

# POLICIES AND PROCEDURES MANUAL

KEYSTONE COMMUNITY RESOURCES, INC.

KEYSTONE INDEPENDENT LIVING, INC.

**Policy Title:**

Fire Safety – Notification of local fire officials

**Chapter:**

10

**Effective Date:**

10/25/1999

**Revision Date:****Policy Number:**

10-114-004

**Executive Director**

## SCOPE:

- Chapter 3800 – Child Residential and Day Treatment Facilities

## INTRODUCTION:

1. Keystone shall notify local fire officials in writing of the address of each Keystone facility, location of bedrooms and assistance needed to evacuate in an emergency. The notification shall be kept current..

## DISCUSSION: