

Design Document

<i>Business Purpose</i>	Due to hospital fires accounting for 9% of reported fires each year Rose Hospital wants to create a course on fire safety. There are many things that could start a fire in a hospital including electrical equipment and heating systems. There has not been a fire safety course since 2019 and many medical personnel have joined or left our hospital, so this e-learning course will bridge the gap of knowledge about fire safety at Rose Hospital. After completing this course medical personnel will know about different types of fires, fire extinguishers, and emergency procedures.
<i>Target Audience</i>	The target audience is all medical personnel who work at Rose Hospital.
<i>Training Time</i>	30 minutes
<i>Training Recommendation</i>	<p>I recommend an online course because Rose Hospital has more than 300 medical personnel. Due to the large amount of staff it would be easier and more convenient to create an e-learning course. The medical personnel also have very busy schedules, so an e-learning course would allow each person to complete the training at their own pace and time. I recommend the following:</p> <ul style="list-style-type: none">• 1 E-learning course developed in Articulate Storyline• The course would have a short scenario about a fire in a hospital in the beginning of the course after the navigation slide and before the objectives slide.• The course will include voice over narration on all slides.• The course will have interactions for the learners.• The course will have slides that provide information about the topics, but they are not interactive.• The course will have two knowledge checks.• The course will have an assessment quiz at the end.
<i>Deliverables</i>	<ul style="list-style-type: none">• 1 E-learning course developed in Articulate Storyline course.<ul style="list-style-type: none">○ Includes voice over narration.○ Includes 1 scenario about putting out a fire.○ Includes interaction-based learning to teach topics stated in the learning objectives.○ Includes non-interactive slides that teach topics stated in the learning objectives.• 1 storyboard including a script developed in MS Word• Voice over narration recordings from an online AI.
<i>Learning Objectives</i>	<p>By the end of this course, you will be able to...</p> <ul style="list-style-type: none">• Explain different classes of fires.• Recall the uses of different types of fire extinguishers.• State the steps of the R.A.C.E• Summarize the steps of the P.A.S.S. procedure.

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Training Outline

Introduction

- Welcome
- Navigation
- Objectives

Topic: Types of fires

- Workplace scenario that introduces an example of how fires can occur in hospitals with a question that quizzes the learner about how to respond to this type of fire.
- Explain that there are six types of fires: Class A, Class B1, Class B2, Class C, Class D, and Class K.
- The learner will learn what causes each type of fire.
 - Class A fires are caused by common combustibles such as wood, paper, and cloth.
 - Class B1 fires are caused by flammable liquids such as gasoline.
 - Class B2 fires are caused by flammable gas such as propane.
 - Class C fires are caused by live electrical equipment such as computers and fax machines.
 - Class D fires are caused by combustible metals such as lithium, magnesium, and titanium.
 - Class K fires are caused by cooking media such as cooking oils and cooking fat.

Topic: Types of Fire Extinguishers

- Explain that there are six types of fire extinguishers: water, foam, dry powder, M28/L2, carbon dioxide, and wet chemical.
- The learner will learn what types of fires each extinguisher puts out.
 - Water extinguishers put out Class A fires.
 - Foam extinguishers put out Class A, Class B1, and Class K fires.
 - Dry powder extinguishers put out Class A, Class B1, Class B2, and Class C fires.
 - M28/L2 extinguishers put out Class D fires.
 - Carbon dioxide extinguishers put out Class B1 and Class C fires.
 - Wet chemical extinguishers put out Class A and Class K fires.

Knowledge Check #1

Topic: R.A.C.E. Procedure

- Explain that the R.A.C.E. procedure is a four-step emergency procedure for medical personnel to use in case of a fire.
 - Rescue patients from danger.

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	<ul style="list-style-type: none">▪ During a fire, patients may be moved in five ways: walk, wheelchair, 1-2 person carry, blanket drag, med sled, or stretcher.○ Activate the alarm.<ul style="list-style-type: none">▪ Fire alarm pull stations are located near all stairwells, building exits and every nursing station.○ Contain the fire.<ul style="list-style-type: none">▪ Close all doors and windows to prevent rapid spread of fire.○ Extinguish the fire.<ul style="list-style-type: none">▪ Select the appropriate fire extinguisher and use the P.A.S.S. procedure for operating a fire extinguisher. <p>Topic: P.A.S.S. Procedure</p> <ul style="list-style-type: none">• Explain that the P.A.S.S procedure is a four-step process that states how to use a fire extinguisher during an emergency.<ul style="list-style-type: none">○ Pull the pin.○ Aim the nozzle at the base of the fire.○ Squeeze the handles together to release extinguishing agent.○ Sweep the nozzle from side to side across the base of the fire until it appears to be out. <p>Knowledge Check #2</p> <p>Quiz</p> <ul style="list-style-type: none">• There will be five questions of varied types based on the three learning objectives.• There will be a passing percent of 80%.• Feedback for passing and failing. <p>Summary</p> <p>Congratulations</p>
<i>Assessment Plan</i>	<ul style="list-style-type: none">• 2 Knowledge Checks• 5 graded quiz questions at the end of the E-learning course.<ul style="list-style-type: none">○ Each graded quiz question will have a different structure.○ Each question will be based on the 3 learning objectives.<ul style="list-style-type: none">▪ 1 matching drop-down question▪ 1 sequence drag and drop question▪ 1 multiple choice question▪ 1 multi-response question▪ 1 sequence drop-down question○ The learner will have unlimited attempts to pass the quiz.○ The passing percent is 80%.

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	<ul style="list-style-type: none">○ Learners will be given feedback based on passing or failing.○ If the learner fails, then they can review their answers.
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