COMPLIANCE CHECKLIST

IP20 Endoscopy Services

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:

Facility Address:

Satellite Name: (if applicable)

Satellite Address: (if applicable)

Project Description:

Facility Name: ___________________________  DoN Project Number: (if applicable) ___________________________

Facility Address: ___________________________

Satellite Name: (if applicable) ___________________________

Satellite Address: (if applicable) ___________________________

Project Description: ___________________________

Submission Dates: ___________________________

Initial Date: ___________________________

Revision Date: ___________________________

06/19 IP20
**Architectural Requirements**

### ENDOSCOPY SERVICES

#### 2.2-3.11.1.1
Provisions are made for patient examination, interview, preparation & testing & for obtaining vital signs of patients for endoscopic procedures.

#### 2.2-3.11.2(1)
Facility Layout & Circulation:
- (a) procedure rooms
- (b) endoscope processing room
- (c) pre- & post-procedure patient care area
- (2) circulation & restricted access
- (a) endoscopy procedure suite designed to facilitate movement of patients & personnel into, through & out of defined areas in suite

### ENDOSCOPY PROCEDURE ROOM

#### 2.2-3.11.2
#### 2.2-3.11.2.1(1)
Application:
- (a) room designated for patient care that requires high-level disinfection or sterile instruments & some environmental controls but not be performed with environmental controls of operating room
- (b) hospital has completed clinical assessment of procedures to be performed to determine appropriate room type & location for procedures & documented this in functional program included in Project Narrative

#### 2.2-3.11.2.2
Space Requirements:
- (1) min. clear floor area 180 sf
- (2)(a) min. 5'-0" at each side of gurney/table
- (2)(b) min. 3'-6" at head & foot of gurney/table

#### 2.2-3.3.2.3
Documentation area
- (1) accommodations for written and/or electronic documentation provided in procedure room
- (2) work surface to support documentation process
- (2) use of documentation area allows for direct observation of patient

#### 2.2-3.3.2.4
Provisions made for patient privacy

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**Building Systems Requirements**

Ventilation:
- (a) Min. 6 air changes per hour Table 7.1
- Positive pressure
- No recirculating room units

Power:
- (a) Min. 12 receptacles in total Table 2.1-1
- Min. 8 receptacles convenient to table placement with at least one on each wall

Nurse Call System:
- (a) Staff assistance station Table 2.1-2
- Emergency call station

Medical Gases:
- (a) 1 OX, 2 VAC, 1 MA Table 2.1-3
### Architectural Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Check</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2.2-3.3.2.5</strong> Handwashing Facilities:</td>
<td></td>
</tr>
<tr>
<td>(1) __ handwashing station located in procedure room</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>(2) __ hand scrub station directly accessible* to procedure room</td>
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</tr>
<tr>
<td><strong>2.2-3.11.2.6</strong> Patient toilet room</td>
<td></td>
</tr>
<tr>
<td>(1) __ separate from public use toilets &amp; readily accessible* to procedure rooms &amp; pre- &amp; post-procedure areas</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-2.2.6.3</strong> Ventilation:</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>2.2-3.11.2.7</strong> Emergency Communication System:</td>
<td></td>
</tr>
<tr>
<td>__ incorporates push activation of emergency call switch</td>
<td></td>
</tr>
<tr>
<td><strong>2.2-3.11.3</strong> PRE- &amp; POST-PROCEDURE PATIENT CARE AREAS</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-3.4.1.1</strong> Patient care stations accommodate lounge chairs, gurneys or beds for pre- &amp; post-procedure (recovery) patient care</td>
<td></td>
</tr>
<tr>
<td>__ Patient care stations accommodate seating space for family/visitors</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-3.4.1.2</strong> Location in unrestricted area</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-3.4.1.3(2)</strong> Layout:</td>
<td></td>
</tr>
<tr>
<td>(a) __ combination of pre- &amp; post-procedure patient care stations in one patient care area</td>
<td></td>
</tr>
<tr>
<td>__ patient care stations combined in same area meet most restrictive requirements of areas to be combined</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>(b) __ separate pre-procedure patient care area &amp; post-procedure recovery area</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>(c) __ three areas: pre-procedure patient care area Phase I post-anesthetic care unit (PACU) &amp; Phase II recovery area</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-3.4.1.4</strong> Number of Patient Care Stations:</td>
<td></td>
</tr>
<tr>
<td>(1) __ pre- &amp; post-procedure patient care stations are combined into one patient care area</td>
<td></td>
</tr>
<tr>
<td>__ at least two patient care stations for each procedure room</td>
<td></td>
</tr>
</tbody>
</table>
Architectural Requirements

(2) separate pre-procedure & recovery areas
☐ check if not included in project

2.1-3.4.3 pre-procedure patient care area
☐ check if not included in project
provides minimum of one patient care station per procedure room

2.1-3.4.5 Phase II recovery room(s) or area
☐ check if not included in project
minimum of one Phase II patient care station per procedure room

Space Requirements:

2.1-3.4.2.2 patient care bays
☐ check if not included in project

(2)(a) patient care bays
☐ check if not included in project
- min. clearance 5'-0" between sides of patient beds/gurneys/lounge chairs
- min. clearance 3'-0" between sides of patient beds/gurneys/ lounge chairs & adjacent* walls or partitions
- min. clearance 2'-0" between foot of patient beds/gurneys/lounge chairs & cubicle curtain

Ventilation:  
☐ check if not included in project
- Min. 6 air changes per hour  
- No recirculating room units

Power:  
- Min. 8 receptacles in total convenient to head of gurney or bed

Nurse Call System:  
- Staff assistance station
- Emergency call station

Medical Gases:  
- 1 OX, 3 VAC, 1 MA per station

(2)(b) patient care cubicles
☐ check if not included in project

Ventilation:  
- Min. 6 air changes per hour  
- No recirculating room units

Power:  
- Min. 8 receptacles in total convenient to head of gurney or bed

Nurse Call System:  
- Staff assistance station
- Emergency call station

Medical Gases:  
- 1 OX, 3 VAC, 1 MA per station

(2)(c) single-patient rooms
☐ check if not included in project

Ventilation:  
- Min. 6 air changes per hour  
- No recirculating room units

Building Systems Requirements

- min. clearance 8'-0"
- independent of foot clearance between patient stations or other fixed objects
Architectural Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1-3.4.2.4</td>
<td>Patient Privacy: provisions are made to address patient visual &amp; speech privacy</td>
</tr>
<tr>
<td>2.1-3.4.2.5</td>
<td>Handwashing stations located in each room where hands-on patient care is provided</td>
</tr>
<tr>
<td>2.1-3.4.2.6</td>
<td>Handwashing station serves multiple patient care stations check if not included in project</td>
</tr>
<tr>
<td>(1)</td>
<td>at least 1 handwashing station for every 4 patient care stations or fewer &amp; for each major fraction thereof</td>
</tr>
<tr>
<td>(2)</td>
<td>handwashing stations evenly distributed</td>
</tr>
<tr>
<td>2.1-3.4.4.2</td>
<td>At least one route of patient transport provides direct access from procedure corridor to Phase I recovery area without crossing public corridors</td>
</tr>
</tbody>
</table>

Building Systems Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Power:</td>
<td>Table 2.1-1</td>
</tr>
<tr>
<td>2.1-2.1.2</td>
<td>Min. 8 receptacles in total convenient to head of gurney or bed</td>
</tr>
<tr>
<td>Nurse Call System:</td>
<td>Table 2.1-2</td>
</tr>
<tr>
<td>2.1-2.1.2</td>
<td>Staff assistance station</td>
</tr>
<tr>
<td>2.1-2.2.5</td>
<td>Emergency call station</td>
</tr>
<tr>
<td>Medical Gases:</td>
<td>Table 2.1-3</td>
</tr>
<tr>
<td>2.1-3.4.2.4</td>
<td>1 OX, 3 VAC, 1 MA per station</td>
</tr>
</tbody>
</table>

ENDOSCOPE PROCESSING ROOM

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.2-3.11.4</td>
<td>ENDOSCOPE PROCESSING ROOM check if not included in project (only if endoscope processing is conducted in Sterile Processing Suite)</td>
</tr>
<tr>
<td>2.2-3.11.4.1</td>
<td>Readily accessible* to procedure rooms</td>
</tr>
<tr>
<td>(3)</td>
<td>Meets requirements of semi-restricted area</td>
</tr>
<tr>
<td>(4)</td>
<td>Endoscope processing room includes decontamination area &amp; clean work area</td>
</tr>
<tr>
<td>(5)</td>
<td>Layout:</td>
</tr>
<tr>
<td>(a)</td>
<td>designed to provide one-way traffic pattern of contaminated instruments to cleaned instruments to sterilizer or mechanical processor</td>
</tr>
<tr>
<td>(b)</td>
<td>entrance to decontamination area from procedure room</td>
</tr>
<tr>
<td></td>
<td>entrance to decontamination area from procedure corridor</td>
</tr>
<tr>
<td>(c)</td>
<td>exit from clean work area into procedure room</td>
</tr>
<tr>
<td></td>
<td>exit from clean work area into procedure corridor</td>
</tr>
</tbody>
</table>
Architectural Requirements

(d) min. clearance 3'-0" provided between decontamination area & clean work area

2.2-3.11.4.2 __ Decontamination area
(2)(a) work counter
(2)(b) handwashing station
(2)(c) utility sink
  ___ two-basin sink with backsplash at least 12 inches high
  or
  ___ single-basin sink with backsplash at least 12 inches high
  ___ alternative methods for leak testing & pre-cleaning are provided

(d) eyewash station
(f) storage space for decontamination supplies & personal protective equipment (PPE)

2.2-3.11.4.3 __ Clean work area
(2)(a) countertop with space for equipment
(2)(b) storage for supplies
(4) storage for clean endoscopes
  (a) provided outside but adjacent* to procedure room
  or
  ___ provided in clean work area
  ___ storage cabinets with doors
  ___ cabinets located at least 3'-0" from any sink
  ___ cabinets located so staff do not have to cross through decontamination area to access clean scopes

Building Systems Requirements

Ventilation:
___ Min. 6 air changes per hour Table 7.1
___ Exhaust
___ Negative pressure
___ No recirculating room units

2.2-3.11.8 SUPPORT AREAS FOR ENDOSCOPY PROCEDURE SUITE & OTHER PATIENT CARE AREAS

2.2-3.11.8.2 __ Nurse station or control station
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*

2.2-3.11.8.3 2.1-2.8.3 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)
<table>
<thead>
<tr>
<th>Architectural Requirements</th>
<th>Building Systems Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2.2-3.11.8.8</strong></td>
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<tr>
<td><strong>2.1-2.8.8</strong></td>
<td></td>
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<tr>
<td><strong>2.1-2.8.8.1(2)</strong></td>
<td></td>
</tr>
<tr>
<td>(a)</td>
<td></td>
</tr>
<tr>
<td><strong>Medication safety zones</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Design Promoting Safe Medication Use:</strong></td>
<td>Lighting:</td>
</tr>
<tr>
<td>(b)</td>
<td>Task-specific lighting level</td>
</tr>
<tr>
<td>work space designed so that staff</td>
<td>min. 100 foot-candles</td>
</tr>
<tr>
<td>can access information &amp; perform</td>
<td>2.1-2.8.8.1(2)(d)</td>
</tr>
<tr>
<td>required tasks</td>
<td></td>
</tr>
<tr>
<td>(c)</td>
<td></td>
</tr>
<tr>
<td>work counters provide space to</td>
<td></td>
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<tr>
<td>perform required tasks</td>
<td></td>
</tr>
<tr>
<td>(e)</td>
<td></td>
</tr>
<tr>
<td>sharps containers placed at height</td>
<td></td>
</tr>
<tr>
<td>that allows users to see top of</td>
<td></td>
</tr>
<tr>
<td>container</td>
<td></td>
</tr>
<tr>
<td>(f)</td>
<td></td>
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<tr>
<td>max. 45 dBA noise level caused</td>
<td></td>
</tr>
<tr>
<td>by building systems</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-2.8.8.2(1)</strong></td>
<td></td>
</tr>
<tr>
<td>(a)</td>
<td></td>
</tr>
<tr>
<td><strong>medication preparation room</strong></td>
<td>Ventilation:</td>
</tr>
<tr>
<td>under visual control of nursing</td>
<td>Min. 4 air changes per hour</td>
</tr>
<tr>
<td>staff</td>
<td>Table 7.1</td>
</tr>
<tr>
<td>(b)</td>
<td></td>
</tr>
<tr>
<td>work counter</td>
<td></td>
</tr>
<tr>
<td>handwashing station</td>
<td></td>
</tr>
<tr>
<td>lockable refrigerator</td>
<td></td>
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<tr>
<td>locked storage for controlled drugs</td>
<td></td>
</tr>
<tr>
<td>sharps containers</td>
<td></td>
</tr>
<tr>
<td>☐ check if not included in project</td>
<td></td>
</tr>
<tr>
<td>self-contained medication-dispensing unit</td>
<td></td>
</tr>
<tr>
<td>☐ check if not included in project</td>
<td></td>
</tr>
<tr>
<td>room designed with space to prepare medications</td>
<td>2.1-2.8.8.2(1)(c)</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td><strong>2.1-2.8.8.2(2)</strong></td>
<td></td>
</tr>
<tr>
<td>(a)</td>
<td></td>
</tr>
<tr>
<td><strong>automated medication-dispensing unit</strong></td>
<td>Lighting:</td>
</tr>
<tr>
<td>located at nurse station, in clean</td>
<td>Task lighting</td>
</tr>
<tr>
<td>workroom or in alcove</td>
<td>2.1-2.8.8.1(2)(d)</td>
</tr>
<tr>
<td>(c)</td>
<td></td>
</tr>
<tr>
<td>handwashing station located next to stationary</td>
<td>Nurse Call System:</td>
</tr>
<tr>
<td>medication-dispensing units or stations</td>
<td>Duty station (light/sound signal)</td>
</tr>
<tr>
<td><strong>2.2-3.11.8.12</strong></td>
<td></td>
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<tr>
<td><strong>Soiled workroom</strong></td>
<td></td>
</tr>
<tr>
<td>(2)</td>
<td></td>
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<tr>
<td>(1)</td>
<td></td>
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<tr>
<td><strong>2.1-2.8.12.2</strong></td>
<td></td>
</tr>
<tr>
<td>(1)(a)</td>
<td></td>
</tr>
<tr>
<td>handwashing station</td>
<td></td>
</tr>
<tr>
<td>(1)(b)</td>
<td></td>
</tr>
<tr>
<td>flushing-rim clinical service sink with bedpan-rinsing device or equivalent flushing-rim fixture</td>
<td>Nurse Call System:</td>
</tr>
<tr>
<td>(1)(c)</td>
<td></td>
</tr>
<tr>
<td>work counter</td>
<td>Duty station (light/sound signal)</td>
</tr>
<tr>
<td>(1)(d)</td>
<td></td>
</tr>
<tr>
<td>space for separate covered containers for waste &amp; soiled linen</td>
<td>Table 2.1-2</td>
</tr>
<tr>
<td>Architectural Requirements</td>
<td>Building Systems Requirements</td>
</tr>
<tr>
<td>----------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>(2) fluid management system is used</td>
<td>Ventilation: Min. 10 air changes per hour Table 7.1</td>
</tr>
<tr>
<td>☐ check if not included in project</td>
<td>Exhaust</td>
</tr>
<tr>
<td>(a) ☐ electrical &amp; plumbing connections that meet manufacturer requirements</td>
<td>Negative pressure No recirculating room units</td>
</tr>
<tr>
<td>(b) ☐ space for docking station</td>
<td></td>
</tr>
<tr>
<td>2.2-3.11.8.13</td>
<td></td>
</tr>
<tr>
<td>(2) ☐ General equipment &amp; supply storage</td>
<td></td>
</tr>
<tr>
<td>(a) ☐ storage rooms provided for storage of equipment &amp; clean clinical supplies (including anesthesia equipment &amp; supplies) used in procedure suite</td>
<td></td>
</tr>
<tr>
<td>(b) ☐ min. storage rooms for equipment &amp; clean clinical supplies have combined floor area of 25 sf per procedure room</td>
<td></td>
</tr>
<tr>
<td>(3) ☐ Gurney &amp; wheelchair storage</td>
<td></td>
</tr>
<tr>
<td>2.2-3.11.8.13(4)</td>
<td></td>
</tr>
<tr>
<td>☐ Emergency equipment storage</td>
<td></td>
</tr>
<tr>
<td>☐ space for emergency resuscitation equipment &amp; supplies</td>
<td></td>
</tr>
<tr>
<td>☐ adjacent* to procedure rooms</td>
<td></td>
</tr>
<tr>
<td>☐ adjacent* to pre- &amp; post-procedure patient care areas</td>
<td></td>
</tr>
<tr>
<td>2.1-2.8.13.4</td>
<td></td>
</tr>
<tr>
<td>(2) ☐ provided under visual observation of staff</td>
<td></td>
</tr>
<tr>
<td>(3) ☐ storage locations in corridors do not encroach on minimum required corridor width</td>
<td></td>
</tr>
<tr>
<td>(5) ☐ Medical gas storage including space for reserve cylinders provided for medical gases used in facility</td>
<td></td>
</tr>
<tr>
<td>2.2-3.11.8.14</td>
<td></td>
</tr>
<tr>
<td>☐ Environmental services room</td>
<td></td>
</tr>
<tr>
<td>☐ provided exclusively for endoscopy procedure suite</td>
<td></td>
</tr>
<tr>
<td>2.1-2.8.14.2</td>
<td></td>
</tr>
<tr>
<td>(1) ☐ service sink or floor-mounted mop sink</td>
<td></td>
</tr>
<tr>
<td>(2) ☐ provisions for storage of supplies &amp; housekeeping equipment</td>
<td></td>
</tr>
<tr>
<td>(3) ☐ handwashing station</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>☐ hand sanitation station</td>
<td></td>
</tr>
<tr>
<td>2.2-3.11.8.16</td>
<td></td>
</tr>
<tr>
<td>Fluid Waste Disposal Facilities:</td>
<td></td>
</tr>
<tr>
<td>(1) ☐ in procedure area, accommodated by clinical sink or equivalent equipment in soiled workroom</td>
<td></td>
</tr>
<tr>
<td>(2) ☐ in post-procedure area, toilet equipped with bedpan-rinsing device in patient toilet room or separate soiled workroom</td>
<td></td>
</tr>
</tbody>
</table>
### Architectural Requirements

#### SUPPORT AREAS FOR STAFF

2.2-3.11.9  
**2.2-3.11.9.1** Lounge & toilet facilities  
- (may be shared with other departments)  
- ☐ check if not included in project (only if hospital has fewer than 3 procedure rooms)  
  - staff lounge  
  - staff toilet room

<table>
<thead>
<tr>
<th>Building Systems Requirements</th>
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<tbody>
<tr>
<td>Ventilation:</td>
</tr>
<tr>
<td>☐ Min. 10 air changes per hour</td>
</tr>
<tr>
<td>☐ Exhaust</td>
</tr>
<tr>
<td>☐ Negative pressure</td>
</tr>
<tr>
<td>☐ No recirculating room units</td>
</tr>
</tbody>
</table>

2.2-3.11.9.4  
**2.2-3.3.9.4** Staff changing area & toilet facilities  
- (1) one or more private changing rooms or areas for male & female staff  
- (2)(a) lockers  
- (2)(b) showers  
- (2)(c) toilets

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

- (2)(d) handwashing stations  
- (2)(e) space for donning & doffing surgical attire  
- (2)(f) provisions for separate storage of clean & soiled surgical attire

#### SUPPORT AREAS FOR PATIENTS

2.2-3.11.10  
**2.2-3.11.10.3** Patient changing areas  
- (1)(a) provisions for storing patients' belongings  
- (c) separate changing or gowning areas  
- (2) private rooms, bays or cubicles are provided for changing

*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
2.1-7.2.2 ARCHITECTURAL DETAILS

2.1-7.2.2.1 CORRIDOR WIDTH:
- Aisles, corridors & ramps required for exit access in a hospital not less than 8'-0" in clear & unobstructed width
- Detailed code review incorporated in Project Narrative

2.1-7.2.2.1 NFPA 101, 18.2.3.4
- Aisles, corridors & ramps in adjunct areas not intended for the housing, treatment, or use of inpatients not less than 44" in clear & unobstructed width
- Detailed code review incorporated in Project Narrative

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

2.1-7.2.2.3 DOORS & DOOR HARDWARE:
(1) Do not swing into corridors except doors to non-occupiable spaces & doors with emergency breakaway hardware

2.1-7.2.2.3 (a) Door Type:
- doors between corridors, rooms, or spaces subject to occupancy swing type or sliding doors
- sliding doors
  - check if not included in project
  - manual or automatic sliding doors comply with NFPA 101
  - detailed code review included in Project Narrative

2.1-7.2.2.3 (b) Door Opening:
- min. 45.5" clear door width for diagnostic/treatment areas
- min. 83.5" clear door height for diagnostic/treatment areas
- 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) Door Swing:
- doors do not swing into corridors except doors to non-occupiable spaces & doors with emergency breakaway hardware

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

2.1-7.2.2.8 (3) Handwashing station countertops:
- made of porcelain, stainless steel, solid-surface materials or impervious plastic laminate assembly
- marine-grade plywood (or equivalent material) with impervious seal
- check if not included in project
- designed to prevent storage beneath sink

2.1-7.2.2.8 (4) Handwashing station casework:
- check if not included in project
- hand-drying device does not require hands to contact dispenser
- hand-drying device is enclosed to protect against dust or soil & to ensure single-unit dispensing
- check if not included in project
- provisions for drying hands (only at hand scrub facilities)

2.1-7.2.2.8 (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:**
(1) Handrails installed on both sides of patient use corridors
(3) Rail ends return to wall or floor
(4) Handrail gripping surfaces & fasteners are 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 operating suites
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

2.1-7.2.3 **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
(7)(a) Floors are monolithic & integral coved wall bases are at least 6" high & tightly sealed to wall in endoscopy procedures rooms & endoscope processing room

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 are monolithic or have sealed seams that are tight & smooth
(5) Wall protection devices & corner guards are 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) Semi-Restricted Areas (i.e. Endoscopy Procedure Rooms):
(a) Ceiling finishes are scrubbable, non absorptive, non perforated, & capable of withstanding cleaning with chemicals
(b) Lay-in ceilings gasketed or each ceiling tile weighs at least one pound per square foot
(c) No perforated, tegular, serrated or highly textured tiles
or
Ceilings of monolithic construction

2.1-7.2.4 **FURNISHINGS:**
2.1-7.2.4.1 Built-in furnishings upholstered with impervious materials in patient treatment areas with risks of exposure & contamination from bodily fluids & other fluids

2.1-7.2.4.3 Privacy curtains in patient care areas are washable

2.1-8.2 **HEATING VENTILATION & AIR-CONDITIONING (HVAC) SYSTEMS**
**UTILITIES:**
Part 36.1 Ventilation Upon Loss of Electrical Power:
- Space ventilation & pressure relationship requirements of Table 7.1 are maintained for All Rooms, PE Rooms, Operating Rooms in event of loss of normal electrical power
Compliance Checklist: Endoscopy Services

Part 3/6.1.2 Heating & Cooling Sources:
Part 3/6.1.2.1 Heat sources 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 3/6.2 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'-0" from cooling towers & all exhaust & vent discharges

Part 3/6.3.1.3 Intakes on top of buildings

Part 3/6.3.1.4 Intake in areaway

Part 3/6.4 Filtration:

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:
Part 3/6.5.3 Radiant heating systems

Part 3/6.6 Energy Recovery Systems:
Part 3/6.6.1 Located upstream of Filter Bank No. 2

Part 3/6.7 Air Distribution Systems:
Part 3/6.7.1 Maintain pressure relationships required in tables 7.1 in all modes of HVAC system operation

Part 3/6.8.3 Energy recovery systems with leakage potential

Part 3/6.8.4 Energy recovery systems with leakage potential

Part 3/7 Space Ventilation
Part 3/7.1.a Spaces ventilated according to Table 7.1

Part 3/7.1.a.1 Air movement is from clean to less-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 minimum outdoor air changes per hour required by Table 7.1 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 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

2.1-8.3  ELECTRICAL SYSTEMS

2.1-8.3.2  ELECTRICAL DISTRIBUTION & TRANSMISSION

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

2.1-8.3.3  POWER-GENERATING & -STORING EQUIPMENT

2.1-8.3.1.1  Essential electrical system or emergency electrical power
(1)  ___ essential electrical system complies with NFPA 99
(2)  ___ emergency electrical power complies with NFPA 99

2.1-8.3.5  ELECTRICAL EQUIPMENT

2.1-8.3.5.1  ___ Handwashing sinks that depends on building electrical service for operation are connected to essential electrical system
☐ check if not included in project

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:
(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)  ___ non-recirculated fixture branch piping max. length 25'-0"
(3)(b)  ___ any existing dead-end piping is removed
☐ check if not included in project
(3)(c)  ___ 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
☐ check if not included in project
___ special provisions to protect space below from leakage & condensation
(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 in handwashing stations are designed with basins 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.
(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 of faucets is at least 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).
(a) Blade handles
   ☐ check if not included in project
   ☐ Provide clearance required for operation.
(b) Sensor-regulated water fixtures
   ☐ meet user need for temperature & length of time water flows
   ☐ designed to function at all times and during loss of normal power.

2.1-8.4.3.5 Clinical Flushing-Rim Sinks:
(1) Trimming with valves that can be operated without hands (may be single-lever or wrist blade devices).
(2) Handles are at least 6 in. long.
(3) Integral trap wherein upper portion of water trap provides visible seal.

2.1-8.4.4 MEDICAL GAS & VACUUM SYSTEMS
2.1-8.4.4.1 Station outlets provided as indicated in Table 2.1-3.

2.1-8.5.1 CALL SYSTEMS
2.1-8.5.1.1(1) Nurse call stations provided as required in Table 2.1-2.
2.1-8.5.1.1(2) Nurse call systems report to attended location with electronically supervised visual & audible annunciation as indicated in Table 2.1-2.
2.1-8.5.1.1(4) Call system complies with UL 1069 “Standard for Hospital Signaling & Nurse Call Equipment.”
2.1-8.5.1.1(5) Wireless nurse call system
   ☐ check if not included in project
   ☐ complies with UL 1069.
2.1-8.5.1.2(4) Nurse call system provided in each patient care area as required in Table 2.1-2.

2.1-8.5.1.3 Bath Stations:
   ☐ bath station that can be activated by patient lying on floor provided at each patient toilet.
(1) Alarm in these areas can be turned off only at bath station where it was initiated.
(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.