radio"/> score = 1.2
Large Facility or Apartment	<input type="radio"/> score = 1.0		

### Worksheets 6.8.10 – Calculation of Evacuation Capability Score

- Enter the Total Resident Assistance Score from Worksheet 6.8.4 in the formula below.
- Enter the Staff Shift Score from Worksheet 6.8.8 in the formula below.
- Enter the Vertical Distance from Sleeping Room to Exits from Worksheet 6.8.9 in the formula below.
- Compute the Evacuation Capability Score (E-Score) in the table below:
  - Multiply the Total Resident Evacuation Assistance Score by the Vertical Distance from Sleeping Room to Exits Score.
  - Divide the answer by the Staff Shift Score Total to find the Evacuation Capability Score (E-Score).

Total Resident Evacuation Assistance Score (Worksheet 6.8.4) <input style="width: 50px; height: 20px;" type="text"/>	<b>X</b>	Vertical Distance from Sleeping Room to Exit (Worksheet 6.8.9) <input style="width: 50px; height: 20px;" type="text"/>	<b>=</b>	Evacuation Capability Score (E-SCORE)  <input style="width: 100px; height: 50px;" type="text"/>  ENTER THIS SCORE on Cover of Form CMS-2786
Staff Shift Score (Worksheet 6.8.8) <input style="width: 50px; height: 20px;" type="text"/>				

### Worksheet 6.8.11 - Evacuation Capability Score

- Determine the Level of Evacuation Capability (i.e., Prompt, Slow, or Impractical) appropriate to the calculated E-Score using Worksheet 6.8.11.

Evacuation Capability Score (E-Score)	Level of Evacuation Capability	Level of Evacuation Capability for this Facility or Zone
≤1.5	Prompt	<input style="width: 100px; height: 50px;" type="text"/>
>1.5 to ≤5.0	Slow	
> 5.0	Impractical	