

### The Structure of these Guidelines

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- 30 .1.00 These Guidelines are structured as follows:

Parts: The Guidelines are divided into parts. The intention is to cover each discrete subject in a compartmented fashion to avoid duplication of the same information under different Hospital units.

- 30 .2.00 The parts are as follows:

Part A Introduction and Instructions for Use  
Part B Health Facility Briefing and Planning  
Part C Access, Mobility, Occupational Health & Safety  
Part D Infection Control  
Part E Building Services and Environmental Design  
Enclosures

- Standard Components Room Data Sheets
- Standard Components Room Layout Sheets
- Functional Relationships Diagrams

- 30 .3.00 HEADINGS

These represent the main topics in each part.

#### SUB-HEADINGS

These cover the details of each Heading.

#### CLAUSES

This represents one discrete concept or topic under the sub-heading.

#### NOTES

These expand the clause by giving more explanations or examples of ways to achieve the main intent of the clause.

- 30 .4.00 LEVELS OF RECOMMENDATION

#### MANDATORY

All clauses by default are mandatory. In situations where the text has the potential for misunderstanding, the note "mandatory" may be used to clarify any aspect which is absolutely required without re-interpretation. If the word "Mandatory" does not appear in a clause, it does not indicate that the clause is optional.

#### RECOMMENDATION

On some occasions a standard is mandatory but a higher standard is recommended. The intention is to guide designers who wish to voluntarily upgrade the facility to a higher standard and wish to know what the higher standard is.

#### OPTIONAL

Shows clauses that are not mandatory requirements but are non-mandatory alternatives.

- 30 .5.00 CHARTS AND TABLES

Certain concepts, especially numerical standards, are expressed in charts and tables. Similarly, parametric requirements, depending on the size of components, may be expressed in charts and tables.

## Part A - Introduction and Instructions for Use

### DIAGRAMS AND DRAWINGS

Depending on the context and notation, the items illustrated are either mandatory, recommended or optional. The text will make this clear.

### PICTURES

These provide a visual context for the issues being covered. The issues or subjects may be mandatory, however, the pictures are only examples.

### The Style of these Guidelines

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- 30 .6.00 These guidelines are expressed in a combination of performance based standards and prescriptive requirements. In the interest of clarity, only one subject is covered per clause.

Unless otherwise noted, all performance based and prescriptive guidelines are mandatory. However, where appropriate additional information is provided to guide designers.

### Checklists

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- 30 .7.00 At the end of each major section of these Guidelines, a checklist is provided for the users' convenience. The purpose of these checklists is to verify compliance with the key prescriptive requirements. The checklists themselves are not part of the mandatory requirements of these Guidelines.

### How to Measure Drawings

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- 30 .8.00 To measure drawings, the following measurement technique will apply.

#### FOR ROOMS

- Areas are measured to the inside face of outside walls,
- To centre of walls to adjoining rooms,
- To the full thickness of corridor walls facing rooms,
- To the centre of departmental boundary walls (except where boundary wall adjoins a corridor).

Areas not included are:

- Circulation % (represented by Departmental corridors)
- Service risers, Service cupboards and Plant Rooms
- Fire Hose Reels, Fire Stairs, Lift Shafts

- 30 .9.00 FOR DEPARTMENTAL CORRIDORS REPRESENTING CIRCULATION %

- Areas are measured to the face of corridor walls
- To the inside face of outside walls

Areas not included are:

- Service Risers, Service Cupboards and Plant Rooms
- Fire Hose Reels, Fire Stairs Lift Shafts

- 30 .10.00 FOR 'TRAVEL'

- Corridors between departments (HPUs) to the face of corridor walls
- To the inside face of outside walls
- Stairs including Fire Stairs
- Internal Fire Stairs and ramps.

Areas not included are:

- Service risers and cupboards
- Fire Hose Reels, Lift Shafts

## Part A - Introduction and Instructions for Use

- Plant Rooms.

### 30.11.00 FOR ENGINEERING

- Plant Rooms, Fire Hose Reels and Service Cupboards to the centre of adjoining walls,
- To the inside face of outside walls,
- To the full thickness of riser walls.

Areas not included are Lift Shafts (the void area).

30.12.00 The minimum room sizes in these Guidelines assume wall thicknesses of 100 mm. For wall thicknesses of more than 120 mm, the minimum area of the room (as measured in accordance with these Guidelines) shall be increased to compensate for the greater wall thickness.

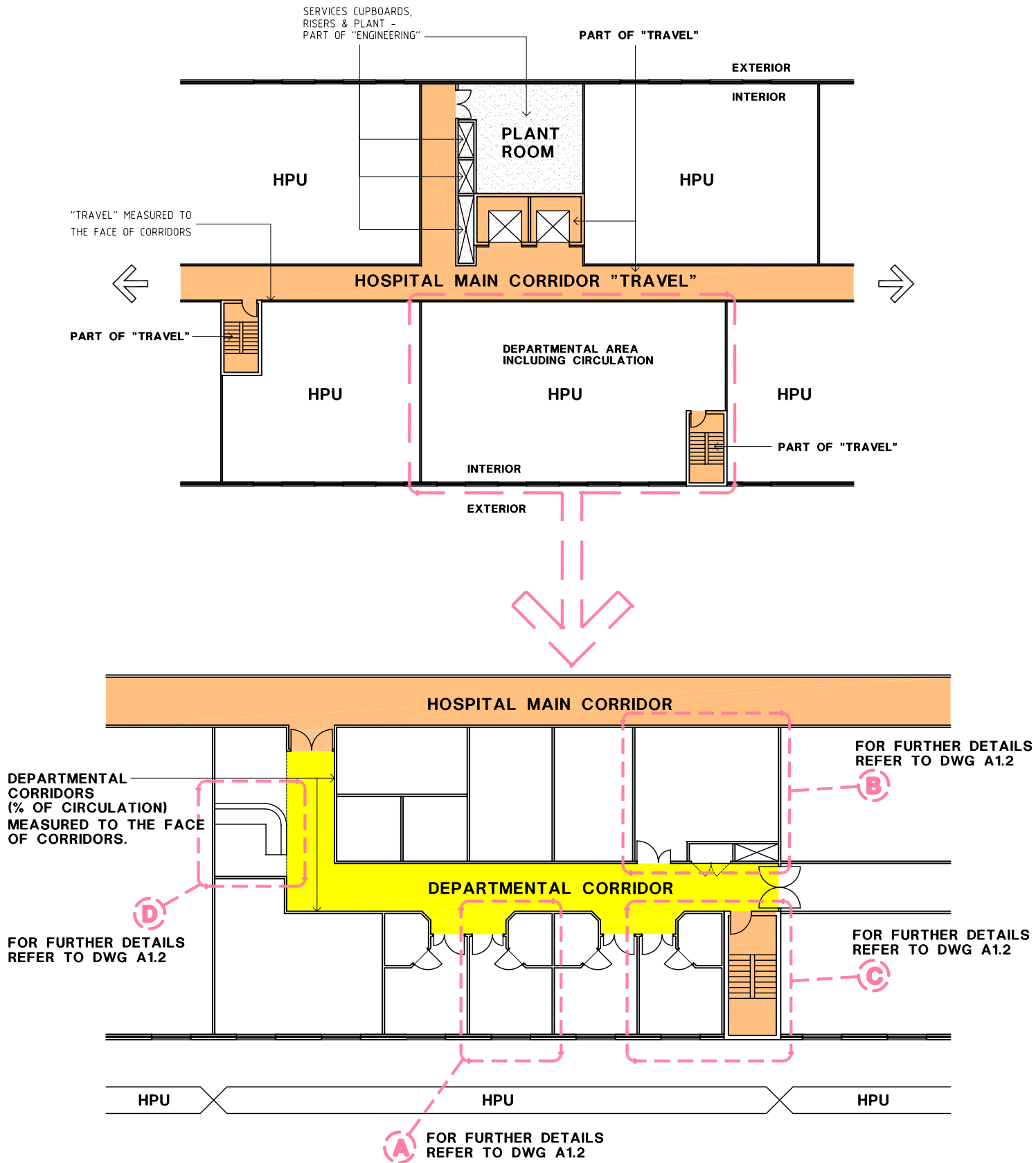
30.13.00 Refer to Enclosures - Area Measurement Diagrams A1.1 and A1.2 for a visual representation of these area measurements.

### Legend of Colours for Diagrams

30.14.00 Refer to the attached Enclosures for the Legend of Colours used in the Functional Relationships Diagrams.

DGHDP STANDARD COMPONENTS

Room Layout Sheet



Rev	Revision Description	Date	Rev	Revision Description	Date	Rev	Revision Description	Date
1	FIRST ISSUE	22.10.04						

Drawn	Checked	Date	Scale	Sheet
CC	DB	22.10.04	NTS	1 of 2
CAD File		Drawing No.		Issue
Area Measurement		A1.1		1

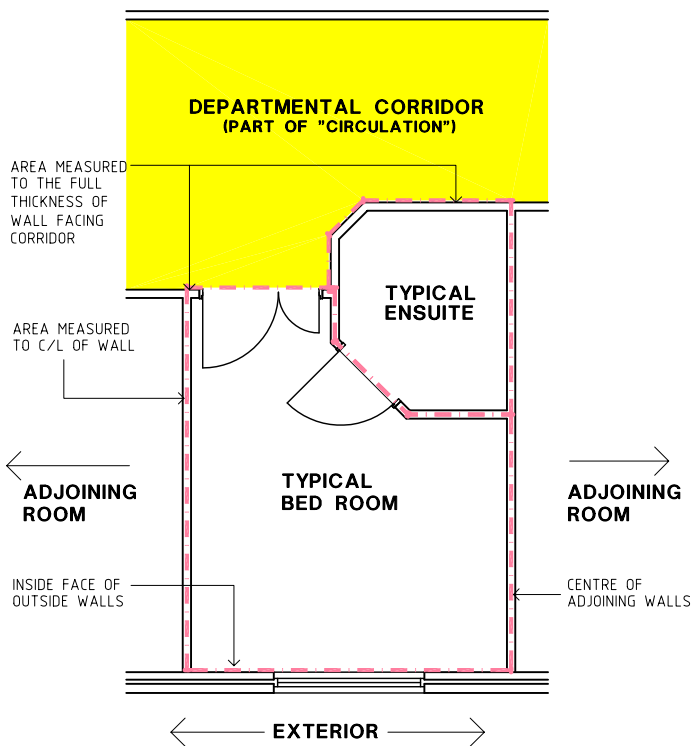
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The Department of Human Services, Victoria  
Design guidelines for hospitals and day procedure centres

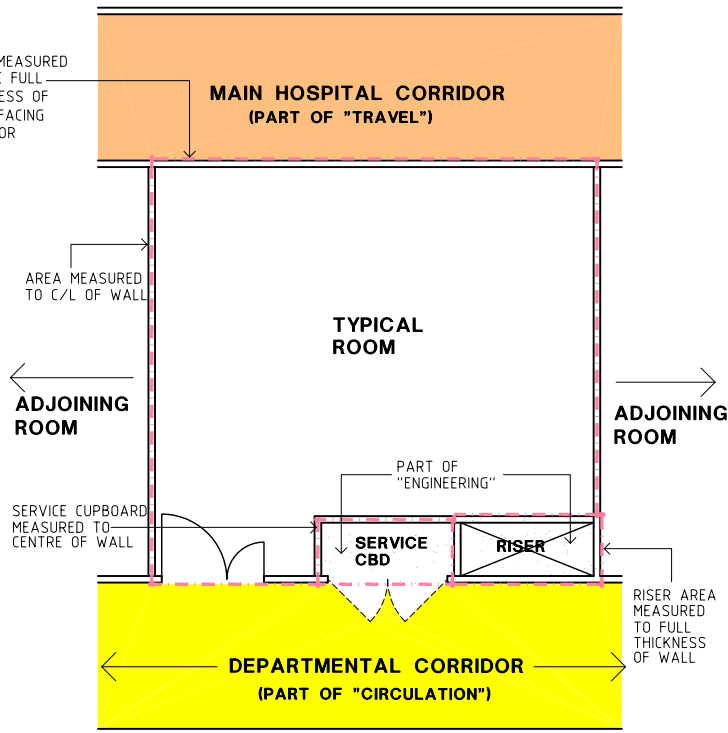
The Place To Be

DGHDP STANDARD COMPONENTS

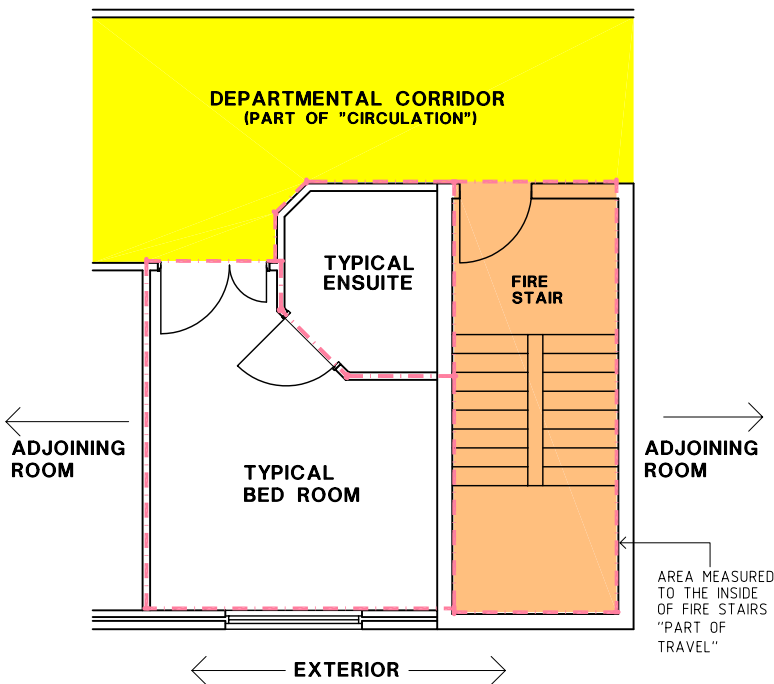
Room Layout Sheet



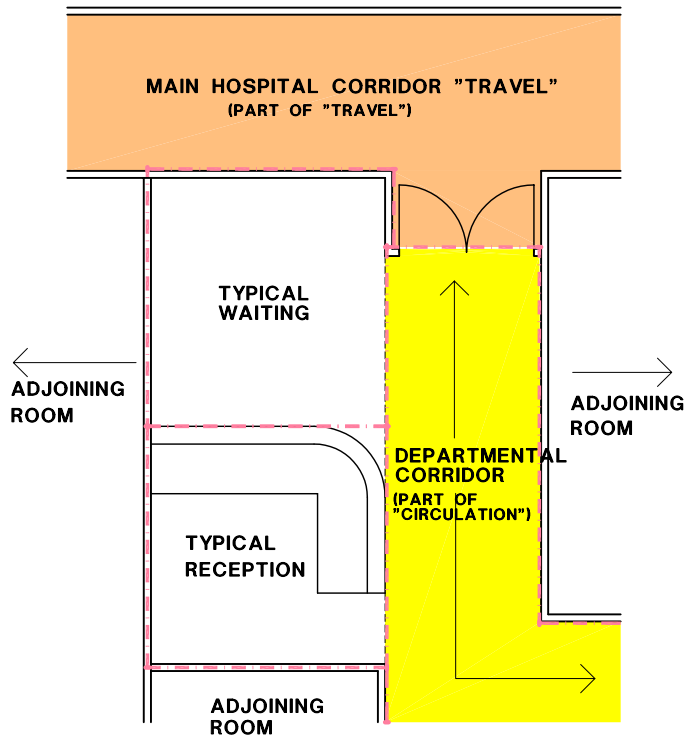
A. PART PLAN



B. PART PLAN






C. PART PLAN















D. PART PLAN

Rev	Revision Description	Date	Rev	Revision Description	Date	Rev	Revision Description	Date
1	FIRST ISSUE	22.10.04						

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			CC	DB	22.10.04	NTS	2 of 2
			CAD File	Drawing No.		Issue	
			Area Measurement	A1.2		1	

## LEGEND OF COLOURS FOR FUNCTIONAL RELATIONSHIPS DIAGRAMS

	Administration
	Circulation
	Dedicated Lifts
	Education
	General Lifts
	Inpatient Beds
	Outpatient Services
	Plant Rooms
	Procedural
	Research
	Stairs
	Support Services