



Date: September 14, 2023

DQA Numbered Memo 23-002
Replaces DQA Memo17-003

To: Adult Day Care Centers
Adult Family Homes
Ambulatory Surgery Centers
Community-Based Residential Facilities
End Stage Renal Disease
Facilities Serving People with Developmental Disabilities (FDDs)
Hospices
Hospitals
Nursing Homes
Residential Care Apartment Complexes

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Bureau of Education Services and Technology

Via: Otis Woods, Administrator
Division of Quality Assurance

Fire Watch, Fire Plan, and Fire Reporting Update

The purpose of this memo is to provide updated information regarding the response to fire-related emergencies in health care facilities. This memo provides regulatory information regarding the development of fire watch procedures, fire planning, and mandated reporting of a fire event.

Due to the recent expiration of the public health emergency, continued compliance with the 2012 edition of the National Fire Protection Association (NFPA) 101 Life Safety Code (LSC), remains an area of emphasis and with this memo, it replaces DQA Memo 17-003. Federally certified facilities are required to meet the LSC; assisted living facilities are encouraged to review the LSC provisions as guidance.

Details of the applicable regulations, facility expectations, and procedural guidance are provided in the following resources:

- [Fire Procedures for Fire Alarm Systems \(P-01729\)](#)
- [Fire Procedures for Sprinkler Systems \(P-01730\)](#)

If you have questions regarding the information in this document, please contact the DQA Life Safety Fire Authority at (608) 266-8016 or David.Soens@wisconsin.gov.