

DOOR LOCKING GUIDE – HEALTH CARE FACILITIES

The following door locking guide applies to the following occupancies inspected by the Fire Prevention Bureau: hospitals (and their licensed medical clinics), nursing homes, ambulatory surgical centers (ASCs), Intermediate Care Facilities for the Mentally Disabled (ICF-ID), and hospices.

15 Second Delayed Egress Specialized Locking Systems

The following documents and verifications must be provided to obtain approval of a 15 second delayed egress locking system. All door locking submittals must be submitted to the Fire Prevention Bureau for review and approval prior to installation.

A specialized 15 second delayed egress locking system is permitted if installed in accordance with applicable codes and standards referenced by specific occupancy rules. These systems must meet the requirements of Section 7.2.1.6 of the National Fire Protection Association (NFPA) Standard 101, Life Safety Code, 2012 edition.

1. All proposals must be submitted as a complete package.
2. Provide documentation showing a resident assessment was completed on facility residents. The assessment must show there is a clinical need to lock doors. Justification for the use of door locks must be provided.
3. The entire building shall be protected **throughout** by an approved sprinkler system that is installed in accordance with National Fire Protection Association (NFPA) Standard 13, Standard for the Installation of Sprinkler Systems.
4. Provide a letter from a licensed sprinkler company that confirms the sprinkler system provides protection throughout the entire building and complies with NFPA 13.
5. The door leaves shall unlock in the direction of egress upon actuation of one of the following:
 - (a) Approved, supervised automatic sprinkler system in accordance with Section 9.7.
 - (b) Not more than one heat detector of an approved, supervised automatic fire detection system in accordance with Section 9.6.
 - (c) Not more than two smoke detectors of an approved, supervised automatic fire detection system in accordance with Section 9.6.
6. Verify the door leaves unlock in the direction of egress upon loss of power controlling the lock or locking mechanism.

15 Second Delayed Egress Specialized Locking Systems (Cont'd)

7. Provide a **detailed** floor plan of the ENTIRE building. The floor plan shall identify the doors that will be equipped with specialized locking devices.
8. Provide a **list** of the doors equipped with locks. **List** the locking components used at each of the doors. This list shall include a description of how the door and the locking devices will function.
(Simply providing the many product diagrams and/or cut sheets is not acceptable.)
9. Not more than one delayed locking device is permitted in any path of egress.
10. Verify all corridor doors will be equipped with labeled positive latching hardware. The releasing device installed on a labeled fire door shall be labeled as being fire rated.
11. Verify that when a door is unlocked by activation of force to the releasing device, the door shall be manually reset at the door location.
12. The global override switch must be located at an approved, constantly attended location within the locked space. Verify that the global override switch will unlock all doors. Provide a cut sheet that describes this switch.
(Operation of the switch must not require the use of a key and must be clearly marked as to function.)
13. Verify an irreversible process shall release the lock in the direction of egress within 15 seconds, upon application of a force to the release device required in 7.2.1.5.10 under all of the following conditions:
 - (a) The force shall not be required to exceed 15 lbf (67 N).
 - (b) The force shall not be required to be continuously applied for more than 3 seconds.
 - (c) The initiation of the release process shall activate an audible signal in the vicinity of the door opening.
 - (d) Once the lock has been released by the application of force to the releasing device, relocking shall be by manual means only.
14. A readily visible, durable sign in letters not less than 1 in. (25 mm) high and not less than 1/8 in. (3.2 mm) in stroke width on a contrasting background that reads as follows shall be located on the door leaf adjacent to the release device in the direction of egress:

PUSH UNTIL ALARM SOUNDS
DOOR CAN BE OPENED IN 15 SECONDS
15. The egress side of doors equipped with delayed-egress locks shall be provided with emergency lighting in accordance with Section 7.9.

Total Locking Systems (Egress Controlled Locks)

The following documents and verifications must be provided to obtain approval of a total locking system in a health care facility.

A total locking system is permitted only in health care facilities licensed by the Department of Inspection and Appeals (DIA) where patients or residents meet the requirements for special clinical needs, such as CCDI (Alzheimer) units, pediatric units, maternity units, emergency departments, psychiatric units, and dementia units.

1. All proposals must be submitted as a complete package.
2. Provide documentation showing a resident assessment was completed on facility residents. The assessment must show there is a clinical need to lock doors. Justification for the use of door locks must be provided.
3. The entire building must be protected **throughout** by an approved sprinkler system that is installed in accordance with National Fire Protection Association (NFPA) Standard 13, Standard for the Installation of Sprinkler Systems.
4. Provide documentation, from a licensed sprinkler company, that the sprinkler system provides protection throughout the entire building and complies with NFPA 13.
5. Verify the locks will release upon activation of any heat detector, not more than two smoke detectors, or upon activation of the sprinkler system.
6. Verify the locks release upon loss of power to the device.
7. Provide a **detailed** floor plan of the ENTIRE building. The floor plan must identify the doors that will be equipped with locking devices and the location of the global override switch.
8. The global override switch must be located at an approved, constantly attended location within the locked space. Verify that the global override switch will unlock all doors. Provide a cut sheet that describes this switch.
(Operation of the switch must not require the use of a key and must be clearly marked as to function.)
9. Provide a **list** of the doors equipped with locks and **list** the locking components used at each of the doors.
(Simply providing the many product diagrams and/or cut sheets is not acceptable.)



Total Locking Systems (Egress Controlled Locks)

10. Verify the locks can be released at the door location by a key pad or other approved manual release device.

11. Verify corridor doors will be equipped with labeled positive latching hardware. The releasing device installed on a labeled fire door must be labeled as being fire rated.

12. The egress side of doors equipped with total locks shall be provided with emergency lighting in accordance with Section 7.9.

Please submit all door locking proposals to the Fire Prevention Bureau located at: 6200 Park Avenue, Suite 100, Des Moines, IA 50321-1270.