COMPLIANCE CHECKLIST

OP8 Outpatient Infusion Centers

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 2022 Edition of the FGI Guidelines for Design and Construction of 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:

- NFPA 101 Life Safety Code (2012) and applicable related standards contained in the appendices of the Code
- State Building Code (780 CMR)
- Accreditation requirements of The Joint Commission
- CDC Guidelines for Preventing the Transmission of Mycobacterium Tuberculosis in Health Care Facilities
- USP 797 & Regulations of the Massachusetts Board of Registration in Pharmacy
- Occupational Safety & Health Standards (OSHA)
- 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 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 marks, unless otherwise directed in the checklist. If a functional space is not affected by a renovation project, the mark "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.

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. "E" must <u>not</u> be used for an existing required support space associated with a new patient care room or area.

☒ = Check box under section titles or individual requirements lines for optional services or functions that are not included in the project area.

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). An explicit floor plan or plan detail must be attached to each waiver request.

4. All room functions marked with "X" must be shown on the plans with the <u>same name labels</u> 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, waste anesthesia gas disposal and instrument air outlets (if required) are identified respectively by the abbreviations "OX", "VAC", "MA", "WAGD" & "IA".
7. Requirements referenced with "FI" result from formal interpretations from the FGI Interpretations Task Group.
8. The location & patient care station requirements including asterisks (*) refer to the definitions of the Glossary in the beginning section of the FGI Guidelines and reproduced in this checklist.

Facility Name:

DoN Project Number: (if applicable)

Facility Address:

Satellite Name: (if applicable)

Building/Floor Location:

Satellite Address: (if applicable)

Submission Dates:

Project Description:

Initial Date:

Revision Date:

	Architectural Requirements	Building Systems Requirements	
2.6	**OUTPATIENT INFUSION CENTERS**		
2.6-2	**ACCOMMODATIONS FOR CARE OF INDIVIDUALS OF SIZE**		
2.1-2.1.1.2	☐ check if not included in project (only if a Patient Handling & Movement Assessment that determines that the outpatient service does not have a need for expanded-capacity lifts & architectural details that support movement of individuals of size in patient areas is attached to the Project Narrative)		
2.1-2.1.2	Location: ___ spaces designated for care of or use by individuals of size are provided in locations to accommodate population expected to be served by facility		
2.1-2.5	___ Handwashing stations		
2.1-2.5.2	___ downward static force required for handwashing stations designated for individuals of size accommodates maximum patient weight of patient population		
2.1-2.6	___ Patient toilet room		
2.1-2.6.1.1	___ expanded-capacity toilet ___ mounted Min. 36” from finished wall to centerline of toilet on both sides (for caregiver assistance and/or use of floor-based lift) **or**	Ventilation: ___ Min. 10 air changes per hour ___ Exhaust ___ Negative pressure ___ No recirculating room units	Table 8-1
2.1-2.6.1.2	___ regular toilet ___ mounted min. 44 inches from centerline of toilet on both sides to finished walls to allow for positioning of expanded-capacity commode over toilet		
2.1-2.6.1.3	___ rectangular clear floor area min. 46” wide extend 72” from front of toilet		
2.1-2.6.2.1	___ grab bars in toilet rooms intended for use by individuals of size are anchored to sustain concentrated load of 800 pounds		
2.1-2.6.2.2	___ adjustable/foldable grab bar mounted on horizontally movable track is provided		
2.1-2.7	___ Single-patient exam/observation room		
2.1-2.7.1	Space Requirements:		
2.1-2.7.1.1(1)	___ min. 5'-0" clearance at foot of expanded-capacity exam table	Ventilation: ___ Min. 4 air changes per hour Lighting: ___ Portable or fixed exam light Power: ___ Min. 8 receptacles ___ 4 convenient to head of exam table or gurney	Table 8-1 2.1-8.3.4.3(1) Table 2.1-1
(2)	___ min. 3'-0" clearance on non-transfer side of expanded- capacity exam table		
(3)(a)	___ min. 5’-0” on transfer side of expanded-capacity exam table with ceiling- or wall-mounted lift **or**		

	Architectural Requirements	Building Systems Requirements	
(b)	___ min. 7'-0" on transfer side of expanded-capacity exam table in rooms without ceiling- or wall-mounted lift		
2.1-2.8	___ Equipment & supply storage		
2.1-2.9	___ Waiting areas		
2.1-2.9.1	___ seating for persons of size be provided in waiting areas in outpatient facilities		
2.1-2.9.2	___ waiting areas be sized to accommodate expanded-capacity furniture required for patients & visitors of size		
2.1-2.10.1	___ All plumbing fixtures, handrails, grab bars, patient lift, equipment, built-in furniture & other furnishings designed to accommodate maximum patient weight		
2.1-2.10.2	Door Openings:		
2.1-2.10.2.1	___ all door openings used for path of travel to public areas & care areas for individuals of size have min. clear width of 45.5"		
2.1-2.10.2.2	___ door openings to toilet rooms designated for individuals of size have min. clear width of 45.5"		
2.6-3.1	**INFUSION AREA**		
2.6-3.1.1.2	___ Infusion area is separate from administrative & waiting areas		
2.6-3.1.2.2	Space requirements:		
(1)	___ Infusion bays ☐ check if <u>not</u> included in project		
(a)	___ min. clearance 5'-0" between patient gurneys or lounge chairs	Ventilation: ___ Min. 6 air changes per hour	Table 8-1
(b)	___ min. clearance 3'-0" between sides of patient gurneys or lounge chairs & any fixed object		
(c)	___ min. clearance 2'-0" at foot of patient gurneys or lounge chairs in fully reclined position		
(2)	___ Infusion cubicles ☐ check if <u>not</u> included in project		
(a)	___ min. clearance 3'-0" between sides of patient gurneys or lounge chairs & any fixed object	Ventilation: ___ Min. 6 air changes per hour	Table 8-1
(b)	___ min. clearance 2'-0" at foot of patient gurneys or lounge chairs in fully reclined position		
(3)	___ Infusion single-patient rooms ☐ check if <u>not</u> included in project		
	___ space provided to allow for 3'-0" clearance at sides & foot of patient gurneys or lounge chairs in fully reclined position	Ventilation: ___ Min. 6 air changes per hour	Table 8-1

	Architectural Requirements	Building Systems Requirements	
2.6-3.1.2.3 (1)	Patient privacy: ___ each infusion patient care station has provisions for visual privacy		
2.6-3.1.5	___ Handwashing stations		
2.6-3.1.5.2	___ located in, next to or directly accessible* to nurse station		
2.1-3.8.7.1	___ located in each room where hands-on patient care is provided		
2.1-3.8.7.3	___ handwashing station serves multiple patient care stations ☐ check if not included in project		
(1)	___ at least one handwashing station provided for every four patient care stations or fewer & for each major fraction thereof		
(2)	___ handwashing stations evenly distributed based on arrangement of patient care stations		
2.6-3.1.6	___ Patient toilet room		
2.6-3.1.6.1	___ at least one patient toilet room with handwashing station immediately accessible* to infusion area	Ventilation: ___ Min. 10 air changes per hour ___ Exhaust ___ Negative pressure ___ No recirculating room units	Table 8-1
2.6-3.1.6.2	___ additional toilet rooms provided at ratio of one patient toilet for every eight infusion patient care stations & for each major fraction thereof		
2.6-3.2	**EXAMINATION ROOM** ☐ check if not included in project		
2.1-3.2.2.2 (1)(a)	___ Single-patient exam/observation room ___ immediately accessible to nurse or control station & toilet room		
	Space Requirements:		
(2)(a)	___ min. clear floor area of 80 sf ___ room size allows min. clearance 2'-8" at each side & at foot of exam table or recliner ___ room arrangement shown in the plans for each exam room (Layout #1)	Ventilation: ___ Min. 4 air changes per hour Power: ___ Min. 8 receptacles ___ 4 convenient to head of exam table or gurney	Table 8-1 Table 2.1-1
(1)(b)	___ particular placement of exam table recliner or chair ☐ check if not included in project ___ room arrangement shown in the plans (Layout #2) ___ proposed room arrangement to accommodate type of patient being served is explained in Project Narrative		

	Architectural Requirements	Building Systems Requirements	
(2)(b)	___ single-patient exam/observation room with dual entry ☐ check if not included in project ___ min. clear floor area of 100 sf ___ room size accommodates min. clearance of 2'-8" at each side & at foot of exam table or recliner		
(3)	Exam Room Features:		
(a)	___ portable or fixed exam light		
(b)	___ storage for supplies		
(c)	___ accommodations for written or electronic documentation		
(d)	___ space for visitor's chair		
(e)	___ handwashing station		
2.6-3.4.1	**AIRBORNE INFECTION ISOLATION (AII) ROOM** ☐ check if not included in project (only if Infection Control Risk Assessment (ICRA) attached to Project Narrative states that no AII room is needed)		
2.6-3.4.1.1			
2.1-3.3.2			
2.6-3.1.2.2(3)	___ space provided to allow for 3'-0" clearance at sides & foot of patient gurneys or lounge chairs in fully reclined position	Ventilation: ___ Min. 12 air changes per hour ___ Exhaust ___ Negative pressure ___ No recirculating room units ___ Exhaust register located directly above patient bed on ceiling or on wall near head of bed	Table 8-1 Part 3/7.2.1
2.1-3.3.2.2(1)	Capacity: ___ each AII room accommodates only one patient		
2.1-3.3.2.2(2)	___ Handwashing station		
2.1-3.3.2.2(3)	___ Personal protective equipment (PPE) storage ___ PPE storage & disposal at entrance to room		
2.1-3.3.2.3	Anteroom: ☐ check if not included in project		
(2)(a)	___ anteroom provide space for persons to don PPE before entering AII room & doff PPE after leaving room		
(2)(b)	___ all doors to anteroom have self-closing devices.		
(2)(c)	___ handwashing station ___ storage for unused PPE ___ disposal/holding container for used PPE		
2.1-3.3.2.3	___ Anteroom ☐ check if not included in project		
(1)	___ anteroom provide space for persons to don PPE before entering AII room	Ventilation: ___ Min. 10 air changes per hour ___ Exhaust ___ No recirculating room units	Table 8-1
(2)	___ all doors to anteroom have self-closing devices		
(3)(a)	___ handwashing station		
(3)(b)	___ storage for unused PPE		
(3)(c)	___ disposal/holding container for used PPE		

	Architectural Requirements	Building Systems Requirements	
2.1-3.3.2.4	Architectural Details & Furnishings:		
(1)(a)	___ perimeter walls ceiling & floor including penetrations are constructed to prevent air exfiltration		
(1)(b)	___ self-closing devices on all room exit doors **or** ___ activation of audible alarm when AII room is in use as isolation room		
	___ edge seals provided along sides & top of doorframe for any door into AII room		
(2)(a)	___ window treatments do not include fabric drapes & curtains		
2.1-3.3.2.5	___ room pressure visual or audible alarm		
2.6-3.8	**SUPPORT AREAS FOR INFUSION CENTER** (may be shared with other clinical services in the same licensed facility)		
2.6-3.8.2	___ Nurse station		
2.6-3.8.2.2	___ designed to provide for monitoring of all patient care stations (through direct visual observation or use of technology such as closed-circuit television)		
2.1-3.8.2.1	___ work counter		
2.1-3.8.2.2	___ means for facilitating staff communication		
2.1-3.8.2.3	___ space for supplies		
2.1-3.8.2.4	___ accommodations for written or electronic documentation		
2.1-3.8.2.5	___ hand sanitation dispenser		
2.6-3.8.8	___ Medication safety zone		
2.1-3.8.8.1(2)	Design Promoting Safe Medication Use:		
(a)	___ medication safety zones located out of circulation paths		
(b)	___ work space designed so that staff can access information & perform required tasks	Lighting: ___ Task-specific lighting level min. 100 foot-candles	2.1-3.8.8.1(2)(d)
(c)	___ work counters provide space to perform required tasks		
(e)	___ sharps containers placed at height that allows users to see top of container		
2.1-3.8.8.2(1)	___ medication preparation room	Ventilation:	
(a)	___ work counter	___ Min. 4 air changes per hour	Table 8-1
	___ handwashing station	Lighting:	
	___ lockable refrigerator	___ Task lighting	2.1-3.8.8.1(2)(d)
	___ locked storage for controlled drugs		
	___ sharps containers ☐ check if <u>not</u> included in project		
(b)	___ self-contained medication dispensing units ☐ check if <u>not</u> included in project		
	___ room designed with space to prepare medications		

	Architectural Requirements	Building Systems Requirements	
	or		
2.1-3.8.8.2(2)	___ automated medication-dispensing unit		
(a)	___ located at nurse station, in clean workroom or in alcove	Lighting:	
		___ Task lighting	2.1-3.8.8.1(2)(d)
(b)	___ handw. station or hand sanitation dispenser provided next to stationary medication-dispensing units		
(c)	___ countertop or cart adjacent to stationary medication-dispensing units		
2.6-3.8.9	___ Nourishment area	Ventilation:	
2.1-3.8.9.1	___ handw. station in or directly accessible	___ Min. 2 air changes per hour	Table 8-1
2.1-3.8.9.2	___ work counter		
2.1-3.8.9.3	___ storage		
2.1-3.8.9.4	___ fixtures & appliances for beverages & nourishment		
2.6-3.8.9.2	___ Provisions for drinking water		
2.6-3.8.11	___ Clean workroom or clean supply room		
2.1-3.8.11.1	___ separate from & have no direct connection with soiled workrooms or soiled holding rooms		
2.1-3.8.11.2	___ clean workroom		
(1)	___ work counter		
(2)	___ handwashing station	Ventilation:	
(3)	___ storage facilities for clean & sterile supplies	___ Min. 4 air changes per hour ___ Positive pressure	Table 8-1
	or		
2.1-3.8.11.3	___ clean supply room	Ventilation:	
	___ used only for storage & holding as part of system for distribution of clean & sterile materials	___ Min. 4 air changes per hour ___ Positive pressure	Table 8-1
2.6-3.8.12	___ Soiled workroom or soiled holding room		
2.1-3.8.12.1	___ do not have direct connection with clean workrooms or clean supply rooms		
2.1-3.8.12.2	___ soiled workroom		
(1)(a)	___ handwashing station	Ventilation:	
(1)(b)	___ flushing-rim clinical service sink or equivalent flushing-rim fixture (or utility sink where clinical services do not require flushing-rim fixture)	___ Min. 10 air changes per hour ___ Exhaust ___ Negative pressure ___ No recirculating room units	Table 8-1
(1)(c)	___ work counter		
(1)(d)	___ space for separate covered containers for waste & soiled linen		
(2)	___ fluid disposal management system ☐ check if not included in project		
(a)	___ electrical & plumbing connections that meet manufacturer requirements		
(b)	___ space for docking station		
	or		

	Architectural Requirements	Building Systems Requirements	
2.1-3.8.12.3	___ soiled holding room		
(1)	___ handwashing station or hand sanitation dispenser	Ventilation:	
		___ Min. 10 air changes per hour	Table 8-1
(2)	___ space for separate covered containers for waste & soiled linen	___ Exhaust	
		___ Negative pressure	
		___ No recirculating room units	
2.6-3.8.13.1	___ Clean linen storage		
(2)	(may be alcove with cart or space between patient care stations)		
(1)	___ separate designated spaces are provided for clean linen storage & soiled linen holding		
2.6-3.8.13.3			
2.1-6.2.7.1	___ Wheelchair storage		
	☐ check if not included in project		
	___ designated area located out of required corridor width		
	___ directly accessible to entrance		
	___ provided for at least one wheelchair		
2.1-6.2.7.2	___ Wheelchair parking space		
	☐ check if not included in project (only if facility provides services that do not require patients to transfer to facility chair, recliner, exam table or stretcher)		
	___ designated area provided for parking at least one patient-owned wheelchair in non-public area		
	___ located out of any required egress width or other required clearance		
2.6-3.8.13.4	___ Emergency equipment storage		
2.1-3.8.13.4(1)	___ storage shall be provided for emergency equipment used in facility		
2.1-3.8.13.4(2)	___ each storage location be readily accessible & under staff control		
2.1-3.8.13.4(3)	___ battery-powered CPR cart		
	☐ check if not included in project		
	___ electrical outlet for battery charging		
2.6-3.9	**SUPPORT AREAS FOR STAFF**		
2.6-3.9.1	___ Staff lounge		
2.6-3.9.1.2	(staff lounge may serve more than one clinical service area)		
2.6-3.9.1.1	___ readily accessible to infusion area		
2.1-3.9.1	___ handwashing station		
2.1-3.9.3	___ Storage for staff (e.g., locking drawers, cabinets, lockers for staff personal effects)		
	___ readily accessible to individual work areas		
2.1-3.9.4	___ Staff changing area		
2.1-3.9.4.1(1)	___ lockers		
2.1-3.9.4.1(2)	___ toilets		
2.1-3.9.4.1(3)	___ handwashing stations		
2.1-3.9.4.1(4)	___ space for changing clothes		

	Architectural Requirements	Building Systems Requirements	
2.6-3.9.2	___ Staff toilet room ___ handwashing station ___ readily accessible to infusion area.	Ventilation: ___ Min. 10 air changes per hour ___ Exhaust ___ Negative pressure ___ No recirculating room units	Table 8-1
2.6-3.10	**SUPPORT AREAS FOR PATIENTS** ___ Storage for patient belongings located in infusion area		
2.6-5.3	**ENVIRONMENTAL SERVICES ROOM**		
2.1-5.3.1 2.1-5.3.1.1(3)	___ Environmental services (ES) room (may serve more than one clinical service area on same floor)		
2.1-5.3.1.1(1) 2.1-5.3.1.1(2)	___ min. one ES room per floor ___ additional ES rooms provided on floor according to needs of areas served	Ventilation: ___ Min. 10 air changes per hour ___ Exhaust ___ Negative pressure ___ No recirculating room units	Table 8-1
2.1-5.3.1.2(1) 2.1-5.3.1.2(2) 2.1-5.3.1.2(3)	___ service sink or floor-mounted mop sink ___ provisions for storage of supplies & housekeeping equipment ___ handwashing station or hand sanitation dispenser		
2.6-6.2	**PUBLIC AREAS**		
2.1-6.2.1 2.1-6.2.1.1 2.1-6.2.1.2 2.1-6.2.1.3	___ Vehicular drop-off & pedestrian entrance ___ min. of one building entrance reachable from grade level ___ building entrances used to reach outpatient services be clearly marked ___ building entrances used to reach outpatient services located so patients need not go through other activity areas (except for shared lobbies in multi-occupancy buildings)		
2.1-6.2.2	___ Reception ___ reception & information counter, desk or kiosk provided either at main entry or at each clinical service		
2.6-6.2.3 2.1-6.2.3.2	___ Waiting area or room ___ readily accessible to infusion area ___ visible from staff area either by camera or direct staff sight line		
2.6-6.3	**ADMINISTRATIVE AREAS**		
2.6-6.3.3	___ Office space for business, administrative & professional staffs		
2.6-6.3.5 2.1-6.3.5.1	___ Medical records space ___ provisions be made for securing medical records of all media types used by facility ___ location restricted to staff access to maintain confidentiality of record		
2.1-6.3.5.2 (1) (2)	Space Requirements: ___ space provided for medical records management ___ physical space for electronic storage of forms or documents		

LOCATION TERMINOLOGY:

Directly accessible: Connected to the identified area or room through doorway, pass-through, or other opening without going through intervening room or public space

Adjacent: Located next to but not necessarily connected to the identified area or room

Immediately accessible: Available either in or adjacent to the identified area or room

Readily accessible: Available on the same floor or in the same clinic as the identified area or room

PATIENT CARE STATION TERMINOLOGY:

Bay: Space for patient care with one hard wall at the headwall and up to three soft walls (e.g., cubicle curtains or portable privacy screen).

Cubicle: A space intended for patient care that has at least one opening and no door and is enclosed on three sides with full-height or partial-height partitions.

Architectural Details & MEP Requirements

2.1-7.2.2 **ARCHITECTURAL DETAILS**

CORRIDOR WIDTH:

2.1-7.2.2.1 IBC 1018.2
___ Min. 44”
or
___ Detailed code review incorporated in Project Narrative

421 CMR 6.00 (2)
___ Corridors include turning spaces for wheelchairs
___ Corridors used for stretcher & gurney transport have min. corridor or aisle width of 6’-0”
☐ check if not included in project

2.1-7.2.2.2 CEILING HEIGHT:
(1) ___ Min. height 7'-6” in corridors & normally unoccupied spaces
(2) ___ Min. height 7’-6” above floor of suspended tracks, rails & pipes located in traffic path
___ Min. ceiling height 7’-10” in other areas

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

(2) Door Opening:
(a) ___ min. 32” clear door width
___ min. 83.5” clear door height

(b) Rooms with Gurney Access:
☐ check if not included in project
___ 41.5” min. clear door width
___ 79.5” min. clear door height

(3) Door Swing:
(a) ___ doors do not swing into corridors except doors to non-occupiable spaces (e.g. environmental services rooms & electrical closets) & doors with emergency breakaway hardware

(4) ___ Lever hardware or push/pull latch hardware

(5) Doors for Patient Toilet Facilities:
(a) ___ door that swings outward
or
___ door equipped with emergency rescue hardware (permits quick access from outside the room to prevent blockage of the door)
or
___ sliding door other than pocket door

(b) ___ toilet room opens onto public area or corridor
☐ check if not included in project
___ visual privacy is maintained

2.1-7.2.2.8 HANDWASHING STATIONS:
(3)(a) ___ Handwashing station countertops made of porcelain, stainless steel, solid-surface materials or impervious plastic laminate assembly

(3)(b) ___ Countertops substrate
☐ check if not included in project
___ marine-grade plywood (or equivalent material) with impervious seal

(4) ___ Handwashing station casework
☐ check if not included in project
___ designed to prevent storage beneath sink

(5) ___ Provisions for drying hands
☐ check if not included in project
(only at hand scrub facilities)
(a) ___ hand-drying device does not require hands to contact dispenser
(b) ___ hand-drying device is enclosed to protect against dust or soil
(6) ___ Liquid or foam soap dispensers

2.1-7.2.2.9 GRAB BARS:
(1) ___ Grab bars anchored to sustain concentrated load 250 pounds
(3) ___ Ends of grab bars constructed to prevent snagging clothes of patients staff & visitors

2.1-7.2.2.10 HANDRAILS:
☐ check if not included in project
(1) ___ Rail ends return to wall or floor
(2) ___ Handrail gripping surfaces & fasteners are smooth (free of sharp or abrasive elements) with 1/8-inch min. radius
(3) ___ Handrails have eased edges & corners
(4) ___ Handrail finishes are cleanable
2.1-7.2.2.14 ___ Decorative water features
☐ check if not included in project
(1) ___ no indoor unsealed (open) water features in confines of outpatient suite
(2) ___ no covered fish tanks in other than public areas of outpatient suite

2.1-7.2.3 **SURFACES**
2.1-7.2.3.1 FLOORING & WALL BASES:
(1) ___ Flooring surfaces cleanable & wear-resistant for location
(3) ___ Smooth transitions provided between different flooring materials
(4) ___ Flooring surfaces including those on stairways are stable, firm & slip-resistant
(5) ___ Floors & wall bases of all areas subject to frequent wet cleaning are constructed of materials that are not physically affected by germicidal or other types of cleaning solutions
(6)(a) ___ Floors are monolithic & integral coved wall bases are at least 6” high & tightly sealed to wall in airborne infection isolation (AII) room & any anteroom
☐ check if not included in project

2.1-7.2.3.2 WALLS & WALL PROTECTION:
(1)(a) ___ Wall finishes are washable
(1)(b) ___ Wall finishes near plumbing fixtures are smooth, scrubbable & water-resistant
(2) ___ Wall surfaces in areas routinely subjected to wet spray or splatter (e.g. environmental services rooms) are monolithic or have sealed seams that are tight & smooth
(4) ___ Wall protection devices & corner guards durable & scrubbable
2.1-7.2.3.3 CEILINGS:
(1) ___ Ceilings provided in all areas except mechanical, electrical & communications equipment rooms
(a) ___ Ceilings cleanable with routine housekeeping equipment
(b) ___ Acoustic & lay-in ceilings where used do not create ledges or crevices
2.1-7.2.4.3 ___ Privacy curtains in patient care areas are washable

2.1-8.2 **HEATING VENTILATION & AIR-CONDITIONING (HVAC) SYSTEMS**
Part 3/6.1 UTILITIES:
Part 3/6.1.1 Ventilation Upon Loss of Electrical Power:
___ space ventilation & pressure relationship requirements of Table 8-1 are maintained for AII Rooms in event of loss of normal electrical power
☐ check if not included in project

Part 3/6.1.2 Heating & Cooling Sources:
Part 3/6.1.2.1 ___ heat sources & essential accessories provided in number & arrangement sufficient to accommodate facility needs (reserve capacity) even when any one of heat sources or essential accessories is not operating due to breakdown or routine maintenance

Part 3/6.1.2.2 Central cooling systems greater than 400 tons (1407 kW) peak cooling load
☐ check if not included in project
___ number & arrangement of cooling sources & essential accessories is sufficient to support owner’s facility operation plan upon breakdown or routine maintenance of any one of cooling sources

Part 3/6.2 AIR-HANDLING UNIT (AHU) DESIGN:
Part 3/6.2.1 ___ AHU casing is designed to prevent water intrusion, resist corrosion & permit access for inspection & maintenance

.

Part 3/6.3 OUTDOOR AIR INTAKES & EXHAUST DISCHARGES:
Part 3/6.3.1 Outdoor Air Intakes:
Part 3/6.3.1.1 ___ located such that shortest distance from intake to any specific potential outdoor contaminant source be equal to or greater than separation distance listed in Table 6-1
___ located min. of 25'-0" from cooling towers & all exhaust & vent discharges
___ outdoor air intakes located such that bottom of air intake is at least 6'-0" above grade
___ air intakes located away from public access
___ all intakes are designed to prevent entrainment of wind-driven rain

Part 3/6.3.1.4 ___ intake in areaway
☐ check if not included in project
___ bottom of areaway air intake opening is at least 6'-0" above grade
___ bottom of air intake opening from areaway into building is at least 3'-0" above bottom of areaway

Part 3/6.3.2 Contaminated Exhaust Discharges:
☐ check if not included in project
Part 3/6.3.2.1 ___ ductwork within building is under negative pressure for exhaust of contaminated air (i.e. air from AII rooms)
___ exhaust discharge outlets with contaminated air located such that they reduce potential for recirculation of exhausted air back into building
Part 3/6.3.2.2 ___ exhaust discharge outlets with contaminated air is arranged to discharge to atmosphere in vertical direction at least 10'-0" above adjoining roof level

Part 3/6.4 FILTRATION:
a. ___ Particulate matter filters, min. MERV-8 provided upstream of first heat exchanger surface of any air-conditioning system that combines return air from multiple rooms or introduces outdoor air.
b. ___ Outdoor air filtered in accordance with Table 8-1
c. ___ Air supplied from equipment serving multiple or different spaces is filtered in accordance with Table 8-1
d. ___ Air recirculated within room is filtered in accordance with Table 8-1
e. ___ Design includes all necessary provisions to prevent moisture accumulating on filters located downstream of cooling coils & humidifiers
h. ___ For spaces that do not permit air recirculated by means of room units & have min. filter efficiency of MERV-14, MERV-16 or HEPA in accordance with Table 8-1, the min. filter requirement listed in Table 8-1, is installed downstream of all wet-air cooling coils & supply fan

Part 3/6.4.1 ___ Filter Bank No. 1 placed upstream of heating & cooling coils
Part 3/6.4.2 ___ Filter Bank No. 2 placed downstream of all wet-air cooling coils & supply fan

Part 3/6.5 HEATING & COOLING SYSTEMS:
Part 3/6.5.3 ___ Radiant heating systems
☐ check if not included in project
___ ceiling or wall panels with exposed cleanable surfaces or radiant floor heating are provided in AII room

Part 3/6.7 AIR DISTRIBUTION SYSTEMS:
Part 3/6.7.1 ___ Maintain pressure relationships required in Table 8-1 in all modes of HVAC system operation
___ Spaces that have required pressure relationships are served by fully ducted return systems or fully ducted exhaust systems
___ Recovery rooms are served by fully ducted return or exhaust systems

Part 3/6.7.2 Air Distribution Devices:
___ supply air outlets comply with Table 6-2

Part 3/6.7.3 Smoke Barriers:
___ HVAC zones coordinated with compartmentation to minimize ductwork penetrations of fire & smoke barriers.

Part 3/6.8 ENERGY RECOVERY SYSTEMS:
☐ check if not included in project
Part 3/6.8.1 ___ Located upstream of filters required by Part 3/6.8.4
Part 3/6.8.2 ___ AII room exhaust systems are not used for energy recovery
Part 3/6.8.3 ___ Energy recovery systems with leakage potential
☐ check if not included in project
___ arranged to minimize potential to transfer exhaust air directly back into supply airstream
___ designed to have no more than 5% of total supply airstream consisting of exhaust air

Part 3/7 SPACE VENTILATION:
Part 3/7.1.a ___ Complies with Table 8-1
___ Air movement is from clean to less-
Part 3/7.1.a.1 clean areas
Part 3/7.1.a.3 ___ Min. number of total air changes required for positive pressure rooms is provided by total supply airflow
___ Min. number of total air changes required for negative pressure rooms is provided by total exhaust airflow
Part 3/7.1.a.4 ___ Entire min. outdoor air changes per hour required by Table 8-1 for each space meet filtration requirements of Section 6.4
Part 3/7.1a.5 ___ Air recirculation through room unit
☐ check if not included in project
___ complies with Table 8-1
___ room unit receive filtered & conditioned outdoor air
___ serve only single space
___ provides min. MERV 8 filter located upstream of any cold surface so that all of air passing over cold surface is filtered

Part 3/7.2 ADDITIONAL ROOM-SPECIFIC REQUIREMENTS:
Part 3/7.2.1 Airborne Infection Isolation (AII) Rooms
☐ check if not included in project
___ AII rooms have permanently installed device monitor differential air pressure between room & corridor
___ Local visual means is provided to indicate whenever negative differential pressure is not maintained
___ Air from AII room is exhausted directly to outdoors
___ Exhaust air from AII rooms, associated anterooms & toilet rooms is discharged directly to outdoors without mixing with exhaust air from any other non-AII room or exhaust system
___ Exhaust air grille or register in patient room is located directly above patient bed on ceiling or on wall near head of bed

___ Anteroom
☐ check if not included in project
___ AII room is at negative pressure with respect to anteroom
___ Anteroom is at negative pressure with respect to corridor

2.1-8.3 **ELECTRICAL SYSTEMS**

2.1-8.3.2 **ELECTRICAL DISTRIBUTION & TRANSMISSION**

2.1-8.3.2.2 Panelboards:
(1) ___ all panelboards accessible to health care tenants they serve
(2) ___ panelboard serving critical branch circuits serve floors on which they are located
(3) ___ panelboards serving life safety branch circuits serve floors on which they are located & floors immediately above & below
(4) ___ panelboards not located in exit enclosures or exit passageways

2.1-8.3.3 **POWER-GENERATING & -STORING EQUIPMENT**

2.1-8.3.3.1 ___ Essential electrical system or emergency electrical power
(1) ___ essential electrical system complies with NFPA 99
(2) ___ emergency electrical power complies with NFPA 99

2.1-8.3.6 **ELECTRICAL RECEPTACLES**
___ Receptacles in patient care areas are provided according to Table 2.1-1

2.1-8.4 **PLUMBING SYSTEMS**
2.1-8.4.2 Plumbing & Other Piping Systems:
2.1-8.4.2.1(3) ___ no plumbing piping exposed overhead or on walls where possible accumulation of dust or soil may create cleaning problem

2.1-8.4.2.5 Heated Potable Water Distribution Systems:
(2) ___ heated potable water distribution systems serving patient care areas are under constant recirculation

___ non-recirculated fixture branch piping length max. 25'-0"

(3)(a) ___ no installation of dead-end piping (except for empty risers

(3)(c) mains & branches for future use)

(3)(b) ___ any existing dead-end piping is removed

☐ check if not included in project

(4)(a) ___ water-heating system supplies water at following range of temperatures: 105–120°F

2.1-8.4.2.6 Drainage Systems:

(1)(a) ___ drainage piping installed above ceiling of or exposed in rooms listed below piping have special provisions (e.g. double wall containment piping) to protect space below from leakage & condensation

- electronic data processing areas
- electrical rooms

(1)(b) ___ drip pan for drainage piping above ceiling of sensitive area

☐ check if not included in project

___ accessible

___ overflow drain with outlet located in normally occupied area

2.1-8.4.3 **PLUMBING FIXTURES**

2.1-8.4.3.1(1) ___ Materials used for plumbing fixtures are non-absorptive & acid-resistant

2.1-8.4.3.2 Handwashing Station Sinks:

(1) ___ sinks are designed with basins & faucets that will reduce risk of splashing to areas where direct patient care is provided, sterile procedures are performed & medications are prepared

(2) ___ sink basins have nominal size of no less than 144 square inches

___ sink basins have min. dimension 9 inches in width or length

(3) ___ sink basins are made of porcelain, stainless steel or solid-surface materials

(5) ___ water discharge point of faucets is at least 10" above bottom of basin

(7) ___ anchored so that allowable stresses are not exceeded where vertical or horizontal force of 250 lbs. is applied

(8) ___ sinks used by staff, patients, & public have fittings that can be operated without using hands (may be single-lever or wrist blade devices)

(a) ___ blade handles

☐ check if not included in project

___ at least 4 inches in length

___ provide clearance required for operation

(b) ___ sensor-regulated water fixtures

☐ check if not included in project

___ meet user need for temperature & length of time water flows

___ designed to function at all times & during loss of normal power

2.1-8.4.3.5 Clinical sinks:

☐ check if not included in project

(1) ___ trimmed with valves that can

(a) are operated without hands (may be single-lever or wrist blade devices)

(b) ___ handles are at least 6 in. long

(2) ___ integral trap wherein upper portion of water trap provides visible seal

2.1-8.7 **ELEVATORS**

☐ check if not included in project

2.1-8.7.3 Dimensions of Elevators Used for Transport of Outpatients on Gurneys:

___ elevator cars have min. inside floor dimension of 5'-8" wide by 7'-9" deep

2.1-8.7.4 ___ Elevators are equipped with two-way automatic level-maintaining device with accuracy of ± 1/4 inch

2.1-8.7.5 Elevator Controls:

2.1-8.7.5.1 ___ elevator call buttons & controls not activated by heat or smoke

2.1-8.7.5.2 ___ light beams if used for operating door reopening devices without touch are used in combination with door-edge safety devices & are interconnected with system of smoke detectors

2.1-8.7.5.3 ___ elevator controls, alarm buttons & telephones are accessible to wheelchair occupants & usable by the blind