

# International Health Facility Guidelines



## Detailed Submission Approval Form

**Purpose:**

The purpose of this form is to notify the applicant of the approval or resubmission required or rejection issued by the Local Health Authority for the Detailed Submission Stage (Step 3 as set out in Part A – Health Facility Brief and Design) of the application only.

Submission Approval	
<b>Approval in Principle – Detailed' (AIP-D) Approval Number:</b>	
<b>Number of Detailed Submission:</b>	
<b>Project Name:</b>	
<b>Location/Address:</b>	
<b>Legal Plot Number:</b>	
<b>Applicant: Company Name:</b>	
<b>Name and Surname:</b>	
<b>Business Address:</b>	
<b>Business Phone Number:</b>	
<b>Business Email:</b>	
<b>Date:</b>	
<b>Date of Expiry of Approval:</b>	

Type of Approval		
<input type="checkbox"/> Approved	<input type="checkbox"/> Incomplete, Resubmit	<input type="checkbox"/> Not Approved
<b>Notes:</b>		
.....		
.....		
.....		
.....		
..... <i>Chairman of Health Facilities Licensing Taskforce</i>	..... <i>Head of Health Facilities Licensing Department</i>	..... <i>Director of Policy and Regulation</i>

### **Approval Conditions:**

In the case of approval, the Local Health Authority advises approval of this application for the AIP-D Detailed Submission is granted subject to compliance with conditions of approval noted herein and all of the relevant Standards and Guidelines applicable to the subject facility. Upon approval of the AIP-D (Step 3 as set out in Part A – Health Facility Brief and Design), Step 4 of the Approval Process as set out in Part A – Health Facility Brief and Design must be initiated within **twelve (12) months** of the date of approval of the AIP-D.

### **Resubmission Conditions:**

In the case of resubmission the applicant shall comply with the requirements of the Assessment Report. The applicant shall then resubmit within **three (3) months** of the date of the AIP-D.

### **Rejection Conditions:**

In the case of rejection the applicant is permitted to lodge up to **two (2) further submissions** only for Step 3– Detailed Submission of the Approval Process and should a rejection be issued for the third submission then the application shall revert back to Step 1 – Registration of the Application Process.

### **Assessment Report:**

In the case of approval an Assessment Report is attached hereto listing all non-compliances requiring rectification. The applicant is required to comply with the requirements of the Assessment Report in the following stage application.

In the case of a resubmission the applicant shall comply with the requirements of the Assessment Report which lists all non compliances to be rectified and resubmit only those portions of the submission that require redesign and provide answers/solutions to all other outstanding non compliances as listed in the Report.

### **Period of Validity of Approval:**

The AIP-S remains **valid for 12 months**, during which the General Building Approval Process can be continued and during which Step 4 of the Approval Process for Health Facilities is to be initiated. If required, the validity of the AIP-S can be extended for a further 12 months or longer by special application to the Health Licensing Department of the Local Health Authority prior to expiry of the 12 months period.



The International Health Facility Guidelines recommends the use of HFBS “Health Facility Briefing System” to edit all room data sheet information for your project.

HFBS provides edit access to all iHFG standard rooms, and departments, and more than 100 custom report templates.

## HFBS Health Facility Briefing System



### Briefing Module

The Health Facility Briefing System (HFBS) has numerous modules available via annual subscription. It suits healthcare Architects, Medical Planners, Equipment Planners Project Managers and Health Authorities.

Use the HFBS Briefing Module to quickly drag in health facility departments or pre-configured room templates from the iHFG standard, edit the room features such as finishes, furniture, fittings, fixtures, medical equipment, engineering services. The system can print or download as PDF more than 100 custom reports including room data sheets, schedules, and more...

To learn more about the HFBS web-based Healthcare Briefing and Design Software and to obtain editable versions of the “Standard Components” including Room Data Sheets (RDS) and Room Layout Sheets (RLS) offered on the iHFG website, signup for HFBS using the link below.

**Get Started Now:**  
[hfbs.healthdesign.com.au](http://hfbs.healthdesign.com.au)

- ✓ iHFG Room Data Sheets and Departments are instantly editable in the HFBS software available online.
- ✓ You can access hundreds of report templates to print your iHFG room data in HFBS.
- ✓ HFBS has a onetime free 3 day trial available to all new users.

**Get Started Now:**  
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## HFBS

Health Facility Briefing System

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