

# Design Guidelines for Hospitals and Day Procedure Centres

## Standard Components Room Data Sheets

**Room Name** Office - Single Person, 9 m2

**Room Code** OFF-S9

**Area M2** 9

**Description**  
**Special Requirement**

A single person office where Unit Managers can carry out administrative functions in a degree of privacy. This includes preparing rosters, reports, counselling and interviewing staff and patients. An external outlook is desirable.

Acoustics: Sound attenuation level - medium; Acoustic privacy required.

### Room Fabric and outline specifications

### Remarks

1149	Floor finish	Carpet	90/10 Wool/ Nylon	Broadloom; 48 oz.	
2010	Skirting	Vinyl	Prefinished	Feather edged, 150mmH	
3000	Wall finish	Paint	Acrylic, washable		
5060	Ceiling	Acoustic	Prefinished	Drop-in tiles, 600x1200	
6030	Cornice	Aluminium	Powdercoat	24mm shadow angle	
7001	Windows				Desirable
9001	Doors	Solid Core	Paint	Single leaf	850mm clear opening, lock set

### Fittings and Furniture

Fitting ID	Category	Fitting	Grp	Quantity	Selection
3400	Metalwork	Coat hook	1	1	
17350	Furniture/ Fitting	Pinboard	2	1	optional
24402	Furniture/ Fitting	Whiteboard	2	1	optional

### Fixtures, Equipment and associated services

#### Services

Service ID	Service Category	Description	Quantity	Remarks
1006	Communications	Voice / Data outlet - double		
5000	HVAC	Heating, Ventilation & Airconditioning		Refer to Part E Building Services
6000	Lighting	General		
9001	Power	GPO: Double	2	