

Facility: _____

Address: _____

Facility Type: _____ **OPC Project #:** _____

As-Built Building Blueprints

- Life Safety drawings
- Automatic Fire Alarm System drawings - *NFPA 72 (2019 Edition) 7.2.1(15), 14.6.1.1*
- Automatic Fire Sprinkler System drawing - *NFPA 25 (2020 Edition) 4.3.4*
- Mechanical drawings (Verify Damper - FSD/SD locations)

Verify the following information from the building blueprints:

of Bldgs.: _____ / # of Offsite Locations: _____

Construction Type: _____ (_____), Sq. Ft. _____

Construction Type: _____ (_____), Sq. Ft. _____

Fire Compartments: _____ / # Smoke Compartments: _____

Certificate of Occupancy (COO)

- Permit # _____ / Issuing Authority: _____
- Verify signature of Building Official & Fire Marshal

Comprehensive Emergency Plan (CEMP)

- County: _____ / Approval Date: _____

Fire Alarm System - NFPA 72 (2019 Edition)

Verify local AHJ approval and sign off: *NFPA 72 (2019 Edition) 14.6.1.*

Date: _____ / AHJ: _____

- Third-Party Verification of Compliant Installation
Company: _____ / Date: _____
NFPA 72 (2019 Edition) 7.5.8, through 7.5.8.3(1-5)*
- Acceptance Testing Documentation in accordance with
NFPA 72 (2019 Edition) 14.6.2.
- Review inspection reports. Frequency shall comply with *Table 14.3.1, 14.4.3.2*
- Smoke Detectors require re-inspection 1yr after install – *14.4.4.3.1*

- Fire/Smoke Dampers require re-inspection 1yr after installation. *NFPA 80 (2019 Edition) 19.4, 19.5.1.1*
- In-Building Emergency Responder Communication Enhancement System
 - Acceptance Testing Date: _____
(*NFPA 1 – 2021 Edition – 11.10 ~ 11.10.3, & 11.10.11 Acceptance Test Procedures*)

Automatic Fire Sprinkler System (AFSS) Acceptance Requirements (WET) – NFPA 13 (2019 Edition)

- **Underground piping Certification**
Company: _____ Date: _____
NFPA 13 (2019 Edition) 6.10, 6.10.2.1 See example of certificate on Figure 6.10.1.
- Hydrostatic Test - *NFPA 13 (2019 Edition) 6.10.2.2*
- Fire-Line Backflow shall be forward flow tested.
NFPA 13 (2019 Edition) 6.10.2.5.1
Company: _____ / Date: _____
of Fire Hydrants (facility responsible for): _____
- **Above ground Piping Certification**
Company: _____ Date: _____
NFPA 13 (2019 Edition)
- Hydrostatic Tests - *NFPA 13 (2019 Edition) 28.2.1*
- Verify - Stock of Spare Sprinklers - *NFPA 13 (2019 Edition) 16.2.7 – 16.2.7.5(1-3)*
- Verify - Manufacturers Sprinkler Wrench(es)- *NFPA 13 (2019 Edition) 16.2.7.6*
- Verify - Spare Sprinkler Cabinet – Spare Sprinkler List
NFPA 13 (2019 Edition) 16.2.7.7.1(1-4).
- Verify Sprinkler cabinet location at no-time will exceed 100° F.
NFPA 25 (2020 Edition) 5.4.1.5.2.
- Verify - Hydraulic Design Information Sign - *NFPA 13 (2019 Edition) 28.5 – 28.6.4.*

Fire Pump Acceptance Requirements – NFPA 20 (2019 Edition)

Flushing & Hydrostatic - *NFPA 20 (2019 Edition) 14.1 – 14.1.3.*

Testing: Installing Contractor: _____

Material and Test for Fire Pumps - *Figure A.14.1.3(a).* Certificate Date: _____

Private Fire Service Mains- *Figure A.14.1.3(b).* Certificate Date: _____

Field Acceptance Tests - *14.2-14.2.6* Completion Date: _____

Fire Pump Flow Testing(s) - *14.2.6.3.* Test Date: _____

Disclaimer: This is not all inclusive of the required documents the facility shall provide.
Rev. 08/2026

Phase Reversal Test. (For Electric motors)

Test Date: _____

*NFPA 20 (2019 Edition) 14.2.6.8****Fire Pump Acceptance Requirements – NFPA 20 (2019 Edition) cont.**

Fire Pump Controller Acceptance

Test Date: _____

(For Electric & Diesel Driven Units) - 14.2.7.

Alternate Power Supply. - 14.2.8.

Test Date: _____

Generator(s) kW: _____, kW: _____, kW: _____, kW: _____

- Load acceptance testing *NFPA 110 (2019 Edition) – 7.13 through 7.13.4.6*

Company: _____ Date: _____

Duration of Test(s): 100% _____ / 30/50/100% _____

NFPA 110 (2019 Edition) 7.13.4.1.4 through 7.13.4.3.1

- Verify at least two sets of instruction manuals for all major components of the EPSS to be supplied by the manufacturer - *NFPA 110 (2019 Edition) 8.2.1*
- Review Cooling plan based on occupancy type.
- Fuel Quality Test: Lab: _____ Date: _____
(Required 1yr or after)
- Enclosure requirements – *NFPA 110 (2019 Edition) 7.2.2.*
- Verify Transfer Switch – *NFPA 110 (2019 Edition) 6.1 through 6.5.*
- Lightning Protection for Level 1 & 2 Generators

Stair / Smokeproof Enclosures – NFPA 101 (2021 Edition) 18.2.2.4, 7.2.3.9 ~ 7.2.3.9.1.1**Stairwell Pressurization Systems NFPA 92 (2021 Edition) 4.6, 4.6.1.1****Acceptance Testing Date: _____ NFPA 92 (2021 Edition) 8.4, 8.4***NFPA 101 (2021 Edition) 18.7.7, 18.7.7.1, 9.3, 9.3.1, 9.3.3, 9.13.4***Piped Medical Gas System – Category: _____**Installation Certification documentation – *NFPA 99 (2021 Edition) 5.1.12 – 5.12.1.11*

Install Company: _____

Verify Initial Piping Blowdown and Initial Pressure Testing

- witnessed by an ASSE 6020 inspector, an ASSE 6030 verifier or the authority having jurisdiction.
- **Responsible Facility Authority:** _____
- *NFPA 99 (2021 Edition) 5.1.14 ~ 5.1.14.1.1 Each health care facility shall designate one or more individuals to be the Responsible Facility Authority with respect to the facility's medical gas and vacuum systems.*
- *NFPA 99 (2021 Edition) 5.1.14.1.3 ~ 5.1.14.1.3.1 The person(s) designated as the Responsible Facility Authority shall be qualified to interpret, implement and advise on this Code.*

Verify System Testing - NFPA 99 (2021 Edition) 5.1.12.4. Test Date: _____

- *Includes Standing Pressure, Cross-Connection, Valve and Alarm Tests.*
- **Design & Construction requirements for Central Supply**
NFPA 99 (2021 Edition) 5.1.3.3.2.
- **Relief Valve(s) discharge terminal shall be turned down and screened.**
NFPA 99 (2021 Edition) 5.1.3.5.6.1(8).
- **Verify - WAGD station inlets – NFPA 99 (2021 Edition) 5.1.5.16.1**
(ASC, Hospital, & freestanding Emergency Department's)
- **Verify Master Alarms panels, and sub-panels – NFPA 99 (2021 Edition) 5.1.9.2**
- **Central Supply System Identification and Labeling – NFPA 99 (2021 Edition) 5.1.3.1**
- **Oxygen Storage Areas – NFPA 99 (2021 Edition) 11.3.**

Electrical Grounding System Acceptance Testing - NFPA 99 (2021 Edition) 6.3.3.1.1

Company: _____ / Date: _____

Criteria for Acceptability for New Construction. NFPA 99 (2021 Edition) 6.3.3.1.6*The voltage limit shall be 20 mV and the impedance limit shall be 0.2 ohm for systems containing isolated ground receptacles and 0.1 ohm for all others.***Fire Door(s) (Include rated access doors) Acceptance testing. NFPA 80 (2019 Edition)**

Inspection Company: _____ / Date: _____

*5.2.3 through 5.2.3.4 in accordance with 5.2.2.***Fire Damper(s) Acceptance testing.**

Inspector: _____ / Date: _____

19.4 through 19.4.6 in accordance with 19.5.3.

Fire Extinguishers - *Per NFPA 101, 10, and 99 must be installed by a State Licensed contractor.*

Company: _____ / Date: _____

Required Fire Extinguishers throughout the facility, and heliports.

Operating Rooms, MRI, and Telecommunication Rooms. – *NFPA 99 (2021 Edition) 16.10.*

Biomedical Equipment – PCREE – NFPA 99 (2021 Edition)

- The facility shall establish policies and protocols to identify what patient care-related electrical equipment requires periodic inspection and, where applicable, the type of test and intervals of testing. *10.5.2.1.1.*
- All patient care-related electrical equipment used in the patient care vicinity shall be tested in accordance with 10.3.5.3 or 10.3.6 before being put into service for the first time and after any repair or modification that might have compromised electrical safety. *10.5.2.1.2.*

Policies and Procedures for Maintenance and Testing for the Following:

- Building and grounds
- Fire & Smoke Doors
- Exits and Exit Discharges
- Emergency Exits Lighting
- Fire / Smoke barriers.
- Electrical Systems and Equipment
- Medical Systems (Gas)/ Oxygen Storage and Handling
- Mechanical Systems (HVAC)
- Generator's
- Plumbing
- Security

On Tour – Interior:

- Verify All Fire & Smoke Barriers are sealed.
NFPA 101 (2021 Edition) 8.3 & 8.5
- Verify Fire Stop Systems Labeled.
- Verify walls are stenciled.
- Above ceiling – No external loading on AFSS
- Above ceiling – No open junction boxes.
- Inspect Fire Doors
- Inspect Smoke Doors
- Inspect Handrails
- Inspect Walking Surfaces
- Electrical / Mechanical rooms – Smoke detectors are secure and uncovered.
- Exit signs installed and not obstructed (look down the corridor to ensure informational signs do not obstruct the view of the exit sign).
- Fire Extinguishers – Inspection current, installation height, direction label facing out and not obstructed, location sign indicator (if required).
- ABHR dispensers are not located above an ignition source (i.e., light switch or an outlet).
- Medical Gas Storage -Signage *NFPA 99 (2021 Edition) 11.3.12 – 11.3.12.5.*

Nurse Call Systems – NFPA 99 (2021 Edition) 7.3.3.1 – 7.3.3.1.8.2.

- The nurse call systems shall be the audiovisual type or tone visual type and listed for the purpose. *NFPA 99 (2018 Edition) 7.3.3.1.1.1.*
- The nurse call system shall provide event notifications for one or more of the following:
 - 1) Medical device alarms.
 - 2) Staff emergency calls.
 - 3) Code calls.
 - 4) Staff or Patient requests for help or assistance.*NFPA 99 (2021 Edition) 7.3.3.1.1.3.*

On Tour – Exterior:

- Fire Hydrant(s) Shall maintain a 36” clear space around hydrant.
NFPA 1 (2021 Edition) 18.5.7.1
- Fire Hydrant(s) Shall maintain not less than 60” clear space in front of each hydrant connection - *NFPA 1 (2021 Edition) 18.5.7.2*
- Sidewalks (even surfaces) *NFPA 101 (2021 Edition) 7.1.6.1.1 – 7.1.6.4*
- Loading Docks – sprinkler coverage may be required.
- FDC’s – Clear and Identified
- Generators (housing, barriers, tie-downs, Emergency Shut-off)
- Dryer Vents
- Medical Gas Bulk Storage - *NFPA 99 (2021 Edition) 5.1.3.3.4.*

Roof Top:

- Vent fans.
- Air Conditioning Equipment
- Lightning protection
- Cables secured on roof deck.

Heliports: NFPA 418 (2021 Edition), FLFP (2021 Edition)

- Minimum Ratings of Portable Fire Extinguishers
(Based on length, including tail boom and rotors. NFPA 418 Table 9.2)
- Access and Egress (FLFP 21.3.3.3-21.3.3.3.2, 21.3.3.7-21.3.3.7.3).