

F5 Evacuation Arrangements Personal Emergency Evacuation Plan for Service Users

Service User Name:	
Establishment Name:	
Date of initial completion:	01/09/2023
Unit Name (e.g. Derwent):	
Brief description of health problems:	Immobile Dementia

By assessing the service user's individual capabilities, it will determine the appropriate support required in the event there is a need to evacuate the building. Identify the risk rating score of the criteria that best describes the service user's comprehension, compliance, and mobility. In the event the service user's abilities meeting more than one criteria, then the highest risk rating score should be identified.

Risk rating	Categories
Comprehension	
3	Service user is unconscious or has fluctuating conscious levels and limited comprehension
2	Service user has vision and/or hearing impairment Service user has a diagnosis of dementia, mental ill health, or a learning disability

1	Service user has full comprehension and is able to function “normally”
Compliance	
3	Service user is unable to comply with instruction due to no / reduced consciousness level
2	Service user has variable compliance dependant on medical condition
1	Service user is able to comply with instruction
Mobility	
3	Service user is fully dependant or requires the support of two carers as a minimum
2	Service user requires the support from mobility aids, and / or the support of one carer
1	Service user is fully mobile or has slightly reduced mobility but can walk independently

Please circle the appropriate scoring system Low= 0-3 Medium = 4-6 High = 7-9
 Score ratings of 2 or 3 in any category indicate the service user will require staff support to assist them if there was need to evacuate the building.

Score ratings of 1 in all three categories would indicate the service user has the ability to understand the need to evacuate the building, understand instructions and is able to mobilise and evacuate the building with minimal staff support.

Complete the following plan, detailing the support the service user would require in the event there was a need to commence evacuation of the building.

Awareness of emergency evacuation procedures.		
Can the SU (SERVICE USER) understand emergency evacuation procedures?	Y <input type="checkbox"/>	N <input type="checkbox"/>
Emergency Alarm		
Can the SU hear the fire alarm?	Y <input type="checkbox"/>	N <input type="checkbox"/>
Assistance		
Does the SU need assistance to evacuate the premises?	Y <input type="checkbox"/>	N <input type="checkbox"/>
Getting Out		
Does the SU need assistance to get out of bed?	Y <input type="checkbox"/>	N <input type="checkbox"/>
Does the SU need to use a wheelchair?	Y <input type="checkbox"/>	N <input type="checkbox"/>
Can the SU walk independently?	Y <input type="checkbox"/>	N <input type="checkbox"/>
Does the SU need help on stairs?	Y <input type="checkbox"/>	N <input type="checkbox"/>

<p>Method of alerting the service user for fire evacuation – Can the SU hear the fire alarm? Do they require staff to rouse them from their bed? Identify the service user's communication needs etc.</p> <p>Yes, service user can hear the alarm however she/he is unable to respond.</p>
<p>Method of assistance – does the service user need assistance to get out of bed, does the service user need assistance to evacuate the premises, do they need equipment to support their evacuation, transfer to wheelchair.</p> <p>Two members of staff would be required to assist him out of bed and evacuate</p>
<p>Resources and equipment required – number of staff, walking aids, wheelchair etc.</p> <p>Staff x 2 / Use hoist if time permits and readily available or transfer to wheelchair (Alternative method)</p>
<p>Evacuation Procedure – record the step-by-step account from first alarm.</p> <p>Wake SU, assist out of bed by transferring into a wheelchair then move into a protected corridor.</p>
<p>Safe Route(s) – how to evacuate the service user horizontally from room to adjacent compartments, then into the next compartment and then vertically, via stairs to assembly point.</p> <p>Travel away from the seat of the fire along the protected route of escape into the next compartment and continue horizontally. The landing within the protected stairwell can be used as a refuge. Vertical transfer can be achieved by using a duvet / sheet.</p>
<p>Review date/s – insert date / s once this document has been reviewed.</p> <p>Reviewed on 17/09/23</p>

This PEEP (Personal Emergency Evacuation Plans) must be held on the service users file / with the Care Plan

Once the score from page 1 has been established ensure this is added to the Appendix E, section 5 personal emergency evacuation spreadsheet (electronic). Two copies of the personal evacuation spreadsheet must be held in the emergency box.