

### The Structure of these Guidelines

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500673 30 .2.00 STRUCTURE

The Guidelines are divided into a number of "Parts". Each subject is covered once only in order to avoid duplication of the same information under different Planning Units. The Parts are as follows:

- Part A: Introduction and Instructions for Use;
- Part B: Health Facility Briefing and Planning - including Briefing and Planning, Standard Components and specific Hospital Planning Unit (HPU) sections;
- Part C: Access, Mobility, OHS and Security;
- Part D: Infection Control;
- Part E: Building Services and Environmental Design Briefing (under review for Australasian use)
- Part F: Project Implementation - including FF&E and Operational Commissioning;
- Enclosures: Generic Room Data Sheets (RDS) and Generic Room Layout Sheets (RLS).

Within the Parts, numbered headings are used to designate key sections or subjects such as requirements for a particular Health Planning Unit (HPU) e.g. Emergency, Intensive Care, or to cover issues such as Safety, 'Security', 'Access' requirements etc.

Part B contains generic sections that apply to all or most HealthCare Facilities and specific sections that apply to individual HPUs.

Part B also contains a selection of Standard Components i.e. rooms / spaces that apply to many Health Care Facilities. These Standard Components cross-reference to Room Data and Room Layout Sheets in the Enclosures.

Part C also contains a table indicating recommend discounted circulation for Hospital Planning Units.

501985 30 .3.00 REVIEW AND REVISION

A process of review and revision will be developed for the Guidelines. Industry comment will be sought and responded to in future issues of the Guidelines and the results of Post-Occupancy Evaluations will also be factored into the Guidelines.

500052 30 .4.00 APPLICATION

These Guidelines are expressed as a combination of performance-based standards and prescriptive requirements.

500053 30 .5.00 Mandatory requirements are identified by the words 'shall', 'must', 'mandatory', 'required', etc.

## Part A - Introduction and Instructions for Use

Other non-mandatory or advisory information has also been provided. This is identified by words such as 'should', 'optional', 'non-mandatory', 'desirable', 'highly desirable', 'preferable', 'ideal', etc.

- 500041 30 .6.00 The primary objective of the Guidelines is to achieve a desired performance result or service.

Prescriptive limitations, when given, such as exact recommended dimensions or quantities, describe a condition commonly recognised as a practical standard for normal operation.

Where specific measurements, capacities or other standards are described, equivalent alternative solutions may be deemed acceptable if it is demonstrated that the intent of the standards has been met.

It is important to note that these Guidelines do not intend to restrict innovation that might improve performance and/or outcomes.