
Australasian 

Australasian Health Facility Guidelines

Health Planning Units
(HPU)
Schedules of
Accommodation

Australasian Health Facility Guidelines - Health Planning Units (HPU)

Table of Contents

120	Administration Unit	3
130	Admissions Unit	7
132	Child & Adolescent Mental Health Unit	11
133	Psychiatric Emergency Care Centre (PECC)	15
134	Adult Acute Mental Health Inpatient Unit	17
140	Rehabilitation / Allied Health Unit	23
155	Ambulatory Care Unit	30
190	Sterile Supply Unit	33
240	Clinical Information Unit	35
250	Ambulatory Mental Health Unit	37
255	Community Health	40
270	Day Surgery / Procedure Unit	45
280	Oral Health Unit	48
300	Emergency Unit	51
340	Inpatient Accommodation Unit	57
350	Multipurpose Service Unit	60
360	Intensive Care - General	67
390	Intensive Care - Neonatal / Special Care Nursery	71
430	Front of House Unit	76
440	Medical Imaging - General	79
480	PET Unit	87
490	Hospital Morgue / Autopsy Unit	90
500	Nuclear Medicine Unit	92
510	Maternity Unit	97
520	Operating Unit	103
540	Paediatric/ Adolescent Unit	112
550	Pathology Unit	116
560	Pharmacy Unit	119
600	Radiation Oncology Unit	122
620	Renal Dialysis Unit	131

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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 m2					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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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

130 Schedule of Accommodation

130. 21.00 INTRODUCTION

The content and size of both an Admissions Unit and a Pre-admission Clinic is heavily dependent on its location, services provided, throughput and operational policies.

A generic Schedule of Accommodation is provided that lists generic spaces that may be combined to form both an Admissions Unit and Pre-admission Clinic (if relevant).

Note that toilet numbers and space requirements will be subject to Building Code of Australia and AS 1428 part 1 and 2. The requirements below are a guide only.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

130 Schedule of Accommodation

130 . 21.05 ADMISSIONS UNIT

Note 1:

May be shared with Main Reception in smaller Health Facilities. Actual size will be determined by the size of the unit and the projected number of people waiting at any one time. Allow 1.5 m² per person/chair.

ROOM/SPACE	SC	Qty x Sqm					Comments
WAITING	Y	1 x 25					Note 1
BAY - MOBILE EQUIPMENT	Y	1 x 6					For wheelchairs, may be accommodated in Main Entrance Area
RECEPTION / CLERICAL	Y	1 x 10					Space for up to two staff
OFFICE - WORKSTATION	Y	1 x 5.5					
OFFICE - SINGLE	Y	1 x 9					Unit Manager
STORE - PHOTOCOPY / STATIONARY	Y	1 x 8					Optional
STORE - FILES	Y	1 x 10					For storage of Records
CASHIER		1 x 9					Optional
STORE - PATIENT PROPERTY	Y	1 x 8					
BAY STORAGE	Y	1 x 2					Cashiers' Safe
CUBICLE - INTERVIEW		2 x 5					For one-on-one discussions/interviews
INTERVIEW ROOM - FAMILY / LARGE	Y	1 x 12					Optional dependent on operational policies
TOILET - ACCESS	Y	1 x 5					Optional, may share with another co-located HPU
TOILET - PUBLIC	Y	2 x 3					Optional, may share with another co-located HPU
DISCOUNTED CIRCULATION %		20					

Australasian Health Facility Guidelines - Health Planning Units (HPU)

130 Schedule of Accommodation

130 . 21.10 PRE - ADMISSIONS CLINIC

Note 1:

Actual size will be determined by the size of the unit and the projected number of people waiting at any one time. Allow 1.5m² per person/chair.

Note 2:

For anaesthetists, nurse specialists and allied health professionals.
Number dependant on size of clinic.
If ECGs are to be performed in the consult rooms, then the rooms will require space for equipment to be stored and used.

Note 3:

Optional; includes Beverage Bay.
Actual size of staff room will vary depending on the number of staff who access it and whether shared with another HPU.

ROOMS/SPACE	Standard Component	Qty X Sqm					Comments
ENTRY/RECEPTION AREAS:							
WAITING	Y	1 X 20					Refer to Note 1
RECEPTION / CLERICAL	Y	1 x 10					Space for up to 2 staff
DISCOUNTED CIRCULATION %		20					
GENERAL PATIENT AREAS:							
OFFICE - CONSULT	Y	2 x 12					Refer to Note 2
INTERVIEW ROOM - FAMILY / LARGE	Y	2 x 12					Optional dependent on operational policies. Number dependant on size of clinic
TOILET - PATIENT	Y	1 x 5					
DISCOUNTED CIRCULATION %		25					
CLINICAL PATIENT AREAS:							
TREATMENT ROOM	Y	1 x 14					
CHANGE CUBICLE - PATIENT	Y	1 x 4					Optional, quantity dependent on size of clinic
DISCOUNTED CIRCULATION %		25					
STAFF AREAS:							
OFFICE - WORKSTATION	Y	2 x 5.5					
STORE - PHOTOCOPY / STATIONERY	Y	1 x 8					Optional
STORE - FILES	Y	1 x 10					

Australasian Health Facility Guidelines - Health Planning Units (HPU)

OFFICE - SHARED	Y	1 x 12					For visiting professionals write-up room
STAFF ROOM	Y	1 x 15					Refer to Note 3
PROPERTY BAY - STAFF	Y	1 x 2					
STORE - EQUIPMENT	Y	1 x 14					
TOILET - STAFF	Y	1 x 3					
DISCOUNTED CIRCULATION %		25					
CLINICAL SUPPORT AREAS:							Only if clinical areas included in clinic
DIRTY UTILITY	Y	1 x 10					
CLEAN UTILITY	Y	1 x 12					
BAY - LINEN	Y	1 X 2					
CLEANER'S ROOM	Y	1 X 5					
DISCOUNTED CIRCULATION %		25					

Australasian Health Facility Guidelines - Health Planning Units (HPU)

132 CHILD & ADOLESCENT MENTAL HEALTH UNIT

132 Schedule of Accommodation

132. 22.00 The Schedule of Accommodation lists generic spaces for this Unit. Quantities and sizes of spaces will need to be determined in response to the service needs of each unit on a case by case basis.

The following Schedule of Accommodation assumes a 12 bed Unit.

SC = Standard Component (drawings and data sheets)
Y = Standard Component available on the AusHFG website.

132. 22.05 Entry / Reception / Interview

ROOM / SPACE	SC	Qty x m2					Remarks Y = available O = optional
AIRLOCK - ENTRY	y	1 x 10					
RECEPTION / CLERICAL	y	1 x 10					
WAITING	y	1 x 10					
GUN SAFE ALCOVE		1 x 2					Concealed from public
PLAY AREA - PAEDIATRIC	y	1 x 10					Optional
TOILET - ACCESSIBLE	y	1 x 5					Includes baby change facilities
INTERVIEW ROOM - FAMILY / LARGE		1 x 14					Up to 6 participants. One in reception, 2nd in patient zone. Access to outdoor area beneficial.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

132 Schedule of Accommodation

132. 22.10 Consumer / Patient - Family Areas

Note 1: May be bedroom access, corridor access, or combination. Reduce ensuites to 1 per 2 clients for corridor access.

Note 2: A minimum recommended size. Additional space should be provided for units that exceed 10 consumers.

ROOM / SPACE	SC	Qty x m2					Remarks Y = available O = optional
1 BEDROOM - MENTAL HEALTH	y	4 x 14					
ENSUITE - MENTAL HEALTH	y	4 x 5					Refer note 1 above
1 BEDROOM - SPECIAL	y	2 x 18					To accommodate rooming in, physically disabled and bariatric patients.
ENSUITE - SUPER	y	2 x 6					See note above for 1 Bedroom - Special
2 BEDROOM - MENTAL HEALTH	y	1 x 28					Optional. Not recommended for adolescent units.
ENSUITE - SHARED	y	1 x 6					Optional. Not recommended for adolescent units.
BATHROOM - DOMESTIC		1 x 10					
STORE - MEDICATION ROOM / CLEAN UTILITY		1 x 10					
TREATMENT ROOM	y	1 x 14					Includes spatial allowance for resuscitation trolley (1m2) and exam couch (3m2)
INTERVIEW ROOM - FAMILY / LARGE		1 x 14					
OBSERVATION ROOM		1 x 6					One way observation window. Adjoins interview room. Optional.
BAY - HANDWASHING	y	2 x 1					1 per 4 beds
RECREATION / DAY AREA		1 x 56					TV, lounges, telephone bay, lockers for personal items/school work etc.
PLAY THERAPY ROOM		1 x 12					Applicable in a Child Unit only
DINING ROOM		1 x 35					Assumes 8 consumers plus 4 family members. Includes refreshments bar.
PANTRY / KITCHEN		1 x 14					Collocated with Dining Room. Parent and consumer access as appropriate
MEETING ROOM - MEDIUM / LARGE		1 x 25					Activity room, includes sink for wet activities and storage
MEETING ROOM - MEDIUM / LARGE	y	1 x 30					Patient education, group therapy, computer terminals.
MEETING ROOM - MEDIUM / LARGE	y	1 x 30					Formal hearings, staff meetings, in-service, family conferences, group/family therapy.
BAY - BEVERAGE, OPEN	y	1 x 4					Lockable. Located close to meeting rooms, carer lounge, as alternative to dining and staff rooms.
LOUNGE - PATIENT (QUIET ROOM)	y	1 x 10					May be located with seclusion room as part of low stimulus area
MEDIA ROOM		1 x 14					TV, Music, internet room
TOILET - PATIENT	y	2 x 4					Carers, clients and visitors

Australasian Health Facility Guidelines - Health Planning Units (HPU)

STORE - PATIENT PROPERTY	y	1 x 8					
LAUNDRY - ADL	y	1 x 8					Optional
INDOOR EXERCISE FACILITY		1 x 20					Optional
LOUNGE - CARER	y	1 x 12					
1 BEDROOM - CARER		1 x 14					On ward accommodation. Optional
ENSUITE - CARER	y	1 x 5					On ward accommodation. Optional.
COURTYARD - ACUTE		1 x 60					Refer note 2 above

132 . 22.15 High Dependency Unit x 4 beds

Note 1: Ensuite shared between 2 patients with corridor access. Alternatively, provide: Toilet - Patient x 2; Shower - Patient x 2

ROOM / SPACE	SC	Qty x m2					Remarks Y = available O = optional
POLICE / AMBULANCE ENCLOSED TRANSFER AREA		1 x 20					
SECURE ENTRY LOBBY		1 x 10					
WAITING - SECURE	y	1 x 6					
INTERVIEW ROOM - FAMILY / LARGE (EXAM ASSESSMENT)	y	1 x 12					
ENSUITE - MENTAL HEALTH	y	1 x 5					Optional - adjoining Interview Room (Exam Assessment).
STAFF STATION	y	1 x 14					Optional - depending on whether planning allows a shared Staff station with acute zone.
1 BEDROOM - MENTAL HEALTH	y	4 x 14					
ENSUITE - MENTAL HEALTH	y	2 x 5					Refer note 1 above
SECLUSION ROOM	y	1 x 14					Optional. Maybe located with lounge - patient (quiet room) as part of low stimulus area.
TOILET - PATIENT	y	1 x 4					To service seclusion room
BAY - HANDWASH	y	1 x 1					
LOUNGE / DINING / ACTIVITY		1 x 30					7.5m2 per person
STORE - GENERAL	y	1 x 9					
COURTYARD - HDU		1 x 40					10m2 per consumer

Australasian Health Facility Guidelines - Health Planning Units (HPU)

132 Schedule of Accommodation

132. 22.20 Clinical Support Areas

Note 1: Clerical, Education, Nursing & Allied Health. 4.5m² per person. Actual number depends on staff establishment.

ROOM / SPACE	SC	Qty x m ²					Remarks Y = available O = optional
STAFF STATION	y	1 x 10					In main unit
OFFICE - CLINICAL HANDOVER	y	1 x 15					In main unit
OFFICE - SINGLE PERSON	y	1 x 9					NUM or Nurse manager. In main unit
OFFICE - SINGLE PERSON	y	1 x 9					Duty psychiatrist / registrar. In main unit
BAY - LINEN	y	1 x 2					Enclosed and lockable
DIRTY UTILITY	y	1 x 10					Includes disposal, dirty linen storage
STORE - EQUIPMENT	y	1 x 14					Occupational therapy storage
STORE - GENERAL	y	2 x 9					Educational resources; sports / recreation equipment; general storage
STORE - PHOTOCOPY / STATIONERY	y	1 x 8					
CLEANER'S ROOM	y	1 x 5					
OFFICE - SINGLE PERSON	y	1 x 12					Clinical Director.
OFFICE - 3 PERSON SHARED	y	1 x 15					Consultants, Registrars. Actual number depends on staff establishment
OFFICE - 2 PERSON SHARED	y	1 x 12					Clinical Nurse Consultant, Psychologist. Actual number depends on staff establishment
OFFICE - WORKSTATIONS	y	4 x 4.5					Refer note 1 above
STAFF ROOM	y	1 x 18					With beverage bay
PROPERTY BAY - STAFF	y	1 x 2					
TOILET - STAFF	y	2 x 3					
SHOWER - STAFF	y	1 x 2					
COURTYARD - STAFF	y	1 x 15					
DISCOUNTED CIRCULATION		32%					

Australasian Health Facility Guidelines - Health Planning Units (HPU)

133 PSYCHIATRIC EMERGENCY CARE CENTRE (PECC)

133 Schedule of Accommodation

133 . 22.00 PSYCHIATRIC EMERGENCY CARE CENTRE (PECC)

A Schedule of Accommodation follows:

ROOM/SPACE	Standard Component				Qty x Area sqm	Qty x Area sqm	Remarks
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	yes				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. Number of workstations 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	yes				1 x 12	2 x 12	
EN SUITE SHOWER / TOILET	yes				1 x 5	2 x 5	
BED BAY - CURTAINED	yes				3 x 10	4 x 10	
PATIENT SHOWER	yes				1 x 4	1 x 4	
PATIENT TOILET - ACCESS	yes				1 x 5	1 x 5	AS 1428
PATIENT TOILET	yes				0	1 x 3	
LOUNGE - PATIENT / VISITOR	yes				1 x 15	1 x 20	Access to Courtyard
BEVERAGE BAY	yes				1 x 4	1 x 4	May be incorporated into Lounge depending on meal / refreshment needs for patients if length of
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 5sqm per person
DISCOUNTED CIRCULATION %					32	32	

133 Schedule of Accommodation

133 . 23.00 Note: Shared with Emergency Department:

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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

134 ADULT ACUTE MENTAL HEALTH INPATIENT UNIT

134 Schedule of Accommodation

134 . 22.00 A Generic Schedule of Accommodation for an Adult Mental Health Inpatient Unit with 20 Beds or 30 Beds follows.

134 . 22.05 MAIN ENTRY / RECEPTION (Only required for a stand-alone unit)

ROOM / SPACE	Standard Component	Qty x m2	Qty x m2				Remarks
		20 Beds	30 Beds				
ENTRY LOBBY / AIRLOCK		1 x 10	1 x 10				Wind protection
RECEPTION	Y	1 x 10	1 x 12				
WAITING - GENERAL	Y	1 x 10	1 x 15				
WAITING - SECURE	Y	1 x 6	1 x 6				
TOILET - ACCESSIBLE	Y	1 x 5	1 x 5				
TOILET - PUBLIC	Y	1 x 3	2 x 3				Optional
ADMISSIONS ROOM		1 x 12	1 x 12				
INTERVIEW ROOM	Y	1 x 12	1 x 12				

Australasian Health Facility Guidelines - Health Planning Units (HPU)

134 Schedule of Accommodation

134 . 22.10 GENERAL / OPEN ZONE

Note 1: 0.7m² per bed with minimum area of 21 m². Optional area. May be added to Multifunction Activity Area (Refer DS26) or Dining Area.

ROOM / SPACE	Standard Component	Qty x m2	Qty x m2				Remarks
		16 Beds	24 Beds				
1 BED ROOM - MENTAL HEALTH	Y	14 x 14	22 x 14				
2 BED ROOM - MENTAL HEALTH	Y	1 x 28	1 x 28				Optional. May be 2 extra single rooms or may be modified for family care.
ENSUITE - MENTAL HEALTH	Y	15 x 5	23 x 5				
1 BED ROOM - MENTAL HEALTH - SPECIAL	Y modified	18	18				Adjust number of standard bedroom numbers as necessary
ENSUITE - MENTAL HEALTH - SPECIAL	Y modified	6	6				1 per 1 Bed Room - Special
BAY - HANDWASHING	Y	2 x 1	3 x 1				Optional recessed bays in corridors - 1 per 8 beds. May be replaced with alcohol hand rubs.
KITCHEN		1 x 10	1 x 12				Sized for consumer / patient use
STAFF STATION		1 x 14	1 x 18				
OFFICE - CLINICAL HANDOVER	Y	1 x 15	1 x 25				
DINING ROOM		1 x 40	1 x 60				Overall size of dining and recreational areas based on 7.5m ² per person.
LOUNGE - QUIET		2 x 10	3 x 10				One may be designated for a special group.
TV / MUSIC ROOM		1 x 20	1 x 30				
MULTIFUNCTION ACTIVITY AREA		1 x 40	1 x 60				
OCCUPATIONAL THERAPY ROOM		1 x 21	1 x 21				Refer Note 1 above
GYMNASIUM		1 x 20	1 x 30				Optional
TOILET - PATIENT		1 x 4	1 x 4				For consumer / patient use from activity areas.
COURTYARD		1 x 120	1 x 180				Based on 7.5m ² per person & 100% utilisation / occupancy
LAUNDRY - PATIENT	Y	1 x 8	1 x 8				May be used for ADL
STORE - LINEN	Y	1 x 3	2 x 3				Lockable; additional space for blanket & pillow storage; space for trolleys or storage cupboards
STORE - PATIENT PROPERTY		1 x 6	1 x 8				
BATHROOM	Y	1 x 15	1 x 15				Optional
TOILET - STAFF - ACCESSIBLE	Y	1 x 5	1 x 5				

Australasian Health Facility Guidelines - Health Planning Units (HPU)

134 Schedule of Accommodation

134 . 22.15 HIGH DEPENDENCY ZONE

ROOM / SPACE	Standard Component	Qty x m2	Qty x m2				Remarks
		4 Beds	6 Beds				
SECURE ENTRY LOBBY		1 x 10	1 x 10				If no Secure Entry Zone
1 BED ROOM - MENTAL HEALTH	Y	4 x 14	6 x 14				
ENSUITE SHOWER / TOILET	Y	4 x 5	6 x 5				Optional
TOILET - PATIENT	Y	2 x 4	2 x 4				If not ensuite, 2 male, 2 female
SHOWER - PATIENT	Y	1 x 4	2 x 4				
STAFF STATION	Y	1 x 14	1 x 18				
BAY - HANDWASH TYPE C	Y	1 x 1	1 x 1				
LOUNGE / DINING / ACTIVITIES ROOM		1 x 40	1 x 60				Based on 10m2 per person. May be sub-divided / partitioned
SECLUSION ROOM	Y	1 x 15	1 x 15				Optional. Shared with General / Open Unit.
SECURED COURTYARD		1 x 40	1 x 60				Based on 10m2 per person

134 . 22.20 SECURE ENTRY ZONE

ROOM / SPACE	Standard Component	Qty x m2	Qty x m2				Remarks
		4 Beds	6 Beds				
POLICE / AMBULANCE ENCLOSED TRANSFER AREA		1 x 20	1 x 20				
ENTRY - AIRLOCK		1 x 10	1 x 10				
GUN SAFE ALCOVE		1 x 2	1 x 2				
EXAM / ASSESSMENT ROOM		1 x 15	1 x 15				
ENSUITE SHOWER / TOILET	Y	1 x 5	1 x 5				
CONSULT / ASSESSMENT ROOM		1 x 12	1 x 12				
DECONTAMINATION SHOWER		1 x 8	1 x 8				Check Local Authority requirements for waste water detention needs.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

134 Schedule of Accommodation

134 . 22.25 SHARED CLINICAL SUPPORT AREAS

ROOM / SPACE	Standard Component	Qty x m2	Qty x m2				Remarks
		20 Beds	30 Beds				
STORE - PHOTOCOPY / STATIONERY	Y	1 x 8	1 x 8				Unless located in Reception zone
STORE - FILES	Y	1 x 8	1 x 10				
CONSULTATION / INTERVIEW		4 x 14	6 x 14				Added 2m2 for 2nd door. Based on 1 per 5 beds. For inpatient services only.
MEETING ROOM		1 x 15	1 x 30				Staff and Group / Family Therapy
MEETING ROOM / REVIEW HEARINGS		1 x 20	1 x 20				
OFFICE - SINGLE 9M2	Y	1 x 9	1 x 9				Nurse Manager / NUM
OFFICE - SHARED 12M2	Y	1 x 12	1 x 12				Registrars
STORE - DRUGS (MEDICATION ROOM)	Y	1 x 6	1 x 8				Or combined with Treatment Room
TREATMENT ROOM	Y	1 x 16	1 x 16				Includes spatial allowance for Resuscitation Trolley (2m2)
DIRTY UTILITY	Y	1 x 10	1 x 10				
STORE - EQUIPMENT	Y	1 x 12	1 x 16				
STORE - GENERAL	Y	1 x 9	1 x 12				
CLEANER'S ROOM	Y	1 x 5	1 x 5				
DISPOSAL ROOM	Y	1 x 8	1 x 8				Includes recycling bins
TOILET - STAFF	Y	2 x 3	2 x 3				Optional if main amenities too remote

Australasian Health Facility Guidelines - Health Planning Units (HPU)

134 Schedule of Accommodation

134 . 22.30 STAFF OFFICES & AMENITIES (Determined by Staff Establishment)

ROOM / SPACE	Standard Component	Qty x m2	Qty x m2				Remarks
		20 Beds	30 Beds				
OFFICE - SINGLE 12M2 (DIRECTOR)	Y	1 x 12	1 x 12				
OFFICE - SINGLE 12M2 (PSYCHIATRIST)	Y	9	9				Number determined by Staff Establishment
WORKSTATION - SECRETARY		5.5	5.5				"
OFFICE - SINGLE	Y	1 x 9 (o)	1 x 9				Mental Health Service Manager
OFFICE - SHARED - MEDICAL STAFF	Y	5.5	5.5				"
OFFICE - SHARED - NURSING STAFF	Y	5.5	5.5				"
OFFICE - SHARED - ALLIED HEALTH	Y	5.5	5.5				"
STORE - PHOTOCOPY / STATIONERY	Y	1 x 8	1 x 8				
MEETING ROOM	Y	1 x 20	1 x 30				
STAFF ROOM	Y	1 x 15	1 x 20				
BAY - HANDWASH	Y	1 x 1	1 x 1				
PROPERTY BAY - STAFF	Y	1 x 3	1 x 3				
SHOWER - STAFF	Y	1 x 2	1 x 2				
TOILET - STAFF	Y	2 x 3	2 x 3				
COURTYARD		1 x 20	1 x 30				

Australasian Health Facility Guidelines - Health Planning Units (HPU)

134 Schedule of Accommodation

134. 22.35 CIRCULATION AREAS

The following table of circulation allowances is recommended as a starting point for briefing a typical unit. Refer Part C for a Schedule of Circulation Areas for other parts of a health facility.

Circulation percentages will vary as a result of the configuration of the unit, including the use of a racetrack arrangement or double loaded corridors. The actual spatial allocation will depend on the role delineation of the service, the re-use of existing buildings and the skill of the individual designer.

The provision of appropriate areas for circulation requirements should be tested during the preliminary design phases.

ZONE	CIRCULATION - %						NOTES
INPATIENT ACCOMMODATION AREAS - GENERAL	32						
INPATIENT ACCOMMODATION AREAS - HIGH DEPENDENCY	32						
ENTRY AREAS INCLUDING SECURE ENTRY ZONE	32						
CLINICAL SUPPORT AREAS	32						
STAFF OFFICES AND AMENITIES	20 - 25						Depends on unit size
OTHER SUPPORT AREAS	20 - 25						Depends on unit size

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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/x m2 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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

140 Schedule of Accommodation

140 . 25.00 Allied Health

ROOM/SPACE	Standard Component			Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	Remarks
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 PATOLOGY				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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

140 Schedule of Accommodation

140 . 26.00 Occupational Therapy

ROOM/SPACE	Standard Component			Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	Remarks
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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

140 Schedule of Accommodation

140 . 27.00 Physiotherapy

ROOM/SPACE	Standard Component		Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	Remarks
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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

140 Schedule of Accommodation

140 . 28.00 Shared Clinical Support Areas

ROOM/SPACE	Standard Component			Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	Remarks
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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

140 Schedule of Accommodation

140 . 29.00 Staff Areas

ROOM/SPACE	Standard Component			Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	Remarks
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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

140 Schedule of Accommodation

140 . 30.00 Hydrotherapy (Optional)

Note : Inclusion will depend on policy/service

ROOM/SPACE	Standard Component			Level 4 Qty x m2	Level 5 Qty x m2	Level 6 Qty x m2	Remarks
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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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	16 SPACES	24 SPACES	REMARKS
			Qty x m2	Qty x m2	Qty x m2	* 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:						

Australasian Health Facility Guidelines - Health Planning Units (HPU)

BAY / ROOM - BEVERAGE	yes			1 x 4*	1 x 4*	1 x 4*	May be shared between Admissions and Treatment Area.
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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

190 STERILE SUPPLY UNIT

190 Schedule of Accommodation

190 . 21.00 A Schedule of Accommodation follows.

190 . 21.05 STERILE SUPPLY UNIT

ROOM/SPACE	Standard Component				Qty x Area sqm	Qty x Area sqm	Remarks
					2 sterilizers	4 sterilizers	
RECEPTION	yes				1 x 9	1 x 9	Pass-thru hatch or counter with shutter to corridor
STORE - PHOTOCOPY / STATIONERY	yes				1 x 8	1 x 8	
OFFICE: MANAGER	yes				1 x 9	1 x 9	
LOAN EQUIPMENT STORE					1 x 9	1 x 12	Optional; may be located in OR
RECEIVING AREA - USED ITEMS					1 x 20	1 x 35	
TROLLEY WASH					0	1 x 15	Optional
DISPOSAL ROOM	yes				1 x 8	1 x 8	Access to external corridor
CLEANING / DECONTAMINATION					1 x 50	1 x 80	
PACKING / CLEAN WORKROOM					1 x 50	1 x 80	
STERILIZER - STEAM					1 x 20	1 x 40	Includes plant
STERILIZER LOADING / UNLOADING					1 x 20	1 x 40	Plus spare trolleys
STERILIZER COOLING					1 x 10	1x 20	If separate from loading and in sterile stock area
STERILIZER - ETO					0	1 x 9	Free standing plus aeration cabinet
STERILIZER - LOW TEMPERATURE					1 x 6	1 x 6	Free-standing
STERILE STOCK STORE - WARDS					1 x 20	1 x 40	
STERILE STOCK STORE - OR					1 x 40	1 x 80	Adjust for 10 sqm per OR
GENERAL STORE					1 x 12	1 x 20	Bulk goods receipt, decartoning, Linen
CLEANERS ROOM	yes				1 x 5	1 x 5	Within Unit
AFTER HOURS CUPBOARD					1 x 4	1 x 6	Access from inside and outside unit

Australasian Health Facility Guidelines - Health Planning Units (HPU)

190 Schedule of Accommodation

190 . 21.10 STERILE SUPPLY UNIT - Staff Areas

ROOM/SPACE	Standard Component				Qty x Area sqm	Qty x Area sqm	Remarks
					2 sterilizers	4 sterilizers	
STAFF TOILET	yes				1 x 3	2 x 3	
STAFF SHOWER (UNISEX)	yes				1 x 2	1 x 2	
STAFF CHANGE	yes				1 x 10	1 x 16	Could be shared with adjacent OR
STAFF LOUNGE / TEA ROOM	yes				1 x 15	1 x 12	Could be shared with adjacent OR
TRAINING ROOM	yes				Incl	1 x 12	
DISCOUNTED CIRCULATION %					20	20	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

DISPOSAL ROOM	yes		Share	Share	1 x 8	1 x 8	
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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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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 funct, 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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

TREATMENT ROOM	yes					14	Multi-functional, used on programmed basis; ready access from waiting areas.
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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

GYMNASIUM						60	For up to 13 patients/hour. Includes write-up area.
PLASTER ROOM	yes					14	
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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

SHOWER / WC - PATIENT	yes					5	Use Std Comp for Ensuite bathroom.
DENTAL -							
CLEAN UP / STERILISING						6	
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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

270 DAY SURGERY / PROCEDURE UNIT

270 Schedule of Accommodation

270 . 21.00

A Schedule of Accommodation follows and assumes a 2 room and a 4 room suite that may incorporate day surgery. The schedule will need to be amended in accordance with the requirements of the Service Plan.

Provision of Offices, Workstations and support areas will be dependant on the Operational Policy and service demand and may vary from the Schedule of Accommodation.

Standard Component - Refer to Part B & RDS/RLS.

270 . 21.05 DAY SURGERY / PROCEDURES UNIT - Entry / Waiting / Reception / Administration

ROOM/SPACE	Standard Component				Qty x Area sqm	Qty x Area sqm	Remarks
					2 rooms	4 rooms	
RELATIVE/PATIENT WAITING	yes				1 x 10	1 x 15	8 and 12 seats respectively
TOILET - PUBLIC	yes				1 x 3	1 x 3	
TOILET - ACCESS	yes				1 x 5	1 x 5	Add baby change table as necessary. Refer to AS 1428.
RECEPTION	yes				1 x 10	1 x 10	1 - 2 staff
CLERICAL WORKROOM					1 x 9	1 x 12	1 and 2 staff respectively
STORE - PHOTOCOPY/STATIONERY	yes				1 x 8	1 x 8	Include stationery recycle bin
STORE - FILES					1 x 4	1 x 6	
OFFICE - UNIT MANAGER	yes				1 x 9	1 x 9	
OFFICE - DPU CNS	yes				0	1 x 9	
OFFICE - SHARED (MEDICAL AND NURSING WRITE-UP ROOM)	yes				1 x 12	1 x 20	2 and 4 workstations for visiting staff attending unit for sessions
MEETING/EDUCATION/GROUP ROOM	yes				1 x 12	1 x 15	Patients & Staff

Australasian Health Facility Guidelines - Health Planning Units (HPU)

270 Schedule of Accommodation

270 . 21.10 DAY SURGERY / PROCEDURES UNIT - Patient Exam / Prep / Waiting

ROOM/SPACE	Standard Component				Qty x Area sqm	Qty x Area sqm	Remarks
					2 rooms	4 rooms	
CONSULT/EXAM/INTERVIEW ROOM	yes				1 x 12	2 x 12	May also be used for medical student training
SUB-WAITING (ENDOSCOPY)					1 x 2	1 x 4	For bowel preps
PREP ROOM (GASTRO)					1 x 9	1 x 9	Bowel Preps
TOILET - ENSUITE (TO PREP ROOM)	yes				1 x 4	1 x 4	
PATIENT CHANGE/LOCKERS - FEMALE					1 x 10	1 x 10	2 cubicles, handbasin, 4 banks lockers
PATIENT CHANGE/LOCKERS - MALE					1 x 10	1 x 10	2 cubicles, handbasin, 4 banks lockers
PATIENT TOILET	yes				1 x 4	2 x 4	
ACCESS TOILET/SHOWER/CHANGE	yes				1 x 7	1 x 7	
LINEN TROLLEY BAY	yes				1 x 2	1 x 2	Gowns etc
"CHANGED" WAITING - CHAIRS							
"CHANGED" WAITING - TROLLEY BAY					1 x 6	2 x 6	
STAFF BASE					1 x 6	1 x 8	To oversight changed waiting

270 . 21.15 DAY SURGERY / PROCEDURES UNIT - Procedure Unit

ROOM/SPACE	Standard Component				Qty x Area sqm	Qty x Area sqm	Remarks
					2 rooms	4 rooms	
PROCEDURE ROOM	yes				2 x 42	4 x 42	Able to rotate bed through 360 degrees
SCOPE REPROCESSING					1 x 12	1 x 16	If possible, direct access from Endoscopy Rooms
ENDOSCOPE STORE					1 x 2	1 x 2	Special cupboards
SCRUB BAY	yes				1 x 6	2 x 6	Shared between rooms
GENERAL CLEAN-UP ROOM	yes				0	1 x 7	Optional for surgical instruments processing
BAY - MOBILE EQUIPMENT	yes				2 x 2	4 x 2	X-ray units etc
BAY - LINEN	yes				1 x 2	1 x 2	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

270 Schedule of Accommodation

270 . 21.20 DAY SURGERY / PROCEDURES UNIT - Recovery

ROOM/SPACE	Standard Component				Qty x Area sqm	Qty x Area sqm	Remarks
					10 Bays	20 Bays	
STAFF STATION					1 x 9	1 x 9	
CLEAN UTILITY	yes				1 x 9	1 x 12	
DIRTY UTILITY / DISPOSAL ROOM	yes				1 x 12	1 x 14	
RESUSCITATION TROLLEY BAY	yes				1 x 2	1 x 2	
LINEN TROLLEY BAY	yes				1 x 2	1 x 2	Add 1 sqm if blanket warmer included
SINGLE RECOVERY ROOM	yes				1 x 12	2 x 12	Children; Neg/neutral air-conditioning for patients post-bronchoscopy
BAY - TROLLEY - 1ST STAGE	yes				7 x 9	14 x 9	
BAY - TROLLEY/CHAIR - 2ND STAGE	yes				6 x 9	12 x 9	
BEVERAGE BAY	yes				1 x 3	1 x 3	
DISCHARGE LOUNGE (3RD STAGE RECOVERY)					1 x 18	1 x 36	6 and 12 chairs respectively at 3sqm per chair
INTERVIEW ROOM	yes				1 x 9	1 x 9	
EQUIPMENT STORE	yes				1 x 12	1 x 16	With power points for recharging pumps etc
DISCOUNTED CIRCULATION %					35	35	

270 . 21.25 DAY SURGERY / PROCEDURES UNIT - Staff Amenities

ROOM/SPACE	Standard Component				Qty x Area sqm	Qty x Area sqm	Remarks
STAFF LOUNGE/BEVERAGE	yes				1 x 12	1 x 15	
STAFF TOILET/LOCKERS: MALE	yes				1 x 10	1 x 10	Full lockers - adjust mix as required
STAFF TOILET/LOCKERS: FEMALE	yes				1 x 10	1 x 14	Full lockers - adjust mix as required
STAFF SHOWER	yes				1 x 3	1 x 3	
CLEANER'S ROOM	yes				1 x 5	1 x 5	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

280 ORAL HEALTH UNIT

280 Schedule of Accommodation

280 . 22.00 A Schedule of Accommodation follows:

280 . 22.05 Entry / Reception

ROOM/SPACE	Standard Component			Qty x Area m2	Qty x Area m2	Qty x Area m2	Remarks
				2 Chairs	4 Chairs	6+ Chairs	
ENTRY AIRLOCK				1 x 9	1 x 9	1 x 9	Optional depending on location
RECEPTION	yes			1 x 10	1 x 12	1 x 12	1 and 2 staff
STORE - FILES	yes			1 x 6	1 x 8	1 x 10	Compactus or fixed shelving
STORE - PHOTOCOPIER / STATIONERY	yes			Share	1 x 8	1 x 8	
ADMINISTRATION OFFICE	yes			0	1 x 9	1 x 12	1 or 2 staff
WAITING	yes			1 x 10	1 x 16	1 x 20	Cold water dispenser
CHILD PLAY AREA				Incl. in Waiting	1 x 10	1 x 10	Optional
BAY - WHEELCHAIR PARK	yes			Share	1 x 2	1 x 2	1 -2 wheelchairs
TOILET - PUBLIC	yes			Share	1 x 3	2 x 3	1 x male, 1 x female
TOILET / BABY CHANGE - DISABLED	yes			1 x 5	1 x 5	1 x 5	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

280 Schedule of Accommodation

280 . 22.10 Treatment Areas

ROOM/SPACE	Standard Component			Qty x Area m2	Qty x Area m2	Qty x Area m2	Remarks
				2 Chairs	4 Chairs	6+ Chairs	
DENTAL SURGERY - SINGLE	yes			2 x 14	3 x 14	5 x 14	
DENTAL SURGERY - SINGLE				0	1 x 18	1 x 18	Bed access
DENTAL SURGERY - 2 CHAIRS				0	1 x 40	1 x 40	
CHILD EDUCATION AREA (OPTIONAL)				1 x 2	1 x 4	1 x 4	Sink & mirror x 1, 2 & 3. May be incorporated into an open plan surgery
PATIENT BAY - RECOVERY	yes			1 x 6	2 x 6	2 x 6	
BAY - HANDWASHING, TYPE B	yes			1 x 1	1 x 1	1 x 1	Collocate with Recovery
RESUSCITATION TROLLEY BAY	yes			Share	1 x 2	1 x 2	

280 . 22.15 Support Areas

ROOM/SPACE	Standard Component			Qty x Area spm	Qty x Area spm	Qty x Area spm	Remarks
				2 Chairs	4 Chairs	6+ Chairs	
X-RAY PROCESSING (DARK ROOM)	yes			1 x 6	1 x 6	1 x 6	Not required if digital system used
OPG ROOM				0	1 x 7	1 x 7	Optional
DENTAL LABORATORY				1 x 8	1 x 20	1 x 30	
INSTRUMENT PROCESSING				1 x 10	1 x 12	1 x 30	
STERILE STOCK STORE				1 x 4	1 x 6	1 x 8	May be incorporated into Instrument Processing
DIRTY UTILITY / DISPOSAL ROOM	yes			1 x 8 (unless	1 x 10	1 x 10	For fluids disposal, soiled linen holding etc
BAY - LINEN TROLLEY	yes			1 x 2	1 x 2	1 x 2	
STORE - GENERAL / REPACKING				1 x 9	1 x 12	1 x 14	
CLEANER'S ROOM	yes			Share	1 x 5	1 x 5	
PLANT ROOM				1 x 9	1 x 12	1 x 16	After-hours access
GOODS RECEPTION / LOADING DOCK				0	1 x 15	1 x 15	Space for one truck

Australasian Health Facility Guidelines - Health Planning Units (HPU)

280 Schedule of Accommodation

280 . 22.20 Staff Areas

ROOM/SPACE	Standard Component			Qty x Area sqm	Qty x Area sqm	Qty x Area sqm	Remarks
				2 Chairs	4 Chairs	6+ Chairs	
OFFICE - SENIOR DENTIST	yes			1 x 9	1 x 12	1 x 12	
WORKSTATION	yes			5.5	5.5	5.5	Number to suit staff establishment
MEETING / TUTORIAL ROOM	yes			0	1 x 15	1 x 20	
STAFF ROOM	yes			0	1 x 12	1 x 15	
BAY - BEVERAGE	yes			1 x 3	0	0	In Staff Room
STAFF PROPERTY BAY	yes			1 x 1	1 x 2	1 x 3	
SHOWER - STAFF	yes			0	1 x 2	1 x 2	Optional
TOILET - STAFF	yes			1 x 3	2 x 3	2 x 3	
DISCOUNTED CIRCULATION %				25	32	32-35	

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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

PATIENT BAY - NON ACUTE TREATMENT					10	10	FPU
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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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	
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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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%	
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		

Australasian Health Facility Guidelines - Health Planning Units (HPU)

DISCOUNTED CIRCULATION		15%	15%	15%	15%	15%	
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Australasian Health Facility Guidelines - Health Planning Units (HPU)

340 INPATIENT ACCOMMODATION UNIT

340 Schedule of Accommodation

340 . 22.00 Patient Areas

Note 1: Designed to AS 1428; Caters for independent wheelchair patients and replaces standard ensuite.

ROOM/SPACE	Standard Component					Qty x m2	REMARKS
1 BED ROOM - STANDARD	Y					15	Number depends on service demand. May be used as Class S/Type 4 Isolation Rooms.
1 BED ROOM - ISOLATION	Y					15	Class N or P as required by service demand. Class N may require anterooms.
ANTE ROOM	Y					6	As indicated for Class N Isolation Rooms if provided.
1 BED ROOM - 16.5M2	Modified					16.5	Optional: May not apply to all jurisdictions. Number depends on service demand.
ENSUITE - STANDARD	Y					5	1 per standard single bedroom
ENSUITE - ACCESS	Y					5	Note 1.
1 BED ROOM - SPECIAL	Y					18	Number depends on service demand
ENSUITE - SUPER	Y					6	Locate with 1 Bedroom - Special. This larger ensuite size is required for the bariatric patient.
2 BED ROOM	Y					25	Provide only if required by service demand
4 BED ROOM	Y					42	Number depends on service demand
SHOWER - PATIENT	Y					4	1 per 4 Bed Room
TOILET - PATIENT	Y					4	1 per 4 Bed Rooms - 'full assist'

Australasian Health Facility Guidelines - Health Planning Units (HPU)

340 Schedule of Accommodation

340 . 22.05 Staff Areas

Note 1: Access to patient areas may depend on equipment stored, frequency of use and number of bays. May be shared with another unit and size reassessed.

Note 2: May be required in specialist units, or shared by 2 units. Depends on operational policy and number of single rooms.

Note 3: Use by allied health / medical staff. Space may be allocated as write up bays dependent on unit configuration and unit.

Note 4: Use by CNC, Clinical Nurse Educator, depending on service demand & operational policy.

ROOM/SPACE	Standard Component					Qty x m2	REMARKS
BAY / ROOM - BEVERAGE	Y					1 x 4	Open bay. Increase area to 5m2 if enclosed room.
BAY - MEAL TROLLEY	Y					4	Depends on catering policies. Size may vary depending on size of meal trolley.
BAY - FLOWERS - OPEN	Y					1 x 2	Optional
BAY - HANDWASH (TYPE B)	Y					1	Unit entrance and corridor recesses, as required.
BAY - HANDWASHING / PPE	Y					1.5	Shared between 1-Bed-Rooms. Refer Part D - Infection Prevention and Control.
BAY - LINEN	Y					2	Qty & location to be determined for each facility. At least 1 bay per 15 beds.
BAY - MOBILE EQUIPMENT	Y					4	Number depends on equipment to be stored and frequency of use. Ready access to bedrooms.
BAY - RESUSCITATION TROLLEY	Y					1 x 2	
CLEANER'S ROOM	Y					1 x 5	Include separate cupboard for dry goods
CLEAN UTILITY ROOM	Y					1 x 14	For 2 door access, includes medication
STORE - DRUGS	Y					1 x 5	Medication Room (if not included in Clean Utility Room)
DIRTY UTILITY ROOM	Y					12	More than one may be required to minimise travel distances dep on bed configuration (pods)
DISPOSAL ROOM	Y					1 x 8	May be shared between units
MEETING ROOM - 9M2	Y					9	Interview function, small meetings
OFFICE - SINGLE PERSON 9M2	Y					1 x 9	NUM office
OFFICE - CLINICAL / HANDOVER	Y					1 x 15	Locate near staff station
STAFF STATION (MAIN)	Y					1 x 14	Size, location determine for each facility
STAFF STATION - 5M2	Y					5	Optional decentralised bays. Location and number dependent on unit configuration.
OFFICE WORKSTATION	Y					5.5	For ward clerk unless accommodated at Staff Station
STORE - PHOTOCOPY / STATIONARY	Y					1 x 8	Collocate with Ward Clerk

Australasian Health Facility Guidelines - Health Planning Units (HPU)

PROPERTY BAY - STAFF	Y					1 x 2	Number of lockers depends on staff complement per shift
STORE - EQUIPMENT	Y					1 x 20	See Note 1
STORE - GENERAL	Y					1 x 9	Size in accordance with service demand & operational policies
TREATMENT ROOM	Y					1 x 14	See Note 2
OFFICE - SHARED 3 PERSON	Y					15	See Note 3
OFFICE - SHARED 2 PERSON	Y					12	See Note 4
STAFF ROOM	Y					12	Unit-specific space. Staff resources, beverage bay.
TOILET - STAFF	Y					2 x 3	

340 . 22.10 Shared Areas

Note 1: Optional. Dependent on service demand, proportion of single rooms and unit requirements. Could be a Whanau room (New Zealand).

ROOM/SPACE	Standard Component					Qty x m2	REMARKS
BATHROOM	Y					1 x 15	Provide one per floor, or as required by service demand.
MEETING - MEDIUM	Y					15	Tutorial. Size depends on room usage requirements.
PATIENT LOUNGE / FAMILY ROOM	Y					1 x 20	Note 1
LAUNDRY - PATIENT	Y					0	Only provided in units such as Mental Health & Maternity.
TOILET - PUBLIC	Y					2 x 3	May be shared by 2 units
TOILET - ACCESS (PUBLIC)	Y					1 x 5	May be shared by 2 units
SHOWER STAFF	Y					1 x 2	Centrally located and shared
SUB TOTAL						n/a	Includes all optional spaces and shared spaces
CIRCULATION - 32%							Circulation depends on number of single rooms and unit configuration.
TOTAL						n/a	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

350 MULTIPURPOSE SERVICE UNIT

350 Schedule of Accommodation

350 . 27.00 A Schedule of Accommodation follows:

350 . 27.05 Entry / Reception Zone

ROOM/SPACE	Standard Component					Qty x Area sqm	Remarks
ENTRY LOBBY / AIRLOCK						1 x 10	
WAITING / FOYER	yes					1 x 12	Sized to suit depending on whether also used for Primary Care Zone
CHILD PLAY AREA	yes					1 x 10	
BAY - TELEPHONE	yes					1 x 1	1 only phone
BAY - VENDING	yes					1 x 3	2 machines
TOILET / BABY CHANGE - ACCESS	yes					1 x 5	
TOILET - PUBLIC	yes					1 x 3	
RECEPTION	yes					1 x 9	1 staff
OFFICE - GENERAL	yes					1 x 12	Optional depending on staffing
STORE - PHOTOCOPY/STATIONERY	yes					1 x 8	
STORE - FILES - PRIMARY & ARCHIVE	yes					2 x 10	Archive files may be located elsewhere
OFFICE - HEALTH SERVICE MANAGER	yes					1 x 12	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

350 Schedule of Accommodation

350 . 27.10 Primary Care Zone

ROOM/SPACE	Standard Component					Qty x Area sqm	Remarks
WAITING	yes						Sized to suit at 1.2 per chair, 1.5 per wheelchair
CONSULT / EXAM ROOM	yes					12	Number will depend on Service Plan
CONSULT / EXAM ROOM	yes					14	Additional area for paediatrics, maternity etc. Number will depend on Service Plan
EN SUITE SHOWER/WC	yes					1 x 5	Between 2 Consult Rooms
STAFF BASE / CLEAN UTILITY						1 x 12	
SUB-DIRTY UTILITY / DISPOSAL ROOM	yes					1 x 10	
MEETING / INTERVIEW ROOM	yes					12	Number will depend on Service Plan
GROUP / MEETING ROOM - LARGE	yes					1 x 30	Set up as teleconference room
MEETING ROOM / VISITOR LOUNGE						1 x 14	
ACTIVITY / TREATMENT ROOM						1 x 50	
BEVERAGE BAY	yes					1 x 3	
TOILET - PATIENT	yes					1 x 4	
TOILET - ACCESS	yes					1 x 5	Access from Activity Room unless able to access WC in Entry
OFFICE - WORKSTATIONS - PERMANENT	yes					5.5	Number as per Staff Establishment
OFFICE - WRITE-UP	yes					4.5	For casual / visiting staff; number as per staff establishment
STAFF TOILET	yes					2 x 3	
STAFF PROPERTY BAY	yes					1 x 2	
STORE - GENERAL	yes					1 x 9	Or cupboards

Australasian Health Facility Guidelines - Health Planning Units (HPU)

350 Schedule of Accommodation

350 . 27.15 Emergency & Imaging Zone

ROOM/SPACE	Standard Component					Area sqm	Remarks
AMBULANCE BAY (ASSUMING NO STATION)							Size will depend on number of vehicles
AMBULANCE ENTRY / AIRLOCK						1 x 12	Include Disaster Store
RESUSCITATION / TREATMENT / HOLDING						1 x 40	1-3 patients - includes workstation
INTERVIEW / ASSESSMENT						1 x 12	May be used as seclusion room
EXAM / TRIAGE						1 x 12	
PROCEDURE / PLASTER ROOM	yes					1 x 14	Optional
PATIENT TOILET - ACCESS	yes					1 x 5	
OFFICE - WRITE-UP	yes					1 x 9	
X-RAY ROOM (MOBILE UNIT)						1 x 14	
DARK ROOM	yes					1 x 6	Or PACS viewing / reporting
BAY - MOBILE EQUIPMENT BAY	yes					1 x 4	
BAY - RESUSCITATION TROLLEY	yes					1 x 2	May be located in Resuscitation Room itself

350 . 27.20 Acute Care Area x 4 Beds

ROOM/SPACE	Standard Component					Qty x Area sqm	Remarks
1 BED ROOM - SPECIAL	yes					1 x 18	Palliative Care, Rooming-In
EN SUITE SHOWER / TOILET - SPECIAL	yes					1 x 6	
SINGLE BEDROOM - STANDARD	yes					1 x 15	Or 3 at 15m2. May be used for standard isolation
2 BED ROOM	yes					1 x 25	Or 2 single rooms
EN SUITE SHOWER / TOILET	yes					2 x 5	3 if 3 single rooms
BAY - PPE	yes					1 x 2	Collocate with Handbasin
BAY - HANDWASH	yes					1 x 1	Outside single bedroom
BAY - MOBILE EQUIPMENT	yes					1 x 4	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

350 Schedule of Accommodation

350 . 27.25 Shared Treatment / Acute Areas

ROOM/SPACE	Standard Component					Qty x Area sqm	Remarks
STAFF STATION						1 x 12	Unless combined with Reception
STAFF TOILET	yes					1 x 3	For night staff etc if access to Staff areas remote
STAFF PROPERTY BAY	yes					1 x 2	
OFFICE - NUM	yes					1 x 9	
CLEAN UTILITY						1 x 12	May be combined with Pharmacy Room
PHARMACY ROOM						1 x 10	Will depend on Pharmacy Policy
DIRTY UTILITY / DISPOSAL ROOM	yes					1 x 12	
CLEAN-UP / STERILIZING						1 x 9	Optional
EQUIPMENT STORE						1 x 16	Medical equipment
BAY - LINEN / BLANKET / FLUID WARMING						1 x 3	
PATHOLOGY ROOM						1 x 6	
BATHROOM	yes					1 x 15	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

350 Schedule of Accommodation

350 . 27.30 Residential Area x 12 Beds

ROOM/SPACE	Standard Component				Qty x Area sqm	Remarks
1 BED ROOM - SPECIAL					1 x 22	Palliative Care including beverage & sitting area
EN SUITE - SUPER	yes				1 x 6	
1 BED ROOM - RESIDENTIAL CARE					9 x 18	
2 BED ROOM (OPTIONAL)					1 x 28	
EN SUITE - STANDARD	yes				10 x 5	
HANDWASH BAY - TYPE B	yes				4 x 1	Recessed alcoves in corridor
LOUNGE - PATIENT					1 x 36	3m2 per resident; may be sub-divided
DINING - PATIENT					1 x 24	2m2 per resident
KITCHENETTE					1 x 12	1m2 per resident; could be incorporated into Dining Room
QUIET ROOM					1 x 12	
SITTING ALCOVE					2 x 4	
TOILET - ACCESS	yes				1 x 5	Accessible from recreation areas and outdoor areas.
STORE - PATIENT PROPERTY	yes				1 x 8	
STORE - GENERAL					1 x 12	Based on 1m2 per bed
STORE - EQUIPMENT	yes				1 x 24	Wheelchairs, bed accessories etc
DIRTY UTILITY / DISPOSAL ROOM	yes				1 x 12	
STAFF BASE / CLEAN UTILITY					1 x 12	
LAUNDRY - DOMESTIC					1 x 16	
BAY - LINEN	yes				1 x 2	
BAY - MOBILE EQUIPMENT (PATIENT LIFTERS)	yes				2 x 3	
DISCOUNTED CIRCULATION					32%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

350 Schedule of Accommodation

350 . 27.35 Support Areas & Morgue

ROOM/SPACE	Standard component					Qty x Area sqm	Remarks
CLEANER'S ROOM / STORE						1 x 12	Includes washing machine
KITCHEN						1 x 40	Depending on Operational Policy
STORE - BULK						1 x 30	
STORE - DIRTY LINEN						1 x 6	
STORE - CLEAN LINEN						1 x 6	Optional
STORE - FLAMMABLES						1 x 4	
STORE - MEDICAL GASES						1 x 12	Access from at least 3 sides
WASTE HOLDING - GENERAL & RECYCLE						1 x 10	
WASTE HOLDING - CONTAMINATED & PERISHABLE						1 x 12	
TOILET - PUBLIC	yes					1 x 3	Optional - for staff in the area and visitors to Morgue
MORGUE - COOL ROOM / HOLDING ROOM						1 x 18	
MORGUE VIEWING / WAITING						1 x 14	
COMMUNICATIONS CUPBOARD						1 x 9	

350 . 27.40 Staff Areas

ROOM/SPACE	Standard component					Qty x Area sqm	Remarks
STAFF ROOM	yes					1 x 15	Including Beverage Area
KITCHENETTE						1 x 8	
MEETING ROOM	yes					1 x 14	
PROPERTY BAY	yes					1 x 2	
SHOWER - STAFF	yes					1 x 2	
TOILET - STAFF	yes					2 x 3	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

350 Schedule of Accommodation

350 . 27.45 Optional Areas

ROOM/SPACE	Standard Component					Qty x Area sqm	Remarks
WORKSHOP						1	
FURNITURE STORE						1	
GARDEN SHED						1	
OUTSIDE TOILET						1	
DISCOUNTED CIRCULATION						20%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

BAY - PPE	yes		1	1	1	1	FPU; Refer Part D for numbers & location.
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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

STORE - EQUIPMENT	yes		1 x 15	1 x 15	1 x 20	1 x 20	
STORE - FILE	yes					1 x 10	
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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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				16 x 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 (0)	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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

390 Schedule of Accommodation

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 (0)		Baby and parent clothing. Incorporate linen cupboard for small items
DISCOUNTED CIRCULATION %					40%		

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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%		

Australasian Health Facility Guidelines - Health Planning Units (HPU)

430 FRONT OF HOUSE UNIT

430 Schedule of Accommodation

430 . 22.00 A Schedule of Accommodation follows.

SC = Standard Component
O = Optional

430 . 22.05 MAIN ENTRANCE

ROOM / SPACE	SC	Qty x Sqm					Comments
ENTRY AIRLOCK		1 x 12					
MAIN LOBBY / DISPLAY SPACE		1 x 30					Room size will depend on size of health facility and volume of traffic to be directed via Main Entry
WAITING		1 x 36					8 x 1.5 sqm spaces; 15 x 1.2 sqm spaces
RECEPTION / ENQUIRIES		1 x 10					Assumes separate admissions / cashier
BAY - WHEELCHAIRS		1 x 8					For 5 wheelchairs
CLEANER'S ROOM	Y	1 x 5					
TOILET - STAFF	Y	1 x 3					Depending on number of people working in Front of House
VOLUNTEER'S ROOM		1 x 15					Optional. Room for volunteers to meet, work and store belongings.
STORE - GENERAL (VOLUNTEERS)		1 x 10					Optional
OFFICE: SINGLE PERSON, 9M2 (VOLUNTEER COORDINATOR)	Y	1 X 9					Optional. Depending on size of service
OFFICE / INTERVIEW ROOM (PATIENT ADVOCATE)	Y	1 x 15					Optional. Refer to operational policies
OFFICE: SINGLE PERSON, 9M2 (ABORIGINAL LIAISON SERVICE)	Y	1 x 9					Optional. Refer to operational policies
LOUNGE / MEETING ROOM (ABORIGINAL LIAISON SERVICE)		1 X 30					Optional. Refer to operational policies. Beverage bay included. Access to outdoor area desirable.
DISCOUNTED CIRCULATION %		25					

Australasian Health Facility Guidelines - Health Planning Units (HPU)

430 Schedule of Accommodation

430 . 22.10 PUBLIC AMENITIES

Toilet numbers and space requirements will be subject to BCA and AS 1428 part 1 and 2. The requirements below are a guide only.

ROOM / SPACE	SC	Qty x Sqm					Comments
TOILET - ACCESS	Y	1 X 5					
TOILET - PUBLIC - FEMALE	Y	3 X 3					
TOILET - PUBLIC - MALE	Y	3 X 3					
PARENTING ROOM	Y	1 X 6					
BAY - ATM		1 X 2					Optional. Discrete area
BAY - PARKING MACHINE		1 X 2					
BAY - PUBLIC TELEPHONE		1 X 4					
BAY - VENDING	Y	1 X 3					
BAY - WATER FOUNTAIN		1 X 1					In absence of vending machine / kiosk
DISCOUNTED CIRCULATION		10					

430 . 22.15 KIOSK / COFFEE SHOP

The schedules of accommodation for the Kiosk as well as other retail e.g .newsagent, florist, commercial pharmacy etc. will be dependent on the size of the facility and the nature of retail to be established.

ROOM / SPACE	SC	Qty x Sqm					Comments
STORE		1 x 10					Includes dry and cold storage
PREPARATION		1 x 12					
SERVERY		1 x 15					
SEATING		1 x 50					For 30 people
DISCOUNTED CIRCULATION %		20					

Australasian Health Facility Guidelines - Health Planning Units (HPU)

430 Schedule of Accommodation

430 . 22.20 SPIRITUAL CARE

ROOM / SPACE	SC	Qty x Sqm					Comments
SPIRITUAL CARE MULTI-PURPOSE ROOM		1 x 40					May also need vestry type space
FAITH SPECIFIC PRAYER ROOM		1 x 12					Requirement dependent on user profile
WASH ROOM		1 x 4					For religious ablutions if required
OFFICE: SINGLE PERSON, 9M2	Y	1 x 9					Will depend on staff establishment
MEETING ROOM - SMALL, 12M2	Y	1 x 12					For private counselling
BAY - BEVERAGES	Y	1 X 4					Part of meeting room
DISCOUNTED CIRCULATION %		15					

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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	Remarks
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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

440 Schedule of Accommodation

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. Seperate 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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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 (50m ² 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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

440 Schedule of Accommodation

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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

440 Schedule of Accommodation

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 . 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%	

480 PET UNIT

480 Schedule of Accommodation

480 . 22.00 A Schedule of Accommodation follows for one PET/CT camera.

Y = Yes
SC = Standard Component
O = Optional
* = Minor variation to SC

Australasian Health Facility Guidelines - Health Planning Units (HPU)

480 Schedule of Accommodation

480 . 22.05 PET/CT Suite

Note 1: Radiation shielded. Number of rooms based on assessment of workload. NB: one room requires GA capability.

ROOM / SPACE	SC	Qty x m2					Comments
WAITING / ENTRY	Y*	1 x 12					Entry lobby / public waiting, may be shared
TOILET - ACCESSIBLE	Y	1 x 5					May be shared, public
RECEPTION / CLERICAL	Y	1 x 10					1 staff; may be shared
OFFICE - 2 PERSON SHARED	Y	1 x 12					Administrative functions. Quantity dependant on staffing establishment
STORE - PHOTOCOPY / STATIONERY	Y	1 x 8					
PROPERTY BAY - STAFF	Y	1 x 2					
CHANGE CUBICLE - ACCESSIBLE	Y	1 x 4					Pre and post-scan; radiation shielded
TOILET - ACCESSIBLE	Y	1 x 5					Radiation shielded, patient.
SHOWER - ACCESSIBLE	Y	1 x 4					For emergencies; radiation shielded
CONSULT ROOM	Y	1 x 12					May also have office function
UPTAKE ROOM		1 x 12					Refer Note 1 above
UPTAKE / INDUCTION ROOM		1 x 18					Radiation shielded
PATIENT BAY - HOLDING	Y	3 x 9					May be shared with adjoining unit
STAFF STATION	Y*	1 x 8 (o)					May be shared
BAY - BEVERAGE	Y	1 x 4					Include ice machine
BAY - WHEELCHAIR PARK	Y	1 x 4					Increase to 10m2 area if to accommodate transport staff, trolley, handbasin
BAY - LINEN	Y	1 x 2					
BAY - RESUSCITATION TROLLEY	Y*	1 x 1.5					
BAY - HANDWASHING - TYPE B	Y	1 x 1					In corridor
STORE - STERILE STOCK	Y	1 x 12					Assumes compactus
DIRTY UTILITY - SUB	Y	1 x 8					May be shared
DISCHARGE LOUNGE		1 x 8					Radiation shielded. Collocate with Beverage Bay
PET/CT SCANNER		1 x 50					Sized to suit the equipment selected.
CONTROL ROOM		1 x 16					May need to be radiation shielded

Australasian Health Facility Guidelines - Health Planning Units (HPU)

PET/CT PLANT / EQUIPMENT ROOM		1 x 18					Includes server etc. Air-conditioned
STORE - EQUIPMENT	Y	1 x 14					General items
HOT LABORATORY		1 x 18					
VIEWING AND REPORTING ROOM	Y*	1 x 18					3 workstations
OFFICE - SINGLE 12M2	Y	1 x 12					Staff Specialist / Unit Director
OFFICE - SINGLE 9M2	Y	2 x 9					Chief Technologist & Physicist
TOILET - STAFF	Y	1 x 3					Within envelope of Unit
CLEANER'S ROOM	Y	1 x 5					May be shared with adjoining unit
DISCOUNTED CIRCULATION %		32					

480 . 22.10 Staff Areas The following may be shared with an adjoining unit.

ROOM / SPACE	SC	Qty x m2					Comments
STAFF ROOM	Y	1 x 15					Includes Beverage Bay
MEETING ROOM / LIBRARY		1 x 12					
TOILET - STAFF	Y	2 x 3					
SHOWER - STAFF	Y	1 x 3					

480 . 22.15 Cyclotron and Radiopharmacy

CYCLOTRON					80		Nominal size only
RADIOPHARMACY					150		Nominal only
STAFF & TECHNICAL SUPPORT					70		Nominal only

Australasian Health Facility Guidelines - Health Planning Units (HPU)

490 HOSPITAL MORGUE / AUTOPSY UNIT

490 Schedule of Accommodation

490 . 22.00 MORGUE UNIT

A Schedule of Accommodation is attached for a Level 4 Unit assuming a 9 body hold store.

ROOM/SPACE	Standard Component				Qty x Area sqm	Remarks
WAITING AREA	yes				1 x 10	5 persons
VIEWING ROOM					1 x 8	1 morgue trolley plus 2 persons
TOILET - ACCESS	yes				1 x 5	Optional for relatives unless available nearby
ENTRY LOBBY					1 x 7	
OFFICE: WORKSTATION	yes				1 x 5	Bench for administration duties plus lockable cupboard for valuables
BAY: MORGUE TROLLEY PARKING					1 x 3	
BAY: HANDWASH TYPE B	yes				1 x 1	
BAY: STORAGE 3M2	yes				1 x 3	General and linen
EXIT LOBBY	yes				1 x 7	
BODY HOLDING ROOM	yes				1 x 30	Assumes 9 body hold cabinet (3x3 tiers), hoist, access to cold room store for maintenance
PLANT ROOM					1 x 8	
TOILET: STAFF	yes				1 x 3	Unisex
CLEANERS ROOM	yes				1 x 5	
DISPOSAL ROOM	yes				1 x 8	Shared with Autopsy Suite

Australasian Health Facility Guidelines - Health Planning Units (HPU)

490 Schedule of Accommodation

490 . 22.05 MORGUE UNIT - One-Room Autopsy Suite

ROOM/SPACE	Standard Component					Qty x Area sqm	Remarks
AUTOPSY ROOM						1 x 30	Autopsy bench / trolley, dissection bench, storage for containers
BAY: X-RAY PARKING						1 x 2	Optional
STORE: FLAMMABLE LIQUIDS						1 x 1	Flammable cupboard
BAY: EMERGENCY SHOWER						1 x 1	
CLEAN UP ROOM						1 x 9	Includes sink, storage and small sterilizer
VIEWING AREA / AUTOPSY						1 x 10	Seating for 6-7 observers
CHANGE - STAFF (MALE/ FEMALE)						2 x 5	Male and female includes property locker (Full length lockers and hooks)
SHOWER: STAFF	yes					1 x 2	Unisex
TOILET: STAFF	yes					1 x 3	Unisex
DISCOUNTED CIRCULATION %						20	

490 . 22.10 Notes

1. Type of body storage will affect allocated space.
2. Number of autopsy rooms will also determine need for an office, size of change rooms etc.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

500 NUCLEAR MEDICINE UNIT

500 Schedule of Accommodation

500 . 22.00 A Schedule of Accommodation follows.

SC = Standard Component

O = Optional

* = Minor Variation to SC

500 . 22.05 Entry / Reception

		2 Cameras	6 Cameras				
ROOM / SPACE	SC	Qty x m2	Qty x m2				Remarks
ENTRY LOBBY		1 x 6	1 x 6				
WAITING	Y	1 x 10	1 x 15				
RECEPTION / CLERICAL	Y	1 x 10	1 x 15				1 and 2 staff
MEETING ROOM - SMALL	Y	1 x 9	1 x 9				Private consultations, bookings etc
OFFICE - 2 PERSON, SHARED	Y	1 x 12	1 x 15				2 & 3 staff
STORE - PHOTOCOPY / STATIONERY	Y	1 x 8	1 x 8				
STORE - FILES	Y	1 x 8	1 x 8				

Australasian Health Facility Guidelines - Health Planning Units (HPU)

500 Schedule of Accommodation

500 . 22.10 Patient Care Area

		2 Cameras	6 Cameras				
ROOM / SPACE	SC	Qty x m2	Qty x m2				Remarks
WAITING - UNDOSED	Y*	1 x 12	1 x 20				Outpatients
WAITING - DOSED	Y*	1 x 6	1 x 9				
PLAY AREA - PAEDIATRIC	Y	1 x 10 (o)	1 x 10 (o)				
TOILET - PATIENT	Y	2 x 4	2 x 4				1 male, 1 female
TOILET - ACCESSIBLE	Y	1 x 5	1 x 5				
SHOWER - PATIENT	Y	1 x 4	1 x 4				For post-stress testing patient hygiene and incontinent patients
BAY - BEVERAGE, OPEN	Y	1 x 4	1 x 4				
BAY - WHEELCHAIR PARK	Y	1 x 4	1 x 4				May also include a patient trolley
ENTRY LOBBY - INPATIENT		1 x 6(o)	1 x 6				
PATIENT BAY - HOLDING	Y	3 x 9	8 x 9				Curtained bays
BAY - HANDWASHING - TYPE B	Y	1 x 1	2 x 1				Part of Inpatient Holding Area
STAFF STATION / CLEAN UTILITY		1 x 8	1 x 10				Part of Inpatient Holding Area
BAY - LINEN	Y	1 x 2	1 x 2				Part of Inpatient Holding Area
STORE - STERILE STOCK	Y*	1 x 10	1 x 12				
DIRTY UTILITY - SUB	Y	1 x 8	1 x 8				
DISPOSAL ROOM	Y	1 x 8	1 x 8				
DISCOUNTED CIRCULATION %		32	35				

Australasian Health Facility Guidelines - Health Planning Units (HPU)

500 Schedule of Accommodation

500 . 22.15 Treatment Areas

ROOM / SPACE	SC	2 Cameras Qty x m2	6 Cameras Qty x m2				Remarks
SPECT SCANNING ROOM (INCLUDES CONTROL BAY)		42	42				Rooms should be rectangular (e.g. 6x7m)
SPECT/CT SCANNING ROOM		48	48				Rooms should be rectangular (e.g. 6x8m)
SPECT CONTROL ROOM		10	10				
BAY - MOBILE EQUIPMENT	Y	1 x 4	2 x 4				
BAY - MOBILE EQUIPMENT	Y *	1 x 2	1 x 2				Technegas machine & argon cylinder
STRESS TESTING ROOM	Y *	1 x 16	1 x 16				Add 2m2 if includes resuscitation trolley
BAY - RESUSCITATION TROLLEY	Y *	1 x 1.5	1 x 1.5				Unless located in Stress Testing Room
DOSING / CONSULT / EXAM ROOM	Y *	2 x 12	4 x 12				For dose administration and examination. Radiation safety advice may be required.
PROCEDURE ROOM	Y *		1 x 14 (o)				Ideally adjacent to the Hot / Dispensing Lab
BONE DENSITY MEASUREMENT ROOM		1 x 12 (o)	1 x 12 (o)				Increase to 16m2 if trolley / bed access required
STORE - EQUIPMENT (GENERAL)	Y *	1 x 9	1 x 12				
COMPUTER ROOM		1 x 8	1 x 8				Computers, printer
VIEWING & REPORTING ROOM	Y *	1 x 10	1 x 25				2 & 5 workstations near scanning rooms
DISCOUNTED CIRCULATION %		35	35				

Australasian Health Facility Guidelines - Health Planning Units (HPU)

500 Schedule of Accommodation

500 . 22.20 Hot Laboratory

		2 Cameras	6 Cameras				
ROOM / SPACE	SC	Qty x m2	Qty x m2				Remarks
							Dual access from main corridor and inside Unit unless
ENTRY LOBBY - ISOTOPE DELIVERY		1 x 4 (o)	1 x 4 (o)				delivered directly into unit. May be combined with Waste Holding Store
HOT LAB / THERAPY DISPENSING		1 x 10	1 x 12				Fume hood, dose calibrator, balance, centrifuge etc
RADIOACTIVE WASTE HOLDING STORE		1 x 4	1 x 6				
SHOWER - STAFF EMERGENCY		1 x 2	1 x 2				Decontamination
DISCOUNTED CIRCULATION %		15	15				

Australasian Health Facility Guidelines - Health Planning Units (HPU)

500 Schedule of Accommodation

500 . 22.25 Staff Areas

ROOM / SPACE	SC	2 Cameras Qty (each) x	6 Cameras Qty (each) x				Remarks
OFFICE - SINGLE 12M2	Y	1 x 12	1 x 12				Unit director
WORKSTATION		1 x 5.5 (o)	1 x 5.5				Secretary to Director
OFFICE - SINGLE 9M2 (STAFF SPECIALISTS)	Y	9.0	9.0				Number depends on staff establishment
WORKSTATION (REGISTRARS)		5.5	5.5				Number depends on staff establishment
OFFICE - SINGLE 12M2 (CHIEF PHYSICIST) PERSON	Y	1 x 9 (o)	1 x 12				
WORKSTATION - (PHYSICISTS)		5.5 (o)	5.5				Number depends on staff establishment
OFFICE - SINGLE 9M2 (CHIEF TECHNOLOGIST)	Y	1 x 9 (o)	1 x 9				
WORKSTATION - TECHNOLOGISTS		5.5	5.5				Number depends on staff establishment
OFFICE - SINGLE 9M2 (RADIOPHARMACIST)	Y	0	1 x 9				If required
WORKSTATION (MEDICAL TYPISTS)		5.5	5.5				Number depends on staff establishment
OFFICE: SINGLE - 9M2 (NURSE MANAGER)	Y	1 x 9	1 x 9				
STAFF ROOM	Y	1 x 15	1 x 25				Includes beverage bay
MEETING ROOM - MEDIUM / LARGE - 15M2	Y	1 x 15	2 x 15				
PROPERTY BAY - STAFF - 2M2	Y	1 x 2	2 x 2				Size depends on staff establishment
SHOWER - STAFF	Y	1 x 3	1 x 3				
TOILET - STAFF	Y	2 x 3	2 x 3				*Number will depend on staff establishment
CLEANER'S ROOM	Y	1 x 5	1 x 5				*May be shared with adjoining unit
DISCOUNTED CIRCULATION %		25	30				

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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/x m2 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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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)	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

510 Schedule of Accommodation

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 . 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)	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

510 Schedule of Accommodation

510 . 67.50 INPATIENT UNIT

Notes:

- access to general ward beds;
- remaining Support & Staff Areas as per HPU 340 - General Inpatient Accommodation.

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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

520 OPERATING UNIT

520 Schedule of Accommodation

520 . 22.00 A Schedule of Accommodation for Units providing service levels 2, 3, 4, and 5/6 follows.

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

This section should be read in conjunction with Part B Standard Components, Room Data Sheets and Room Layout Sheets.

'Y' indicates that a standard component is available.

'O' indicates optional.

520 . 22.05 ADMISSIONS/ RECEPTION AREA

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	
RECEPTION / CLERICAL	Y	9	12	12	15	Level 2 includes space for porter
WAITING	Y		4	8	16	Near Unit entry & reception
MEETING ROOM - 9M2	Y		9	9	9	May also accommodate office & interview functions.
TOILET ACCESSIBLE				5 (o)	5 (o)	Optional if no facilities nearby
TOILET - PUBLIC				3 (o)	3 (o)	Optional if no facilities nearby

Australasian Health Facility Guidelines - Health Planning Units (HPU)

520 Schedule of Accommodation

520 . 22.10 PREOPERATIVE HOLDING AREA

For inpatients, day and day of surgery patients admissions

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	
PATIENT BAY - HOLDING	Y	9	9	9	9	1 per OR; sized for trolleys, but some may be recliner chairs.
OFFICE - WRITE-UP	Y		3	3	3	Staff work area. Ready access from OR, main corridor. Quiet and privacy desirable.
STAFF STATION					6	Only allocated for L5/6 as Reception could be base used for other levels.
BAY - HANDWASHING - TYPE B	Y	1	1	1	1	Accessible from OR & Patient Holding Areas. Refer to Part D for details.
BAY - LINEN	Y		2	2	2	Min 1 per 16 bays. Corridor with ready access to Holding/ Anaesthetic Bays.
BAY - BLANKET WARMER	Y		2	2	2	Min 1 per 8 bed bays
CLEAN UTILITY	Y				8 (0)	Direct access from Patient Holding Areas, may be shared with Recovery.
DIRTY UTILITY	Y				8 (0)	Increase to 12m2 if shared with Recovery & Post-Op Lounge.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

520 Schedule of Accommodation

520 . 22.15 OPERATING ROOM AREA

Note 1: Provide 1 anaesthetic room per operating room for Levels 5/6. The number of anaesthetic rooms for Levels 3 and 4 to be determined during planning with consideration to operational policy and throughput.

Note 2: The number of operating rooms will be determined for each project based on consideration of throughput and casemix.

Note 3: The provision of a procedure room in a Level 2 unit for minor surgical procedures will be determined on consideration of workload and casemix.

Note 4: Consideration may be given to a larger operating room for highly specialised surgery.

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	
ANAESTHETIC ROOM	Y		15	15	15	Refer Note 1 above.
ANAESTHETIC ROOM - LARGE	Y				18	
OPERATING ROOM	Y	42	55	55	55	Refer Notes 2, 3 and 4 above
SCRUB-UP BAY	Y	6	8	8	8	1 per operating room. If shared between 2 rooms, increase to 10m2.
SET-UP ROOM	Y		8	8	8	Depends on Operational Policy for case assembly
EXIT BAY		8	8	8	8	1 per operating room. If shared between 2 rooms, increase to 16m2.
CLEAN-UP, SHARED	Y	15	15	15	15	1 per 2 Operating Rooms

Australasian Health Facility Guidelines - Health Planning Units (HPU)

520 Schedule of Accommodation

520 . 22.20 CLINICAL SUPPORT AREAS

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	
CONTROL CENTRE				9	12	
BAY - FLASH STERILIZING		2	2	2	2	If area required to accommodate a Steris machine, increase size to 6m2.
BAY - FLUID/ BLANKET WARMER	Y	1	1	1	1	Provide at least 1 of each Bay for L5/6 Operating Rooms.
BAY - LINEN	Y	2	2	2	2	1 per Operating Room. Corridor recess with ready access to OR
BAY - MOBILE EQUIPMENT	Y	4	4	4	4	1 bay per 2 Operating Rooms. Provide power outlets for recharging.
STORE - NON-STERILE / DEBOXING		20	20	30	30	
STORE - STERILE STOCK	Y	12	12	12	12	12m2 per Operating Room. Direct relationship to SSU/ TSSU.
STORE - EQUIPMENT - MAJOR	Y	30	30	40	*	*Plan at 6m2 per Operating Room for L5/6
STORE - EQUIPMENT - MINOR			10	10	*	*Plan at 5m2 per Operating Rooms for L5/6
STORE - LOAN EQUIPMENT			9 (o)	10 (o)	12 (o)	May be located in SSU/TSSU
ANAESTHETIC WORKROOM & BIOMEDICAL EQUIPMENT			10 (o)	15 (o)	20	Assumes dedicated space for levels 5/6
ANAESTHETIC STORE			15	20	35	
PERFUSION ROOM - SET-UP					20	
STORE - PERFUSION					20	
AUDIOVISUAL WORKROOM					12	
CLEANER'S ROOM	Y	5	5	5	5	Provide at least 1 room per 1,000m2. Ready access to all areas of the unit, pref on perimeter.
DISPOSAL ROOM	Y	10	10	15	20	
BLOOD STORE	Y	2 (o)	2	2	2	May be for whole healthcare facility
BAY - PATHOLOGY	Y		9 (o)	9 (o)	9	
PHARMACY STORE				6	9	
OFFICE - WRITE-UP	Y	3	3	3	3	1 per 2 Operating Rooms
OFFICE - SINGLE 9M2					9	Duty anaesthetists
TOILET - STAFF			3	3	3	
CIRCULATION		35%	35%	40%	45%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

520 . 22.25 RECOVERY AREA

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	
PATIENT BAY - RECOVERY - STAGE 1	Y	9	9	9	9	2 bays per Op. & Procedure Room. L2 assumes Day Surgery patients recover in that unit.
SINGLE BEDROOM - ISOLATION				12	12	
STAFF STATION			9	12	24	
CLEAN UTILITY	Y		10	12	14	Direct access from Recovery; may be shared with Patient Holding Areas.
DIRTY UTILITY	Y		12	12	12	Direct access from Recovery & Post Op Areas, may be shared with Holding.
BAY - LINEN	Y		2	2	2	1 per 16 spaces
BAY - FLUID/ BLANKET WARMER	Y		1	1	1	1 per 16 spaces
STORE - GENERAL	Y		6	6	10	Large enough for cots, IV poles, blood warmers, etc. Low traffic area, access to Pat Holding;
						large equip and delivery trolleys, wide and shallow preferred.
BAY - RESUSCITATION TROLLEY	Y		1.5	1.5	1.5	Access from ORs & Patient Care/ Holding Areas
BAY - HANDWASHING TYPE B	Y		1	1	1	1 per 4 bays
MEETING ROOM - 9M2					9 (o)	May be used for interview and other purposes.

520 . 22.30 STAFF AMENITIES

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	
CHANGE - STAFF	Y	20	30	80	120	Indicative only.
STAFF ROOM	Y	20	20	30	60	Smaller units may share as appropriate. External window desirable.
TOILET - ACCESSIBLE		Y		5	5	Unless easily available elsewhere

Australasian Health Facility Guidelines - Health Planning Units (HPU)

520 Schedule of Accommodation

520 . 22.35 ADMINISTRATIVE SUPPORT AREAS

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	
OFFICE - SINGLE PERSON 12M2	Y			12	12	Unit Manager
OFFICE - SINGLE PERSON 9M2	Y		9	9	9	NUM clinical
OFFICE - SINGLE PERSON 9M2	Y				9	Recovery NUM, Anaesthetic NUM, IT Applications Manager.
OFFICE - SINGLE PERSON 9M2	Y			9	9	Surgeon, Anaesthetist
OFFICE - 2 PERSON SHARED	Y			12	12	CNC/ Educator
OFFICE - 3 PERSON SHARED	Y			15	15	
MEETING ROOM - 12M2	Y	Shared	12			Quantity to be determined by service demand. May be used for education purposes.
MEETING ROOM - MEDIUM / LARGE	Y			15 - 20	20-30	Quantity to be determined by service demand. May be used for education purposes.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

520 Schedule of Accommodation

520 . 22.40 PERIOPERATIVE UNIT (May also be used to plan an Extended Day Only Unit)

Note 1: Patient Toilets. Provide at a ratio of not less than 1 toilet per 6 bays if extended day-only activity is planned. Additional may be required if colonoscopy performed.

Note 2: The number of 2nd and 3rd stage recovery bays will be dependent on service planning requirements as these beds form part of the Day Only complement of beds. These bays may be incorporated into the Operating Unit 1st Stage Recovery.

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	
ADMISSION / RECEPTION						
ENTRY CANOPY		Varies (o)	Varies (o)	Varies (o)	Varies (o)	Only required if external access is available.
LOBBY / AIRLOCK	Y	12 (o)	12 (o)	12 (o)	12 (o)	Only required if external access is available.
CLERICAL SUPPORT / MEDICAL RECORDS		9	9	9	9	May be shared with Operating Unit or Ambulatory Care Unit.
RECEPTION / CLERICAL	Y	9	9	9	12	May be shared with Operating Unit or consolidated with Reception in smaller units.
TOILET - ACCESSIBLE	Y	5	5	5	5	
TOILET - PUBLIC	Y	3	3	3	3	
WAITING - WARD PERSON			6	6	9	
PREOPERATIVE AREA						
WAITING	Y	10	12	15	30	Lounge area for waiting relatives and patients.
CHANGE CUBICLE - PATIENT	Y	2	2	2	2	The requirement for change rooms in addition to Holding Bays needs to be evaluated.
CHANGE CUBICLE - ACCESSIBLE (& BARIATRIC)	Y	4	4	4	4	30% of the change rooms should be accessible.
1 BED ROOM - ISOLATION		12	12	12	12	Class S
ENSUITE - ISOLATION ROOM	Y	5	5	5	5	For each isolation room.
BAY - RESUSCITATION TROLLEY	Y	1.5	1.5	1.5	1.5	
CONSULT ROOM	Y	12	12	12	12	Option to design one room for pre-op eye examinations
PATIENT BAY - HOLDING	Y	9	9	9	9	1 per Operating Room
BAY - PATIENT PROPERTY		2	2	4	4	May be located with Patient Toilet & Change.
BAY - HANDWASHING	Y	1	1	1	1	Quantity to comply with Part D

Australasian Health Facility Guidelines - Health Planning Units (HPU)

SHOWER - PATIENT	Y	3	3	3	3		Provide at a ratio of not less than 1:6 if extended day-only activity is planned
TOILET - PATIENT	Y	3	3	3	3		Refer Note 1 above
TOILET - ACCESSIBLE	Y	5	5	5	5		
CLEAN UTILITY / MEDICATION	Y	10	10	12	12		Could be shared
POSTOPERATIVE AREA							
PATIENT BAY - RECOVERY	Y	9	9	9	9		Refer Note 2 above.
LOUNGE - PATIENT RECOVERY (STAGE 2)		12	16	16	20		A number of chairs may be provided at 5m ² per chair.
STAFF STATION - RECOVERY	similar	9	9	12	16		
CLEAN UTILITY	Y	10	10	12	12		Could be shared
DIRTY UTILITY	Y	12	12	12	12		Could be shared
DISPOSAL ROOM	Y	8	8	8	8		
BAY - LINEN	Y	2	2	2	2		
BAY - BLANKET/ FLUID WARMER	Y	1	1	1	1		
STORE - GENERAL	Y	6	6	8	10		
BAY - RESUSCITATION TROLLEY	Y	1.5	1.5	1.5	1.5		
BAY - HANDWASHING	Y	1	1	1	1		Quantity to comply with Part D: Infection Prevention & Control
MEETING ROOM - 9M2	Y				9		May be shared with Ambulatory Care or Operating Unit.
SUPPORT AREAS							
BAY / ROOM - BEVERAGE	Y	4	4	4	4		For patients post-procedure
BAY - MEAL TROLLEY	Y	4 (o)	4 (o)	4 (o)	4 (o)		Only required if an extended day-only service is operated.
BAY - STAFF PROPERTY		2	3	3	3		
BAY - PATHOLOGY		5	5	5	5		May be shared with Ambulatory Care or Operating Unit.
CLEANER'S ROOM	Y	5 (o)	5 (o)	5 (o)	5 (o)		May be shared with Ambulatory Care or Operating Unit.
OFFICE - CLINICAL HANDOVER	Y	12	16	16	16		Write-up, multipurpose function.
OFFICE - SINGLE PERSON 9M2	Y	9	9	9	9		
STORE - GENERAL / EQUIPMENT	Y	12	14	14	16		

Australasian Health Facility Guidelines - Health Planning Units (HPU)

PREADMISSION CLINIC							Alternatively, this area may be collocated with Ambulatory Care.
CONSULT ROOM	Y	12	12	12	12		May be shared with Preoperative Area. Numbers dependent on activity levels.
CLINICAL MEASUREMENT					12		Provided in consult rooms in smaller units.
OFFICE - SINGLE PERSON 9M2	Y	9	9	9	9		

Australasian Health Facility Guidelines - 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/x m2 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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

540 Schedule of Accommodation

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 . 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 @ 3.5m2 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							
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 service
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	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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%	

Australasian Health Facility Guidelines - 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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

550 PATHOLOGY UNIT

550 Schedule of Accommodation

550 . 22.00 A Schedule of Accommodation follows suitable for a Level 4 satellite service supported by a regional Level 5/6 Area / Regional Service. The Schedule is for guidance only and will need to be adjusted to reflect the services provided and the staff establishment. Given their complexity, specifics for higher level laboratories are beyond the scope of this guidelines.

550 . 22.05 PATHOLOGY UNIT - Specimen Collection

Specimen collection may be more effectively located as part of Ambulatory Care / Outpatients.

ROOM/SPACE	Standard Component					Qty x Area sqm	Remarks
WAITING - SUB	yes					1 x 8	6 chairs
RECEPTION / WORKSTATION	yes					1 x 10	2 staff
STORE - PHOTOCOPY / STATIONERY / FILES	yes					1 x 8	May be shared with adjoining Unit
SPECIMEN COLLECTION ROOM	B					1 x 23	2 collection areas, workspace & storage
STORE - STERILE STOCK	yes					1 x 9	
TOILET - PATIENT	yes					1 x 4 / 5	Specimen collection. 5 sqm if disabled access required. May have pass-thru hatch.
BAY - MOBILE EQUIPMENT	yes					1 x 4	Ward phlebotomy trolleys

Australasian Health Facility Guidelines - Health Planning Units (HPU)

550 Schedule of Accommodation

550 . 22.10 PATHOLOGY UNIT - Laboratory Areas

24 hour on-site service.

ROOM/SPACE	Standard Component					Qty x Areas	Remarks
RECEPTION / SORTING / FILING						1 x 20	
SPECIMEN STORAGE, PACKING & DISPATCH						1 x 20	For transfer to 5/6 Laboratory
LABORATORY - GENERAL						1 x 72	Haematology, Blood Bank, Clinical Chemistry
LABORATORY - MICROBIOLOGY						1 x 15	Optional if need "cannot be provided in a timely manner by a Level 5 or 6 Laboratory" (Role
WASH-UP AREA						1 x 10	Glassware etc
CLEAN-UP / STERILISATION						1 x 12	
BAY - EMERGENCY SHOWER						2 x 1	1 in each Lab
STORE - FLAMMABLE LIQUIDS						1 x 4	
STORE - EQUIPMENT	yes					1 x 14	
STORE - GENERAL	yes					1 x 9	
CLEANER'S ROOM	yes					1 x 5	
DISPOSAL ROOM	yes					1 x 8	
AFTER-HOURS BLOOD FRIDGE						1 x 3	May be located in/near the Operating Unit

Australasian Health Facility Guidelines - Health Planning Units (HPU)

550 Schedule of Accommodation

550 . 22.15 PATHOLOGY UNIT - Staff Areas

ROOM/SPACE	Standard Component					Qty x Area sqm	Remarks
OFFICE - SINGLE 9M2	yes					1 x 9	Lab Manager
OFFICE - SHARED	yes					1 x 12	Pathologist - number to suit establishment
MEETING ROOM	yes					1 x 12	
BEVERAGE BAY	yes					1 x 3	May be in Meeting Room
PROPERTY BAY - STAFF	yes					1 x 2	
SHOWER - STAFF	yes					1 x 2	Optional
TOILET - STAFF	yes					1 x 3	
DISCOUNTED CIRCULATION %						25	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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/x m2 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(dradt)	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

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

600 RADIATION ONCOLOGY UNIT

600 Schedule of Accommodation

600 . 22.00 A Schedule of Accommodation follows for a two bunker and a four bunker unit with an optional Brachytherapy bunker for the four bunker unit.

Note: (o) = Optional.

600 . 22.05 Main Entry / Reception / Administration

ROOM/SPACE	Standard component				Qty x m2	Qty x m2	Remarks
					2 bunkers	4 bunkers	
ENTRY AIRLOCK					1 x 9	1 x 9	Assumes 2 sets of double automatic doors double 900mm leaf
BEVERAGE BAY	yes				1 x 3	1 x 3	
WAITING	yes				1 x 15	1 x 25	12 & 20 seats
WHEELCHAIR / TROLLEY BAY					1 x 4	1 x 6	1 trolley, 2-5 wheelchairs
TOILET - PUBLIC	yes				2 x 3	2 x 3	Male & Female
TOILET - DISABLED / BABY CHANGE	yes				1 x 5	1 x 5	
BAY - PHONE	yes				1 x 2	1 x 4	1 phone & 2 phones
BAY - VENDING	yes				1 x 3	1 x 3	
RECEPTION	yes				1 x 10	1 x 10	2 staff
OFFICE - CLERICAL / ADMINISTRATION	yes				1 x 12	1 x 15	2 & 3 staff
STORE - PHOTOCOPY / STATIONERY	yes				1 x 8	1 x 8	
STORE - FILES	yes				1 x 12	1 x 15	
RESOURCE / EDUCATION ROOM					1 x 12	1 x 12	
INTERVIEW ROOM	yes				1 x 12	1 x 12	
VOLUNTEERS' WORKROOM					1 x 12	1 x 12	Optional

Australasian Health Facility Guidelines - Health Planning Units (HPU)

600 Schedule of Accommodation

600 . 22.10 Planning Zone

ROOM/SPACE	Standard component				Qty x m2	Qty x m2	Remarks
					2 bunkers	4 bunkers	
SUB WAITING	yes				1 x 10	1 x 10	1 wheelchair space, 5 seats
PATIENT TROLLEY BAY	yes				1 x 6	1 x 6	
PATIENT TOILET / CHANGE - ACCESS	yes				1 x 5	1 x 5	
CHANGE CUBICLE	yes				1 x 2	1 x 2	
PATIENT LOCKER BAY					1 x 1	1 x 1	
SIMULATOR / CT ROOM					1 x 44	1 x 44	
CONTROL ROOM					1 x 14	1 x 16	
DARK ROOM	yes				1 x 6	1 x 6	Optional
X-RAY VIEWING / VIRTUAL SIMULATION					1 x 9	1 x 14	Especially if PACS
BAY - RESUSCITATION TROLLEY	yes				1 x 2	1 x 2	
PLANNING ROOM					1 x 50	1 x 90	
OFFICE - MANAGER, RADIATION THERAPY	yes				1 x 12	1 x 12	
OFFICE - RT EDUCATOR	yes				1 x 9 (o)	2 x 9	Offices to be reviewed
OFFICE - RT HEAD OF PLANNING	yes				1 x 9	1 x 9	Offices to be reviewed
OFFICE - RT HEAD OF TREATMENT	yes				1 x 9	1 x 9	Offices to be reviewed
OFFICE - RTS SIGN ON / WORK AREA					1 x 12	1 x 12	
WORKSTATION / OFFICE - BOOKING CLERK	yes				1 x 5.5	1 x 12	1 & 2 staff
EQUIPMENT STORE	yes				1 x 9	1 x 12	
STAFF TOILET - UNISEX	yes				1 x 3	1 x 3	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

600 Schedule of Accommodation

600 . 22.15 Appliance Area

ROOM/SPACE	Standard component				Qty x m2	Qty x m2	Remarks
					2 bunkers	4 bunkers	
FITTING ROOM					1 x 10	1 x 10	
MOULDING / SHELL FORMING WORKSHOP					1 x 20	1 x 20	
"DIRTY" WORKROOM					1 x 9	1 x 9	Noisy
STORE	yes				1 x 6	1 x 6	

600 . 22.20 Medical Physics

ROOM/SPACE	Standard component				Qty x m2	Qty x m2	Remarks
					2 bunkers	4 bunkers	
OFFICE - CHIEF PHYSICIST	yes				1 x 12	1 x 12	
WORKSTATION - PHYSICISTS	yes				5.5	5.5	Number will depend on Staff Establishment
PHYSICS LABORATORY					1 x 25	1 x 40	
PHYSICS STORE					1 x 12	1 x 20	
BIOMEDICAL ENGINEERING WORKSHOP					1 x 40	1 x 50	
BIOMEDICAL WORKSTATION - "DIRTY"					1 x 5.5	1 x 5.5	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

600 Schedule of Accommodation

600 . 22.25 Radiation Treatment

NOTE 1: 150m² spatial allocation for one linear accelerator bunker includes maze and radiation shielding wall, bunker size depends on equipment selected and radiation shielding recommendation from radiation safety consultant.

ROOM/SPACE	Standard component				Qty x m2	Qty x m2	Remarks
					2 bunkers	4 bunkers	
SUB WAITING	yes				1 x 6	1 x 12	Family etc.
CHANGE CUBICLES	yes				2 x 2	4 x 2	} Overall, 3 per 2 linacs
CHANGE CUBICLE / WC - ACCESS	yes				1 x 5	2 x 5	}
PATIENT TOILET	yes				2 x 3	4 x 3	Male and female
INTERVIEW / CHANGE ROOM					1 x 9	2 x 9	May also provide private waiting
BUNKER WAITING	yes				2 x 2	4 x 2	2 chairs outside each Bunker
LINEAR ACCELERATOR					2 x 150	4 x 150	See Note 1 above
LINAC CONTROL					2 x 22	4 x 22	
OFFICE - SINGLE RT	yes				1 x 9	1 x 9	Deputy Chief in large centres
WORKSTATIONS - SENIOR RTS	yes				2 x 5.5	4 x 5.5	
TROLLEY / WHEELCHAIR PARK	yes				3 x 4	5 x 4	
LINEN TROLLEY BAY	yes				1 x 2	1 x 2	
EQUIPMENT STORE - RT	yes				1 x 9	1 x 12	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

600 Schedule of Accommodation

600 . 22.30 Brachytherapy Suite

ROOM/SPACE	Standard component				Qty x m2	Qty x m2	Remarks
					2 bunkers	4 bunkers	
BRACHYTHERAPY BUNKER					0	1 x 130	Assumes permanent seed implantation
CONTROL BAY					0	1 x 10	
SCRUB BAY	yes				0	1 x 6	2 sinks
INDUCTION ROOM					0	1 x 14	
BAY - HOLDING / RECOVERY	yes				0	2 x 9	Unless able to use the bed bays in the Patient Observation Area
SEED STORE & LOADING					0	1 x 9	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

600 Schedule of Accommodation

600 . 22.35 Patient Observation & Nursing Care / Clinic Suite

ROOM/SPACE	Standard component				Qty x m2	Qty x m2	Remarks
					2 bunkers	4 bunkers	
STAFF STATION	yes				1 x 12	1 x 12	Open plan with Treatment Bays
PNEUMATIC TUBE STATION					1 x 1	1 x 1	
RESOURCE ROOM	yes				1 x 9	1 x 12	
MEETING / INTERVIEW ROOM	yes				1 x 9	2 x 9	For RNs / RTs / Clinical Trials etc.
TREATMENT BAYS	yes				2 x 9	4 x 9	Open plan with Staff Station
BAY - HANDWASH (TYPE B)	yes				1 x 1	1 x 1	
BAY - PPE	yes				1 x 2	1 x 2	
PATIENT SHOWER / TOILET / BABY CHANGE - ACCESS	yes				1 x 7	1 x 7	
LINEN TROLLEY BAY	yes				1 x 2	1 x 2	Part of open plan area
RESUSCITATION TROLLEY BAY	yes				1 x 2	1 x 2	Part of open plan area
OFFICE - SINGLE - NURSE MANAGER	yes				1 x 9	1 x 9	
CLEAN UTILITY / EQUIPMENT STORE	yes				1 x 12	1 x 14	
DIRTY UTILITY ROOM	yes				1 x 10	1 x 10	
DISPOSAL ROOM	yes				1 x 8	1 x 8	If combined with Dirty Utility, 1 x 14m2
CLEANER'S ROOM	yes				1 x 5	1 x 5	
CLINIC SUITE							
CONSULT / EXAM ROOMS	yes				3 x 12	6 x 12	
CONSULT / EXAM ROOMS	yes				1 x 14	2 x 14	
PROCEDURE ROOM	yes				1 x 16	1 x 16	
SCOPE CLEANING ROOM					1 x 8	1 x 8	
CLINICAL REVIEW ROOM					1 x 14	2 x 14	
SPECIMEN COLLECTION ROOM	yes				1 x 9	1 x 9	
PATIENT TOILET	yes				1 x 3	1 x 3	Specimen collection

Australasian Health Facility Guidelines - Health Planning Units (HPU)

CLINIC WAITING	yes				1 x 16	1 x 32	
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600 . 22.40 Clinical Trials Area

ROOM/SPACE	Standard component				Qty x m2	Qty x m2	Remarks
					2 bunkers	4 bunkers	
WORKSTATION - DATA MANAGERS	yes				3 x 6.5	6 x 6.5	
STORE - FILES	yes				1 x 12	1 x 14	
MONITORS ROOM					1 x 9	2 x 9	
OFFICE - BIOSTATISTICIAN	yes				1 x 9	1 x 9	
WORKSTATION - NURSE CO-ORDINATOR	yes				1 x 5.5	1 x 5.5	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

600 Schedule of Accommodation

600 . 22.45 Teaching / Research / Staff Offices

ROOM/SPACE	Standard component			Qty x m2	Qty x m2	Remarks
				2 bunkers	4 bunkers	
OFFICE - TEACHING FELLOW	yes			1 x 9 (o)	1 x 9 (o)	
WORKROOM - STUDENTS	yes			1 x 12 (o)	1 x 14 (o)	RTs & Physics - optional
OFFICE - CLINICAL DIRECTOR	yes			1 x 12	1 x 12	
OFFICE - DEPUTY DIRECTOR	yes			1 x 9 (o)	1 x 9	
OFFICES - RADIATION ONCOLOGISTS	yes			9	9	Number will depend on Staff Establishment
WORKSTATION - SECRETARY	yes			5.5	5.5	Number will depend on senior Staff Establishment
OFFICE - REGISTRARS	yes			1 x 12	1 x 20	2 & 4 staff
WORKSTATION - MEDICAL TYPISTS	yes			4.4	4.4	Number will depend on Staff Establishment
OFFICE - DATA MANAGER / CANCER REGISTRY	yes			1 x 9 (o)	1 x 9	
OFFICE - IT MANAGER	yes			1 x 9	1 x 9	
OFFICE - QA	yes			1 x 9	1 x 9	
OFFICE - ALLIED HEALTH	yes			1 x 12	2 x 12	For visiting Allied Health staff
MEETING / LIBRARY ROOM	yes			1 x 20	1 x 30	
MEETING / LIBRARY ROOM				0	1 x 18	
STAFF ROOM	yes			1 x 20	1 x 35	
STAFF LOCKER BAY	yes			2 x 3	2 x 6	
STAFF TOILET	yes			3 x 3	5 x 3	Male & Female - may be dispersed
STAFF SHOWER	yes			2 x 2	2 x 2	Male & Female
CLEANERS ROOM	yes			1 x 5	1 x 5	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

600 Schedule of Accommodation

600 . 22.50 Optional Specialised Staff Offices / Workstations

ROOM/SPACE	Standard component				Qty x m2	Qty x m2	Remarks
					2 bunkers	4 bunkers	
WORKSTATION - CANCER CARE COORDINATOR	yes				5.5	5.5	1 per 100 patients recognised as needing specialised coordination of care
OFFICE - SINGLE - BREAST NURSE	yes				1 x 9	1 x 9	
WORKSTATION - SPECIALIST CANCER NURSES	yes				5.5	5.5	
WORKSTATION - PALLIATIVE CARE	yes				5.5	5.5	
DISCOUNTED CIRCULATION	35%						

600 . 22.55 ISSUES

All offices and workstations will need to be reviewed according to staffing levels.

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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	2 x 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%	

Australasian Health Facility Guidelines - 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 x8	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%	

Australasian Health Facility Guidelines - Health Planning Units (HPU)

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%	