

Design Document

Princeton-Plainsboro Teaching Hospital Fire Safety Training

<i>Business Purpose</i>	<ul style="list-style-type: none"> Princeton-Plainsboro Teaching Hospital is looking to improve their OSHA compliance to 100%. By providing this course in a blended learning format for employees, the goal is to accomplish this over the next year. Training is for new hires and current staff to meet annual safety compliance training for all employees. To ensure a safe environment for employees and patients regarding fire safety and prevention
<i>Target Audience</i>	<ul style="list-style-type: none"> All employees and staff members
<i>Training Time</i>	<ul style="list-style-type: none"> E-learning seat time is approximately 30 minutes delivered in one session ILT is approximately 30 minutes
<i>Training Recommendation</i>	<ul style="list-style-type: none"> The recommended delivery method for this training is a Level 2 interactive eLearning course. This recommendation is based on the following considerations: <ul style="list-style-type: none"> Course provides scaffolded interactivity with knowledge checks and final assessment E-learning course will allow new hires to become OSHA compliant immediately after employment E-learning course will allow current staff to remain OSHA compliant and complete training within company specified timeframe Suggested ILT to demonstrate and practice using a fire extinguisher <ul style="list-style-type: none"> Learner will benefit will be more confident with using a fire extinguisher
<i>Deliverables</i>	<ul style="list-style-type: none"> 1 storyboard <ul style="list-style-type: none"> Overall design directions Visual, display, and image directions per slide On-screen text per slide Script per slide Animations and interactions per slide 1 e-learning course <ul style="list-style-type: none"> Developed in Articulate Storyline Voiceover narration 4 scenario based knowledge checks 1 final graded assessment
<i>Learning Objectives</i>	<ul style="list-style-type: none"> Identify the elements of a fire Identify fire prevention standards Recall the PASS and RACE procedures Recognize the correct actions to take during a fire

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<i>Training Outline</i>	<p>Introduction</p> <ul style="list-style-type: none"> • Welcome • Navigation • Learning Objectives <p>Fire Causes and Prevention</p> <ul style="list-style-type: none"> ○ Fire Triangle ○ Oxygen ○ Fuel ○ Heat ○ Fire Prevention ○ Corridors and hallways ○ Storage and sprinklers ○ Scenario based Knowledge Check <p>RACE (Rescue, Activate, Confine, Extinguish)</p> <ul style="list-style-type: none"> ○ RACE procedure ○ Rescue by walking, wheelchair, 1-2 man carry, blanket drag, stretcher ○ Activate fire alarm and call 911 ○ Contain fire by closing doors and windows ○ Extinguish the fire if small ○ Scenario based Knowledge Check <p>PASS (Pull, Aim, Squeeze, Sweep)</p> <ul style="list-style-type: none"> ○ PASS Procedure ○ Pull the pin ○ Aim the hose ○ Squeeze the handle ○ Sweep the base ○ Scenario based Knowledge Check <p>Fire Situation Safety</p> <ul style="list-style-type: none"> ○ Know Your Route ○ Follow evacuation routes ○ Evacuation ○ Safely opening doors ○ Exiting ○ Safely exiting building ○ Scenario based Knowledge Check <p>Assessment Results</p> <p>Summary and Conclusion</p>
<i>Assessment Plan</i>	<p>Knowledge Checks</p> <ul style="list-style-type: none"> • 3 Multiple Choice and 1 True/False question <ul style="list-style-type: none"> ○ Two attempts per questions ○ Correct responses provided after two incorrect attempts ○ Knowledge check exercise at the end of each section

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Assessment

- Passing score of $\geq 80\%$
 - 5 Multiple response questions
 - Correct answers revealed at end of assessment
 - Unlimited attempts to retry assessment
 - Based on Learning Objectives
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