COMPLIANCE CHECKLIST

IP4 Intermediate Care 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 2018 Edition of the FGI Guidelines for Design and Construction of Hospitals. 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)
- 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 not be used for an existing required support space associated with a new patient care room or 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 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, 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 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)

Patient Care Unit Bed Complements:

Current = ____________________ Proposed =

Building/Floor Location:

Submission Dates:

Initial Date: ____________________ Revision Date: ____________________
INTERMEDIATE CARE UNIT

A2.2-2.5

Stepdown unit used for patients who require frequent monitoring of vital signs and/or nursing intervention

- progressive care unit
- specialty care unit such as cardiac, surgical (e.g., thoracic, vascular), neurosurgical/neurological monitoring, or chronic ventilator respiratory care unit

2.2-2.5.1.2 Location:

- intermediate care beds located in separate unit
- designated as part of another unit

2.1-1.2.3 Shared Services:

- No combined functions unless specifically allowed in this checklist

PATIENT ROOM

2.2-2.2.2.1 Capacity:

(1) maximum number of beds per room is one bed

(2) renovation work is undertaken

- present capacity is more than one patient in each room
- proposed room capacity is no more than present capacity
- maximum 2 patients in each room

2.2-2.5.2.2 Space Requirements:

(1)(a) single-patient rooms

- check if not included in project
- min. clear floor area 150 sf

(2)(a) min. clearance 4’-0” between sides of bed & any wall or any other fixed obstruction

(2)(b) min. clearance 4’-0” between foot of bed & any wall or any other fixed obstruction

(1)(a) multiple-patient rooms

- check if not included in project

Ventilation:

- Min. 4 air changes per hour Table 7.1

Lighting:

- General lighting
- Reading light for each patient bed
- controls accessible to patients in bed
- Night-light located in each patient room
- no central control of night-lights outside room
- night-light illuminates path from room entrance to bedside

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### Architectural Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Symbols</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(2)(a)</strong></td>
<td>min. clearance 4'-0&quot; between sides of bed &amp; any wall or any other fixed obstruction</td>
</tr>
<tr>
<td><strong>(2)(b)</strong></td>
<td>min. clearance 4'-0&quot; at foot of each bed to permit passage of equipment &amp; beds</td>
</tr>
</tbody>
</table>

#### Windows in Patient Rooms:
- **2.2-2.5.2.3**
  - Each patient room provided with natural light by means of window to outside

- **2.1-7.2.5(1)**
  - Operable windows in patient rooms
  - check if not included in project
  - window operation is limited with either stop limit/restrictor hardware or open guard/screen
  - prevents passage of 4-inch diameter sphere through opening

- **2.1-7.2.5(3)**
  - Min. net glazed area be no less than 8% of required min. clear floor area
  - max. 36" windowsill height above finished floor

#### Patient Privacy:
- **2.2-2.5.2.4**
  - provisions are made to address patient visual & speech privacy

#### Handwashing Station in Patient Room:
- **2.1-2.2.6.2**
  - Handwashing station located outside patients' cubicle curtains

- **2.2-2.5.2.6**
  - Patient toilet room
  - in patient care units patient toilet room serve no more than one patient room

#### Handwashing Station in Patient Room:
- **2.1-2.2.6.3**
  - toilet
  - handwashing station
  - bedpan washer

### Building Systems Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Symbols</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(2)</strong></td>
<td>night-light illuminates path between bed &amp; toilet room</td>
</tr>
<tr>
<td><strong>Power:</strong></td>
<td>Min. 12 receptacles in total</td>
</tr>
<tr>
<td></td>
<td>Min. 2 receptacles at each side of the head of the bed</td>
</tr>
<tr>
<td></td>
<td>Min. 2 receptacles on all other walls (not including any TV receptacle)</td>
</tr>
<tr>
<td></td>
<td>Min. 1 receptacle for each motorized bed</td>
</tr>
</tbody>
</table>

#### Nurse Call System:
- **Patient station**
- **Staff assistance station**
- **Emergency call station**

#### Medical Gases:
- **1 OX, 1 VAC per bed**

#### Ventilation:
- **10 air changes per hour**
- **Exhaust**
- **Negative pressure**
- **No recirculating room units**

#### Nurse Call System:
- **Bath station**
<table>
<thead>
<tr>
<th>Architectural Requirements</th>
<th>Building Systems Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.2-2.5.2.7</td>
<td></td>
</tr>
<tr>
<td>(1)(a)</td>
<td>Patient Bathing Facilities:</td>
</tr>
<tr>
<td></td>
<td>___ located in toilet room</td>
</tr>
<tr>
<td></td>
<td>directly accessible from each patient room</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>(1)(b)</td>
<td>___ located in central bathing facility</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>(2)</td>
<td>Central Bathing Facilities:</td>
</tr>
<tr>
<td></td>
<td>check if not included in project</td>
</tr>
<tr>
<td>(a)</td>
<td>___ each bathtub or shower in</td>
</tr>
<tr>
<td></td>
<td>individual room or enclosure that provides privacy for bathing drying &amp; dressing</td>
</tr>
<tr>
<td>(b)</td>
<td>___ at least one shower or bathtub provided for each patient care unit</td>
</tr>
<tr>
<td></td>
<td>at least one bathing facility with space for attendant to accommodate patients on gurneys, carts &amp; wheelchairs (may be shared with multiple patient care units located on separate floors)</td>
</tr>
<tr>
<td>(c)</td>
<td>___ following functions be provided</td>
</tr>
<tr>
<td></td>
<td>following functions be provided</td>
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<tr>
<td></td>
<td>toilet in separate enclosure in or directly accessible to each central bathing facility</td>
</tr>
<tr>
<td></td>
<td>handwashing sink in or directly accessible to each central bathing facility</td>
</tr>
<tr>
<td></td>
<td>storage for soap &amp; towels in or directly accessible to each central bathing facility</td>
</tr>
<tr>
<td>(3)</td>
<td>Mobile Lifts, Shower Gurney Devices &amp; Wheelchair Access:</td>
</tr>
<tr>
<td>(a)</td>
<td>___ doorways designed to allow entry of portable/mobile mechanical lifts &amp; shower gurney devices</td>
</tr>
<tr>
<td>(b)</td>
<td>___ thresholds designed to facilitate use &amp; prevent tipping of wheelchairs &amp; other portable wheeled equipment</td>
</tr>
<tr>
<td>(c)</td>
<td>___ patient shower rooms designed to allow entry of portable/mobile mechanical lifts &amp; shower gurney devices</td>
</tr>
<tr>
<td>(d)</td>
<td>___ floor drain grates be designed to facilitate use &amp; prevent tipping of wheelchairs &amp; other portable wheeled equipment</td>
</tr>
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<td></td>
<td>Ventilation:</td>
</tr>
<tr>
<td></td>
<td>___ Min. 10 air changes per hour Table 7.1</td>
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<tr>
<td></td>
<td>___ Exhaust</td>
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<tr>
<td></td>
<td>___ Negative pressure</td>
</tr>
<tr>
<td></td>
<td>___ No recirculating room units</td>
</tr>
<tr>
<td></td>
<td>Nurse Call System:</td>
</tr>
<tr>
<td></td>
<td>___ Bath station Table 2.1-2</td>
</tr>
<tr>
<td></td>
<td>Ventilation:</td>
</tr>
<tr>
<td></td>
<td>___ Min. 10 air changes per hour Table 7.1</td>
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<td>Nurse Call System:</td>
</tr>
<tr>
<td></td>
<td>___ Bath station Table 2.1-2</td>
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<td>Building Systems Requirements</td>
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<tr>
<td>2.2-2.5.2.8</td>
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<tr>
<td>Patient Storage:</td>
<td></td>
</tr>
<tr>
<td>2.1-2.2.8</td>
<td>separate wardrobe, locker, or closet suitable for garments &amp; for storing personal effects</td>
</tr>
</tbody>
</table>

| SPECIAL PATIENT CARE ROOMS |
|-----------------------------|------------------------------|
| 2.2-2.5.4.2                 | Airborne infection isolation (AII) room |
| (1)                         | at least one AII room in patient care unit |
| 2.1-2.4.2.2                 | complies with requirements applicable to patient rooms |
| (1)                         | capacity one bed |
| (2)                         | personal protective equipment (PPE) storage at entrance to room |
| (3)                         | handwashing station |
| (4)                         | patient toilet room |
| (5)                         | bathtub or shower |

| Ventilation:                | Min. 12 air changes per hour | Table 7.1 |
|                            | Min. 10 air changes per hour | Table 7.1 |

| SPECIAL PATIENT CARE ROOMS |
|-----------------------------|------------------------------|
| 2.1-2.2.6.3                 |                              |
| (1)                         | toilet |
| (2)                         | handwashing station |
| (3)                         | bedpan washer |

| 2.1-2.4.2.3                 | anteroom |
| (1)                         | provides space for persons to don personal protective equipment (PPE) before entering patient room |
| (2)                         | all doors to anteroom have self-closing devices or audible alarm activated when AII room is in use as isolation room |
| (3)(a)                      | handwashing station |
| (3)(b)                      | storage for unused PPE |
| (3)(c)                      | disposal/holding container for used PPE |

| 2.1-2.4.2.4                 | Architectural Details & Furnishings: |
| (1)(a)                      | perimeter walls ceiling & floor including penetrations 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 |
### Architectural Requirements

- Edge seals provided along sides & top of doorframe for any door into AII room

(2)(a)
- Window treatments do not include fabric drapes & curtains

2.1-7.2.3.1(7)(a)
- Floors are monolithic & integral
coved wall bases are at least 6” high & tightly sealed to wall

2.1-2.4.2.5
- Room pressure visual or audible alarm

### Building Systems Requirements

2.2-2.5.8

**SUPPORT AREAS FOR PATIENT CARE UNITS & OTHER PATIENT CARE AREAS**

2.1-2.8.1
- Support areas provided on each patient care unit floor

2.2-2.5.8.1
- Administrative center or nurse station
  - Direct or remote visual observation between administrative center or nurse station, staffed documentation areas, and all patient beds in unit

2.1-2.8.2.1(1)
- Space for counters

2.1-2.8.2.1(2)
- Handwashing station next to or directly accessible*
  - Or
  - Hand sanitation dispenser next to or directly accessible*

2.1-2.8.2.2
- Center for reception & communication
  - Self-contained
  - Or
  - Combined with administrative center or nurse station

2.2-2.5.8.2
- Documentation area

2.1-2.8.3.1
- Work surface to support documentation process

**Nurse Call System:**

- Duty station (light/sound signal)  2.1-8.5.1.2(3)(b)

2.1-2.8.4
- Nurse or supervisor office

2.1-2.8.5
- Multipurpose room
  - At least one multipurpose room for each facility for patient conferences, reports, education, training sessions & consultation (may serve several patient care units & departments)

2.2-2.5.8.7
- Handwashing station

2.1-2.8.7.1
- Located in each room where hands-on patient care is provided
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<tbody>
<tr>
<td>2.2-2.5.8.8</td>
<td></td>
</tr>
<tr>
<td>2.1-2.8.8.1(2)</td>
<td></td>
</tr>
<tr>
<td>(a)</td>
<td>Design Promoting Safe Medication Use:</td>
</tr>
<tr>
<td></td>
<td>□ medication safety zones located out of circulation paths</td>
</tr>
<tr>
<td>(b)</td>
<td>□ work space designed so that staff can access information &amp; perform required tasks</td>
</tr>
<tr>
<td>(c)</td>
<td>□ work counters provide space to perform required tasks</td>
</tr>
<tr>
<td>(e)</td>
<td>□ sharps containers placed at height that allows users to see top of container</td>
</tr>
<tr>
<td>(f)</td>
<td>□ max. 45 dBA noise level caused by building systems</td>
</tr>
</tbody>
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<tr>
<td>2.1-2.8.8.2(1)</td>
<td></td>
</tr>
<tr>
<td>(a)</td>
<td>□ under visual control of nursing staff</td>
</tr>
<tr>
<td>(b)</td>
<td>□ work counter</td>
</tr>
<tr>
<td></td>
<td>□ handwashing station</td>
</tr>
<tr>
<td></td>
<td>□ lockable refrigerator</td>
</tr>
<tr>
<td></td>
<td>□ locked storage for controlled drugs</td>
</tr>
<tr>
<td></td>
<td>□ sharps containers</td>
</tr>
<tr>
<td></td>
<td>□ check if not included in project</td>
</tr>
<tr>
<td>(c)</td>
<td>□ self-contained medication-dispensing unit</td>
</tr>
<tr>
<td></td>
<td>□ check if not included in project</td>
</tr>
<tr>
<td></td>
<td>□ room designed with space to prepare medications</td>
</tr>
</tbody>
</table>

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<tbody>
<tr>
<td>2.1-2.8.8.2(2)</td>
<td></td>
</tr>
<tr>
<td>(a)</td>
<td>□ located at nurse station, in clean workroom or in alcove</td>
</tr>
<tr>
<td>(c)</td>
<td>□ handwashing station located next to stationary medication-dispensing units or stations</td>
</tr>
</tbody>
</table>

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<tr>
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<tbody>
<tr>
<td>2.2-2.5.8.9</td>
<td></td>
</tr>
<tr>
<td>2.1-2.8.9.2</td>
<td></td>
</tr>
<tr>
<td>(1)</td>
<td>□ handwashing station</td>
</tr>
<tr>
<td>(2)</td>
<td>□ work counter</td>
</tr>
<tr>
<td>(3)</td>
<td>□ refrigerator</td>
</tr>
<tr>
<td>(4)</td>
<td>□ microwave</td>
</tr>
<tr>
<td>(5)</td>
<td>□ storage cabinets</td>
</tr>
<tr>
<td>(6)</td>
<td>□ space for temporary storage of food service implements</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>2.1-2.8.9.3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ provisions &amp; space are included for separate temporary storage of unused &amp; soiled meal trays</td>
</tr>
<tr>
<td>Architectural Requirements</td>
<td>Building Systems Requirements</td>
</tr>
<tr>
<td>----------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>2.2-2.5.8.10 _____ Ice-making equipment</td>
<td></td>
</tr>
</tbody>
</table>
| 2.2-2.5.8.11 _____ Clean workroom or clean supply room | Ventilation:  
| 2.1-2.8.11.2 _____ clean workroom | Min. 4 air changes per hour  
| (1) _____ used for preparing patient care items |  
| (2) _____ work counter | Positive pressure  
| (3) _____ handwashing station | Nurse Call System:  
| (4) _____ storage facilities for clean & sterile supplies | Duty station (light/sound signal)  
| or _____ clean supply room | Ventilation:  
| 2.1-2.8.11.3 _____ used only for storage & holding as part of system for distribution of clean & sterile supplies | Min. 4 air changes per hour  
| (1)(a) _____ work counter | Positive pressure  
| (1)(b) _____ handwashing station |  
| (1)(c) _____ space for separate covered containers for waste & soiled linen |  
| (1)(d) _____ fluid management system is used | Nurse Call System:  
| (2) _____ fluid management system is used | Duty station (light/sound signal)  
| (a) ☐ check if not included in project |  
| (b) _____ space for docking station |  
| 2.1-2.8.12.2 _____ Soiled workroom or soiled holding room | Ventilation:  
| 2.1-2.8.12.2 _____ soiled workroom | Min. 10 air changes per hour  
| (1)(a) _____ handwashing station | Exhaust  
| (1)(b) _____ flushing-rim clinical service sink with bedpan-rinsing device or equivalent flushing-rim fixture | Negative pressure  
| (1)(c) _____ work counter | No recirculating room units  
| (1)(d) _____ space for separate covered containers for waste & soiled linen |  
| (2) _____ fluid management system is used |  
| (a) _____ electrical & plumbing connections that meet manufacturer requirements |  
| (b) _____ space for docking station |  
| 2.1-2.8.12.3 _____ soiled holding room |  
| (1) _____ handwashing station or hand sanitation station |  
| (2) _____ space for separate covered containers for waste & soiled linen |  
| 2.1-2.8.13.1 _____ Clean linen storage |  
| (1) _____ stored in clean workroom |  
| or _____ separate closet |  
| or _____ covered cart distribution system on each floor |  
| (2) _____ storage of clean linen carts in designated corridor alcoves, clean workroom or closets |  

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### Architectural Requirements

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<th>Requirement</th>
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<tbody>
<tr>
<td>2.2-2.5.8.13</td>
<td>Equipment &amp; supply storage rooms or alcoves provide min. 20 sf per patient bed</td>
</tr>
<tr>
<td>2.1-2.8.13.3</td>
<td>Storage space for gurneys, stretchers &amp; wheelchairs</td>
</tr>
<tr>
<td>2.1-2.8.13.4</td>
<td>Emergency equipment storage</td>
</tr>
<tr>
<td>(1)</td>
<td>each patient care unit has at least one emergency equipment storage location</td>
</tr>
<tr>
<td>(2)</td>
<td>provided under visual observation of staff</td>
</tr>
<tr>
<td>(3)</td>
<td>storage locations in corridors do not encroach on minimum required corridor width</td>
</tr>
<tr>
<td>2.2-2.5.8.14</td>
<td>Environmental services room</td>
</tr>
<tr>
<td>2.1-2.8.14.1</td>
<td>readily accessible* to unit or floor it serves (permitted to serve more than one patient care unit on floor)</td>
</tr>
<tr>
<td>2.1-2.8.14.2</td>
<td>(1) service sink or floor-mounted mop sink</td>
</tr>
<tr>
<td>(2)</td>
<td>provisions for storage of supplies &amp; housekeeping equipment</td>
</tr>
<tr>
<td>(3)</td>
<td>handwashing station or hand sanitation station</td>
</tr>
</tbody>
</table>

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<th>Requirement</th>
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<tbody>
<tr>
<td>2.2-2.5.9</td>
<td>SUPPORT AREAS FOR STAFF</td>
</tr>
<tr>
<td>2.2-2.5.9.1</td>
<td>Staff lounge</td>
</tr>
<tr>
<td>2.2-2.5.9.2</td>
<td>Staff toilet room</td>
</tr>
<tr>
<td>2.2-2.5.10</td>
<td>SUPPORT AREAS FOR FAMILIES PATIENTS &amp; VISITORS</td>
</tr>
<tr>
<td>2.1-2.10.1</td>
<td>Family &amp; visitor lounge</td>
</tr>
<tr>
<td>2.1-2.9.2.1</td>
<td>readily accessible* to each patient care unit</td>
</tr>
<tr>
<td>2.1-2.9.2.2</td>
<td>toilet &amp; handwashing station</td>
</tr>
<tr>
<td>2.1-2.9.3.1</td>
<td>Staff storage facilities</td>
</tr>
<tr>
<td>2.1-2.10.1.1</td>
<td>Size: accommodates at minimum 3 chairs &amp; 1 wheelchair space</td>
</tr>
</tbody>
</table>

**Ventilation:**
- Min. 10 air changes per hour |
- Exhaust |
- Negative pressure |
- No recirculating room units

**Communications:**
- Public communication services provided in each family & visitor lounge

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</tr>
<tr>
<td>Architectural Details &amp; MEP Requirements</td>
</tr>
</tbody>
</table>

#### Architectural Details

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2.1-7.2.2</strong></td>
<td><strong>ARCHITECTURAL DETAILS</strong></td>
</tr>
<tr>
<td>Corridor Width:</td>
<td></td>
</tr>
<tr>
<td>2.1-7.2.2.1</td>
<td>Aisles, corridors &amp; ramps required for exit access in a hospital not less than 8'-0&quot; in clear &amp; unobstructed width</td>
</tr>
<tr>
<td>or</td>
<td>Detailed code review incorporated in Project Narrative</td>
</tr>
<tr>
<td>2.1-7.2.2.2</td>
<td>Aisles, corridors &amp; ramps in adjunct areas not intended for the housing, treatment, or use of inpatients not less than 44&quot; in clear &amp; unobstructed width</td>
</tr>
<tr>
<td>or</td>
<td>Detailed code review incorporated in Project Narrative</td>
</tr>
<tr>
<td><strong>2.1-7.2.3</strong></td>
<td><strong>DOORS &amp; DOOR HARDWARE:</strong></td>
</tr>
<tr>
<td>Door Type:</td>
<td></td>
</tr>
<tr>
<td>(a)</td>
<td>doors between corridors, rooms, or spaces subject to occupancy swing type or sliding doors</td>
</tr>
<tr>
<td>(b)</td>
<td>sliding doors</td>
</tr>
<tr>
<td></td>
<td>check if not included in project manual or automatic sliding doors comply with NFPA 101</td>
</tr>
</tbody>
</table>

#### Building Systems Requirements

- **2.1-10.1.2** immediately accessible* to patient care units served (permitted to serve more than one patient care unit)
- **2.1-10.1.4** designed to minimize impact of noise & activity on patient rooms & staff functions

*LOCATION TERMINOLOGY:*

- **Directly accessible:** Connected to the identified area or room through a doorway, pass-through, or other opening without going through an 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

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**MDPH/DHCLC 12/18 IP4**
(b) __ bathing area or toilet room opens onto public area or corridor  
☐ check if not included in project  
visual privacy is maintained
2.1-7.2.2.5 | WINDOWS IN PATIENT ROOMS:  
2.1-7.2.2.5(1) __ Each patient room provided with natural light by means of window to outside
2.1-7.2.2.5(2) __ Operable windows in patient rooms or suites  
☐ check if not included in project  
window operation is limited—  
with either stop limit/restrictor hardware or open guard/screen  
prevents passage of 4-inch diameter sphere through opening
2.1-7.2.2.6 | insect screens
2.1-7.2.2.5(3) | Window Size In Patient Rooms:  
(a) __ minimum net glazed area be no less than 8% of required min. clear floor area of room served
(b) __ maximum 36 inches windowsill height above finished floor
2.1-7.2.2.7 | GLAZING MATERIALS:  
__ Glazing within 1 foot 6 inches of floor  
☐ check if not included in project  
must be safety glass, wire glass or plastic break-resistant material
2.1-7.2.2.8 | HANDWASHING STATIONS:  
(1)(c) __ Handwashing stations in patient care areas located so they are visible & unobstructed
(3) (a) __ Handwashing station countertops made of porcelain, stainless steel, solid-surface materials or impervious plastic laminate assembly
(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  
(a) __ hand-drying device does not require hands to contact dispenser
(b) __ hand-drying device is enclosed to protect against dust or soil & to ensure single-unit dispensing
(6) __ Liquid or foam soap dispensers
2.1-7.2.2.9 | GRAB BARS:  
(1) __ Grab bars anchored to sustain concentrated load 250 pounds
(2) __ Grab bars in toilet rooms used by patients of size anchored to sustain concentrated load 800 pounds
(3) __ Ends of grab bars constructed to prevent snagging clothes of patients, staff & visitors
2.1-7.2.2.10 | HANDRAILS:  
(1) __ Handrails installed on both sides of patient use corridors
(3) __ Rail ends return to wall or floor  
(4) __ Handrail gripping surfaces & fasteners are smooth (free of sharp or abrasive elements) with 1/8-inch min. radius
(5) __ Handrails have eased edges & corners
(6) __ Handrail finishes are cleanable
2.1-7.2.2.12 | NOISE CONTROL:  
(1) __ Recreation rooms, exercise rooms equipment rooms & similar spaces where impact noises may be generated are not located directly over patient bed areas  
or  
____ Special provisions are made to minimize impact noise
(2) __ Noise reduction criteria in Table 1.2-6 applicable to partitions, floors & ceiling construction are met in patient areas
2.1-7.2.2.14 | DECORATIVE WATER FEATURES:  
(1) __ No indoor unsealed water features
(2) __ Covered fish tanks  
☐ check if not included in project  
restricted to public areas
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 soiled workrooms, toilet rooms & other areas subject to frequent wet cleaning are constructed of materials that are not physically affected by germicidal or other types of cleaning solutions
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
(5) 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 FURNISHINGS:
2.1-7.2.4.1 Built-In Furnishings:
☐ check if not included in project
☐ upholstered with impervious materials in patient treatment areas

2.1-7.2.4.2 Window Treatments in Patient Rooms & Other Patient Care Areas:
(1) patient-controlled window treatments provided to allow for patient privacy & to control light levels & glare
(2) window treatments do not compromise patient safety easy for patients, visitors & staff to operate
(3) window treatments selected for ease of cleaning, disinfection or sanitization

2.1-7.2.4.3 Privacy curtains in patient rooms & other patient care areas are washable
☐ check if not included in project

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 Tables 7.1 are maintained for AII Rooms, PE Rooms in event of loss of normal electrical power

Part 3/6.1.2 Heating & Cooling Sources:
Part 3/6.1.2.1 ☐ heat sources & essential accessories are 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
☐ capacity of remaining source or sources is sufficient to provide for domestic hot water & to provide heating for inpatient rooms

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 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 min. of 25 ft 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

Part 3/6.3.1.3 ☐ check if not included in project
☐ on top of buildings
☐ located with bottom of air intake min. 3'-0" above roof level

Part 3/6.3.2 Exhaust Discharges for Infectious Exhaust Air:
☐ 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)
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:
- Two filter banks for inpatient care (see Table 6.4)
  - Filter Bank No. 1: MERV 7
  - Filter Bank No. 2: MERV 14
- Each filter bank with efficiency of greater than MERV 12 is provided with differential pressure measuring device to indicate when filter needs to be changed.

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

Part 3/6.5  HEATING & COOLING SYSTEMS:
- 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, PE room & burn unit

Part 3/6.7  AIR DISTRIBUTION SYSTEMS:
- pressure relationships required in tables 7.1 maintained 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
- Inpatient facilities are served by fully ducted return or exhaust systems

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

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
- Located upstream of Filter Bank No. 2
- AII room exhaust systems or combination AII/PE rooms 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—HOSPITAL SPACES:
- Spaces ventilated according to Table 7.1
- Air movement is from clean to less-clean areas

Part 3/7.1.a  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 3/7.1a.5  Air recirculation through room unit
- check if not included in project
- complies with Table 7.1
- room unit receive filtered & conditioned outdoor air
- serve only a single space
- provides min. MERV 6 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 and/or mechanism to constantly 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

- __☐ check if not included in project__
  - Anteroom
    - AII room is at negative pressure with respect to anteroom
    - Anteroom is at negative pressure with respect to corridor

#### Part 3/7.2.2 Protective Environment (PE) Rooms
- __☐ check if not included in project__
  - Supply air diffusers are located above patient bed
  - Exhaust grilles or registers are located near patient room door.
    - PE rooms have permanently installed device to constantly monitor differential air pressure between room & corridor local
  - Visual means is provided to indicate whenever positive differential pressure is not maintained

#### Part 3/7.2.3 Combination Airborne Infectious Isolation/Protective Environment Room (AII/PE)
- __☐ check if not included in project__
  - Supply air diffusers are located above patient bed
  - Exhaust grilles or registers are located near patient room door.
  - Anteroom
    - __☐ check if not included in project__
      - Anteroom is at positive pressure with respect to both AII/PE room & corridor or common space

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### 2.1-8.3 ELECTRICAL SYSTEMS

#### Panelboards:
- __☐ check if not included in project__
  - Panelboards serving life safety branch circuits serve floors on which they are located & floors immediately above & below
- __☐ check if not included in project__
  - Panelboard critical branch circuits serve floors on which they are located
- __☐ check if not included in project__
  - Panelboards not located in exit enclosures or exit passageways

#### Essential electrical system or emergency electrical power
- __☐ check if not included in project__
  - Essential electrical system complies with NFPA 99
- __☐ check if not included in project__
  - Emergency electrical power complying with NFPA 99

#### Luminaires in wet areas have smooth cleanable shatter-resistant lenses & no exposed lamps
- __☐ check if not included in project__
  - Incandescent & halogen lights
    - Placed or shielded to protect patient from injury
    - Light covered by diffuser or lens flexible light arms
    - Mechanically controlled to prevent lamp from contacting bed linen

#### Patient care unit corridors have general illumination with provisions for reducing light levels at night

#### Handwashing sinks that depend on building electrical service for operation are connected to essential electrical system
- __☐ check if not included in project__
  - Handwashing sinks that depend on building electrical service for operation are connected to essential electrical system
2.1-8.3.6 ELECTRICAL RECEPTACLES:

2.1-8.3.6.1 Receptacles In Corridors:

(1) duplex-grounded receptacles for general use installed 50'-0" apart or less in all corridors
(2) duplex-grounded receptacles for general use installed within 25'-0" of corridor ends

2.1-8.3.6.3 Essential Electrical System Receptacles:

(1) cover plates for electrical receptacles supplied from essential electrical system are distinctively colored or marked for identification
(2) same color is used throughout facility

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
(3)(a) no recirculated fixture branch piping max. length 25'-0"
(3)(b) no installation of dead-end piping (except for empty risers mains & branches for future use)
(3)(c) any existing dead-end piping is removed
(4)(a) water-heating system supplies water at temperatures & amounts indicated in Table 2.1-4

2.1-8.4.2.6 Drainage Systems:

(1)(a) drainage piping installed above ceiling of or exposed in electronic data processing areas & electric closets
(2) special provisions to protect space below from leakage & condensation

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) designed with basins that will reduce risk of splashing to areas for direct patient care & medication preparation
(2) sink basins have nominal size of no less than 144 square inches
(3) sink basins have min. dimension 9 inches in width or length
(4) sink basins are made of porcelain, stainless steel or solid-surface materials
(5) water discharge point min. 10" above bottom of basin
(6) anchored so that allowable stresses are not exceeded where vertical or horizontal force of 250 lbs. is applied
(7) sinks used by staff, patients, & public have fittings that can be operated without using hands (may be single-lever or wrist blade devices)

2.1-8.4.3.3 Showers & Tubs:

(1) nonslip surfaces

2.1-8.4.3.4 Ice-Making Equipment:

copper tubing provided for supply connections to ice-making equipment
2.1-8.4.3.5 Clinical Flushing-Rim Sinks:
☐ check if not included in project
(1) □ trimmed with valves that can
    are operated without hands
    (may be single-lever or wrist
    blade devices)
(a) □ handles are at least 6 in. long
(b) □ integral trap wherein upper
    portion of water trap provides
    visible seal

2.1-8.4.3.7 Bedpan-Rinsing Devices:
(1) □ bedpan-rinsing devices provided
    in each inpatient toilet room
(2) □ use cold water only

2.1-8.4.4 MEDICAL GAS & VACUUM SYSTEMS
☐ Station outlets provided as indicated
  in Table 2.1-3

2.1-8.5.1 CALL SYSTEMS

2.1-8.5.1.1 Nurse call stations provided as
(1) required in Table 2.1-2
(2) Nurse call systems report to attended
    location with electronically supervised
    visual & audible annunciation
(4) Call system complies with UL 1069
    "Standard for Hospital Signaling &
    Nurse Call Equipment"
(5) Wireless nurse call system
    ☐ check if not included in project
    ☐ complies with UL 1069

2.1-8.5.1.2 Patient Call Stations:
(1) □ each patient sleeping bed
    provided with patient call station
    equipped for two-way voice
    communication
(2)(a) □ indicator light that remains
    lighted as long as voice circuit
    is operating
(2)(b) □ reset switch for canceling call
(3)(a) □ visible signal in corridor at
    patient’s door
    Multi-Corridor Patient Areas:
    ☐ check if not included in project
    □ additional visible signals at
    corridor intersections

2.1-8.5.1.3 Bath Stations:
☐ bath station that can be
  activated by patient lying on
  floor provided at each patient
  toilet, bathtub or shower stall
(1) □ alarm in these areas can only
    be turned off at bath station
    where it was initiated
(2) □ shower/tub bath stations
    located 3'-0" to 4'-0" above floor
    within view of user & within
    reach of staff without need to
    step into shower or tub
(3) □ toilet bath stations located on
    the side of toilets within 12" of
    front of toilet bowl & 3'-0" to
    4'-0" above floor

2.1-8.5.1.5 Emergency call stations are
  equipped with continuous audible or
  visual confirmation to person who
  initiated the code call

2.1-8.6.2 ELECTRONIC SURVEILLANCE
SYSTEMS
☐ check if not included in project

2.1-8.6.2.2 □ Monitoring devices are located so
  they are not readily observable by
  general public or patients

2.1-8.6.2.3 □ Electronic surveillance systems
  receive power from essential
  electrical system