**COMPLIANCE CHECKLIST**

**IP1: Medical/Surgical Nursing Unit**

The following checklist is intended to be used in the plan review applications for health care facilities submitted to the Massachusetts Department of Public Health. This checklist summarizes and references the applicable requirements from the Licensure Regulations and the 2014 Edition of the FGI Guidelines for Design and Construction of Hospitals and Outpatient Facilities. Applicants must verify compliance of the plans submitted to the Department with all referenced requirements from the Licensure Regulations and FGI Guidelines when completing this Checklist. A separate Checklist must be completed for each nursing unit, hospital or clinic department, or clinical suite.

Other jurisdictions, regulations and codes may have additional requirements which are not included in this checklist, such as:

- State Building Code (780 CMR)
- Joint Commission on the Accreditation of Health Care Organizations
- CDC Guidelines for Preventing the Transmission of Mycobacterium Tuberculosis in Health Care Facilities
- USP 797
- Accessibility Guidelines of the Americans with Disabilities Act (ADA)
- Architectural Access Board Regulations (521 CMR)
- Local Authorities having jurisdiction.

Instructions:

1. All requirement lines must be completed according to the following instructions and included in the plan submissions for Self-Certification Process or Part II of the Abbreviated Review Process.
2. This checklist must be completed by the project architect or engineer based on the design actually reflected in the plans at the time of completion of the checklist.
3. Each requirement line (___) of this Checklist must be completed exclusively with one of the following symbols, unless otherwise directed in the checklist. If a functional space is not affected by a renovation project, the symbol “E” may be indicated on the requirement line (___) before the name of the functional space (associated requirements on indented lines below that name, or associated MEP requirements do not have to be completed in this case). If more than one functional space serves a given required function (e.g. patient room or exam room), that clarification should be provided in the Project Narrative, and the requirement lines are understood to only address the functional spaces that are involved in the project.

   - X = Requirement is met, for new space, for renovated space, or for existing direct support space for an expanded service.
   - ☑️ = Check box under section titles or individual requirements lines for optional services or functions that are not included in the project area.
   - E = Requirement relative to an existing suite or area that has been licensed for its designated function, is not affected by the construction project and does not pertain to a required direct support space for the specific service affected by the project.
   - W = Waiver requested for specific section of the Regulations or FGI Guidelines, where hardship in meeting requirement can be demonstrated (a Physical Plant Waiver Form must be completed for each waiver request).

4. All room functions marked with “X” must be shown on the plans with the same name labels as in this checklist.
5. Mechanical, electrical & plumbing requirements are only partially mentioned in this checklist. The relevant section of the FGI Guidelines must be used for project compliance with all MEP requirements and for waiver references.
6. Oxygen, vacuum, medical air, and waste anesthesia gas disposal outlets (if required) are identified respectively by the abbreviations “OX”, “VAC”, “MA”, & “WAGD”.
7. Requirements referenced with “FI” result from formal interpretations from the FGI Interpretations Task Group.
8. The location requirements including asterisks (*) refer to the definitions of the Glossary in the beginning section of the FGI Guidelines.

Facility Name:

________________________________________________________

Facility Address:

________________________________________________________

Satellite Name: (if applicable)

________________________________________________________

Satellite Address: (if applicable)

________________________________________________________

Project Description:

________________________________________________________

DoN Project Number: (if applicable)

________________________________________________________

Nursing Unit Bed Complements:

Current = Proposed =

Building/Floor Location:

________________________________________________________

Submission Dates:

Initial Date:

Revision Date:

MDPH/DHCFLC 08/16 IP1
2.2-2.2.2

**MEDICAL/SURGICAL NURSING UNIT**

2.2-2.2.2.1 **PATIENT ROOM**

Capacity:

- **New Patient Room:**
  - check if not included in project
  - 1 bed per room

- **Existing Patient Room:**
  - check if not included in project
  - maximum room capacity no more than present capacity, with maximum of 4 patients in each room

2.2-2.2.2.2 **Space Requirements:**

1. **patient rooms sized to accommodate needs of clinical services**
2. **single-bed rooms**
   - check if not included in project

- **min. clear floor area 120 sf**
- **min. clearance 3'-0" between sides of bed & any wall or any other fixed obstruction**
- **min. clearance 3'-0" between foot of bed & any wall or any other fixed obstruction**
- **multiple bed rooms**
  - check if not included in project

(2)(a) **min. clear floor area 100 sf per bed**
(2)(b) **min. 4'-0" clearance at foot of each bed for passage of beds & equipment**

2.1-2.2.4 **Patient Privacy:**

1. **Means to provide visual privacy from observation by other patients & visitors available for each patient**
2. **Design for privacy does not restrict patient access to entrance, handwashing station, or toilet**

2.2-2.2.2.2 **Ventilation**:

- Min. 4 air changes/hour

2.2-2.2.2.2 **Power**:

- Min. 12 receptacles
- Min. 2 receptacles at each side of the head of the bed
- Min. 2 receptacles on all other walls (may be omitted on exterior wall)

2.1-2.2.4 **Nurse Call System**:

- Patient station
- Emergency staff assistance station

2.1-2.2.4 **Medical Gases**:

- 1 OX, 1 VAC for each bed

---

**Glossary**

**Bed Size for Determining Clearances:**

- 40" wide by 96" long
- specifications of beds to be installed are attached to checklist
<table>
<thead>
<tr>
<th>Architectural Requirements</th>
<th>Building Systems Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2.1-2.2.5</strong> Handwashing Station in Patient Room:</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-2.2.5.1</strong></td>
<td></td>
</tr>
<tr>
<td>__________ Provided in patient room in addition to that in toilet room</td>
<td></td>
</tr>
<tr>
<td>(1) __________ Handwashing station adjacent* to entrance to patient room for use by health care personnel &amp; others</td>
<td></td>
</tr>
<tr>
<td><strong>Multi-Patient Rooms:</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ check if not included in project</td>
</tr>
<tr>
<td>(2) __________ located outside cubicle curtains</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-2.2.6</strong> Patient toilet room</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-2.2.6.2</strong></td>
<td></td>
</tr>
<tr>
<td>__________ serves no more than one patient room</td>
<td></td>
</tr>
<tr>
<td>__________ serves no more than 2 patients</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-2.2.6.3</strong></td>
<td></td>
</tr>
<tr>
<td>(1) __________ toilet</td>
<td></td>
</tr>
<tr>
<td>(2) __________ handwashing station</td>
<td></td>
</tr>
<tr>
<td>(3) __________ bedpan washer</td>
<td></td>
</tr>
<tr>
<td><strong>2.2-2.2.7</strong> Patient bathing facilities</td>
<td></td>
</tr>
<tr>
<td><strong>2.2-2.2.7.1</strong></td>
<td></td>
</tr>
<tr>
<td>__________ access to bathing facilities in toilet room directly accessed from each patient room or in central bathing facility</td>
<td></td>
</tr>
<tr>
<td><strong>Central Bathing Facilities</strong></td>
<td></td>
</tr>
<tr>
<td><strong>2.2-2.2.7.2</strong></td>
<td></td>
</tr>
<tr>
<td>(a) __________ check if not included in project</td>
<td></td>
</tr>
<tr>
<td>(b) __________ each bathtub or shower in individual room or enclosure that provides privacy for bathing, drying &amp; dressing</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ check if not included in project</td>
</tr>
<tr>
<td><strong>(only if each patient room has direct access to adjoining shower or bathtub)</strong></td>
<td></td>
</tr>
<tr>
<td>(c) __________ toilet in separate enclosure</td>
<td></td>
</tr>
<tr>
<td>(d) __________ handwashing sink</td>
<td></td>
</tr>
<tr>
<td>(e) __________ storage for soap &amp; towels</td>
<td></td>
</tr>
<tr>
<td>(f) __________ mobile lifts, shower gurney devices, wheelchairs &amp; other portable wheeled equipment are used</td>
<td></td>
</tr>
<tr>
<td>__________ check if not included in project</td>
<td></td>
</tr>
<tr>
<td><strong>2.2-2.2.7.3</strong></td>
<td></td>
</tr>
<tr>
<td>__________ lateral transfer devices</td>
<td></td>
</tr>
<tr>
<td>__________ patient shower rooms designed to allow entry of portable/mobile mechanical lifts &amp; shower gurney devices</td>
<td></td>
</tr>
<tr>
<td><strong>2.2-2.2.7.4</strong></td>
<td></td>
</tr>
<tr>
<td>__________ floor drain grates designed to facilitate use &amp; prevent tipping of wheelchairs &amp; other portable wheeled equipment used by patients &amp; staff</td>
<td></td>
</tr>
<tr>
<td><strong>Ventilation:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Min. 10 air changes per hour</strong></td>
<td>Table 7.1</td>
</tr>
</tbody>
</table>
### Architectural Requirements

#### 2.1-2.2.8
Patient Storage:
- **___** separate wardrobe, locker, or closet suitable for garments & for storing personal effects

#### 2.2-2.2.3.1
- **___** Family zone support features
  1. **___** space for movable seating with min. one seat for family member or visitor & one seat for patient
  2. **___** space for min. one chair for long-term sitting
  3. **___** family members or visitors permitted to sleep in patient room overnight
  - check if not included in project
  - **___** space for sleeping
  - **___** accommodation
  - **___** public communication services in each patient room

#### 2.2-2.2.4
**SPECIAL PATIENT CARE ROOMS**

#### 2.2-2.2.4.2
- **___** Airborne Infection Isolation (AI) Room
  1. **___** at least one AI room in hospital
  2. **___** ICRA attached to Project Narrative to determine additional AI rooms for individual nursing units

#### 2.1-2.4.2.2
- **___** single-bed room
  1. **___** provision made for personal protective equipment storage at entrance to room
  2. **___** handwashing station in each patient room

#### 2.1-7.2.3.1(6)
- **___** monolithic floors with integral coved 6” high wall base

### Building Systems Requirements

#### Ventilation:
- **___** Min. 12 air changes per hour
- **___** Negative pressure
- **___** No recirculating room units
- **___** Space ventilation & pressure relationship maintained in event of loss of normal electrical power
- **___** Exhaust air from AI rooms, associated anterooms & toilet rooms discharged directly to outdoors
- **___** Exhaust grilles or registers located directly above patient bed on ceiling or on wall near head of bed
- **___** Permanent device monitoring differential air pressure between AI room & corridor

#### 2.1-2.4.2.2(4)
- **___** separate room with toilet, handwashing station & bathtub or shower

- **___** Min. 10 air changes per hour
- **___** Exhaust
### Architectural Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
</table>
| 2.1-2.4.2.3 | Anteroom  
 □ check if not included in project  
 (only if ICRA justifying the omission of the anteroom for the specific patient population is attached to Project Narrative) |
| (1) | for persons to don personal protective equipment before entering patient room |
| (2) | all doors to anteroom have self-closing devices |

### Building Systems Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
</table>
| 2.1-2.4.2.4(1) | Protective Environment (PE) Room  
 □ check if not included in project  
 (only if ICRA justifying the omission of the PE room for the specific patient population is attached to Project Narrative) |
| (b) | self-closing devices on all room exit doors |
| (c) | doors have edge seals |

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
</table>
| 2.1-2.4.2.2 | single-bed room  
 □ provision made for personal protective equipment storage at entrance to room  
 □ handwashing station in each patient room |
| 2.1-7.2.3.1(6) | monolithic floors with integral coved 6" high wall base |

### Ventilation

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
</table>
| 2.1-2.4.2.2 | Min. 12 air changes per hour  
 □ Positive pressure  
 □ No recirculating room units |
| 2.1-2.4.2.3 | Min. 10 air changes per hour  
 □ Exhaust  
 □ Negative pressure to corridor  
 □ No recirculating room units  
 □ AII room under negative pressure to anteroom  
 □ Anteroom under negative pressure to corridor |
Compliance Checklist: Medical/Surgical Nursing Unit

Architectural Requirements

2.1-2.4.2.4(1)
(b) ______ self-closing devices on all room exit doors
(c) ______ doors has edge seals

2.2-2.4.4
Special Design Elements:
(a) ______ monolithic ceiling
(b) ______ all room surfaces cleanable
(b) ______ lighting fixtures equipped with lenses & sealed

2.2-2.4.5 ______ Combination airborne infection isolation/protective environment (AII/PE) room
☐ check if not included in project
(1) (only if no PE room required by ICRA)
2.1-2.4.2.2
(1) ______ single-bed room
(2) ______ provision made for personal protective equipment storage at entrance to room
(3) ______ handwashing station in each patient room
2.1-2.3.1(6) ______ monolithic floors with integral coved 6" high wall base

Ventilation:
Min. 12 air changes per hour Table 7.1
Exhaust
Positive pressure
No recirculating room units
Space ventilation & pressure relationship maintained in event of loss of normal electrical power
Supply air diffusers located above patient bed
Exhaust grilles or registers located near patient room door

(4) ______ separate room with toilet, handwashing station & bathtub or shower
Ventilation:
Min. 10 air changes per hour Table 7.1
Exhaust

2.1-2.4.3 ______ Anteroom
(1) ______ for persons to don personal protective equipment before entering patient room
(2) ______ all doors to anteroom have self-closing devices

Ventilation:
Min. 10 air changes per hour Table 7.1
Exhaust
No recirculating room units
Positive pressure to both AII/PE room & corridor or
Negative pressure to both AII/PE room & corridor

Building Systems Requirements

☐ PE room under positive pressure to anteroom
☐ anteroom under positive pressure to corridor

2.1-2.4.2.4(1)
(b) ______ self-closing devices on all room exit doors
(c) ______ doors has edge seals
Architectural Requirements

2.2-2.2.4.5
(5) Special Design Elements:
   (a) monolithic ceiling
   (b) all room surfaces cleanable
   (c) lighting fixtures equipped with lenses & sealed

(3) anteroom
   (a) space for persons to don personal protective equipment before entering patient room
   (b) all doors to anteroom self-closing

(4) Ventilation:
   (a) Min. 10 air changes per hour
   (b) Exhaust
   (c) Positive or negative pressure to both patient room & corridor
   (d) No recirculating room units
   (e) Permanent device 4/7.2.3 monitoring differential air pressure between PE room & anteroom
   (f) Permanent device monitoring differential air pressure between anteroom & corridor

or
   (a) door to corridor is equipped with door seals, including door sweep seal

2.2-2.2.4.6 Bone marrow/stem cell transplant unit
   (1) check if not included in project
   (2) close access to out-of-unit diagnostic imaging & radiation therapy equipment
   (3) all patient rooms meet PE room requirements
   (4) at least one patient room meets combination AII/PE room

Special Design Elements:
   (a) sealed windows
   (b) viewing panels in doors or walls for nursing staff observation
   (c) curtains or other means to cover windows & viewing panels for patient privacy

2.2-2.2.4.7 Medical psychiatric room
   (1) check if not included in project
   (2) meets patient room requirements
   (3) single patient occupancy
   (4) located to permit staff observation of room entrance
   (5) designed to minimize potential for escape, concealment, injury, or suicide
   (6) any observation arrangements provide patient privacy & minimize casual observation by visitors & other patients
### Architectural Requirements

**SUPPORT AREAS FOR MEDICAL/SURGICAL NURSING UNITS**

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.2-2.2.5.3</td>
<td>(1) Support areas listed are located in or readily accessible* to each nursing unit.</td>
</tr>
<tr>
<td>(3)</td>
<td>Each support area provided on each nursing floor</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1-2.6.1</td>
<td>Administrative center or nurse station</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>Space for counters</td>
</tr>
<tr>
<td>(2)</td>
<td>At least one handwashing station located in, next to, or directly accessible*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.2-2.2.6.3</td>
<td>Nurse or supervisor office</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1-2.6.4</td>
<td>Multipurpose room</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>At least one multipurpose room for each facility for staff, patients &amp; patients’ families for patient conferences, reports, education, training sessions &amp; consultation</td>
</tr>
<tr>
<td>(2)</td>
<td>Accessible to each nursing unit (may serve several nursing units)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1-2.6.6</td>
<td>Medication safety zones</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>(2)</td>
<td>Medication preparation room</td>
</tr>
<tr>
<td>or</td>
<td>Self-contained medication dispensing unit</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td>Located out of circulation paths to minimize distraction &amp; interruption</td>
</tr>
<tr>
<td>(c)</td>
<td>Work counter</td>
</tr>
<tr>
<td>(d)</td>
<td>Task lighting</td>
</tr>
<tr>
<td>(e)</td>
<td>Meet acoustic design criteria per 1.2-5.1</td>
</tr>
</tbody>
</table>

### Building Systems Requirements

**Nurse Call System:**

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master station</td>
<td>Table 2.1-2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duty station</td>
<td>Table 2.1-2</td>
</tr>
</tbody>
</table>

**Ventilation:**

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Min. 4 air changes per hour</td>
<td>Table 7.1</td>
</tr>
</tbody>
</table>

**Nurse Call System:**

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duty station</td>
<td>Table 2.1-2</td>
</tr>
</tbody>
</table>

**Shadows Containers:**

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under visual control of nursing staff</td>
<td></td>
</tr>
</tbody>
</table>

**Work counter:**

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lockable refrigerator</td>
<td></td>
</tr>
</tbody>
</table>

**Handwashing station:**

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Locked storage for controlled drugs</td>
<td></td>
</tr>
</tbody>
</table>

**Verifying:**

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Check if not included in project</td>
<td></td>
</tr>
</tbody>
</table>

**See top of container:**

<table>
<thead>
<tr>
<th>Req.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Space to prepare medicines in addition to any self-contained medicine-dispensing unit</td>
<td></td>
</tr>
</tbody>
</table>
Architectural Requirements

(2) ___ self-contained medication dispensing units
    □ check if not included in project

(a) ___ located at nurse station, in clean workroom, in an alcove, or inpatient room
    ___ lockable unit to secure controlled drugs

(b) ___ handwashing station located next to stationary medication-dispensing units
    Mobile Medication-Dispensing Carts:
    □ check if not included in project:
    ___ space in patient rooms to accommodate cart

2.1-2.6.7 ___ Nourishment area or room

2.1-2.6.7.2
(1) ___ handwashing station
(2) ___ work counter
(3) ___ refrigerator
(4) ___ microwave
(5) ___ storage cabinets
(6) ___ space for temporary storage of unused & soiled food service implements

2.1-2.6.7.3 ___ provisions & space for separate temporary storage of unused & soiled meal trays not picked up at mealtime

2.1-2.6.8 ___ Ice-making equipment

2.1-2.6.8.1 ___ located in an enclosed space

2.1-2.6.8.2
(1) ___ self-dispensing ice-making equipment in public area
    □ check if not located in public area

2.1-2.6.9 ___ Clean workroom or clean supply room

2.1-2.6.9.1 ___ clean workroom used for preparing patient care items
    □ work counter
    □ handwashing station
    □ storage facilities for clean & sterile supplies

or

2.1-2.6.9.2 ___ clean supply room used only for storage & holding as part of system for distribution of clean & sterile supplies

2.1-2.6.10 ___ Soiled workroom or soiled holding room

Building Systems Requirements

Ventilation:
- Min. 2 air changes per hour
- Min. 4 air changes per hour
- Positive pressure

Nurse Call System:
- Duty station

Table 7.1
Table 2.1-2
Architectural Requirements

2.1-2.6.10.1
(1) soiled workroom
(2) handwashing station
(3) flushing-rim clinical service sink with bedpan washer
(4) work counter
(5) space for separate covered containers

or

2.1-2.6.10.2
(1) soiled holding room
(a) handwashing station or hand sanitation station
(b) space for separate covered containers
(3) toilet with bedpan washer located in each inpatient toilet room

2.1-2.6.11.1
(1) Clean linen storage
(2) clean linen stored in clean workroom or clean linen closet
(3) covered cart distribution system (corridor alcoves may be used)
☐ check if not included in project

2.1-2.6.11.2
(1) Equipment & supply storage room or alcove
(2) min. 10 sf per patient bed

2.1-2.6.11.3
(1) Storage space for stretchers & wheelchairs

2.1-2.6.11.4
(1) Emergency equipment storage
(2) each nursing unit has at least one emergency equipment storage location
(3) under visual observation of staff
(4) storage locations in corridors do not infringe on min. required corridor width

2.1-2.6.12
(1) Environmental services room
(2) serves one or more than one nursing unit on a floor
(3) readily accessible* to unit it serves

2.1-2.6.12.1
(1) serves one or more than one nursing unit on a floor
(2) readily accessible* to unit it serves

2.1-2.6.12.2
(1) service sink or floor-mounted mop sink
(2) provisions for storage of supplies & housekeeping equipment
(3) handwashing station or hand sanitation station

2.2-2.2.6.13
(1) Examination room
☐ check if not included in project
(only if all patient rooms in nursing unit are single bedrooms)
(2) centrally located to serve one or more nursing units on same floor

Building Systems Requirements

Ventilation:
(1) min. 10 air changes per hour Table 7.1
(2) Exhaust
(3) Negative pressure

Nurse Call System:
(1) Duty station

Ventilation:
(1) min. 10 air changes per hour Table 7.1
(2) Exhaust
(3) Negative pressure
Architectural Requirements

2.1-3.2.2
  ____ single-bed examination room

2.1-3.2.2.1
  Space Requirements:
  (1)  ____ min. clear floor area of 120 sf with min. clear dimension of 10'-0"
  (2)  ____ room size permits min. clearance of 3'-0" at each side & at foot of exam table
  (a)  ____ room arrangement permits placement of exam table, recliner, or chair at an angle, closer to one wall than another, or against wall to accommodate type of patient being served

2.1-3.2.2.2
  Room Features:
  (1)  ____ examination light
  (2)  ____ storage for supplies
  (3)  ____ accommodations for written or electronic documentation
  (4)  ____ space for visitor’s chair
  (5)  ____ handwashing station

2.2-2.2.7
  SUPPORT AREAS FOR STAFF

2.2-2.2.5.3
  Location:
  (1)  ____ support areas listed are located in or readily accessible* to each nursing unit
  (3)  ____ each support area provided on each nursing floor

2.1-2.7.1
  ____ Staff lounge
  ____ min. 100 sf
  Nurse Call System:  Table 2.1-2
  ____ Duty station

2.1-2.7.2
  ____ Staff toilet room
  2.1-2.7.2.1  ____ readily accessible* to each nursing unit
  2.1-2.7.2.2  ____ toilet & handwashing station
  Ventilation:
  ____ Min. 10 air changes per hour  Table 7.1
  ____ Exhaust

2.1-2.7.3
  ____ Staff storage facilities
  2.1-2.7.3.1  ____ securable closets or cabinet compartments for personal articles of staff located in or near nurse station
  2.1-2.7.3.2  ____ coat storage
  ____ check if not included in project:
    ____ storage of coats in closets or cabinets on each floor or in central staff locker area

Building Systems Requirements

Ventilation:
  ____ Min. 6 air changes per hour  Table 7.1

Power:
  ____ Min. 8 receptacles in room  Table 2.1-1
  ____ Min. 4 receptacles convenient to head of stretcher

Nurse Call System:
  ____ Emergency staff assistance station  Table 2.1-2
  ____ Duty station

Medical Gases:
  ____ 1 OX, 1 VAC  Table 2.1-4
2.2-2.2.8 SUPPORT AREAS FOR PATIENTS, FAMILIES & VISITORS

2.2-2.2.5.3 Location:
(1) support areas listed are located in or readily accessible* to each nursing unit
(3) each support area provided on each nursing floor

2.2-2.2.8.1 Family & visitor lounge
(2) lounge immediately accessible* to nursing unit served (may serve more than one nursing unit)
(4) lounge designed to minimize impact of noise & activity on patient rooms & staff functions
(6) public communication services

2.2-2.2.8.2 Toilet room readily accessible*

2.2-2.2.8.3 Place for meditation & prayer
(6) dedicated quiet space to support meditation, bereavement, or prayer.

2.1-7.2.2 ARCHITECTURAL DETAILS

2.1-7.2.2.1 CORRIDOR WIDTH:
NFPA 101
___ Aisles, corridors & ramps required for exit access in a hospital not less than 8’-0” in clear & unobstructed width
or
___ Code Review Sheet establishing compliance with NFPA 101 has been submitted

___ Aisles, corridors & ramps in adjunct areas not intended for the housing, treatment, or use of inpatients not less than 44” in clear width

2.1-7.2.2.2 CEILING HEIGHT:
(1) Min. ceiling height 7’-6” in corridors & normally unoccupied spaces
(4) Min. height 7’-6” above floor of suspended tracks, rails & pipes located in traffic path for patients in beds and/or on stretchers
___ Min. ceiling height 7’-10” in other areas

2.1-7.2.2.3 DOORS & DOOR HARDWARE:
(1) Doors between corridors, rooms, or spaces subject to occupancy swing type or sliding doors
(a) Sliding doors
(b) check if not included in project
___ manual or automatic sliding doors comply with NFPA 101
___ code review sheet attached
___ no floor tracks

2.1-7.2.2.3 (2) Min. 45.5” clear door width for patient rooms & diagnostic/treatment areas
(a) Min. 83.5” clear door height for patient rooms & diagnostic/treatment areas
(b) Swinging doors for personnel use in addition to sliding doors
___ check if not included in project
___ min. clear width 34.5”

2.1-7.2.2.3 (3) Doors do not swing into corridors (except doors to non-occupiable spaces & doors with emergency breakaway hardware)

2.1-7.2.2.3 (4)
(b) Lever hardware

2.1-7.2.2.3 (5) Doors for patient bathing/toilet facilities
<table>
<thead>
<tr>
<th>Compliance Checklist: Medical/Surgical Nursing Unit</th>
<th>Page 13 of 16</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) 2 doors separated by horizontal distance equal to one-half length of max. diagonal room dimension or door that swings outward or door equipped with emergency rescue hardware or sliding door</td>
<td>2 doors separated by horizontal distance equal to one-half length of max. diagonal room dimension or door that swings outward or door equipped with emergency rescue hardware or sliding door</td>
</tr>
<tr>
<td>(b) toilet room door opening in public area or corridor maintains visual privacy</td>
<td>toilet room door opening in public area or corridor maintains visual privacy</td>
</tr>
<tr>
<td>2.1-7.2.2.5 WINDOWS IN PATIENT ROOMS: (1) Natural light by means of window to outside (3) Min. net glazed area no less than 8% of floor area of room served (a) Operable windows check if not included in project (2) operation limited with either stop limit/restrictor hardware or open guard/screen</td>
<td>2.1-7.2.2.5 WINDOWS IN PATIENT ROOMS: (1) Natural light by means of window to outside (3) Min. net glazed area no less than 8% of floor area of room served (a) Operable windows check if not included in project (2) operation limited with either stop limit/restrictor hardware or open guard/screen</td>
</tr>
<tr>
<td>2.1-7.2.2.6 GLAZING MATERIALS: (2) Safety glass-tempered or plastic glazing materials used for shower doors &amp; bath enclosures check if not included in project (4) Glazing within 18” of floor check if not included in project</td>
<td>2.1-7.2.2.6 GLAZING MATERIALS: (2) Safety glass-tempered or plastic glazing materials used for shower doors &amp; bath enclosures check if not included in project (4) Glazing within 18” of floor check if not included in project</td>
</tr>
<tr>
<td>2.1-7.2.2.7 GRAB BARS: (2) Grab bars anchored to sustain concentrated load of 250 lbs.</td>
<td>2.1-7.2.2.7 GRAB BARS: (2) Grab bars anchored to sustain concentrated load of 250 lbs.</td>
</tr>
<tr>
<td>2.1-7.2.2.8 HANDRAILS: (1) Handrails installed on both sides of patient use corridors</td>
<td>2.1-7.2.2.8 HANDRAILS: (1) Handrails installed on both sides of patient use corridors</td>
</tr>
<tr>
<td>2.1-7.2.2.9 NOISE CONTROL: (1) Recreation rooms, exercise rooms, equipment rooms &amp; similar spaces with potential impact noises are not located directly over patient bed areas</td>
<td>2.1-7.2.2.9 NOISE CONTROL: (1) Recreation rooms, exercise rooms, equipment rooms &amp; similar spaces with potential impact noises are not located directly over patient bed areas</td>
</tr>
<tr>
<td>2.1-7.2.3 SURFACES (1) Selected flooring surfaces cleanable &amp; wear-resistant for location (2) Smooth transitions between different flooring materials (3) Flooring surfaces, including those on stairways, stable, firm &amp; slip-resistant (b) Carpet check if not included in project provides stable &amp; firm surface (4) Floors &amp; wall bases of soiled workrooms, toilet rooms &amp; other wet cleaned areas are not physically affected by cleaning solutions</td>
<td>2.1-7.2.3 SURFACES (1) Selected flooring surfaces cleanable &amp; wear-resistant for location (2) Smooth transitions between different flooring materials (3) Flooring surfaces, including those on stairways, stable, firm &amp; slip-resistant (b) Carpet check if not included in project provides stable &amp; firm surface (4) Floors &amp; wall bases of soiled workrooms, toilet rooms &amp; other wet cleaned areas are not physically affected by cleaning solutions</td>
</tr>
<tr>
<td>2.1-7.2.3.1 FLOORING &amp; WALL BASES: (1) Washable wall finishes</td>
<td>2.1-7.2.3.1 FLOORING &amp; WALL BASES: (1) Washable wall finishes</td>
</tr>
<tr>
<td>2.1-7.2.3.2 WALLS &amp; WALL PROTECTION: (1) Monolithic wall surfaces in areas routinely subjected to wet spray or splatter</td>
<td>2.1-7.2.3.2 WALLS &amp; WALL PROTECTION: (1) Monolithic wall surfaces in areas routinely subjected to wet spray or splatter</td>
</tr>
<tr>
<td>2.1-7.2.3.3 CEILINGS: (1) Ceilings in areas occupied by patients, &amp; in clean rooms &amp; soiled rooms: (a) cleanable with routine housekeeping equipment (b) acoustic &amp; lay-in ceilings check if not included in project do not create ledges or crevices</td>
<td>2.1-7.2.3.3 CEILINGS: (1) Ceilings in areas occupied by patients, &amp; in clean rooms &amp; soiled rooms: (a) cleanable with routine housekeeping equipment (b) acoustic &amp; lay-in ceilings check if not included in project do not create ledges or crevices</td>
</tr>
</tbody>
</table>
HEATING, VENTILATION, & AIR-CONDITIONING (HVAC) SYSTEMS

Outdoor Air Intakes:
- Located min. 25 feet from cooling towers & all exhaust & vent discharges
- Bottom of air intake is at least 6'-0" above grade

Roof Mounted Air Intakes:
- check if not included in project
  - bottom min. 3'-0" above roof level

Exhaust Discharges for Infectious Exhaust Air:
- check if not included in project
  - Ductwork under negative pressure (except in mechanical room)
  - Discharge in vertical direction at least 10'-0" above roof level
  - Located not less than 10'-0" horizontally from air intakes & operable windows/doors

Filtration:
- Filter banks conform to Table 6.4

Filter Bank #1 placed upstream of heating & cooling coils

Filter Bank No. 2 installed downstream of cooling coils & supply fan

Heating & Cooling Systems:
- no radiators or convectors in special care areas

Air Distribution Systems:
- Ducted return or exhaust systems in spaces listed in Table 7.1 with required pressure relationships
- Ducted return or exhaust systems in inpatient care areas

Smoke & Fire barriers:
- HVAC zones coordinated with compartmentation to minimize ductwork penetrations of fire & smoke barriers

Energy Recovery Systems:
- Exhaust systems serving potentially contaminated rooms are not used for energy recovery

Duct Lining:
- No duct lining in ductwork located downstream of Filter Bank #2

Space Ventilation:
- Spaces ventilated per Table 7.1
- Air movement from clean areas to less clean areas

Min. number of total air changes indicated either supplied for positive pressure rooms or exhausted for negative pressure rooms

Recirculating room HVAC units
- check if not included in project
  - each unit serves only single space
  - min. MERV 6 filter for airflow downstream of cooling coils

Acoustic Considerations:
- Equipment location or acoustic provisions limit noise associated with outdoor mechanical equipment to 65 dBA at building façade

Ventilation & Space-Conditioning:
- All rooms & areas used for patient care have provisions for ventilation
- Natural ventilation only provided in non-sensitive areas & patient rooms via operable windows
  - check if not included in project
  - Mechanical ventilation provided for all rooms & areas in facility in accordance with Table 7.1 of Part 4

ELECTRICAL SYSTEMS

Switchboards Locations:
- Located in areas separate from piping & plumbing equipment
- Not located in rooms they support
- Accessible to authorized persons only
- Located in dry, ventilated space free of corrosive gases or flammable material

Panelboards:
- Panelboards serving life safety branch emergency circuits only serve same floor, floor above & floor below
- Panelboards serving critical branch emerg. circuits only serve same floor
- New panelboards not located in exit enclosures

Emergency power per NFPA 99, NFPA 101 & NFPA 110

Light fixtures in wet areas have smooth, cleanable, shatter-resistant lenses & no exposed lamps
2.1-8.3.4.3 (1) Patient Rooms:  
- general lighting  
- reading light for each patient  
- controls accessible to patient in bed  
- light source covered by diffuser or lens  
- flexible light arms  
- check if not included in project  
- designed to prevent lamp from contacting bed linen  
- night lighting  

(a) switch in patient room  
(b) lights path from room entrance to bed  
(c) lights path from bed to toilet  

(2) Nursing Unit Corridors:  
- general illumination with reduced light levels at night  

(3) Exam/Treatment Rooms:  
- portable or fixed exam light  

2.1-8.3.5 ELECTRICAL EQUIPMENT  
2.1-8.3.5.2 Required handwashing station or scrub sink tied to building electrical service  
- check if not included in project  
- connected to essential electrical system  

2.1-8.3.6 ELECTRICAL RECEPTACLES  
2.1-8.3.6.1 Receptacles in Corridors:  
- duplex grounded receptacles installed approx. 50'-0" apart  
- duplex grounded receptacles installed approx. within 25'-0" of corridor ends  

2.1-8.3.6.2 Receptacles in Patient Care Areas:  
- receptacles provided according to Table 2.1-1  

2.1-8.3.6.3 Emergency System Receptacles:  
- distinctively colored or marked for identification  

2.1-8.3.7 CALL SYSTEMS  
- Nurse call equipment legend includes patient stations, bath stations, staff emergency stations & code call stations  

2.1-8.3.7.1 (1) Nurse call system locations provided as required in Table 2.1-2  
(2) Nurse call systems report to attended location with electronically supervised visual & audible signals  
(3) Call systems meet requirements of UL 1069 Standard for Hospital  

2.1-8.3.7.2 Patient Call Stations:  
- each patient sleeping bed provided with patient call station equipped for two-way voice communication  

(1)  
(2) (a) visible signal once call station has been activated  
(b) reset switch for canceling call  
(c) visible signal in corridor at patient room door  
(3) additional visible signals installed at corridor intersections  

(4) call stations in diagnostic & treatment areas per Table 2.1-2  

2.1-8.3.7.3 Bath Stations:  
- provided at each patient toilet, bathtub or shower stall  

(1) alarm turned off only at bath station where it was initiated  
(2) located 5'-0" to 6'-0" above floor in shower stalls & tubs, within normal view of user  
(3) located to side of toilets within 12" of front of toilet bowl & 3'-0" to 4'-0" above floor  
- accessible to both toilet & shower  

2.1-8.3.7.4 Staff emergency stations for summoning local staff assistance for non-life-threatening situations at each patient care location  

2.1-8.3.7.5 Code call station equipped with continuous audible or visual signal at point of origin  

2.1-8.3.7.6 Wireless system  
- check if not included in project  
- meet requirements of UL 1069 Standard for Hospital
2.1-8.4.2 PLUMBING & OTHER PIPING SYSTEMS
2.1-8.4.2.5 Heated Potable Water Distribution Systems:
(2) systems serving patient care areas are under constant recirculation
(3) non-recirculated fixture branch piping does not exceed 25'-0” in length
(4) no dead-end piping
(5) water-heating system has supply capacity at minimum temperatures & amounts indicated in Table 2.1-3
or
(6) handwashing stations supplied as required above
or
(7) handwashing stations supplied at constant temperature between 70°F & 80°F using single-pipe supply

2.1-8.4.6 Drainage Systems:
(1) drainage piping above ceiling of, or exposed in electric closets
☐ check if not included in project
☐ special provisions to protect space below from leakage & condensation

2.1-8.4.3 PLUMBING FIXTURES
2.1-8.4.3.1 Materials material used for plumbing fixtures non-absorptive & acid resistant

2.1-8.4.3.2 Handwashing Station Sinks:
(1) basins reduce risk of splashing to areas where direct patient care is provided, sterile procedures are performed & medications are prepared
(2) basin min. 144 square inches
☐ min. dimension 9 inches
(3) made of porcelain, stainless steel, or solid-surface materials
(4) water discharge point of faucets at least 10 inches above bottom of basin
(5) anchoring for sinks withstands min. vertical or horizontal force of 250 lbs.
(6) fittings operated without using hands for sinks used by medical & nursing staff, patients & public

(a) blade handles or single lever
☐ min. 4 inches long
☐ provide clearance required for operation
or
(b) sensor-regulated water fixtures
☐ meet user need for temperature & length of time water flows
☐ designed to function at all times & during loss of normal power

2.1-8.4.3.3 Showers & Tubs:
☐ check if not included in project
(1) nonslip walking surfaces

2.1-8.4.3.4 Ice-Making Equipment:
(1) copper tubing provided for supply connections

2.1-8.4.3.5 Clinical Sinks:
☐ check if not included in project
(1) trimmed with valves that can be operated without hands
(2) handles min. 6 inches long
(3) integral trap wherein upper portion of water trap provides visible seal

2.1-8.4.3.7 Bedpan Washers:
(1) bedpan washer provided in each inpatient toilet room

2.1-8.4.4 MEDICAL GAS & VACUUM SYSTEMS
(1) Station outlets provided as indicated in Table 2.1-4

2.1-8.4.4.2 Vacuum discharge at least 25'-0” from all outside air intakes, doors & operable windows

2.1-8.6.2 ELECTRONIC SURVEILLANCE SYSTEMS
☐ check if not included in project
(1) Devices in patient areas mounted in unobtrusive & tamper-resistant enclosures

2.1-8.6.2.2 Monitoring devices not readily observable by general public or patients

2.1-8.6.2.3 Receive power from emergency electrical system