



NSW Health Facility Guidelines

HEALTH PLANNING UNITS (HPU) SCHEDULES OF ACCOMMODATION

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NSW Health Planning Units [HPU]

132 CHILD & ADOLESCENT MENTAL HEALTH UNIT

132 Schedule of Accommodation

132 . 76.00 Schedules of Accommodation are provided for a Child and Adolescent Acute Mental Health for Levels 5/ 6.

Note: (o) in Qty/xm2 column = Optional

Entry / Reception / Interview

ROOM/SPACE	Standard Component					L 5/6 Qty x m2	Remarks
ENTRY / RECEPTION / INTERVIEW							
ENTRY LOBBY / AIRLOCK	yes					1 x 8	
WAITING						1 x 10	
CHILD PLAY						1 x 9	Optional
TOILET - DISABLED/BABY CHANGE	yes					1 x 5	
CONSULTATION ROOM						2 x 14	

132 Schedule of Accommodation

132 . 77.00 Patient / Family Areas x 8 Beds

PATIENT / FAMILY AREAS						8 Beds	
1 BED ROOM - MENTAL HEALTH	yes					6 x 14	
ENSUITE - MENTAL HEALTH	yes					6 x 5	1 per bedroom
1 BEDROOM - SPECIAL	yes					2 x 18	For bariatric patients and/or a child and parent
EN SUITE - SPECIAL	yes					2 x 7	For designated bariatric room only
BATHROOM - DOMESTIC						1 x 10	Standard domestic bath (optional) and raised shower bath for small children
MEDICATION / TREATMENT ROOM						1 x 16	Includes spatial allowance for Resuscitation Trolley (1m2) & exam couch (3m2).
BAY - HANDWASHING	yes					2 x 1	1 per 4 beds
MULTIPURPOSE ROOM						1 x 20	Classroom, crafts, magistrate sessions. Include lockers for patients' personal items/schoolwork
RECREATION / DAY AREA						1 x 42	Recreation/Dining Areas based on 7m2 per person x 6
PLAY THERAPY ROOM						1 x 12	
DINING ROOM						1 x 24	Assumes 8 patients plus 4 family members
PANTRY / KITCHEN						1 x 12	Collocated with Dining Room
QUIET / TIME OUT ROOM						1 x 9	
COMPUTER ROOM						1 x 12	
STORE - PATIENT PROPERTY	yes					1 x 6	
LAUNDRY - SELF-CARE	yes					1 x 6	Optional
GYMNASIUM						1 x 20	Optional
PARENT LOUNGE						1 x 12	
COURTYARD						1 x 40	Based on 5m2 per paerson

NSW Health Planning Units [HPU]

132 Schedule of Accommodation

132 . 78.00 High Dependency Unit x 4 Beds

HIGH DEPENDENCY UNIT						4 Beds	
SECURE ENTRY / WAITING						1 x 8	
EXAM / ASSESSMENT						1 x 16	
STAFF BASE						1 x 6	Optional depending on planning layout
SECLUSION ROOM	yes					1 x 15	
1 BED ROOM - MENTAL HEALTH	yes					4 x 14	
PATIENT TOILET	yes					2 x 3	
PATIENT SHOWER	yes					1 x 3	
BAY - HANDWASH	yes					1 x 1	
LOUNGE/DINING/ACTIVITY						1 x 30	7.5m2 per person
COURTYARD						1 x 40	10m2 per patient

132 . 79.00 CLINICAL SUPPORT AREAS

CLINICAL SUPPORT AREAS							
BAY - LINEN	yes					1 x 2	Enclosed & lockable
DIRTY UTILITY	yes					1 x 10	
STAFF STATION	yes					1 x 14	
OFFICE - CLINICAL / HANDOVER	yes					1 x 9	
STORE - EQUIPMENT	yes					1 x 14	
STORE - GENERAL	yes					1 x 9	
CLEANER'S ROOM	yes					1 x 5	Share with Day Unit
DISPOSAL ROOM	yes					1 x 8	Share with Day Unit
DISCOUNTED CIRCULATION &						32%	

NSW Health Planning Units [HPU]

132 Schedule of Accommodation

132 . 80.00 OFFICES & STAFF AMENITIES

OFFICES & STAFF AMENITIES							May be located at the Inpatient Unit / Day Unit interface
OFFICE - CLINICAL DIRECTOR	yes					1 x 12	
OFFICE - PSYCHIATRIST	yes					1 x 9	
OFFICE - NURSE MANAGER	yes					1 x 12	
WORKSTATION - NURSING STAFF	yes					5.5	
WORKSTATION - ALLIED HEALTH	yes					5.5	
WORKSTATION - CLERICAL	yes					5.5	
WORKSTATION - VISITING PROFESSIONSL						4.4	
MEETING ROOM	yes					1 x 15	
STORE - PHOTOCOPY/STATIONERY	yes					1 x 8	
STAFF ROOM	yes					1 x 15	With Beverage Bay
STAFF PROPERTY BAY	yes					1 x 2	
SHOWER - STAFF	yes					1 x 2	
TOILET - STAFF	yes					2 x 3	

132 . 81.00 DAY UNIT

DAY UNIT							
RECEPTION / CLERICAL	yes					1 x 12	
STORE - PHOTOCOPY/STATIONERY	yes					1 x 8	
STORE - FILES	yes					1 x 8	
WAITING	yes					1 x 12	
CHILD PLAY	YES					1 x 12	
TOILET / BABY CHANGE - DISABLED	yes					1 x 5	
TOILET - PUBLIC	yes					1 x 4	
CONSULT ROOM	yes					12	No. to be determined by utilisation
OBSERVATION ROOM						1 x 6	One-way observation window
STORE - GENERAL	yes					1 x 9	
DISCOUNTED CIRCULATION &						32%	

133 PSYCHIATRIC EMERGENCY CARE CENTRE (PECC)

133 Schedule of Accommodation

133 . 46.00 A Generic Schedule of Accommodation for a Psychiatric Emergency Centre with 4 Beds or 6 Beds follows.

Note : (o) in Qty/x m2 column = Optional.

Note 1 : Beverage Bay
May be incorporated into Lounge depending on meal / refreshment needs for patients if length of stay extended up to 48 hours

ROOM/SPACE	Standard Component				4 Beds Qty x m2	6 Beds Qty x m2	
WAITING AREA	yes				1 x 8	1 x 10	6 & 8 seats respectively. Family, police etc
TOILET - PUBLIC	yes				1 x 3	1 x 3	Optional depending on access to ED public amenities
CONSULT / INTERVIEW ROOM	yes				1 x 14	1 x 14	Dual access for staff safety
CONSULT / EXAMINATION ROOM					1 x 14	1 x 14	Dual access for staff safety
STAFF STATION / MEDICATIONS	yes				1 x 14	1 x 14	Secured
OFFICE - NUM	yes				1 x 9	1 x 9	
OFFICE - WORKSTATION	yes				5.5	5.5	Workroom for medical & nursing staff. Size will depend on Staff Establishment
DIRTY UTILITY - SUB	yes				1 x 8	1 x 8	Unless ready access to ED
BAY - LINEN TROLLEY	yes				1 x 2	1 x 2	With lockable doors
1 BED ROOM - MENTAL HEALTH					1 x 12	2 x 12	Reduced from 15 sqm, (*Updated 03/07/06)
EN SUITE SHOWER / TOILET	yes				1 x 5	2 x 5	(*Updated 03/07/06)
BED BAY - CURTAINED	yes				3 x 10	4 x 10	
PATIENT SHOWER	yes				1 x 4	1 x 4	
PATIENT TOILET					1 x 3	2 x 3	
LOUNGE - PATIENT / VISITOR	yes				1 x 15	1 x 20	Access to Courtyard
BEVERAGE BAY	yes				1 x 4	1 x 4	See note 1.
MEETING ROOM	yes				1 x 12	1 x 14	
PROPERTY BAY - STAFF	yes				1 x 2	1 x 2	
TOILET - STAFF	yes				1 x 3	1 x 3	May be shared with ED.
COURTYARD - SECURE					1 x 20	1 x 30	Based on 5m2 per person
DISCOUNTED CIRCULATION					32%	32%	

133 Schedule of Accommodation

133 . 46.05 Shared with Emergency Department:

- Disposal Room
- Cleaner's Room
- Staff Lounge & Amenities

134 ADULT MENTAL HEALTH ACUTE INPATIENT UNIT (INCLUDING PICU)

134 Schedule of Accommodation

134 . 98.00 A Generic Schedule of Accommodation for an Adult Mental Health Inpatient Unit with 20Beds or 30 Beds follows.

Note : (o) in Qty/x m2 column = Optional.

					20 Beds	30 Beds	Note: Not all units will include PICU & bed mix may be adjusted to suit the circumstances
					16 Open, 4 Secure	24 Open, 6 Secure	
ROOM/SPACE	Standard Component				Qty x m2	Qty x m2	Remarks
MAIN ENTRY / RECEPTION							
ENTRY LOBBY / AIRLOCK					1 x 10	1 x 10	
RECEPTION	yes				1 x 10	1 x 12	
PHOTOCOPY / STATIONERY	yes				1 x 8	1 x 8	
FILE STORE	yes				1 x 10	1 x 10	
WAITING	yes				1 x 10	1 x 15	
TOILET - DISABLED	yes				1 x 5	1 x 5	
CONSULTATION/INTERVIEW ROOM	yes				4 x 14	6 x 14	Plus 2m2 for 2nd door. Based on 1 per 10 beds excluding PICU.
MEETING ROOM (& REVIEW BOARD)	yes				1 x 20	1 x 30	Also used for Group / Family Therapy

NSW Health Planning Units [HPU]

134 Schedule of Accommodation

134 . 99.00 GENERAL (OPEN) UNIT Patient Areas

GENERAL (OPEN) UNIT					16 Beds	24 Beds	
PATIENT AREAS							
1 BED ROOM - MENTAL HEALTH	yes				14 x 14	22 x 14	
2 BED ROOM - MENTAL HEALTH	yes				1 x 28	1 x 28	Optional. May be 2 extra single rooms. Note that 15m2 will accommodate a mother and baby
ENSUITE - MENTAL HEALTH	yes				15 x 5	23 x 5	
SECLUSION / QUIET ROOM	yes				1 x 14	1 x 14	Optional room in General Care Zonee.
BAY - HANDWASHING	yes				4 x 1	6 x 1	
DINING ROOM					1 x 30	1 x 50	Overall size of recreational areas based on 5.5m2 per person. These rooms may be resized..
PANTRY (WITH SERVERY COUNTER)	yes				1 x 8	1 x 8	Standard Component modified with counter
LOUNGE / ACTIVITY AREA					1 x 30	1 x 50	
MULTIFUNCTION ACTIVITY AREA					1 x 28	1 x 32	
GYMNASIUM					1 x 20	1 x 20	Optional
COURTYARD					1 x 70	1 x 100	Based on 5m2 per person
LAUNDRY - SELF-CARE	yes				1 x 6	1 x 8	Lockable; May be combined or devolved to bed clusters
BAY - LINEN	yes				2 x 2	3 x 2	
STORE - PATIENT PROPERTY					1 x10	1 x 14	
BATHROOM	yes				1 x 15	1 x 15	Optional
TOILET - STAFF	yes				1 x 3	1 x 3	

134 Schedule of Accommodation

134 . 100.00 Clinical Support Areas (Shared With Secure Unit & PICU)

CLINICAL SUPPORT AREAS							
STAFF STATION					1 x 16	1 x 20	Sized to enable a design that can oversee all sub-units. May be necessary to sub-divide if this
OFFICE - CLINICAL HANDOVER	yes				1 x 12	1 x 12	
MEDICATION / TREATMENT ROOM					1 x 16	1 x 16	Includes spatial allowance for Resuscitation Trolley (1m2) & exam couch (3m2).
DIRTY UTILITY	yes				1 x 10	1 x 10	
STORE - EQUIPMENT	yes				1 x 12	1 x 16	
BACK-OF-HOUSE							
CLEANER'S ROOM	yes				1 x 5	1 x 5	Includes recycling bins
DISPOSAL ROOM					1 x 10	1 x 10	
STORE - GENERAL	yes				1 x 9	1 x 9	

134 . 101.00 OBSERVATION (SECURE) UNIT

OBSERVATION (SECURE) UNIT					4 Beds	6 Beds	
ENTRY - SECURED					1 x 6	1 x 6	Shared with PICU. Include safe for police firearms
EXAM / ASSESSMENT ROOM					1 x 15	1 x 15	Shared with PICU.
EN SUITE SHOWER / TOILET					1 x 5	1 x 5	Shared with PICU.
1 BED ROOM - MENTAL HEALTH					4 x 12	6 x 12	
TOILET - PATIENT	yes				2 x 4	3 x 4	
SHOWER - PATIENT	yes				2 x 4	3 x 4	
BAY - HANDWASH	yes				2 x 1	3 x 1	
LOUNGE / DINING / ACTIVITIES ROOM					1 x 30	1 x 45	Based on 7.5m2 per person
MULTIFUNCTION ACTIVITY AREA					1 x 28	1 x 32	
SECLUSION ROOM	yes				1 x 15	1 x 15	NSW-HFG recommended 15m2, VIC-DGHDP shown as Standard Component 14m2.
SECURED COURTYARD					1 x 40	1 x 60	Based on 10m2 per person
TOILET - STAFF	yes				1 x 30	1 x 3	

134 Schedule of Accommodation

134.102.00 PSYCHIATRIC INTENSIVE CARE UNIT (PICU)

PSYCHIATRIC INTENSIVE CARE UNIT (PICU)					6 Beds	8 Beds	Optional in Tertiary Service only
1 BED ROOM	yes				6 x 14	8 x 14	Sub-divided into "pods" each with its own sitting area.
TOILET - PATIENT	yes				3 x 4	4 x 4	May be combined and shared between bedrooms
SHOWER - PATIENT	yes				3 x 4	4 x 4	May be combined and shared between bedrooms
BAY - HANDWASH					3 x 1	4 x 1	Recessed in corridor
SITTING AREA					6 x 3	8 x 3	Combine as appropriate depending on bedroom arrangements
QUIET / SECLUSION ROOM	yes				1 x 14	1 x 14	
DINING / ACTIVITIES ROOM					1 x 25	1 x 30	Lounge / Dining / Activity in total based on 7.5m ² per person
MULTIFUNCTIONAL ACTIVITY ROOM					1 x 23	1 x 33	Includes 3m ² of storage
TOILET - DISABLED (PATIENT)					1 x 5	1 x 5	
MEETING (INTERVIEW) ROOM					1 x 12	1 x 12	Optional; may also be used as family room
EXAM / ASSESSMENT ROOM					1 x 12	1 x 12	Optional
BAY - LINEN (LOCKED)					2 x 2	1 x 2	
STORE - GENERAL					1 x 9	1 x 9	
STORE - PATIENT PROPERTY					1 x 6	1 x 4	
SECURED COURTYARD					1 x 60	1 x 80	Based on 10m ² per person. Possibility of combining with Secure Area.
STAFF TOILET					1 x 3	1 x 3	
DISCOUNTED CIRCULATION					35%	35%	Based on single rooms

134 Schedule of Accommodation

134 . 103.00 STAFF OFFICES & AMENITIES

STAFF OFFICES & AMENITIES							
OFFICE - SINGLE 12M2 (DIRECTOR)	yes				1 x 12	1 x 12	
OFFICE - SINGLE 9M2 (NURSE MANAGER)	yes				1 x 9	1 x 9	
OFFICE - SINGLE 12M2 (PSYCHIATRIST)	yes				12	12	
OFFICE - SHARED - MEDICAL STAFF	yes				5.5	5.5	No. determined by Staff Establishment
OFFICE - SHARED - NURSING STAFF	yes				5.5	5.5	No. determined by Staff Establishment
OFFICE - SHARED - ALLIED HEALTH	yes				5.5	5.5	No. determined by Staff Establishment
STORE - PHOTOCOPY / STATIONERY	yes				1 x 8	1 x 8	
MEETING ROOM	yes				1 x 20	1 x 30	
STAFF ROOM	yes				1 x 15	1 x 20	
PROPERTY BAY - STAFF	yes				1 x 2	1 x 2	
SHOWER - STAFF	yes				1 x 2	1 x 2	
TOILET - STAFF	yes				2 x 3	2 x 3	
DISCOUNTED CIRCULATION					30%	30%	

134 . 104.00 NOTES:

PICU: Bed numbers are arbitrary at this stage and do not bear any relationship to the main unit but will depend on catchment area.

Size and layout may preclude being able to share all Clinical Support Rooms; there may then need to be a second Staff Station, Clean & Dirty Utilities to be shared between Secure Unit & PICU.

140 REHABILITATION / ALLIED HEALTH UNIT

140 Schedule of Accommodation

140 . 24.00 A Generic Schedule of Accommodation for a Rehabilitation / Allied Health Unit at Level 4, 5, and 6 follows.

The following Schedule of Accommodation is based on the premise that at Levels 5 and 6, Social Work, Clinical Psychology and Dietetics will be discreet departments in their own right, and that Audiology will also be a discreet unit or form part of an ENT Department/Clinic.

Services at Level 3 may be modified from Level 4 (Refer Role Delineation)

Note: (o) in Qty/xm2 column = Optional

ENTRY/RECEPTION

ROOM/SPACE	Standard Component			Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	Remarks
ENTRY/RECEPTION							
RECEPTION	yes			1 x 10	1 x 12	1 x 12	2 staff
STORE - PHOTOCOPY/STATIONERY	yes			1 x 8	1 x 8	1 x 8	
STORE - FILES	yes			1 x 4	1 x 6	1 x 6	
WAITING	yes			1 x 12	1 x 21	1 x 32	Based on 1.2m2 per person, 1.5m2 for wheelchairs. Modify to circumstances
BAY - PATIENT HOLDING				0	1 x 4	1 x 4	Part of Waiting space
BAY - DRINKING FOUNTAIN	yes			1 x 1	1 x 1	1 x 1	
BAY - PUBLIC PHONE				Share	1 x 2	1 x 2	
BAY - STROLLER / WHEELCHAIR PARK	yes			1 x 4	1 x 4	1 x 4	
TOILET - PATIENT/PUBLIC	yes			0	1 x 4	1 x 4	Or access to same
TOILET - DISABLED	yes			1 x 5	2 x 5	2 x 5	

NSW Health Planning Units [HPU]

140 Schedule of Accommodation

140 . 25.00 Allied Health

ALLIED HEALTH							
AUDIOLOGY BOOTH	yes			1 x 10	0	0	2.7 x 3.4 Refer Notes below
AUDIOLOGY OBSERVATION				1 x 9	0	0	Separate Unit
OFFICE/TREATMENT - SPEECH PATHOLOGY	yes			1 x 15	15	15	No depends on service level
OBSERVATION ROOM - SPEECH PATHOLOGY				1 x 5 (o)	5	5	
STORE - SPEECH PATHOLOGY	yes			1 x 4 (o)	1 x 4	1 x 4	
OFFICE/CONSULT - CLINICAL PSYCHOLOGY	yes			1 x 12 (o)	12	12	No depends on service level. 16m2 Neuropsychology
OFFICE - DIETETICS	yes			1 x 9	0	0	No depends on service level. Unit Manager = 12m2 in large Department
STORE - DIETETICS	yes			1 x 4 (o)	0	0	
OFFICE - S/WORKER	yes			1 x 9	9	9	No depends on service level. Assumes access to Interview & Group Rooms. Unit Manager =
PODIATRY TREATMENT				1 x 14	1 x 14	1 x 14	May be multipurpose. If podiatry only, 10m2. At Level 5/6 may be located elsewhere.
GROUP ROOM				0	1 x 16	1 x 16	
OBSERVATION ROOM				0	1 x 8	1 x 8	Optional

140 Schedule of Accommodation

140 . 26.00 Occupational Therapy

OCCUPATIONAL THERAPY							
ADL BATHROOM	yes			1 x 12	1 x 12	1 x 12	Optional
ADL LOUNGE					1 x 12	1 x 12	Optional
ADL BEDROOM	yes				1 x 13	1 x 13	Optional
ADL BEDROOM / LIVING				1 x 18	0	0	
ADL COMPUTER ROOM				1 x 10 (o)	1 x 10	1 x 10	2 patients. Optional
ADL KITCHEN	yes			1 x 12	1 x 22	1 x 22	Size allows for a number of patients
ADL LAUNDRY	yes			1 x 8	1 x 11	1 x 11	Optional
LOAN POOL EQUIPMENT				1 x 14	1 x 20	1 x 20	Size will depend on extent of service
CLEAN-UP ROOM					1 x 6	1 x 6	For returned loan equipment
SPLINT ROOM					1 x 16 (o)	1 x 16 (o)	Specifically hand splinting. 2-3 patients plus wet prep area
OCCUPATIONAL THERAPY ROOM - LIGHT - ADULT				1 x 28	1 x 42	1 x 70	Approx 7m2 per patient
OCCUPATIONAL THERAPY ROOM - LIGHT - PAED.					1 x 40 (o)	1 x 40 (o)	10m2 per patient
OCCUPATIONAL THERAPY ROOM - WORKSHOP				0	1 x 50 (o)	1 x 50 (o)	5 patients. Optional
STORE - ONGOING WORK				1 x 4	1 x 7	1 x 7	
STORE - MATERIALS & EQUIPMENT				1 x 12	1 x 14	1 x 20	
STORE - TIMBER & METAL				0	1 x 20	1 x 20	If workshop provided
STORE - ASSESSMENT WHEELCHAIRS				1 x 10 (o)	1 x 15	1 x 15	

140 Schedule of Accommodation

140 . 27.00 Physiotherapy

PHYSIOTHERAPY							
GYMNASIUM - INDIVIDUAL TREATMENT				1 x 80	1 x 100	1 x 120	Approx 6m2 per patient. May need 2 gyms to separate ortho/vascular patients from neuro
GYMNASIUM - GROUP CLASSES				0	1 x 50	1 x 80	Treadmills, Bikes etc
STORE - GYM EQUIPMENT				1 x 8	1 x 10	1 x 12	
BAY - WATER FOUNTAIN				1 x 1	1 x 1	1 x 1	Disabled access. In / near gymnasium
OFFICE - WRITE-UP BAY	yes			1 x 6	1 x 9	1 x 12	Part of Gymnasium
TOILET - DISABLED	yes			1 x 5	1 x 5	1 x 5	Access from Gymnasium
PATIENT BAY - TREATMENT - SINGLE				7.5	7.5	7.5	Outpatient Area; single plinths. No. will depend on utilisation and throughput. 2.7 x 2.7
PATIENT BAY - TREATMENT - SINGLE				10	10	10	Extra length for traction plinths. 2.7 x 3.6. Minimum of 1.8m aisles between facing cubicles
TREATMENT ROOM	yes			1 x 12	12	12	Respiratory & other conditions requiring privacy. No. will depend on service profile
BAY - MOBILE EQUIPMENT	yes			1 x 4	1 x 10	1 x 10	Parking for various items of electrotherapy equipment near Outpatient Area
BAY - HANDWASH - TYPE B	yes			2 x 1	4 x 1	4 x 1	
PLASTER / SPLINT ROOM	yes			0	1 x 16	1 x 16	2 & 3 patients
WORKROOM				0	1 x 14	1 x 14	"Wet" area for manufacturing splints, ice machine, hydrocollator etc
OFFICE - WORKSTATION				1 x 4.4	4.4	4.4	Near treatment bays/rooms. Collocate with handbasins
STORE - EXERCISE EQUIPMENT	yes			1 x 14	1 x 20	1 x 20	
OUTDOOR GAIT ASSESSMENT							Optional
DISCOUNTED CIRCULATION %				30%	32%	32%	

NSW Health Planning Units [HPU]

140 Schedule of Accommodation

140 . 28.00 Shared Clinical Support Areas

SHARED CLINICAL SUPPORT AREAS							
ASSESSMENT / INTERVIEW ROOM				1 x 10	10	10	No. will depend on operational policy re clinics
CONSULTING/EXAMINATION ROOM	yes			1 x 12	12	12	No. will depend on operational policy re clinics
SPLINT ROOM				1 x 14			Shared Physio / OT at Levels below Level 5
BAY - LINEN	yes			1 x 2	2 x 2	2 x 2	
BAY - RESUSCITATION TROLLEY	yes			Shared	1 x 2	1 x 2	
CLEAN UTILITY (NO DRUGS)				0	1 x 9	1 x 9	
DIRTY UTILITY - SUB	yes(draft)			1 x 8	1 x 8	1 x 8	
DISPOSAL ROOM	yes			Shared	1 x 8	1 x 8	
CLEANER'S ROOM	yes			1 x 5	1 x 5	1 x 5	

140 . 29.00 Staff Areas

STAFF AREAS							
OFFICE - DIRECTOR	yes			1 x 9	1 x 12	1 x 12	
OFFICE - CHIEF OT	yes			0	1 x 12	1 x 12	
OFFICE - WORKSTATIONS - OTS	yes			0	4.4	4.4	No. will depend on staff establishment
OFFICE - CHIEF PHYSIO	yes			1 x 9	1 x 12	1 x 12	
OFFICE - PHYSIO 2 PERSONS - SHARED	yes			1 x 12	0	0	
OFFICE - WORKSTATIONS - PHYSIOS	yes			0	4.4	4.4	No. will depend on staff establishment
STUDENT ROOM				1 x 9	1 x 14	1 x 14	
MEETING ROOM	yes			1 x 15	1 x 20	1 x 20	
PROPERTY BAY - STAFF	yes			1 x 3	2 x 6	2 x 6	Male & female
STAFF ROOM	yes				1 x 25	1 x 25	
SHOWER - STAFF	yes			1 x 2	2 x 2	2 x 2	Male & female
TOILET - STAFF	yes			1 x 3	2 x 3	2 x 3	Male & female
DISCOUNTED CIRCULATION %				25%	30%	30%	

140 Schedule of Accommodation

140 . 30.00 Hydrotherapy (Optional)
 Note : Inclusion will depend on policy/service

HYDROTHERAPY (OPTIONAL)							
OFFICE - SINGLE PERSON - 9M2	yes			0	1 x 9	1 x 9	May double as a rest room
OFFICE - WORKSTATION	yes			1 x 4.4	0	0	
OPEN SHOWER AREA				1 x 3	1 x 6	1 x 6	
POOL & SURROUNDS				1 x 90	1 x 240	1 x 240	
STORE - GENERAL	yes			1 x 9	1 x 16	1 x 16	Hydrotherapy aids & equipment (that may be wet or damp).
SHOWER - DISABLED				1 x 5	1 x 5	1 x 5	
TOILET - DISABLED	yes			1 x 5	1 x 5	1 x 5	
TOILET/SHOWER/CHANGE - PATIENT				2 x 8	2 x 24	2 x 24	
TOILET/SHOWER/CHANGE - STAFF				1 x 3	1 x 6	1 x 6	
PLANT ROOM				1 x 10	1 x 20	1 x 20	
DISCOUNTED CIRCULATION %				20%	20%	20%	

140 . 31.00 Notes:

Audiology: Major audiology services will need to be separately briefed and may have a number of rooms performing different functions
 Occupational Therapy Treatment: Depending on service profile, may need separate paediatric treatment area

155 Schedule of Accommodation

155 . 49.00 INTRODUCTION

The content and size of an Ambulatory Care Unit varies depending on the location, services provided and throughput.

At larger facilities, it is assumed that separate Outpatients Units are provided.

A generic Schedule of Accommodation is provided that lists generic spaces that can be combined to form an Ambulatory Care Unit. Sizes and quantities of each space will be determined in accordance with service need and operational policy.

ROOM / SPACE	Standard Component			8 SPACES Qty x m2	16 SPACES Qty x m2	24 SPACES Qty x m2	REMARKS
							* Optional requirement
ENTRY / RECEPTION AREAS:							
CLERICAL SUPPORT / MEDICAL RECORDS				1 x 9	1 x 9	1 x 9	Depends on operational policy re photocopy, etc.
ENTRY CANOPY				n/a	n/a	n/a	Depends on project requirements
LOBBY / AIRLOCK				1 x 12*	1 x 12*	1 x 12*	
RECEPTION / CLERICAL	yes			1 x 9	1 x 9	1 x 12	
TOILET - DISABLED	yes			1 x 5	1 x 5	1 x 5	
TOILET - PUBLIC	yes			2 x 3	2 x 3	2 x 3	Increase to 4m2 if babychange facilities included.
PATIENT AREAS:							
1 BED ROOM (CLASS S ISOLATION)	yes			1 x 12	1 x 12	2 x 12	
BAY - RESUSCITATION TROLLEY	yes			1 x 2	1 x 2	1 x 2	
CONSULT ROOM	yes			1 x 12	1 x 12	1 x 12	
ENSUITE - ISOLATION ROOM	yes			1 x 5	1 x 5	1 x 5	'partially assisted'; direct access to 1 Bed Room - Isolation.
LOUNGE - PATIENT	yes			1 x 12	1 x 16	1 x 20	
MEETING - MEDIUM	yes					1 x 20	May include telemedicine area, varies to suit use.
MEETING - 12M2	yes			1 x 12	1 x 12	1 x 12	Also for patient education
PATIENT BAY - ACUTE TREATMENT	yes			8 x 9	16 x 9	24 x 9	Acute treatment spaces; may include dialysis chair
PATIENT BAY - HOLDING	yes/varies			1 x 4*	1 x 4*	1 x 8*	Pre/post treatment; inclusion depends on operational policy.
TOILET - PATIENT	yes			1 x 4	1 x 4	1 x 4	
TREATMENT ROOM	yes			1 x 14	1 x 14	1 x 14	
STAFF AREAS:							
BAY / ROOM - BEVERAGE	yes			1 x 4*	1 x 4*	1 x 4*	May be shared between Admissions and Treatment Area.

NSW Health Planning Units [HPU]

BAY - LINEN	yes			1 x 2	1 x 2	1 x 2	Includes storage for pillows over
BAY - PATHOLOGY				1 x 3*	1 x 3*	1 x 3*	
BLOOD STORE				1 x 1	1 x 1	1 x 1	Bay
CLEANER'S ROOM	yes			1 x 5	1 x 5	1 x 5	
CLEAN UTILITY	yes			1 x 12	1 x 14	1 x 16	Incl. medications, may also be used for prepackaged cytotoxic drug storage.
CYTOTOXICS ROOM				1 x 8*	1 x 8*	1 x 8*	
DIRTY UTILITY	yes			1 x 14	1 x 14	1 x 14	Includes Disposal Room function.
OFFICE - CLINICAL / HANDOVER	yes			1 x 12	1 x 16	1 x 16	staff work, handovers, etc.
OFFICE - SINGLE PERSON 9M2	yes			1 x 9	2 x 9	2 x 9	Nursing and Medical
PROPERTY BAY - STAFF	yes			1 x 2	1 x 3	1 x 3	
STAFF STATION	yes			1 x 12	1 x 16	1 x 16	
STORE - EQUIPMENT / GENERAL	yes			1 x 12	1 x 14	1 x 16	Combined.
TOILET - STAFF	yes			1 x 3	2 x 3	2 x 3	
WATER TREATMENT ROOM				1 x 12*	1 x 12*	1 x 12*	Where dialysis is provided.
SUB TOTAL				301	402	521	
CIRCULATION @ 32%				96	129	168	
TOTAL				387	531	688	

240 CLINICAL INFORMATION UNIT

240 Schedule of Accommodation

240 . 54.00 A Generic Schedule of Accommodation for a Clinical Information Unit at Levels 3/4 and 5/6 follows.

In the NSW Health - Guide to the Role Delineation of Health Care Facilities, (Third Edition 2002), Medical Records is not defined by level of service as are other Clinical Support Services such as Pharmacy. Therefore for the purpose of developing this schedule of accommodation, levels are assumed to provide the necessary support to the hospital overall.

WORK AREAS

ROOM/SPACE	Standard Component		Level 3/4 Qty x m2	Level 5/6 Qty x m2	Remarks
WORK AREAS					
RECEPTION	yes		1 x 10	1 x 10	
WAITING - SUB	yes		1 x 4	1 x 6	
MEETING (INTERVIEW) ROOM - SMALL	yes		1 x 9	1 x 9	Interviews
RECORD PROCESSING			1 x 25	1 x 50	Main work area
BAY - MOBILE EQUIPMENT	yes		1 x 4	2 x 6	Trolleys
REVIEW / DICTATION CUBICLES			1 x 9	1 x 20	
RECORDS STORE - ACTIVE			Project specific	Project specific	Sqm assessment needs to include circulation between aisles otherwise increase the 15%
OFFICE - SINGLE - HI DEPUTY MANAGER	yes		0	1 x 9	
OFFICE - SINGLE - HI MANAGER	yes		1 x 9	1 x 12	
WORKSTATION - HIM			5.5	5.5	According to Staff Establishment
OFFICE - MEDICO-LEGAL	yes		1 x 9	1 x 12	12 sqm = 2 staff
OFFICE - WORKSTATION (TYPING)			4.4	4.4	No. determined by staff establishment and operational policy
OFFICE - WORKSTATION (CODING)			1 x 6	6	Quiet environment. No. determined by staff establishment and operational policy
STORE - GENERAL			1 x 9	1 x 9	
WORKROOM - SCANNING & PROCESSING	yes		1 x 20	1 x 20	Optional, depending on Policy
STORE - PHOTOCOPY / STATIONERY	yes		1 x 8	1 x 8	

240 Schedule of Accommodation

240 . 54.10 STAFF AREAS

STAFF AREAS							
MEETING ROOM - MEDIUM	yes			Share		1 x 15	Unit meetings
PROPERTY BAY - STAFF	yes			1 x 2		1 x 2	
BAY - BEVERAGE	yes			1 x 3		1 x 5	After-Hours use
TOILET - STAFF	yes			1 x 2		1 x 2	Particularly for after-hours access
DISCOUNTED CIRCULATION %				15%		15%	Refer Active File Store
RECORDS STORE - ARCHIVE				Project Specific		Project Specific	May be remote

250 AMBULATORY MENTAL HEALTH UNIT

250 Schedule of Accommodation

250 . 57.00 A Generic Schedule of Accommodation for a Ambulatory Mental Health Unit at Levels 3, 4, 5, and 6 follows.

Notes: [o] next to qty/area = optional.

Public / Treatment Areas

ROOM/SPACE	Standard Component		Level 3 Qty x m2	Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	
PUBLIC / TREATMENT AREAS							
RECEPTION	yes		1 x 10	1 x 10	1 x 10	1 x 10	Increase if more than 1 staff
WAITING	yes		1 x 20	1 x 20	1 x 30	1 x 30	
CHILD PLAY (OPTIONAL)			0	1 x 9	1 x 9	1 x 9	
STORE - PHOTOCOPY / STATIONERY	yes		1 x 8	1 x 8	1 x 8	1 x 8	May be combined with File Store
STORE - FILES			1 x 6	1 x 6	1 x 8	1 x 8	Will depend on Operational Policy
TOILET - DISABLED	yes		1 x 5	1 x 5	1 x 5	1 x 5	1 disabled/female/baby change
TOILET - PUBLIC	yes		1 x 3	1 x 3	1 x 3	1 x 3	1 male
CONSULT ROOM			14	14	14	14	Number will depend on service profile & throughput
SUB-WAITING	yes		1 x 5	1 x 6	1 x 10	1 x 12	
MEDICATION DISPENSING			0	1 x 8	1 x 8	1 x 8	May be combined with Treatment Room
TREATMENT ROOM			1 x 15	1 x 15	1 x 15	1 x 15	May incl. medication storage & dispensing
PATIENT TOILET / SHOWER - DISABLED			0	1 x 6	1 x 6	1 x 6	
PATIENT TOILET	yes		1 x 3	1 x 3	2 x 3	2 x 3	
ADL KITCHEN	yes		1 x 8 (o)	1 x 10 (o)	1 x 12 (o)	1 x 12 (o)	
ADL COMPUTER ROOM			1 x 12 (o)	1 x 12 (o)	1 x 12 (o)	1 x 12 (o)	
MEETING ROOM - SMALL (COUNSELLING ETC)	yes		12	12	12	12	Counselling
MEETING ROOM - LARGE (FAMILY GROUPS)	yes		1 x 20	1 x 20	2 x 30	2 x 30	Family groups, Group Therapy
BAY - BEVERAGE, ENCLOSED	yes		Share	1 x 5	1 x 5	1 x 5	Accessible to meeting rooms. Lockable.
STORE - GENERAL	yes		Share	1 x 9	1 x 9	1 x 9	
DISPOSAL	yes		1 x 2	1 x 2	1 x 2	1 x 2	
CLEANER'S ROOM	yes		Share	Share	1 x 5	1 x 5	
DISPOSAL ROOM	yes		Share	Share	1 x 8	1 x 8	

NSW Health Planning Units [HPU]

250 Schedule of Accommodation

250 . 58.00 Staff Offices & Amenities

LIBRARY / RESOURCE ROOM			1 x 12 (o)	1 x 12 (o)	1 x 15 (o)	1 x 15 (o)	
OFFICE - SINGLE 12M2	yes		0	12	12	12	Service Manager, Director. Will depend on Staff Establishment
OFFICE - SINGLE 9M2	yes		9	9	9	9	Will depend on Staff Establishment & need for individual offices
OFFICE - WORKSTATION	yes		5.5	5.5	5.5	5.5	Will depend on Staff Establishment & need for individual offices
PROPERTY BAY - STAFF	yes		1 x 2	1 x 2	1 x 2	1 x 2	
STAFF ROOM	yes		Share	1 x 2 (o)	1 x 15	1 x 15	
SHOWER - STAFF	yes		Share	Share	1 x 2 (o)	1 x 2 (o)	
TOILET - STAFF	yes		2 x 3	2 x 3	2 x 3	2 x 3	
DISCOUNTED CIRCULATION %			30%	30%	32%	32%	

255 Schedule of Accommodation

255 . 68.00 INTRODUCTION

The content and size of a Community Health Centre varies depending on the location, services provided and throughput.

Community Health Services are categorised into six levels of service. However, these do not necessarily lead to different physical requirements.

A generic Schedule of Accommodation follows that lists generic spaces that can be combined to form a Community Health Centre. Sizes and quantity of each space will need to be determined on a case by case basis.

ROOM / SPACE	Standard Component					Area m2 *Optional	Remarks
ENTRY / RECEPTION AREAS:							Note: All room sizes depend on size of service.
BAY - MOBILE EQUIPMENT	yes					3	
ENTRY CANOPY						30	Allows for ambulances.
EXTERNAL AREAS						-	Varies for each facility.
MAIN ENTRY						12	Directly adjacent to Reception & Waiting Areas
PARENTING ROOM	yes					6	
PLAY AREA	yes					10 - 15	Should relate to Sub-Wait areas, esp for Child & Family services.
RECEPTION	yes					20	up to 4 staff, may include admin function, or c/w clerical/admin area.
SUB-WAITING AREA						30	Allows for up to 20 clients waiting. Size & distribution depends on client numbers & mix.
TOILET - PUBLIC	yes					3	Near Waiting Area. May also be req'd for other areas eg Rehab, Early Childhood.
TOILET - DISABLED	yes					5	
WAITING	yes					40	20+ clients, prams, etc; info display; view from reception, adj to Child Play area.
CLIENT AREAS:							
BAY / ROOM - BEVERAGE	yes					8	For conference & large meeting room
CONSULT ROOM	yes					12	15m2- child-related services; multi functl, programmed use; possible clinical play area.
MEETING ROOM - 9M2	yes					9	Up to 5 people. Possibler interview function, eg mental health, D & A counselling, etc.
MEETING ROOM - 12M2	yes					12	Suitable for childhood-related services, Intake & Family Therapy.
MEETING ROOM - MEDIUM	yes					20	Up to 15 people; may include req'ts for Telehealth
MEETING ROOM - LARGE	yes					Up to 40	One x ext access for a/hrs use. Others with internal access. Consider Telehealth req'ts.
MEETING ROOM - CONFERENCE						Up to 50	Ext access for a/hrs use. Consider Telehealth req'ts.
OBSERVATION ROOM						9	One way window to small/medium meeting room.
TREATMENT ROOM	yes					14	Multi-functional, used on programmed basis; ready access from waiting areas.

NSW Health Planning Units [HPU]

STAFF AREAS:							
BAY / ROOM - BEVERAGE	yes					3	Staff use.
BAY - HANDWASHING	yes					1	Distributed as required.
BAY - LINEN	yes					2	Need depends on operational policies
BAY - RESUSCITATION TROLLEY	yes					2	
CHANGE - STAFF	yes					30	Size depends on staff numbers, adj to staff toilets and showers.
CLEANER'S ROOM	yes					5	Per 1000m2.
CLEAN UTILITY	yes					14	Also for medications.
DIRTY UTILITY	yes					12*	Optional provision.
DISPOSAL	yes					8	
OFFICE - 4 PERSON SHARED	yes					20	Administration; size varies according to size of facility; may be c/w Reception function.
OFFICE - SINGLE PERSON 12M2	yes					12	Centre Manager; adj to Reception & admin areas.
OFFICE - SINGLE PERSON 9M2	yes					9	Depends on staffing & operational policies.
OFFICE - WORKSTATION	yes					4.4 - 5.5	For each clinical staff member; number & size depends on staffing profile.
SHOWER - STAFF	yes					3	OHS requirement.
STAFF ROOM	yes					25	May include library/resources; size depends on size of service.
STORE - EQUIPMENT	yes					20	More than one may be required e.g physio eqt, OT mobility aids, medical eqt, etc.
STORE - GENERAL	yes					9	Goods, non-sterile supplies, med supplies; > one may be reqd, central location.
STORE - FILE (ACTIVE)	yes					30	Active medical records, secure, ready access from reception + clinical areas.
STORE - FILE (ARCHIVE)	yes					30	Archived medical records, secure, may be remote from main work areas.
STORE - MEDICAL GAS	yes					2	Safe & secure, various size cylinders, adeq ventilation; near loading & service areas
STORE - PHOTOCOPY / STATIONERY	yes					8	
TOILET - STAFF	yes					3	
SPECIALIST AREAS:							
PHYSIOTHERAPY -							
ASSESSMENT / TREATMENT ROOM						12	
CHANGE CUBICLE - PATIENT	yes					2 - 4	Mix of small/large depends on profile of clientele.
GYMNASIUM						60	For up to 13 patients/hour. Includes write-up area.
PLASTER ROOM	yes					14	

NSW Health Planning Units [HPU]

BAY - RESUSCITATION TROLLEY	yes					2	
SHOWER - PATIENT	yes					4	
TOILET - DISABLED	yes					5	
TREATMENT CUBICLE - OPEN						7	
TREATMENT CUBICLE - CLOSED						10	
OFFICE - WRITEUP BAY	yes					3	Physio - adjacent to Treatment Areas
OCCUPATIONAL THERAPY -							
ADL KITCHEN						12	
ADL BATHROOM						12	
ASSESSMENT/TREATMENT						12	
EQUIPMENT CLEANING						12	
STORE - EQUIPMENT	yes					12	
TREATMENT ROOM - HAND SPLINTING						25	Shared by Physio
TREATMENT ROOM - PAEDIATRIC						Up to 70	Includes storage and wet areas. Size dependent on service demand.
OFFICE - WRITEUP BAY	yes					3	OT
SPEECH PATHOLOGY -							
OFFICE / CONSULT						12	Combined office and consult rooms depends on operational policies of unit.
OBSERVATION						9	
STORE - GENERAL	yes					10	Includes Resource Store
AUDIOLOGY -							
CONSULT						20	Sound proof booth included in room
PODIATRY -							
TREATMENT ROOM						12	To be shared where possible
UTILITY ROOM						10	
CARDIAC / PULMONARY -							
CONSULT - STRESS TEST						20	Includes write up and recovery areas.
SHOWER / WC - PATIENT	yes					5	Use Std Comp for Ensuite bathroom.
DENTAL -							
CLEAN UP / STERILISING						6	

NSW Health Planning Units [HPU]

STORE - GENERAL	yes					8	
TREATMENT - DENTAL						12	
WORKROOM - DENTAL						12	
OFFICE - WRITEUP BAY	yes					6	
X-RAY AREA						6	storage and developing.
METHADONE UNIT -							
DISPENSARY						9	
DOSING AREA						6	
OFFICE - 3 PERSON SHARED	yes					15	
TOILET - PATIENT	yes					5	Specimen collection.
WAITING AREA	yes					15	6 - 10 people.
OTHER AREAS -							
SERVICE ENTRY / LOADING BAY	yes					varies	Need for this, and its size depends on the facility size.
WASTE HOLDING AREA	yes					varies	Depends on size of facility

300 EMERGENCY UNIT

300 Schedule of Accommodation

- 300 . 0.00 Note 1: FPU - Functional Planning Unit, number depends on service plan and activity level.

Note 2: Staff Station should be located centrally within Treatment Area, preferably with direct oversight of Resuscitation Bays. Direct access required to treatment spaces. It may be raised for uninterrupted vision of the patients. It may be partially enclosed to ensure that confidential information can be conveyed without breach of privacy and to provide security to staff and confidential information.

300 Schedule of Accommodation

300 . 85.00 A generic schedule of accommodation follows.

Note 1: FPU - Functional Planning Unit, number depends on service plan and activity level.

Note 2: Staff Station should be located centrally within Treatment Area, preferably with direct oversight of Resuscitation Bays. Direct access required to treatment spaces. It may be raised for uninterrupted vision of the patients. It may be partially enclosed to ensure that confidential information can be conveyed without breach of privacy and to provide security to staff and confidential information.

ROOM / SPACE	Standard Component	Level 1	Level 2	Level 3	Level 4	Level 5/6	Remarks
		Qtyxm2	Qtyxm2	Qtyxm2	Qtyxm2	Qtyxm2	* Optional
ENTRANCE / RECEPTION -							
ENTRY/AIRLOCK		Shared	Shared	Shared	1 x 10	1 x 10	
RECEPTION	yes	Shared	Shared	Shared	1x 20	1 x 20	Staff to be able to observe & control access Entries and Treatment Areas.
WAITING ROOM	yes	Shared	Shared	1 x 12	1 x 30	1 x 60	Open, observed from Triage & Reception; play area for children, access to outdoors pref
PLAY AREA	yes	Shared	Shared	1 x 3	1 x 10	1 x 10	Defined area adjoining waiting area, or adjacent to paediatric treatment areas.
PARENTING ROOM	yes	Shared	Shared	Shared	1 x 6	1 x 6	Accessible from waiting areas.
BAY - PHONE/VENDING MACHINES		Shared	Shared	1 x 2	1 x 5	1 x 5	Accessible from waiting areas.
BAY - WHEELCHAIR/TROLLEY HOLD		1 x 2	1 x 2	1 x 8	1 x 12	1 x 12	
COMMUNICATIONS BASE (ASNSW)						1 x 12	
AMBULANCE TRIAGE					1 x 12	1 x 12	
TRIAGE CUBICLE				9	9	9	FPU
MEETING ROOM - 12M2	yes				1 x 12	1 x 12	For staff to interview/meet with family & friends of patients.
MEETING ROOM - 9M2	yes	Shared	Shared	Shared	1 x 9	1 x 9	For staff to interview/meet with family & friends of patients.
TOILET - PUBLIC	yes	Shared	Shared	2 x 2	4 x 2	4 x 2	
TOILET - DISABLED	yes	1 x 5	1 x 5	1 x 5	1 x 5	1 x 5	May also include facilities for baby change.
DECONTAMINATION SHOWER		1 x 8	1 x 8	1 x 8	1 x 8	1 x 8	Check Local Authority req'ts for waste water detention requirements.
DISCOUNTED CIRCULATION		30%	30%	30%	30%	30%	
TREATMENT AREA -							
PATIENT BAY - RESUSCITATION					25	25	FPU
PATIENT BAY - ACUTE TREATMENT					12	12	FPU
PATIENT BAY - NON ACUTE TREATMENT					10	10	FPU

NSW Health Planning Units [HPU]

PATIENT BAY - TREATMENT/RESUSCITATION		1 x 16	1 x 35	1 x 35			Single room sized for 2 trolleys for resusc & general treatment - level 2 & 3 only.
TREATMENT ROOM	yes				14	14	FPU. Multi functional - forensic/sexual assault, gynae,etc
TREATMENT ROOM - SECURE ASSESSMENT	similar				14	14	FPU. Use for Mental Health patients - secure containment/assessment. Also for gen use.
PATIENT BAY - ACUTE TREATMENT - PAEDIATRIC					10	10	FPU
PLAY AREA	yes	Shared	Shared	Shared	1 x 8	1 x 8	
TREATMENT ROOM - PAEDIATRIC	similar				1 x 14	1 x 14	Similar to other Treatment Areas. Encl bays preferred for privacy & safety of patients.
ANTEROOM	yes				1 x 6	1 x 6	Accessible/adjacent to Isolation Room.
1 BED ROOM - ISOLATION (CLASS N)	yes				15	15	FPU. Encl Treatment Bays with neg pres ventil'n for isolatable infections.
TOILET - PATIENT	yes				4	4	FPU
PROCEDURE ROOM	similar				1 x 20	1 x 20	Similar to other Treatment Bays, acoustic & visual privacy req'd.
PLASTER ROOM	yes				1 x 14	1 x 14	Splint & crutch store to be included in, or accessible to the plaster room.
STORE - CRUTCH					1 x 2	1 x 2	Close to Plaster Room
X-RAY ROOM					1 x 30*	1 x 30*	May not be req'd if ED near Imaging. Altern may be gantry over Resusc Bays in L5 & 6.
BAY - PATHOLOGY					1 x 1	2 x 1	
SHOWER - PATIENT	yes	1 x 4	1 x 4	1 x 4	1 x 4	1 x 4	Quieter part of unit, but accessible from treatment bays and rooms.
TOILET - PATIENT	yes	1 x 4	1 x 4	1 x 4	1 x 4	1 x 4	
BAY - HANDWASHING	yes	1 x 1	1 x 1	1 x 1	1	1	1 Handwash Bay per 4 Treatment Bays - refer Part D.
DISCOUNTED CIRCULATION		40%	40%	40%	40%	40%	
SUPPORT AREAS -							
STAFF STATION	yes	Shared	Shared	1 x 6	1 x 20	1 x 30	2sqm per staff; may store trolleys, resusc eqt, disposables, drugs, etc. Ref Note 2.
X-RAY VIEWING & REPORTING	yes				1 x 12	1 x 12	
CLEAN UTILITY	yes	Shared	Shared	1 x 4	1 x 12	1 x 12	
DIRTY UTILITY	yes	Shared	Shared	Shared	1 x 10	1 x 10	
STORE - GENERAL	yes	Shared	Shared	Shared	1 x 20	1 x 20	
STORE - EQUIPMENT	yes	Shared	Shared	Shared	1 x 20	1 x 20	
STORE - DISASTER EQUIPMENT					1 x 8	1 x 8	
BAY - MOBILE EQUIPMENT	yes	Shared	Shared	1 x 4	1 x 4	2 x 4	
BAY - MOBILE EQUIPMENT (X-RAY)	yes		1 x 2	1 x 2	1 x 2	1 x 2	
BAY/ROOM - BEVERAGE	yes	Shared	Shared	Shared	1 x 8	1 x 8	

NSW Health Planning Units (HPU)

BAY - LINEN	yes	Shared	1 x 2	1 x 2	1 x 2	1 x 2	
STORE - DRUG		Shared	Shared	Shared	1 x 5	1 x 5	
DISPOSAL	yes	Shared	Shared	Shared	1 x 8	1 x 8	
CLEANER'S ROOM	yes	Shared	Shared	Shared	1 x 5	1 x 5	
BAY - RESUSCITATION TROLLEY	yes	Shared	1 x 2	1 x 2	1 x 2	1 x 2	Rapid emerg access reqd & from this area to patient areas; prefer adj to Staff Stn.
DISCOUNTED CIRCULATION		25%	25%	25%	25%	25%	
SHORT STAY WARD/ EMERGENCY MEDICINE UNIT							
PATIENT BAY - NON ACUTE TREATMENT					10	10	FPU
ANTEROOM	yes				1 x 6	1 x 6	Accessible/adjacent to Isolation Room.
1 BED ROOM - ISOLATION ROOM (CLASS N)	yes				1 x 15	1 x 15	
ENSUITE	yes				1 x 5	1 x 5	For Isolation Room
TOILET - PATIENT	yes				1 x 4	1 x 4	
SHOWER - PATIENT	yes				1 x 4	1 x 4	
STAFF STATION	yes				1 x 12	1 x 15	2sqm per staff; may store trolleys, resusc eqt, disposables, drugs, etc. Ref Note 2.
BAY - LINEN	yes				1 x 2	1 x 2	
BAY - HANDWASHING	yes				1 x 1	1 x 1	
DIRTY UTILITY - SMALL	yes					1 x 8	
DISCOUNTED CIRCULATION		30%	30%	30%	30%	30%	
PRIMARY CARE AREA -							
CONSULT ROOM	yes	1 x 12	1 x 12	1 x 12	12	12	FPU
CONSULT - SEXUAL ASSAULT	similar				1 x 12	1 x 12	Use for sexual assault consultations, may also be used for general purposes.
ENSUITE	yes	1 x 5	1 x 5	1 x 5	1 x 5	1 x 5	For one consult room or for consult room - sexual assault where provided.
CONSULT - ENT/ OPHTHALMOLOGY	similar				1 x 12	1 x 12	
CONSULT - DENTAL						1 x 12*	Determined on need/activity.
PATIENT BAY - ACUTE TREATMENT (NEBULISER)					1 x 4*	1 x 4*	Nebuliser chair area; inclusion determined on need/activity.
BAY - LINEN	yes			1 x 2	1 x 2	1 x 2	
BAY - HANDWASHING	yes				1 x 1	1 x 1	
STAFF STATION	yes				1 x 10	1 x 12	2sqm per staff; may store trolleys, resusc eqt, disposables, drugs, etc. Ref Note 2.
DISCOUNTED CIRCULATION		20%	20%	20%	20%	20%	

NSW Health Planning Units [HPU]

STAFF AREAS -							
STAFF ROOM	yes	Shared	Shared	Shared	1 x 20	1 x 30	1.5m2 per staff member.
CHANGE - STAFF - FEMALE	yes	Shared	Shared	Shared	1 x 14	1 x 14	Incl toilets, shwrs, lockers. Calc for max staff per shift; overview access from Rec/Ent
CHANGE - STAFF - MALE	yes	Shared	Shared	Shared	1 x 12	1 x 12	Incl toilets, shwrs, lockers. Calc for max staff per shift; overview access from Rec/Ent
OFFICE - SINGLE PERSON 9M2	yes				2 x 9	4 x 9	NUM + Secretary, CNC, CNE, depending on level of service.
OFFICE - SINGLE PERSON 9M2	yes				1 x 9		Staff Specialist
OFFICE - SINGLE PERSON 12M2	yes				1 x 12	1 x 12	Director
OFFICE - 2 PERSON SHARED	yes				1 x 12		Registrars
OFFICE - 3 PERSON SHARED	yes					3 x 15	Staff specialist, Registrars, general use.
MEETING - MEDIUM/LARGE	yes	Shared	Shared	Shared	1 x 15	1 x 25	
MEETING - 12M2/MEDIUM	yes	Shared	Shared	Shared	1 x 12	1 x 15	For staff to interview/meet with family & friends of patients.
LIBRARY					1 x 3*	1 x 3*	Optional - add to another space.
STORE - PHOTOCOPY/ STATIONERY	yes	Shared	Shared	Shared	1 x 8	1 x 8	
DISCOUNTED CIRCULATION		20%	20%	20%	20%	20%	
AMBULANCE SERVICE -							
RECEPTION	yes		1 x 5	1 x 5	1 x 5		
PLANTROOM			35	35	35		ASNSW Plantroom - 40m2 per bay.
WASH BAY/SINK			1 x 40	1 x 40	1 x 40		
OFFICE - SINGLE PERSON 9M2	yes		1 x 9	1 x 9	1 x 9		
OFFICE - SHARED	similar	1 x 12	1 x 15/20	1 x 15/20	1 x 15/20		2 - 4 people sharing
STAFF OVERNIGHT ACCOMMODATION			1 x 25	1 x 25	1 x 25		
STORE - GENERAL	yes		1 x 15	1 x 15	1 x 15		
STORE - DRUG			1 x 5	1 x 5	1 x 5		
STAFF ROOM	yes	Shared	Shared	Shared	Shared		
CHANGE - STAFF	yes	Shared	Shared	Shared	Shared		
DISCOUNTED CIRCULATION		15%	15%	15%	15%	15%	

340 Schedule of Accommodation

340 . 60.00 A Generic Schedule of Accommodation for a 30 Bed Unit at Levels 3, 4, 5, and 6 follows. Although categorised by level of service, this does not necessarily lead to different physical requirements.

The Schedule of Accommodation lists generic spaces that form an Inpatient Unit. Quantities and sizes of some spaces will need to be determined in response to the service needs of each unit on a case by case basis.

ROOM / SPACE	Standard Component					Qty x m2	Remarks
PATIENT AREAS -							* Optional
1 BED ROOM	yes					6 x 15	FPU - mix and no. depend on service demand.
1 BED ROOM - SPECIAL	yes					1 x 18	Min. 1 per facility or 1 per 60 beds, may be shared between 2 x IPUs.
1 BED ROOM - ISOLATION	yes					(15)	Class N or P + associated Anterooms; as required by service deman.
2 BED ROOM	yes					(25)	Provide only in specialist units eg Maternity, Rehab, or if required by service demand.
4 BED ROOM	yes					6 x 42	FPU - mix and no. depend on service demand.
ENSUITE - STANDARD	yes					6 x 5	Directly accessible from 1 Bed Rooms.
ENSUITE - SUPER	yes					1 x 6	Locate with 1 Bed Room - Special.
LAUNDRY - PATIENT						(6)*	Specialist areas eg Mental Health, Rehab; or where required by service demand.
LOUNGE - PATIENT	yes					1 x 20	Provided 1 per 60 beds, or shared between 2 units.
SHOWER - PATIENT	yes					6 x 4	To all 4 Bed Rooms.
TOILET - PATIENT	yes					6 x 4	To all 4 Bed Rooms. - 'full assistance'.
STAFF AREAS -							
BAY/ROOM - BEVERAGE	yes					1 x 4	Open bay. Increase area to 5m2 if enclosed in a room.
BAY - HANDWASHING	yes					4 x 1	Provisional. Qty & location to be determined for each facility. Refer Part D.
BAY - LINEN	yes					2 x 2	Qty & location to be determined for each facility.
BAY - MEAL TROLLEY						(4)*	Dependent on catering operational policies.
BAY - MOBILE EQUIPMENT	yes					2 x 4	Qty, size & location depends on equipment to be stored. Quiet location preferred.
BAY - PPE	yes					6 x 1	Plus as required for Unit. Refer Part D.
BAY - RESUSCITATION TROLLEY	yes					1 x 2	
CLEANER'S ROOM	yes					1 x 5	Include separate cupboard for dry goods.
CLEAN UTILITY	yes					1 x 14	Includes medication storage.
DIRTY UTILITY	yes					1 x 12	2 may be required to minimise travel distances.

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DISPOSAL ROOM	yes					1 x 8	Provision depends on waste management operational policies.
MEETING ROOM - 9M2	yes					1 x 9	Interview function, small meetings.
OFFICE - CLINICAL/HANDOVER	yes					1 x 12	
OFFICE - SINGLE PERSON 9M2	yes					2 x 9	NUM office, plus for clinical personnel.
PROPERTY BAY - STAFF	yes					1 x 2	Number of lockers depends on staff complement per shift.
STAFF STATION	yes					1 x 14	Accomm'n for ward clerk dep. on operat'l policy. Size, location TBD for each facility.
STORE - EQUIPMENT	yes					1 x 20	Quiet area with access to patient areas. Size depends on eqt stored, and no. of bays.
STORE - GENERAL	yes					1 x 9	Size in accordance with service demand & operational policies.
SHARED AREAS -							
BATHROOM	yes					1 x 15	Provide one per floor, or as required by service demand.
MEETING - MEDIUM	yes					1 x 15	Tutorial. Shared by 2 units.
OFFICE - SHARED 3 PERSON	yes					1 x 15	Use by CNC, Nurse Educator, Registrars, depending on service demand & oper policy.
STAFF ROOM	yes					1 x 18	Shared by 2 units; staff resources, beverage prep.
TOILET - PUBLIC	yes					1 x 3	Shard by 2 units. Access to disabled toilet also required.
TOILET - STAFF	yes					1 x 3	Dedicated staff toilet. Shared by 2 units.
TREATMENT ROOM	yes					(14)*	May be required in specialist units, or shared by >1 unit. Depends on oper policy.
SUB TOTAL						687	Excludes optional spaces, includes shared spaces.
CIRCULATION - 32%						220	
TOTAL						907	

360 Schedule of Accommodation

360 . 64.00 A Generic Schedule of Accommodation for Units at Levels 3, 4, 5, and 6 follows.

The Schedule of Accommodation lists generic spaces that form an Inpatient Unit. Quantities and sizes of some spaces will need to be determined in response to the service needs of each unit on a case by case basis.

ROOM / SPACE	Standard Component		Level 2/3	Level 4	Level 5	Level 6	REMARKS
			Qty x m2	Qty x m2	Qty x m2	Qty x m2	* Optional Provision; FPU - Functional Planning Unit - qty determined by service needs.
ENTRANCE / RECEPTION AREA -							
MEETING ROOM - 12M2	yes			1 x 12			
MEETING ROOM - MEDIUM	yes				1 x 15	1 x 15	
TOILET - PUBLIC	yes		Shared	1 x 3	1 x 3	1 x 3	
WAITING	yes		1 x 15	1 x 15	1 x 15	1 x 15	Calculated at 1.2m2 per able-bodied person, 1.5m2 per wheelchair occupant.
DISCOUNTED CIRCULATION			25%	25%	25%	25%	
PATIENT AREAS -							
ANTEROOM	yes		4	4	4	4	FPU - use for 1 Bed Rooms - Isolation Class N (neg pressure ventilation)
BATHROOM	yes		1 x 15*	1 x 15*	1 x 15*	1 x 15*	Inclusion depends on operational policy of unit.
BAY - LINEN	yes		1 x 2	1 x 2	2 x 2	2 x 2	
BAY - RESUSCITATION TROLLEY	yes		1 x 2	1 x 2	2 x 2	2 x 2	
BAY / ROOM - BEVERAGE	yes		1 x 4	1 x 4	1 x 5	1 x 5	5m2 allows for enclosed room.
ENSUITE	yes		6	6	6	6	FPU; sizes for 'full assistance', ie 2 staff plus medical equipment.
PATIENT BAY - CRITICAL	yes		20	20	24	24	FPU; group of not more than 12, within easy observation of Staff Station.
PATIENT BAY - CRITICAL HIGH DEPENDENCY	yes		20	20	20	20	FPU; group of not more than 12, within easy observation of Staff Station.
PATIENT BAY - CRITICAL ENCLOSED (CLASS S ISOL)	similar		20	20	25	25	FPU; group of not more than 12, within easy observation of Staff Station. Class S Isolation.
PATIENT BAY - CRITICAL ENCLOSED (CLASS N ISOL)	similar		20	20	25	25	FPU; clustered, located away from Unit entrance.
DISCOUNTED CIRCULATION			40%	40%	40%	40%	
STAFF AREAS -							
BAY - BLANKET WARMING					1 x 1*	1 x 1*	Inclusion depends on operational policy of unit.
BAY - HANDWASHING	yes		1	1	1	1	FPU; Refer Part D for numbers & location.
BAY - MOBILE EQUIPMENT	yes		1 x 4	2 x 4	3 x 4	3 x 4	Locate in quiet low traffic areas.
BAY - PPE	yes		1	1	1	1	FPU; Refer Part D for numbers & location.

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BAY/ROOM - BEVERAGE	yes				1 x 4	1 x 4	
CLEANER'S ROOM	yes		1 x 5	1 x 5	2 x 5	2 x 5	
CLEAN UTILITY	yes		1 x 12	1 x 12	2 x 12	2 x 12	
DIRTY UTILITY	yes		1 x 10	1 x 10	1 x 10	1 x 10	
DISPOSAL	yes		1 x 8	1 x 8	1 x 8	2 x 8	Inclusion depends on bed numbers & waste management policies.
EQUIPMENT CLEANUP / SUB PATHOLOGY	yes		1 x 8	1 x 8	1 x 18	1 x 18	
MEETING - LARGE	yes		Shared	Shared	1 x 20	1 x 20	Education/Resource - may include Library, 24 hr access req'd; perimeter of unit.
MEETING - MEDIUM/LARGE	yes		Shared	1 x 15	1 x 30	1 x 35	Seminar/Training - alternative location for Library; 24 hr access req'd; perimeter of unit.
OFFICE - CLINICAL/HANDOVER	yes				1 x 12*	1 x 12*	Inclusion depends on operational policy of unit. Close to Staff Station.
OFFICE - SINGLE PERSON 9M2	yes				1 x 9	1 x 9	Senior Nurse Manager
OFFICE - SINGLE PERSON 9M2	yes		1 x 9	1 x 9	1 x 9	1 x 9	NUM
OFFICE - SINGLE PERSON 9M2	yes		1 x 9	1 x 9			Staff Specialist
OFFICE - 2 PERSON SHARED	yes				1 x 12	1 x 12	Staff Specialists - 2 x workstations, may be open plan or in encl office.
OFFICE - SINGLE PERSON 12M2	yes				1 x 12	1 x 12	Medical Director
OFFICE - WORKSTATION	yes		5.5	5.5	5.5	5.5	Registrars - workstation/s, open plan or in encl office. No. determined by staffing.
OFFICE - WORKSTATION	yes			5.5	5.5	5.5	CNC/Educator- workstation/s, open plan or in shared office. No. determined by staffing.
OFFICE - WORKSTATION	yes					5.5	Research - workstation/s, open plan or in shared office. No. determined by staffing.
OFFICE - WORKSTATION	yes			5.5	5.5	5.5	Secretarial - workstation/s, open plan or in shared office. No. determined by staffing.
OFFICE - WORKSTATION	yes		5.5	5.5	5.5	5.5	General - workstation/s, open plan or in shared office. No. determined by staffing.
OVERNIGHT ROOM						1 x 12	Registrar, needs access to bathroom facilities eg Staff Change.
RESPIRATORY/ BIOMEDICAL WORKROOM					1 x 20*	1 x 20*	Inclusion depends on operational policies of unit.
SHOWER - STAFF	yes		Shared	Shared	1 x 2	1 x 2	
STAFF ROOM	yes		1 x 12	1 x 15	1 x 35	1 x 35	
STAFF STATION	yes		1 x 12	1 x 18	1 x 25	2 x 25	
CHANGE - STAFF - FEMALE	yes		Shared	1 x 8	1 x 20	1 x 30	Includes toilets, showers, lockers; size depends on staffing per shift.
CHANGE - STAFF - MALE	yes		Shared	1 x 8	1 x 20	1 x 25	Includes toilets, showers, lockers; size depends on staffing per shift.
STORE - DRUG			1 x 10*	1 x 10*	1 x 10*	1 x 10*	Inclusion depends on operational policy of unit.
STORE - EQUIPMENT	yes		1 x 15	1 x 15	1 x 20	1 x 20	
STORE - FILE	yes					1 x 10	

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STORE - GENERAL	yes		1 x 20	1 x 20	1 x 25	1 x 25	
STORE - PHOTOCOPY/ STATIONERY	yes		1 x 5	1 x 5	1 x 10	1 x 12	
STORE - RESPIRATORY	yes					1 x 20*	Inclusion depends on operational policy of unit.
STORE - STERILE STOCK	yes			1 x 15	1 x 30	2 x 30	
X-RAY VIEWING & REPORTING	yes				1 x 12*	1 x 12*	Inclusion depends on operational policy of unit.
DISCOUNTED CIRCULATION			25%	25%	25%	25%	

390 INTENSIVE CARE - NEONATAL / SPECIAL CARE NURSERY

390 Schedule of Accommodation

390 . 83.00 A Generic Schedule of Accommodation for a Intensive Care-Neonatal /Special Care Nursery Unit at Level 2 and 3 follows. For Level 2 only, Refer HPU 510 - Maternity Unit.

ENTRY/RECEPTION/HUB

Note : Assumes public toilets available nearby, otherwise include.

ROOM/SPACE	Standard Component				Levels 2 & 3	Remarks
ENTRY/RECEPTION/HUB					Qty x m2	For Level 2 only, Refer HPU 510 - Maternity Unit
WAITING	yes				1 x 20	Designed to enable separation of family groups. May include phones and vending
BAY - VENDING					1 x 3	2 machines
BAY - PHONE X 2					1 x 2	1 phone - disabled access
BAY - WATER DISPENSER					1 x 1	
TOILET - DISABLED / BABY CHANGE	yes				1 x 5	
BAY - HANDWASH TYPE C	yes				1 x 2	Refer Standard Components for description of "Type C"
BAY - LOCKERS					1 x 1 (o)	For visitors' use
RECEPTION	yes				1 x 12	For 1-2 staff
STORE - PHOTOCOPY / STATIONERY	yes				1 x 8	
OFFICE - NURSE UNIT MANAGER	yes				1 x 9	
OFFICE - HOME CARE NURSES					1 x 16 (o)	Assumes 2 staff plus 4 sqm storage
OFFICE - DUTY MEDICAL	yes				1 x 12	2 staff. If 3 staff - 15 sqm
WRITE-UP ROOM	yes				1 x 13	"Hot" desks. 4-6 workstations @ 2.2 per station
CONSULT / ASSESSMENT ROOM	yes				1 x 12	No. to be determined.
COUNSELLING/MULTIPURPOSE ROOM	yes				2 x 12	

390 Schedule of Accommodation

390 . 84.00 PATIENT AREAS

Note : Proposed 50 Cots in Patient Areas-Cot numbers and mix of levels are representative only for purposes of generating a schedule.

PATIENT AREAS							
COT BAY - LEVEL 3	yes				16x 14		Area excludes basins, additional trolleys and equipment & circulation between facing cots
BAY - HANDWASHING TYPE A	yes				8 x 1		1 per 2 cots; part of Nursery. Refer to Standard Components for description of "Type A"
BAY - PERSONAL PROTECTIVE EQUIPMENT (PPE)	yes				8 x 1		Collocate with handbasins
COT BAY - LEVEL 2 HIGH DEPENDENCY/LONGTERM CARE	yes				16 x 12		Excludes basins & circulation
COT BAY - LEVEL 2 LOW DEPENDENCY	yes				14 x 10		Excludes basins & circulation
BAY - HANDWASHING TYPE A	yes				8 x 1		1 per 4 cots minimum; part of Nursery
BAY - PERSONAL PROTECTIVE EQUIPMENT (PPE)	yes				8 x 1		Collocate with handbasins
BATHING/EXAM AREA					1 x 12		For Level 2 Nursery
ISOLATION ROOM - CLASS N	yes				2 x 16		
ANTE ROOM	yes				2 x 6		As required for Class N Isolation Rooms
ISOLATION ROOM - STANDARD					2 x 16		
ISOLATION ROOM LOBBY	yes				1 x 8		Outside the isolation rooms for linen, small staff base, supplies, etc
NEONATAL BAY - GENERAL CARE	yes				4 x 6 (o)		Optional - For "unqualified" babies who are unable to nursed at the mother's bedside
BAY - LINEN / BLANKET WARMER	yes				3		Number will depend on layout and access
BAY RESUSCITATION TROLLEY	yes				2		Number will depend on layout and access
TREATMENT ROOM					1 x 20		
PARENT-INFANT ROOM					4 x 14		Refer Section 390.34.00
PARENT SHOWER / TOILET	yes				2 x 5		

390 Schedule of Accommodation

390 . 85.00 CLINICAL SUPPORT AREAS

CLINICAL SUPPORT AREAS						
STAFF STATION					1 x 20	
OFFICE - CLINICAL/HANDOVER	yes				1 x 12	
CLEAN UTILITY/MEDICATIONS	yes				1 x 12	0.22 m2 per cot for sterile supplies.
BAY - PATHOLOGY					1 x 4	Bench 1200x800; analyser, ice machine, handbasin. Incl. pneumatic transport station if
MILK STORAGE ROOM					1 x 14	Refrigerators and freezers
LINEN CUPBOARD					1 x 1 (o)	For small items that are not processed by the Linen Service - baby clothes etc
IMAGING ROOM					1 x 6	X-ray / ultrasound. Refer 390.38.00
EQUIPMENT CLEAN-UP / SET-UP					1 x 16	For cleaning cots, incubators, dismantling & cleaning respiratory equipment.
STORE - CONSUMMABLES / STERILE PACKS					1 x 12	Based on 0.22 sqm per cot. Assumes compactus
STORE - EQUIPMENT					1 x 96	Based on 2 sqm per cot. Include space for biomedical assessment & repair
DISPOSAL ROOM					1 x 10	
CLEANER'S ROOM	yes				1 x 5	
BIOMEDICAL WORKSHOP					(o)	Optional depending on location relative to ICU, OR
STORE - INTRA-HOSPITAL TRANSPORT EQUIPMENT					1 x 8	
STORE - RETRIEVAL EQUIPMENT					(o)	Space requirements will depend on the role of the retrieval service. Refer 390.43.00.

390 . 86.00 FAMILY SUPPORT AREAS

Note : For immediate family only.

FAMILY SUPPORT AREAS						
FEEDING / EXPRESSING ROOM					1 x 12	For expressing milk & breast feeding. 3-4 mothers
PARENT LOUNGE / DINING / BEVERAGE					1 x 20	Up to 12 people.
CHILD PLAY AREA	yes				1 x 10	For siblings. 2.5 sqm per child
PARENT RESOURCE AREA					1 x 9	Quiet room for use of laptop, literature & other resources.
TOILET - PARENT, DISABLED	yes				1 x 5	With baby change table
TOILET - PARENT	yes				1 x 3	
LAUNDRY: DOMESTIC					1 x 6 (o)	Baby and parent clothing. Incorporate linen cupboard for small items
DISCOUNTED CIRCULATION %					40%	

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390 Schedule of Accommodation

390 . 87.00 STAFF OFFICES & AMENITIES

Note : Requirements will be determined by the Staff Establishment and will include office space for research staff as appropriate.

STAFF OFFICES & AMENITIES							
OFFICE - CLINICAL DIRECTOR	yes				1 x 12		
OFFICE - CONSULTANTS	yes				9		Determined by staff establishment
OFFICE: LACTATION NURSE					1 x 12		Includes storage
OFFICE - SOCIAL WORKER	yes				1 x 12		2 staff
OFFICE - WORKSTATIONS - MEDICAL	yes				5.5		
OFFICE - WORKSTATIONS - NURSING	yes				5.5		
STORE - PHOTOCOPY/STATIONERY	yes				1 x 8		
SEMINAR ROOM	yes				1 x 30		Up tp 20 staff
SKILLS LABORATORY					1 x 20		Adjacent to Tutorial Room. Operable wall optional. Provide medical gases.
LIBRARY / REFERENCE ROOM					1 x 9		
PACS VIEWING/CASE CONFERENCE					1 x 9		For 3 -4 staff
STAFF ROOM	yes				1 x 40		
CHANGE ROOM / TOILETS - FEMALE					1 x 18		60 quarter lockers, hanging space, 2 toilets
CHANGE ROOM / TOILETS - MALE					1 x 6		10 quarter lockers, 1 toilet
SHOWER - STAFF (UNISEX)	yes				1 x 3		
OVERNIGHT ROOM	yes				2 x 10		
DISCOUNTED CIRCULATION %					32%		

440 MEDICAL IMAGING - GENERAL

440 Schedule of Accommodation

440 . 78.00 A Generic Schedule of Accommodation for a Medical Imaging Unit - (General, Angiography, CT Scanning, MRI) at Level 2, 3, 4, 5, and 6 follows.

Note: (o) in Qty x m2 column = Optional

ENTRY / RECEPTION / CLERICAL

Note 1 : Transport Staff Workbase/Trolley Park
If provided, will need linen supply, portable oxygen cylinder storage & bench/sink for wiping down trolleys. (need larger space at facilities with heavy interventional work)

ROOM/SPACE	Standard Component	Level 2 Qty x m2	Level 3 Qty x m2	Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	
ENTRY / RECEPTION / CLERICAL							
WAITING	yes	Share	Share	1 x 20	1 x 35	1 x 45	1.2 m2 per seat, 1.5m2 for w/chair. Respectively 15, 25 & 35 seats/wheelchairs
BAY - DRINKING FOUNTAIN				1 x 1	1 x 1	1 x 1	Optional vending may be added at 3m2
CHILD PLAY AREA				1 x 8 (o)	1 x 8 (o)	1 x 8 (o)	3-4 places
TOILET - DISABLED / BABY CHANGE	yes	Share	Share	1 x 5	1 x 5	1 x 5	Unless available nearby
TOILET - PUBLIC	yes	Share	1 x 3	2 x 3	2 x 3	2 x 3	Unless available nearby
RECEPTION	yes	Share	Share	1 x 10	1 x 12	1 x 12	1, 2 & 2 staff
CLERICAL WORKROOM		Share	1 x 9	1 x 10	1 x 15	1 x 20	May need larger area if they also combine booking system for the facility/AHS
CURRENT FILM STORAGE		Share	1x30(o)	1 x 50 (o)	1 x 70 (o)	1 x 100 (o)	Check need if PACS used
BAY - MOBILE EQUIPMENT	yes	Share	1 x 4	2 x 4	3 x 4	4 x 4	For mobile units depending on policy re decentralising
TROLLEY / WHEELCHAIR PARK		Share	1 x 5	1 x 6	1 x 10	1 x 12	Not required if provided from Transport Unit
TRANSPORT STAFF WORKBASE/TROLLEY PARK		Share		1 x 4	1 x 6	1 x 8	See note 1

440 Schedule of Accommodation

440 . 79.00 SUPPORT AREAS

Note 2 : PACS Server Room

SUPPORT AREAS							
CLEANER'S ROOM	yes	Share	Share	1 x 5	1 x 5	1 x 5	
HARD COPY / DIGITISER ROOM				1 x 6	1 x 6	1 x 6	
PACS SERVER ROOM			1 x 10	1 x 12	1 x 20	1 x 30	See note 2.
STORE - GENERAL	yes		1 x 9	1 x 9	1 x 12	1 x 12	
STORE - FILM / CASSETTES / PLATES			1 x 9	1 x 9	1 x 12	1 x 12	
OPTICAL DISCS STORAGE ROOM			1 x 9	1 x 9	1 x 12	1 x 12	
PACS OPERATION/MANAGEMENT TEAM			1 x 9	1 x 9	1 x 12	1 x 12	

440 . 80.00 GENERAL X-RAY & FLUOROSCOPY (SCREENING)

GENERAL X-RAY & FLUOROSCOPY (SCREENING)							
PATIENT BAY - HOLDING	yes		1 x 8	2 x 8	0	0	For Level 5 & 6 refer to general nursing holding/recovery unit.
BAY - LINEN	yes		Share	1 x 2	1 x 2	1 x 2	
GENERAL X-RAY ROOM	yes	1 x 30	1 x 30	2 x 30	3 x 30	4 x 30	Includes Control. Adjust numbers as per service plan
CHANGE CUBICLE - PATIENT	yes	1 x 2	1 x 2	2 x 2	3 x 2	4 x 2	1 cubicle per imaging room. Less required if centralised
CHANGE CUBICLE - W/CHAIR ACCESS	yes	1 x 4	1 x 4	2 x 4	3 x 4	4 x 4	1 cubicle per imaging room. Less required if centralised
CHANGED WAITING / PATIENT LOCKERS (IF PROVIDED)	yes			2x5 (8 seats)	2 x 7	2 x 10	Required if Change Cubicles are centralised. Separate male & female patients.
PATIENT LOCKER BAY (IF CENTRAL CHANGED WAITING)				1 x 1	1 x 2	1 x 2	
COMPUTED RADIOLOGY (CR) PROCESSING				1 x 20	1 x 30	1 x 40	Approximately 10m2 per Imaging Room for CR equipment & workstations (1 per imaging room)
DARK ROOM	yes		1 x 6	1 x 6	1 x 6	1 x 8	Back-up for Level 4 single CR plate reader & system failure
DAYLIGHT PROCESSING	yes		0	0	0	0	Assumed no longer required
SCREENING ROOM (FLUOROSCOPY)	yes		1 x 36 (o)	1 x 36	1 x 36 (o)	1 x 36 (o)	Includes control
CONTRAST MEDIA PREPARATION ROOM/BAY			1 x 5 (o)	1 x 5	1 x 5	1 x 5	Could be part of nearby Utility Room
CHANGE CUBICLE - PATIENT	yes		1 x 2 (o)	1 x 2	1 x 2	1 x 2	
SHOWER/TOILET - DISABLED			1 x 6 (o)	1 x 6 (o)	1 x 6 (o)	1 x 6 (o)	Dual access from room and corridor
BAY - RESUSCITATION TROLLEY	yes		0	1 x 2 (o)	1 x 2	1 x 2	

440 Schedule of Accommodation

440 . 81.00 ULTRASOUND, MAMMOGRAPHY & CT SCANNING

Note 3 : CT Scanning Room

Size may be increased to contain computer cabinets thus eliminating need for a separate room.

ULTRASOUND, MAMMOGRAPHY & CT SCANNING							
SUB-WAITING (U/SOUND & MAMMOGRAPHY)			1 x 6	1 x 8	1 x 10	1 x 10	
ULTRASOUND ROOM	yes		1 x 12 (o)	2 x 12	2 x 12	2 x 12	Numbers adjusted to suit service plan
ULTRASOUND ROOM			0	0	1 x 24	1 x 24	For interventional procedures
CHANGE CUBICLE - U/SOUND	yes		1 x 2 (o)	1 x 2	1 x 2	1 x 2	1 per room
CHANGE CUBICLE - DISABLED			1 x 4 (o)	1 x 4	1 x 4	1 x 4	1 per room
MAMMOGRAPHY ROOM	yes(draft)			1 x 16	1 x 16	1 x 16	
CHANGE CUBICLE - MAMMOGRAPHY	yes		1 x 2	2 x 2	2 x 2	2 x 2	2 per room
MAMMOGRAPHY PROCESSOR				1 x 6	1 x 6	1 x 6	
ULTRASOUND/ MAMMOGRAPHY PREP ROOM/LAB					1 x 9	1 x 9	
CT SCANNING ROOM	yes(draft)		1 x 45 (o)	1 x 45	2 x 45	2 x 45	See note 3.
CT CONTROL ROOM	yes(draft)		1 x 6	1 x 6	1 x 12	1 x 12	Shared between 2 rooms
CT COMPUTER ROOM			1 x 12 (o)	1 x 12 (o)	2 x 12 (o)	2 x 12 (o)	Optional depending on equipment selected.
CHANGE CUBICLE - DISABLED - CT	yes		1 x 4	1 x 4	2 x 4	2 x 4	1 per room
TOILET - PATIENT	yes			1 x 4	1 x 4	1 x 4	
PATIENT BAY - HOLDING	yes		1 x 8	1 x 8	2 x 8	2 x 8	1 per room outside room
CLEAN UTILITY (PREP) ROOM -	yes			1 x 8	1 x 8	1 x 8	
BAY - LINEN TROLLEY	yes		Share	1 x 2	1 x 2	1 x 2	
BAY - RESUSCITATION TROLLEY	yes		0	1 x 2 (o)	1 x 2 (o)	1 x 2 (o)	Depending on size and layout of unit

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440 Schedule of Accommodation

440 . 82.00 ANGIOGRAPHY / DSA

ANGIOGRAPHY / DSA							
ANAESTHETIC INDUCTION ROOM	yes			15 (o)	15 (o)	15 (o)	
SCRUB-UP / GOWNING	yes			1 x 6	1 x 6	1 x 6	2 scrub stations. May be shared between Angiography Rooms if design permits
STERILE STOCK / SET-UP ROOM	yes			1 x 16	1 x 18	1 x 24	
ANGIOGRAPHY ROOM	yes			1 x 42	2 x 42	3 x 42	Refer Service Plan to determine number of rooms (50m2 8m L x 6.25W)
CONTROL ROOM - SINGLE	yes			1 x 14	0	1 x 14	
CONTROL ROOM - SHARED				0	1 x 24	1 x 24	
COMPUTER EQUIPMENT				1 x 6	2 x 6	3 x 6	1 per Angiography Room.
REPORTING ROOM	yes			1 x 8	1 x 12	1 x 16	Adjust as necessary
BAY - RESUSCITATION TROLLEY	yes			1 x 2	1 x 2	1 x 2	
STORE - FILMS / CDS / VIDEOS				1 x 6	1 x 8	1 x 8	

440 . 83.00 MRI

(1 room only assumed for the purposes of this Guideline but may be a suite of 2 rooms at Level 6)

MRI							
INDUCTION / PREPARATION ROOM	yes			1 x 20	1 x 20	1 x 20	Include small staff base/clean utility and 1 patient trolley/bed bay per room
BAY - HANDWASHING (TYPE A)	yes			1 x 1	1 x 1	1 x 1	Part of Prep Area
MRI SCANNING ROOM				1 x 42	1 x 42	1 x 42	Size will depend on equipment selected
MRI CONTROL				1 x 10	1 x 10	1 x 10	Must oversight and control entry into magnet room
MRI COMPUTER ROOM				1 x 10	1 x 10	1 x 10	
OFFICE / REPORTING	yes			1 x 9	1 x 9	1 x 9	
CHANGE CUBICLE	yes			1 x 2	1 x 2	1 x 2	
PATIENT LOCKER BAY	yes			1 x 1	1 x 1	1 x 1	
SUB-WAITING	yes			1 x 6	1 x 6	1 x 6	
TOILET - PATIENT	yes			1 x 4	1 x 4	1 x 4	
BAY - RESUSCITATION TROLLEY				1 x 2	1 x 2	1 x 2	Non-ferrous construction
STORE - DEWAR TANK				Remote areas only	Remote areas only	Remote areas only	Remote areas only. Must provide easy access into MRI room for top-up using mobile Dewars.

440 Schedule of Accommodation

440 . 84.00 PATIENT HOLDING / RECOVERY

Note 4 : Patient Bay - Holding / Recovery

At least 2 per interventional room (Holding / Recovery may be combined make it single larger area with direct observation from Nurses Station. Separate holding area adjacent to each modalities may inefficient due to additional staff resources. A lot of interventional work is being performed under the control of CT and Ultrasound)

PATIENT HOLDING / RECOVERY							
PATIENT BAY - HOLDING / RECOVERY	yes		9	9	9	9	See note 4.
STAFF STATION	yes			1 x 10	1 x 10	1 x 10	
CLEAN UTILITY	yes			1 x 10	1 x 10	1 x 10	
BAY - LINEN TROLLEY	yes			1 x 2	1 x 2	1 x 2	
BAY - RESUSCITATION TROLLEY	yes			1 x 2	1 x 2	1 x 2	
DIRTY UTILITY - SUB	yes			1 x 8	1 x 8	1 x 8	
DISPOSAL ROOM	yes			1 x 8	1 x 8	1 x 8	
STORE - EQUIPMENT	yes			1 x 9	1 x 12	1 x 12	
DISCOUNTED CIRCULATION %			35%	35%	35%	35%	

440 . 85.00 STAFF OFFICES & REPORTING

Offices/workstations will be based on Staff Establishment. Sizes based on NSW Health Directive - PD2005-576 - Office Accommodation

STAFF OFFICES & REPORTING							
OFFICE - SINGLE -12M2 (DIRECTOR)	yes				1 x 12	1 x 12	
OFFICE - SINGLE 9M2 (RADIOLOGIST)	yes	1 x 9	1 x 9	9	9	9	At Level 2 & 3, office used for reporting
OFFICE - SINGLE 9M2 (RADIOGRAPHER)	yes			9	9	9	Chief Radiographer, Assistant Chiefs, Senior Radiographers etc
OFFICE - SINGLE NUM				1 x 9 (o)	1 x 9	1 x 9	
OFFICE - WORKSTATION (TRANSCRIPTION)	yes			4.5	4.5	4.5	
OFFICE - WORKSTATION (IT, CLERICAL)	yes				5.5	5.5	
OFFICE - WORKSTATION (SECRETARY)	yes				5.5	5.5	
OFFICE - WORKSTATION (REGISTRARS)	yes				5.5	5.5	
PACS REPORTING WORKSTATION			5.7	5.7	5.7	5.7	Refer Non-Standard Components. May be used for individual and group teaching.

440 Schedule of Accommodation

440 . 86.00 STAFF AMENITIES

STAFF AMENITIES							
FILM LIBRARY / STUDY					1 x 20	1 x 20	5 places
QUIET STUDY ROOM					1 x 9 (o)	1 x 9 (o)	
STORE - PHOTOCOPY / STATIONERY	yes				1 x 8	1 x 8	
MEETING ROOM - MEDIUM	yes				1 x 20	1 x 20	
MEETING ROOM - LARGE	yes				2 x 30	2 x 30	
STAFF ROOM	yes			1 x 15	1 x 20	1 x 25	Depending on Staff Establishment
PROPERTY BAY - STAFF	yes			1 x 2	0	0	Numbers will depend on Staff Establishment
SHOWER - STAFF	yes			1 x 2 (o)	0	0	Numbers will depend on Staff Establishment
TOILET - STAFF	yes			2x 3	1 x 3	1 x 3	Easily accessible if main change rooms remote
STAFF CHANGE ROOM					2 x 14	2 x 14	1 Shower, 2 WCs plus lockers. Required for facilities with high interventional workload
DISCOUNTED CIRCULATION %				30%	30%	30%	

510 MATERNITY UNIT

510 Schedule of Accommodation

510 . 67.00 A Generic Schedule of Accommodation for a Maternity Unit at Level 3, 4, 5, and 6 follows.

Note: (o) in Qty/xm2 column = Optional

BIRTHING UNIT

ROOM/SPACE	Standard Component		Level 3 Qty x m2	Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	Remarks
BIRTHING UNIT							
ENTRY / RECEPTION			Share with Ward	May share			
RECEPTION	yes		0	1 x 10	1 x 10	1 x 10	Increase to 12 sqm if more than 1 staff
WAITING-SUB	yes		0	1 x 5	1x 8	1 x 8	
TOILET - PUBLIC	yes		0	2 x 3	2 x 3 (o)	2 x 3 (o)	Optional if not available in nearby public areas
TOILET / BABY CHANGE - ACCESS				Share	1 x 5 (o)	1 x 5 (o)	Optional if not available in nearby public areas
BAY - WHEELCHAIR PARK	yes		0	1 x 4	1 x 4	1 x 4	
LOUNGE - PATIENT/VISITOR	yes		0	1 x 12	1 x 15	1 x 15	Separate from general waiting. Includes a Beverage Bay.

510 Schedule of Accommodation

510 . 67.10 PATIENT & SUPPORT AREAS

PATIENT & SUPPORT AREAS							
EXAMINATION / ASSESSMENT	yes		0	1 x 28	1 x 28	1 x 28	Will act as a back-up Birthing Room
BIRTHING ROOM (LDR)	yes		2 x 28	4 x 28	28	28	No. determined by no. of births
EN SUITE - BIRTHING ROOM			2 x 7	5 x 7	7	7	Double showers; 1 per Birthing Room
BATHROOM - BIRTHING ROOM	yes		0	10(o)	10(o)	10(o)	Includes peninsular bath. Replace Ensuite.
STORE - BIRTHING ROOM			2 x 3	4 x 3	3	3	1 per Birthing Room
STAFF STATION	yes		1 x 10	1 x 14	1 x 14	1 x 14	
OFFICE - CLINICAL / HANDOVER	yes		0	1 x 12 (o)	1 x 12	1 x 12	
CLEAN UTILITY/MEDICATIONS	yes		Share with Ward	1 x 12	1 x 12	1 x 12	Adjust size to meet requirements
DIRTY UTILITY	yes		1 x 8 (o)	1 x 12	1 x 12	1 x 12	Include placenta storage fridge or freezer
DISPOSAL ROOM	yes		Share with Ward	1 x 8	1 x 8	1 x 8	
BAY - LINEN / BLANKET WARMING	yes		1 x 3	1 x 3	2 x 3	2 x 3	
BAY - MOBILE EQUIPMENT	yes		1 x 4	1 x 4	2 x 4	2 x 4	
BAY - RESUSCITATION TROLLEY (ADULTS)	yes		Share with Ward	1 x 2	1 x 2	1 x 2	
BAY - BEVERAGE, ENCLOSED	yes		Share with Ward	1 x 4	1 x 4	1 x 4	
CLEANER'S ROOM	yes		Share with Ward	1 x 5	1 x 5	1 x 5	
STORE - EQUIPMENT	yes		1 x 14	1 x 14	1 x 14	1 x 14	
STORE - GENERAL	yes		0	1 x 9	1 x 9	1 x 9	
STORE - GENERAL (RENTAL BABY CAPSULES)	yes		0	1 x 6 (o)	1 x 9 (o)	1 x 9 (o)	

510 Schedule of Accommodation

510 . 67.20 OPERATING UNIT (OPTIONAL)

Note:

If provided, for emergency C -SECTIONS ONLY.

Elective C-sections via Operating Unit.

OPERATING UNIT							Optional
ANAESTHETIC INDUCTION ROOM	yes				1 x 15	1 x 15	Optional
CLEAN - UP ROOM	yes				1 x 7	1 x 7	
OPERATING ROOM - MINOR	yes				1 x 36	1 x 36	Needs baby resusc capability
SCRUB-UP / GOWNING					1 x 6	1 x 6	Two stations only.
STERILE STOCK / SET-UP					1 x 12	1 x 12	
PATIENT BAY - RECOVERY	yes				2 x 9	2 x 9	
STAFF BASE / MEDICATIONS					1 x 6	1 x 6	Part of Recovery
DISCOUNTED CIRCULATION %			30%	32%	32%	32%	

510 Schedule of Accommodation

510 . 67.30 SPECIAL CARE NURSERY

Notes:

Level 3 consists of 4 Cot Bays.

Level 4, refer to Service Level for No. of Cot Bays.

Level 5 & 6 , refer to NICU / SCN HPU - 390

SPECIAL CARE NURSERY			Level 3	Level 4	Level 5	Level 6	
STAFF STATION	yes		Share	1 x 10			
CLEAN UTILITY - SUB			Share	1 x 8			
BAY - MOBILE EQUIPMENT	yes		Share	1 x 4			
EQUIPMENT CLEAN-UP ROOM			Share	1 x12			
DISPOSAL ROOM	yes		Share	Shared with Ward			
BAY - LINEN	yes		1 x 2	1 x 2			
BAY - HANDWASH	yes		1 x 1	1 x 1			At entry
BAY - HANDWASH	yes		4 x 1	1			1 per 4-6 cots
COT BAY - SPECIAL CARE	yes		0	10			
COT BAY - RESUSCITATION/TREATMENT			0	14			
ISOLATION ROOM			0	1 x 14 (o)			Optional.
NURSERY - GENERAL CARE (4 COT BAYS)			1 x 30	see Remarks			L4 consists of 4 cots + workstation.1 bay to be designed for resuscitation, stabilisation and
STORE - EQUIPMENT	yes		Share	1 x 14			
BATHING / EXAMINATION			1 x 10	1 x 10			
BREASTFEEDING ROOM			1 x 9	1 x 12			
FORMULA PREPARATION ROOM			1 x 9	1 x 14			Reprocessing teats, bottles, preparing formula

510 . 67.30 SPECIAL CARE NURSERY

Notes:

Level 3 consists of 4 Cot Bays.

Level 4, refer to Service Level for No. of Cot Bays.

Level 5 & 6 , refer to NICU / SCN HPU for No. of Cot Bays.

510 . 67.35 STAFF OFFICES

Notes:

Remainder of Offices/Workstations determined by Staff Establishment. Refer NSW Health Office Policy

STAFF OFFICES							
OFFICE - SINGLE 9M2 (UNIT MANAGER)	YES		Refer Ward	1 x 9	1 x 9	1 x 9	

510 Schedule of Accommodation

510 . 67.45 STAFF AMENITIES (For Birthing & Nursery)

Notes:
Level 3 shared with Ward

STAFF AMENITIES (FOR BIRTHING & NURSERY)			Level 3	Level 4	Level 5	Level 6	
PROPERTY BAY	yes			1 x 2	1 x 2	1 x 2	Adjust size to suit establishment
STAFF ROOM	yes			1 x 15	1 x 20	1 x 25	Adjust size to suit establishment
SEMINAR ROOM				1 x 15	1 x 20	1 x 25	
MEETING ROOM	yes			1 x 15	1 x 20	1 x 25	Adjust size to suit establishment. May be shared
SHOWER - STAFF	yes			1 x 2	1 x 2	1 x 2	
TOILET - STAFF	yes			1 x 3	1 x 3	1 x 3	
OVERNIGHT STAY - BEDROOM	yes			1 x 10 (o)	1 x 10 (o)	1 x 10 (o)	
OVERNIGHT STAY - EN SUITE	yes			1 x 4 (o)	1 x 4 (o)	1 x 4 (o)	

510 . 67.50 INPATIENT UNIT

Notes:
+Access to general ward beds.
+Remaining Support & Staff Areas as Per General Inpatient Accommodation - HPU 340 .

ROOM/SPACE				24 Beds	30 Beds	30 Beds	Bed mix approx. 50% single rooms; number and mix may be adjusted
INPATIENT UNIT							
1 BED ROOM	yes			11 x 15	15 x 15	15 x 15	One room may be designated as a SANDS room
1 BED ROOM - SPECIAL	yes			1 x 18	1 x 18	1 x 18	Optional (multiple births etc)
2 BED ROOM	yes			6 x 25	7 x 25	7 x 25	
EN SUITE - STANDARD	yes			18 x 5	23 x 5	23 x 5	
BAY - HANDWASHING	yes			2 x 2	4 x 1	4 x 1	
LOUNGE - PATIENT	yes			1 x 15	1 x 15	1 x 15	with beverage facilities
NURSERY - GENERAL	yes			1 x 16 (o)	1 x 20 (o)	1 x 20 (o)	General care/holding only
BATHING/EXAM ROOM				1 x 12	1 x 12	1 x 12	
BATHROOM	yes			1 x 15	1 x 15	1 x 15	
DISCOUNTED CIRCULATION %				32%	35%	35%	35% to cater for the number of 1 & 2 bed rooms

520 OPERATING UNIT

520 Schedule of Accommodation

520 . Schedule of Accommodation for an Operating Unit at Levels 3, 4, 5 and 6 is at the end of this section.

520 . See Schedule of Accommodation for notes.

520 Schedule of Accommodation

520 . 84.00 A Schedule of Accommodation for Units at Levels 3, 4, 5, and 6 follows.

Quantities and sizes of some spaces will need to be determined in response to the service needs of each unit on a case by case basis.

ROOMS/SPACE	Standard Component		Level 2	Level 3	Level 4	Level 5/6	REMARKS
OPERATING UNIT:			Qty x m2	Qty x m2	Qty x m2	Qty x m2	*Optional
ADMISSIONS/RECEPTION AREA -							
RECEPTION / CLERICAL			1 x 9	1 x 12	1 x 12	15	Level 2 includes space for porter.
WAITING	yes			1 x 4	1 x 8	16	Near Unit entry & reception.
MEETING ROOM - 9M2	similar			1 x 9	1 x 9	9	May also accommodate office & interview function.
PRE-OPERATIVE HOLDING AREA -							Caters for inpatients, day of procedures & DOSA patients.
PATIENT BAY - HOLDING			1 x 9	2 x 8	4 x 8	8	1 per theatre; sized for trolleys, but some may be spaces for peri-operat chairs @ 5m2.
OFFICE - WRITE-UP BAY	similar			1 x 6	1 x 6	1 x 6	Staff Work Area; ready access from Ors, main corridor, quiet & privacy desirable.
STAFF STATION						6	Only allocated for L5/6 as Reception could be base used for other levels.
BAY - HANDWASHING	yes		1 x 1	1 x 1	1 x 1	1	Min 1 per 8 spaces. Accessible from OR & Patient Care/Holding Areas.
BAY - LINEN	yes					2	Min 1 per 16 spaces. Corridor with ready access to Holding/Anaesth Bays.
BAY - BLANKET WARMER						2	Min 1 per 8 spaces.
CLEAN UTILITY	yes					8	Direct access from Patient Holding Areas, may be shared with Recovery.
DIRTY UTILITY	yes					6	Direct access from Patient Holding Areas, may be shared with Recov & Post Op Lnge.
OPERATING ROOMS AREA -							
ANAESTHETIC INDUCTION	yes			2 x 15	4 x 15	15	1 per theatre
ANAESTHETIC INDUCTION - LARGE	yes					18	1 per larger theatre; in some instances may be suitable for L4.
OPERATING ROOM - GENERAL	yes		1 x 42	2 x 42	4 x 42	42	
OPERATING ROOM - LARGE	yes					52*	
SCRUB UP	yes		1 x 6	2 x 8	4 x 8	8	1 per theatre, may be shared. Located between Operating Rooms as required.
EXIT BAY			1 x 8	2 x 8	4 x 8	8	1 per theatre.
OR SUPPORT AREA -							
CLEAN UP	yes		1 x 15	1 x 15	2 x 15	15	1 per 2 theatres.
FLASH STERILISING			1 x 2	1 x 2	1 x 2	2	1 per 4 theatres. If area req'd to accomm a Steris machine, incr size to 6m2.
STORE - NON STERILE / DEBOXING			1 x 20	1 x 20	1 x 30	30	

NSW Health Planning Units [HPU]

STORE - STERILE STOCK	yes		1 x 12	1 x 24	1 x 44	10	Allows for 10-12 m2 per Operating Theatre. Direct relationship to CSSU/TSSU.
BAY - MOBILE EQUIPMENT	yes		1 x 2.5	2 x 2.5	4 x 2.5	2.5	1 per theatre.
SET-UP				1 x 8*	2 x 8*	8	Depends on Operational Policy eg may differ where case cart system used.
STORE - EQUIPMENT - MAJOR	yes		1 x 30	1 x 30	1 x 40	75	
STORE - EQUIPMENT - MINOR	yes			1 x 10	1 x 10	60	
ANAESTHETIC WORKROOM + BIOMEDICAL EQUIPMENT				1 x 10*	1 x 15*	20*	Assumes dedicated biomedical space for Levels 5/6.
ANAESTHETIC STORE				1 x 15	1 x 20	35	
PERFUSION ROOM						42*	
STORE - PERFUSION						30*	
BAY - LINEN	yes		1 x 2	1 x 2	2 x 2	2	1 per theatre. Corridor with ready access to OR.
BAY - FLUID/BLANKET WARMER			1 x 1	1 x 1			
BAY - FLUID					1 x 1	1	1 per 4 theatres.
BAY - BLANKET WARMER					1 x 1	1	1 per 4 theatres
AUDIOVISUAL WORKROOM						12	
CLEANER'S ROOM	yes		1 x 5	1 x 5	1 x 5	5	1 per 8 theatres; ready access to all areas of unit, pref on perimeter in non-critical area.
DISPOSAL	yes		1 x 10	1 x 10	1 x 10	10	
BLOOD STORE			1 x 2*	1 x 2	1 x 2	2	May be for whole facility.
BAY - PATHOLOGY				1 x 9*	1 x 9*	9*	May be collocated with Clean Workroom or Blood Storage area.
OFFICE - WRITE-UP BAY	yes		1 x 6	1 x 6	1 x 6	6	
RECOVERY AREA -							
PATIENT BAY - RECOVERY			2 x 9*	4 x 9	8 x 9	9	2 beds per theatre & Proc Rm. L2 assumes Day Surg Patients recover in that Unit.
STAFF STATION - RECOVERY				1 x 9	1 x 12	24	
CLEAN UTILITY	yes			1 x 10	1 x 12	24	Direct access from Recovery Areas, may be shared with Patient Holding Areas.
DIRTY UTILITY	yes			1 x 12	1 x 12	16	Direct access from Recovery & Post Op Areas, may be shared with Patient Holding.
BAY - LINEN	yes			1 x 2	1 x 2	2	1 per 16 spaces.
BAY - BLANKET/FLUID WARMER				1 x 1	1 x 1	1	1 per 16 spaces.
STORE - GENERAL	yes			1 x 6	1 x 6	10	Low traffic area, access to pat holding; large eqt & deliv trolleys; wide & shallow preferred.
BAY - RESUSCITATION TROLLEY	yes			1 x 1	1 x 1	1	Central, access reqd from Operat'g R'ms & Patient Care/Holding Areas.
BAY - HANDWASHING	yes			1 x 1	2 x 1	1	1 per 8 spaces.

NSW Health Planning Units [HPU]

MEETING ROOM - 9M2	yes					9	
STAFF AREAS -							
CHANGE - STAFF	yes		2 x 25	2 x 20	2 x 35	2 x 120	Incl shrs & toilets; divide for female & male - refer relevant awards & legislation.
STAFF ROOM	yes		1 x 20	1 x 20	1 x 30	60	Minimise need to leave Unit. Smaller units - share as appropriate. Ext window desirable.
TOILET - STAFF	yes					3*	
DISCOUNTED CIRCULATION			35%	35%	40%	45%	
CLINICAL SUPPORT AREA* -							Depend on Operational Policy & management structure; HPUs may share.
OFFICE - SINGLE PERSON 9M2	yes			1 x 9	1 x 9	9	NUM clinical
OFFICE - SINGLE PERSON 12M2	yes				1 x 12	12	Nurse manager
OFFICE - SINGLE PERSON 9M2	yes					3 x 9	Recovery NUM, Anaesthetic NUM, IT Applications Manager
OFFICE - SINGLE PERSON 9M2	yes				3 x 9	3 x 9	Surgeon, Anaesthetist, CNC/Educator
OFFICE - 2 PERSON SHARED	yes				1 x 12	12	
OFFICE - 3 PERSON SHARED	yes				1 x 15	2 x 15	
MEETING ROOM - 12M2	yes		Shared	1 x 12			
MEETING ROOM - MEDIUM/LARGE	yes				1 x 15	30	1 per 8 theatres. With other office areas, ready access to main theatre corridor.
PERIOPERATIVE UNIT:							
ROOM/SPACE	Standard Component		Level 2	Level 3	Level 4	Level 5/6	REMARKS
			Qty x m2	Qty x m2	Qty x m2	Qty x m2	*Optional
ADMISSION/RECEPTION AREA -							
CLERICAL SUPPORT/ MEDICAL RECORDS			1 x 9	1 x 9	1 x 9	1 x 9	May be shared with Operating Unit or Ambulatory Care Unit.
ENTRY CANOPY			Varies*	Varies*	Varies*	Varies*	Only required where external access is available.
LOBBY/AIRLOCK			1 x 12*	1 x 12*	1 x 12*	1 x 12*	Only required where external access is available.
RECEPTION/CLERICAL			1 x 9	1 x 9	1 x 9	1 x 12	May be shared with Theatre or consolidated with Reception in smaller units.
TOILET - DISABLED	yes		1 x 5	1 x 5	1 x 5	1 x 5	
TOILET - PUBLIC	yes		2 x 3	2 x 3	2 x 3	2 x 3	
WAITING - WARD PERSON				1 x 6	1 x 6	1 x 9	
PRE-OPERATIVE AREA -							
WAITING	yes						Lounge area for waiting relatives and patients.
CHANGE CUBICLE - PATIENT	yes		1 x 2	2 x 2	3 x 2	4 x 2	

NSW Health Planning Units [HPU]

1 BED ROOM - ISOLATION (CLASS S)	yes		1 x 12	1 x 12	1 x 12	2 x 12	
BAY - RESUSCITATION TROLLEY	yes		1 x 2	1 x 2	1 x 2	1 x 2	
CONSULT ROOM	yes		2 x 12	2 x 12	3 x 12	4 x 12	
ENSUITE - ISOLATION ROOM	yes		1 x 5	1 x 5	1 x 5	2 x 5	For each Isolation Room.
PATIENT BAY - HOLDING			2 x 9	8 x 8	16 x 8	24 x 8	
BAY - PATIENT PROPERTY			1 x 2	1 x 2	1 x 4	1 x 4	
BAY - HANDWASHING	yes		1 x 1	1 x 1	1 x 1	1	Minimum 1 per spaces.
SHOWER - PATIENT	yes		1 x 3	1 x 3	1 x 3	1 x 3	
TOILET - PATIENT	yes		1 x 3	1 x 3	2 x 3	3 x 3	Additional may be required if colonoscopy performed.
TOILET - PATIENT DISABLED	yes		1 x 5	1 x 5	1 x 5	1 x 5	
CLEAN UTILITY/ MEDICATION	yes		1 x 10	1 x 10	1 x 12	1 x 12	Could be shared.
POST-OPERATIVE AREA -							
PATIENT BAY - RECOVERY			3 x 9	4 x 9	8 x 9	9 x 9	2 per theatre.
LOUNGE - PATIENT RECOVERY			1 x 12	1 x 16	1 x 16	1 x 20	
STAFF STATION - RECOVERY			1 x 9	1 x 9	1 x 12	1 x 16	
CLEAN UTILITY	yes		1 x 10	1 x 10	1 x 12	1 x 12	Could be shared.
DIRTY UTILITY	yes		1 x 14	1 x 14	1 x 14	1 x 14	Could be shared.
DISPOSAL ROOM	yes		1 x 8	1 x 8	1 x 8	1 x 8	Could be shared.
BAY - LINEN	yes		1 x 2	1 x 2	1 x 2	1 x 2	
BAY - BLANKET/FLUID WARMER			1 x 1	1 x 1	1 x 1	1 x 1	
STORE - GENERAL	yes		1 x 6	1 x 6	1 x 8	1 x 10	
BAY - RESUSCITATION TROLLEY	yes		1 x 1	1 x 1	1 x 1	1 x 1	
BAY - HANDWASHING	yes		1 x 1	1 x 1	1 x 1	1 x 1	
MEETING ROOM - 9M2	yes					9	May be shared with Ambulatory Care or Operating Unit.
STAFF AREAS -							
BAY/ROOM - BEVERAGE	yes		1 x 3	1 x 3	1 x 3	1 x 3	For patients post-procedure.
BAY - STAFF PROPERTY	yes		1 x 2	1 x 3	1 x 3	1 x 3	
BAY - PATHOLOGY			1 x 5	1 x 5	1 x 5	1 x 5	May be shared with Ambulatory Care or Operating Unit.
CLEANER'S ROOM	yes		1 x 5*	1 x 5*	1 x 5*	1 x 5*	May be shared with Ambulatory Care or Operating Unit.

NSW Health Planning Units [HPU]

OFFICE - CLINICAL/HANDOVER	yes		1 x 12	1 x 16	1 x 16	1 x 16	Write-up, multipurpose function.
OFFICE - SINGLE PERSON 9M2	yes		1 x 9	1 x 9	2 x 9	2 x 9	
STORE - GENERAL/ EQUIPMENT	yes		1 x 12	1 x 14	1 x 14	1 x 16	
PRE-ADMISSION CLINIC -							
CONSULT ROOM	yes		2 x 12	2 x 12	3 x 12	4 x 12	May be shared with Pre-Operative Area.
CLINICAL MEASUREMENT						1 x 12	Provided in Consult Rooms in smaller units.
OFFICE - SINGLE PERSON 9M2	yes		1 x 9	1 x 9	2 x 9	2 x 9	

NSW Health Planning Units [HPU]

540 PAEDIATRIC/ ADOLESCENT UNIT

540 Schedule of Accommodation

540 . 23.00 A Generic Schedule of Accommodation for a Paediatric and Adolescent Unit at Level 2, 3, 4, 5, and 6 follows.

Note: (o) in Qty/xm2 column = Optional

ROOM/SPACE	Standard Component			Levels 2 / 3	Levels 4 / 5	Level 6	Remarks
				Qty x m2	Qty x m2	Qty x m2	
				See remarks	Stand-Alone Unit	Children's Hospital	For Levels 2 / 3 -Swing bedded zone of adult IPU, eg Maternity

540 . 23.10 BEDROOMS

BEDROOMS				10 Beds	30 Beds	30 Beds	Bed numbers are nominal and "mix" may be adjusted
1 BED ROOM	yes			3 x 15	19 x 15	23 x 15	Bed/chair for parent. For mangement of airborne infections such as chickenpox.
BAY - HANDWASHING - TYPE B	yes			1 x 1	2 x 1	2 x 1	Outside 2 pairs of Standard Isolation Rooms
BAY - PERSONAL PROTECTIVE EQUIPMENT	yes			1 x 2	2 x 2	2 x 2	Collocate with Handwash Bays
1 BED ROOM - ISOLATION CLASS N	yes			0	2 x 15	2 x 15	Bed/chair for parent. Class N Isolation Rooms
ANTE ROOM	yes			0	2 x 6	2 x 6	For Class N Isolation Rooms
1 BED ROOM - SPECIAL	yes			1 x 18	1 x 18	1 x 18	For bariatric patients
2 BED ROOM	yes			1 x 25	2 x 25	2 x 25 (o)	For older children
EN SUITE - STANDARD	yes			4 x 5	25 x 5	27 x 5	To 1 & 2 bed rooms
EN SUITE - SPECIAL	yes			1 x 7	1 x 7	1 x 7	For bariatric patients
4 BED ROOM	yes			1 x 42	1 x 42	0	For babies and toddlers. May also be used for high dependency at Levels 4 / 5
SHOWER - PATIENT	yes			1 x 4 (o)	1 x 4 (o)	0	To 4 Bed Room. If used exclusively for babies, may not be needed
TOILET - PATIENT	yes			1 x 4 (o)	1 x 4 (o)	0	To 4 Bed Room. If used exclusively for babies, may not be needed
BAY - LINEN (& BLANKET WARMER)				1 x 3	2 x 3	2 x 3	

540 . 23.20 CHILD--SPECIFIC AREAS (At Levels 2 & 3, may be part of a Maternity Unit)

CHILD--SPECIFIC AREAS							
FEEDING ROOM	yes			1 x 9	1 x 9	1 x 9	Also for use of breast pump if necessary. NSW HFG recommended 9m2.
FORMULA ROOM	yes			1 x 7	1 x 7 (o)	1 x 7(o)	May be located in NICU
PLAY ROOM				1 x 12 (o)	1 x 60	1 x 60	4 patients & 20 patients respectively at 3m2 per patient; adjust as required. Also used by Play

540 Schedule of Accommodation

540 . 23.30 OLDER CHILDREN-SPECIFIC AREAS

OLDER CHILDREN-SPECIFIC AREAS							
RECREATION ROOM				1 x 14 (o)	1 x 35 (o)	1 x 35 (o)	4 patients & 10 patients respectively @ 3.5m ² per patient. Computers, TV, music etc. Optional
QUIET STUDY ROOM				1 x 9 (o)	1 x 15 (o)	1 x 15 (o)	2 and 4 patients respectively

540 . 23.40 ASSESSMENT / DAY STAY / AMBULATORY CARE

ASSESSMENT / DAY STAY / AMBULATORY CARE							Assumes dedicated ED; Day Ward and Clinics @ level 6 Unit
RECEPTION	yes			0	1 x 10	0	
WAITING	yes			Share	1 x 20	0	16 people including 2 wheelchairs at 1.2 sqm and 1.5 sqm per person
CHILD PLAY AREA				Share	1 x 9	0	
TOILET / BABY CHANGE - DISABLED	yes			Share	1 x 5	0	
4 BED ASSESSMENT/DAY STAY ROOM	yes			1 x 42 (o)	42	42 (o)	4 beds. Unless there is a dedicated paediatric area in Emergency Unit, may be used for short
SHOWER - PATIENT	yes			1 x 4 (o)	1 x 4	0	
TOILET - PATIENT	yes			1 x 4 (o)	1 x 4	0	
CONSULT ROOM				1 x 14 (o)	14	0	. Larger size for children. Number of rooms will be dependent on anticipated occasions of
MEETING (INTERVIEW) ROOM				1 x 9 (o)	1 x 12	0	
BAY - LINEN TROLLEY	yes			Shared with ward	1 x 2	0	
STAFF BASE/CLEAN UTILITY				1 x 4	1 x 10	0	
DIRTY UTILITY - SUB	yes			Shared with ward	1 x 8	0	

540 Schedule of Accommodation

540 . 23.50 SHARED SUPPORT AREAS

SHARED SUPPORT AREAS							
MEETING (INTERVIEW) ROOM				Shared	1 x 9	1 x 9	2-3 people
MEETING (INTERVIEW) ROOM				0	0	1 x 12	4-6 people
LOUNGE - PARENT				1 x 9 (o)	1 x 15	1 x 15	May include Beverage Bay & sofa bed
BATHROOM - PAEDIATRIC				1 x 16 (o)	1 x 16	1 x 16	Include a baby bath, change table and low-set toilet for toddlers
STAFF STATION	yes			Shared	1 x 14	1 x 14	
OFFICE - CLINICAL / HANDOVER	yes			Shared	1 x 15	1 x 15	
STORE - PHOTOCOPY / STATIONERY	yes			Shared	1 x 8	1 x 8	May be collocated with offices
BAY - PARKING W/CHAIRS & STROLLERS	yes			1 x 4	2 x 4	2 x 4	
BAY - RESUSCITATION TROLLEY	yes			Shared	2 x 2	2 x 2	Assumes one for infants, one for adolescents
CLEAN UTILITY / MEDICATION ROOM	yes			Shared	1 x 12	1 x 12	
TREATMENT ROOM	yes			Shared	1 x 14	1 x 14	Interconnecting door with Clean Utility if required
DIRTY UTILITY	yes			Shared	1 x 10	1 x 10	May need 2 rooms depending on ward layout
DISPOSAL ROOM	yes			Shared	1 x 8	1 x 8	
PANTRY	yes			Shared	1 x 8	1 x 8	Parent Access
THERAPY / MULTIPURPOSE ROOM				0	1 x 20	1 x 20	
STORE - BEDS / COTS				1 x 12	1 x 25	1 x 25	Total storage at 1.5 sqm per bed
STORE - EQUIPMENT	yes			Shared	1 x 20	1 x 20	Total storage at 1.5 sqm per bed
STORE - GENERAL	yes			Shared	1 x 9	1 x 9	
CLEANER'S ROOM	yes			Shared	1 x 5	1 x 5	
DISCOUNTED CIRCULATION %				32%	35%	35%	

NSW Health Planning Units [HPU]

540 Schedule of Accommodation

540 . 23.60 STAFF OFFICES & AMENITIES

Note : Office/workstation and meeting room sizes are in accordance with NSW Health Policy Directive PD2005-576 - Office Accommodation Policy - Public Health Organisations and Ambulance Service

STAFF OFFICES & AMENITIES							
OFFICE - SINGLE - DIRECTOR	yes			0	1 x 12	1 x 12	
OFFICE - SINGLE - NUM	yes			1 x 9	1 x 9	1 x 9	
OFFICE - NURSING - SHARED	yes			0	12	12	Refer to staff establishment for numbers. May be mix of offices and open plan
OFFICE - MEDICAL - SHARED	yes			0	12	12	
OFFICE - WORKSTATION - MEDICAL	yes			5.5	5.5	5.5	
OFFICE - WORKSTATION - NURSING	yes			5.5	5.5	5.5	Refer to staff establishment for numbers. May be mix of offices and open plan
OFFICE - WORKSTATION - ALLIED HEALTH	yes			5.5	5.5	5.5	Refer to staff establishment for numbers. May be mix of offices and open plan
MEETING ROOM	yes			Share	1 x 20	1 x 20	
STAFF ROOM	yes			Share	1 x 15	1 x 15	
PROPERTY BAY - STAFF	yes			Share	1 x 2	1 x 2	
TOILET - STAFF	yes			Share	2x 3	2 x 3	
SHOWER - STAFF	yes			Share	1 x 2 (o)	1 x 2 (o)	
DISCOUNTED CIRCULATION %				20%	30%	30%	

560 PHARMACY UNIT

560 Schedule of Accommodation

560 . 57.00 A Generic Schedule of Accommodation for a Pharmacy Unit at Levels 3, 4, 5, and 6 follows.

Note: (o) in Qty/xm2 column = Optional

MAIN PHARMACY

ROOM/SPACE	Standard Component		Level 3 Qty x m2	Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	Remarks
MAIN PHARMACY							
WAITING	yes		1 x 5	1 x 5	1 x 8	1 x 8	Discrete. 4 - 6 seats, some standing room
COUNTER - PHARMACY	yes		1 x 9	1 x 9	1 x 9	1 x 9	Incl. shelving for scripts. Also include dedicated staff entry
MEETING (INTERVIEW) ROOM - SMALL	yes		1 x 9	1 x 9	1 x 9	1 x 9	Interview / counselling. Dual access from Waiting & Pharmacy
AFTER-HOURS DRUG STORE	yes(draft)		0	1 x 4	1 x 4	1 x 4	May be remote or may be at the Pharmacy perimeter with inside/outside access
OFFICE - DRUG INFORMATION	yes		1 x 9	1 x 9	1 x 18	1 x 18	Will require internet access and storage space
OFFICE - SINGLE - DIRECTOR	yes		1 x 9	1 x 9	1 x 12	1 x 12	Near entry for observation & visitor access
STORE - ACCOUNTABLE DRUGS	yes		1 x 4	1 x 4	1 x 8	1 x 8	May be wall-mounted or walk-in safe. Near Assembly & Office for observation.
BAY - HANDWASHING	yes		2 x 1	3 x 1	4 x 1	4 x 1	Minimum
ASSEMBLY / DISPENSING - IP / OP	yes(draft)		1 x 20	6 x 2.2	8x 2.2	10 x 2.2	Base on 2.2m2 per pharmacist station. IP & OP may need to be separate areas.Adjust for
STORE - DISPENSING SUPPLIES				1 x 4	1 x 6	1 x 6	Labels etc
OFFICE - WORKSTATION	yes		0	0	2 x 4.4	2 x 4.4	In Dispensing Area for computers
STORE - ASSEMBLY / DISPENSING	yes		1 x 9	1 x 9	1 x 24	1 x 24	Incl. Ward stock
STORE - REFRIGERATED			1 x 6	1 x 6	1 x 12	1 x 12	Refrigerators & Freezers
DISPATCH / COLLECTION (INPATIENTS)			0	0	1 x 11	1 x 11	Imprest trolleys
PREPARATION ROOM (MANUFACTURING)	yes(draft)		1 x 12 (o)	6 x 2.2	8 x 2.2	10 x 2.2	2.2m2 per person. Preparation of extemporaneous compounds. Adjust for staffing.
DISPENSING - CLINICAL TRIALS			0	0	1 x 12	1 x 12	Optional.
GOODS RECEIPT	yes(draft)		1 x 5	1 x 5	1 x 14	1 x 14	Direct and/or from remote Bulk Store
STORE - BULK	yes		1 x 30	1 x 30	1 x 150	1 x 150	May include pallets. Confirm size. ? In Pharmacy or Stores.
CLEANER'S ROOM	yes		1 x 5	1 x 5	1 x 5	1 x 5	
STORE - OLD DD REGISTERS/PRESCRIPTIONS	yes		1 x 6	1 x 6	1 x 8	1 x 8	
STORE - IV FLUIDS	yes		0	0	1 x 20	1 x 20	May be part of bulk store. Access from sterile manufacturing suite

560 Schedule of Accommodation

560 . 57.10 STAFF AREAS (will depend on Staff Establishment)

STAFF AREAS							
STORE - PHOTOCOPY / STATIONERY	yes		0	1 x 8 (o)	1 x 8	1 x 8	
OFFICE - WORKSTATION (PHARMACISTS)	yes		0	5.5	5.5	5.5	As per Staff Establishment. Shared or open plan
PROPERTY BAY - STAFF	yes		1 x 2	1 x 2	1 x 2	1 x 2	
SHOWER - STAFF	yes		0	0	1 x 2	1 x 2	Emergency use
BAY - BEVERAGE	yes		1 x 3	1 x 3	0	0	May be part of Meeting Room
STAFF ROOM	yes		0	0	1 x 15	1 x 15	Includes Beverage Bay
MEETING ROOM	yes		0	1 x 12	1 x 15	1 x 15	

560 . 57.20 STERILE MANUFACTURING (2 Rooms - optional)

STERILE MANUFACTURING (2 ROOMS - OPTIONAL)							
AIRLOCK			0	0	2 x 8	2 x 8	
ANTEROOM			0	0	1 x 8	1 x 8	Used for scrubbing & gowning
ASEPTIC ROOM			0	0	1 x 20	1 x 20	
CHANGE ROOM - STAFF			0	0	1 x 8	1 x 8	SC includes shower & toilet. ? Used for scrub & gowning.
CYTOTOXIC PREP ROOM			0	0	1 x 15	1 x 15	
OFFICE - WORKSTATION			0	0	6	6	Number to be determined
STORE - STERILE STOCK			0	0	1 x 7	1 x 7	
DISCOUNTED CIRCULATION %			20%	25%	25%	25%	

620 RENAL DIALYSIS UNIT

620 Schedule of Accommodation

620 . 68.00 The following schedules of accommodation (spaces) demonstrate the range of functional areas required for Units of 6, 12, 18, 24 and 30 treatment spaces. This table assumes that units under 18 spaces are satellite units and that units of 18 spaces and over are hospital-based. In each box the first number denoted the number of spaces and the second number the square metres of each individual space. For example "2 x 12" implies 2 spaces of 12 square metres each (a total of 24 square metres).

MAIN ENTRY/RECEPTION CLUSTER

Note 1: Training/Treatment room
 OPTIONAL. Where there is a developed program of training for Home based dialysis as approved in the Service Plan a dedicated space is to be provided. This space could also be used for related procedures such as the insertion of catheters etc.

ROOM/SPACE	Standard Component	6 chairs*	12 chairs*	18 chairs	24 chairs*	30 chairs*	Remarks
MAIN ENTRY/RECEPTION CLUSTER							
MAIN ENTRY/WAITING AREA	yes	1 x 12	1 x 24	1 x 36	1 x 48	1 x 60	Public phone may be located here. Small beverage bay to be located here.
RECEPTION/CLERICAL	yes	1 x 6	1 x 8	1 x 10	1 x 12	1 x 14	
STORE/DOCUMENT PRODUCTION AREA	yes	1 x 6	1 x 8	1 x 10	1 x 12	1 x 15	Adjacent to the reception/clerical area to hold printers, facsimile, printer functions as well as
OFFICE - NURSE UNIT MANAGER	yes	1 x 9	1 x 9	1 x 9	1 x 9	1 x 9	
MEETING ROOM	yes	1 x 12	1 x 24	1 x 30	1 x 40	1 x 45	For staff meetings, community training and other functions. Should be fitted with teleconferencing
CONSULTATION/INTERVIEW ROOM	yes	1 x 12	1 x 12	2 x 12	2 x 12	3 x 12	
TRAINING/TREATMENT ROOM	yes	1 x 14	1 x 14	1 x 14	1 x 14	1 x 14	See note 1.
TOILET - PUBLIC	yes	No	1 x 3	2 x 3	2 x 3	2 x 3	Directly access from the waiting room. Door location should not permit a view into the toilet
TOILET - PUBLIC (DISABLED ACCESS)	yes	1 x 5	1 x 5	1 x 5	1 x 5	1 x 5	Directly access from the waiting room. Door location should not permit a view into the toilet
DISCOUNTED CIRCULATION		30%	30%	30%	30%	30%	

620 Schedule of Accommodation

620 . 69.00 TREATMENT CLUSTER

Note 2 : Treatment Bays

Bay size need to be 9 square metres with a clear width of 3 metres along the back of the bay to ensure appropriate service placement, machine accommodation and curtain track placement.

Spaces of 12m² will need to be considered where more than 50% of patients are receiving dialysis in the unit in patient beds rather than chairs or trolleys. This is of particular relevance for Level 5 and Level 6 renal services located in tertiary referral hospitals.

* It is proposed that the Unit may utilise chairs or beds, or a combination of both.

TREATMENT CLUSTER							
STAFF STATION	yes	1 x 10	1 x 12	1 x 14	2x 10	2 x 12	May need to be subdivided in larger units
TREATMENT BAYS		6 x 9	12 x 9	18 x 9	24 x 9	30 x 9	See note 2
TOILET – PUBLIC (DISABLED ACCESS)	yes	1 x 5	1 x 5	2 x 5	2 x 5	2 x 5	For use by persons in open treatment bays
SHOWER - PUBLIC (DISABLED ACCESS)	yes	1 x 5	1 x 5	2 x 5	2 x 5	2 x 5	For use by persons in open treatment bays
ISOLATION ROOMS	yes	1 X 12	2X 12	3 X 12	4 X 12	5 X 12	Must be designed as a Class S (standard isolation) room.
PPE BAY	yes	1 x 2	1 x 2	2 x 2	2 x 2	3 x 2	A Personal Protective Equipment Bay (one shared between two rooms) outside the isolation
TOILET/SHOWER FOR ISOLATION ROOMS	yes	1 x 5	2 x 5	3 x 5	4 x 5	5x 5	One toilet/shower for the dedicated use of each isolation room
HANDWASHING BAYS	yes	2 x 1	4x 1	6 x 1	8 x 1	10 x 1	One handwashing basin per three (3) bays or part thereof is required.
KITCHENETTE/MEAL TROLLEY HOLDING	yes	1 x 4	1 x 4	1 x 5	1 x 6	1 x 6	To receive and issue meals and beverages to persons receiving treatment
DISCOUNTED CIRCULATION		35%	35%	35%	35%	35%	

620 . 70.00 STAFF AREAS

STAFF AREAS							
STAFF RESOURCE ROOM	yes	1 x 12	1 x 12	1 x 15	1 x 15	1 x 15	Discreet section of the Unit. May be shared if an easily accessible facility is available
TOILET - STAFF	yes	1 x 3	1 x 3	1 x 3	2 x 3	2x 3	Discreet location . Adjacent to Staff Resource Room if provided in the Unit .
PROPERTY BAY - STAFF	yes	1 x 2	1 x 2	1 x 2	1 x 2	1 x 2	Discreet and secure location. Adjacent to Staff Resource Rm.
DISCOUNTED CIRCULATION		25%	25%	25%	25%	25%	

NSW Health Planning Units [HPU]

620 Schedule of Accommodation

620 . 71.00 SUPPORT AREAS

SUPPORT AREAS							
CLEAN UTILITY ROOM	yes	1 X 12	1 X 12	1 X 14	1 X 16	1 X 18	
EQUIPMENT CLEANING AREA		1 x 6	1 x 8	1 x 10	1 x 12	1 x 14	For the cleaning and servicing of haemodialysis and other machinery
DIRTY UTILITY ROOM	yes	1 x 10	1 x 10	1 x 10	1 x 10	1 x 10	
WATER TREATMENT PLANT ROOM		1 x 12	1 x 15	1 x 18	1 x 20	1 x 24	Close to treatment areas to reduce piping runs.
DISCOUNTED CIRCULATION		15%	15%	15%	15%	15%	

620 Schedule of Accommodation

620 . 72.00 STORAGE AREAS

Note 3 : Main Store Room

To hold general stores, fluids and equipment. Must be placed on the perimeter of the Unit and accessible by a palette lifter. Shelving must have 100 kg weight capacity and shelves need to be at least 400 mm apart and adjustable. A benchmark of 1m² for each treatment bay and isolation room has been determined by assessing operational units.

Note 4 : Disposal Area

Area to hold receptacles for general and contaminated waste and dirty laundry. May be an open bay with receptacles or an enclosed room.

Note 5 : Bay - equipment holding

May be subdivided to place in convenient locations to keep wheelchairs, trolleys etc out of corridors and work areas.

Note 6 : Cleaner's Wet Store

To hold cleaning liquids, mopping, scrubbing and other equipment. Will include a cleaner's sink.

Note 7 : Cleaner's Dry Store

Cupboard to hold paper supplies and other goods that must be kept dry to eliminate potential water contamination.

Note 8 : Dialysis Fluid Bay

To hold dialysis fluid in a convenient location close to treatment bays. May be subdivided to enhance staff access. Temperature is important for some dialysate and this area may require air-conditioning.

STORAGE AREAS							
BAY - RESUSCITATION TROLLEY	yes	1 x 2	1 x 2	1 x 2	1 x 2	1 x 2	Adjacent to staff station.
MAIN STORE ROOM	yes	1 x 7	1 x 21	1 x 32	1 x 42	1 x 53	See note 3.
BAY - CLEAN LAUNDRY	yes	1 x 2	1 x 2	1 x 2	2 x 2	2 x 2	Cupboard or trolley bay to hold clean laundry
DISPOSAL AREA	yes	1 x 2	1 x 3	1 x 4	1 x 6	1 x 8	See note 4.
BAY - EQUIPMENT HOLDING	yes	1 x 2	1 x 3	1 x 4	1 x 5	1 x 6	See note 5.
CLEANER'S WET STORE	yes	1 x 5	1 x 5	1 x 5	1 x 5	1 x 5	See note 6.
CLEANER'S DRY STORE		1 x 1	1 x 1	1 x 1	1 x 1	1 x 1	See note 7.
DIALYSIS FLUID BAY		1 x 1	1 x 1	1 x 2	1 x 3	1 x 4	See note 8.
DIASYLATE PREPARATION AREA		1 x 1	1 x 1	1 x 1.5	1 x 1.5	1 x 2	Space adjacent to Dialysis Fluid Bay. May be subdivided to enhance staff access.
DISCOUNTED CIRCULATION		25%	25%	25%	25%	25%	

120 ADMINISTRATION UNIT

120 Schedule of Accommodation

120 . 32.00 The following schedule of accommodation complies in all respects with the Policy Directive.

SUPPORT AREAS

ROOM/SPACE	Standard Component	Qty x m2					Remarks
WAITING AREA	yes	See Remarks					1.2m2 per person and 1.5m2 for wheelchairs as required.
TOILET - PUBLIC	yes	1 x 3					If not available nearby
TOILET - DISABLED	yes	1 x 5					If not available nearby
RECEPTION	yes	1 x 10					1 staff. May be replaced by a workstation.
STORE - PHOTOCOPY/STATIONERY	yes	1 x 8					
BEVERAGE PANTRY	yes	1 x 4					If no Staff Room
PANTRY	yes	1 x 8					Optional for functions
STAFF ROOM	yes	1 x 15					Optional: includes beverage bay
STAFF TOILET	yes	1 x 3					
CENTRAL REGISTRY		1 x 10					Room size will depend on size of unit/s. (For storage of board minutes etc.)
FILE STORE	yes	1 x 10					Personnel Files

120 Schedule of Accommodation

120 . 33.00 OFFICES

Note 1: Office Type A

For Area CEO. 6m² has been incorporated to provide a meeting area. These Executives may have multiple roles, but only one dedicated office space should be assigned within or across the Area Health Service.

Note 2: Office Type B

For Area Executive, General Managers. 3m² has been incorporated to provide a meeting area. These staff may have multiple roles but only one dedicated office space should be assigned within the campus/Area Health Service.

Note 3: Office Type C

Clinical Stream/Divisional Executives, Academics Professors (full), Area Managers, Clinical Directors of Departments/Units, Health Service Managers (Rural Health) with significant staff supervisory responsibilities and the position is 0.8 FTE or higher. These staff may have multiple roles but only one dedicated office space should be assigned within the campus/Area Health Service.

Note 4: Office Type D

Nurse Unit Managers, Staff Specialists, Business Managers, and Department Heads with significant staff supervisory responsibilities and where the position is 0.8FTE or higher. A manager may be responsible for more than one Unit/Department, but should only have one office assigned within the campus / Area Health Service.

ROOM/SPACE	Standard Component	Area m ²					Remarks
OFFICE TYPE A		18					See note 1
OFFICE TYPE B		15					See note 2
OFFICE TYPE C	yes	12					See note 3
OFFICE TYPE D	yes	9					See note 4
SHARED OFFICE TYPE A	yes	12					Shared office area for 2 persons with two workstations to undertake administrative duties
SHARED OFFICE TYPE B	yes	15					Shared office space for 3 persons with three workstations to undertake administrative duties
SHARED OFFICE TYPE C	yes	20					Shared office space for 4 persons with four workstations to undertake administrative duties

120 Schedule of Accommodation

120 . 34.00 WORKSTATIONS

Note 5: Workstation A

For research assistants and staff who spend the majority of their time providing services in the community, such as Outreach, Community Health, Community Mental Health.

Note 6: Workstation B

For Research Fellows, Data Managers, Clinical Nurse Consultants, administration staff or any staff who require a workstation.

Note 7: Shared Workbase

Workroom with benches along wall perimeters of 750mm - 800mm in depth. This work base is designed to accommodate staff who due to area-wide responsibilities travel between health care facilities and may require workspace to perform administrative functions. This work base may also be suitable for staff entering data.

ROOM/SPACE	Standard Component	Area m2					Remarks
WORKSTATION A		4.4					See note 5
WORKSTATION B	yes	5.5					See note 6
SHARED WORKBASE		2.2					See note 7

120 Schedule of Accommodation

120 . 35.00 MEETING ROOMS

Note 8: Meeting Room - A
For interview purposes for 2 – 3 people.

Note 9: Meeting Room - B
An area suitable for 4 - 6 people. For staff, patients and family members to conduct confidential discussions.

Note 10: Meeting Room - C
An area suitable for 8 -12 people to conduct meetings. This room is a shared facility and is to be accessed through a booking system.

Note 11: Meeting Room - D
Allows for up to 14 - 20 people to attend meetings or can be used as a small group room for Community Health. Where two such rooms are co-located, movable walls may be installed allowing greater flexibility in the possible use of these areas.

Note 12: Meeting Room - E
Allows for up to 50 people seated plus lecture area. The provision of non-fixed, stackable seating allows greater flexibility. Can be used as a large group room for Community Health. As lie down space for antenatal classes, the room will accommodate less people.

ROOM/SPACE	Standard Component	Area m2					Remarks
MEETING ROOM - A	yes	9					See note 8
MEETING ROOM - B	yes	12					See note 9
MEETING ROOM - C	yes	20					See note 10
MEETING ROOM - D	yes	30					See note 11
MEETING ROOM - E		55					See note 12
DISCOUNTED CIRCULATION		25% - 30%					Circulation will depend on size of unit/s