

# **Part B – Health Facility Briefing & Design**

**260 Public & Staff Amenities Unit**



## **International Health Facility Guidelines**

Version 4 May 2014

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## 260 Public & Staff Amenities Unit

### 1 Introduction

#### *Description*

The Amenities Unit provides facilities for the convenience and comfort of staff and visitors to the hospital. Some of the amenities may optionally be used by patients who are permitted to access other areas of the hospital.

### 2 Planning

#### *Planning Models*

Amenities may be provided in a uniform configuration to Main Entry areas, public areas, staff areas and every level of the hospital, to ensure ease of access and consistency in location.

#### *Functional Areas*

The Amenities Unit will consist of the following Functional Areas:

- Public Toilets
- Parenting Rooms
- Staff Toilets
- Staff Change Rooms
- Staff Lounge
- Staff Overnight Rest/ Quiet Rooms
- Staff Study Area
- Disabled Toilets
- Bay for drinking water
- Prayer Rooms
- Ablutions Rooms

#### Public Toilets

Public Toilets should be located in a discreet area with ready access to Lifts and Waiting Areas. The number of toilets required will be based on the local building code requirements.

#### Parenting Rooms

Amenities should include access to baby change and parenting rooms for baby feeding. Separate Parenting Rooms should be provided for Staff & Public use. The Staff Parenting Room will be used by staff for expressing of milk.

#### Staff Change Rooms and Toilets:

Staff Change rooms will include staff showers and locker areas. Change rooms, toilets and locker areas shall be provided separately for Male and Female staff.

#### Staff Lounge

Staff Lounge is an area for staff to rest and eat their meals. The Lounge may be used for informal education sessions as required. The room may also include TV and computer area for staff use. Separate Staff Lounges may be provided for Medical Officers, Nurses and other hospital staff.

#### Staff Overnight Rest/ Quiet Rooms

Staff resting and quiet areas may be provided for staff that are required to be within the hospital facilities for prolonged periods of time e.g. staff on call, medical officers who worked overtime and are required to work a shift after a short period of rest. The rooms may also be used as a quiet area to relax and unwind after a stressful shift.

### Staff Study Area

A quiet and relaxed study area may be provided for staff which will include workstations, computers, printers and books and journal shelves.

### Prayer Rooms

Separate Male and Female Prayer rooms shall be provided, located in a discreet but accessible area. Provide Prayer Rooms may be required on every level of the building as required by local rules and regulations.

Refer to Section 4-Planning-Local Design Regulations for Design Considerations for Prayer Rooms; refer to Standard Components for additional Prayer Room requirements.

Non-denominational quiet room may be provided where Prayer Rooms are not required.

### Ablutions Rooms

Ablutions Rooms shall be provided adjacent to Prayer Rooms for the appropriate washing of face, hands and feet.

### Bay –Water Fountain

The Bay – Water Fountain provides a recessed area for a drinking water unit. Accessible height and children’s height water fountain in addition to standard water fountain should be considered.

The bay will be located in public access areas close to Waiting areas.

The Bay will include:

- Wall and floor finishes suitable for wet areas
- Drinking water fountain, with hydraulic connection to drinking water. Refillable water coolers may also be used. Recurrent cost to the facility should be considered when choosing the water source.
- Fittings may include a dispenser for cups and waste bin.

## *Functional Relationships*

Public amenities should be located close to the Main Entrance with ready access to waiting areas and lifts. Amenities including Prayer Rooms will be required in public areas of the hospital for ease of access. Staff Amenities will generally be located away from public areas but centrally accessible by staff.

## **3 Design**

### *General*

The design of amenities should create a pleasant atmosphere for staff and visitors to the hospital, whilst retaining the necessary functional requirements.

Consideration should be given to private and discreet entry areas for toilets and ablutions facilities.

### *Environmental Considerations*

#### Natural Light

Natural light is highly desirable where achievable, particularly for Prayer Rooms, Staff Lounges and rest areas.

#### Privacy

Privacy is essential for toilets and ablutions rooms, while providing ease of access.

#### Acoustics

Acoustic treatment will be required to all Prayer Rooms, Ablutions rooms, Toilets and Quiet rest areas.

### *Space Standards and Components*

Prayer Rooms, Ablutions rooms, Change areas, Toilets and Lounge Rooms should be sized to suit the numbers of persons requiring use of the facilities and allow safe and effective movement of people through the rooms.

### *Safety and Security*

Staff Change and Locker areas shall be secured with electronic access.

### *Finishes*

Floor finishes should be appropriate to the function of the space. Toilets and ablutions facilities should be tiled or vinyl floors with a suitable non-slip finish.

Consideration must be given to the appearance and quality of environment required e.g. non-institutional, acoustic performance, slip resistance and infection control.

Wall finishes, cabinetry and bench tops must be easily cleaned.

Refer also to Part C of these Guidelines.

### *Fixtures and Fittings*

Fittings and fixtures should be robust and allow heavy usage in public and staff areas.

### *Building Service Requirements*

Amenities areas will require air conditioning with controlled humidity and temperature to provide a comfortable environment for visitors and staff.

## **4 Components of the Unit**

Patient and Staff Amenities will contain a combination of Standard Components. Provide Standard Components to comply with details in the Standard Components described in these Guidelines. Refer also to Standard Components Room Data Sheets and Room Layout Sheets.

## 5 Schedule of Accommodation – Public & Staff Amenities Unit

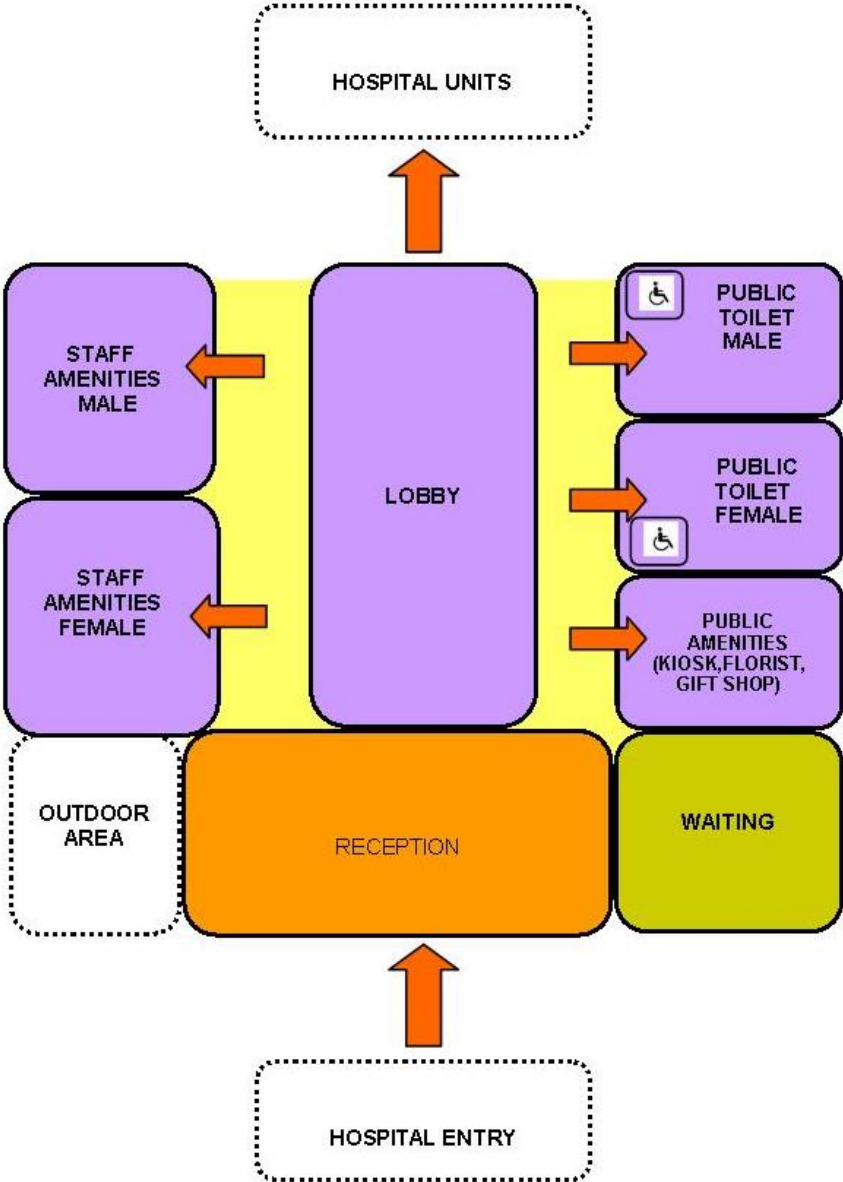
### *Public & Staff Amenities Unit for Role Delineation Level 3, 4, 5 and 6*

ROOM/ SPACE	Standard Component Room Codes	RDL 3 N/A		RDL4 N/A		RDL 5 Qty x m <sup>2</sup>		RDL 6 Qty x m <sup>2</sup>		Remarks				
<b>Public Areas</b>														
Bay - Water Fountain	BWF-1-I	1	x	1	1	x	1	2	x	1	2	x	1	Accessible & child height water fountain to be considered
Toilet - Accessible	WCAC-I	2	x	6	2	x	6	3	x	6	4	x	6	No. of toilets as required by local accessibility code requirements
Toilet - Public (Male/ Female)	WCPU-4-I	2	x	4	4	x	4	6	x	4	8	x	4	No. of toilets as required by local building code requirements
Parenting Room	PAR-I	1	x	6	1	x	6	1	x	12	1	x	12	
Sub Total				27.0			35.0			56.0			70.0	
Circulation %				10			10			10			10	
Area Total				29.7			38.5			61.6			77.0	
<b>Staff Amenities</b>														
Change - Staff (Male/ Female)	CHST-10-I CHST-14-I CHST-25-I CHST-35-I	2	x	10	2	x	14	2	x	25	2	x	35	May be provided in more than one location
Toilet - Accessible	WCAC-I	1	x	6	2	x	6	2	x	6	2	x	6	No. of toilets as required by local accessibility code requirements
Toilet - Staff (Male/ Female)	WCST-I	2	x	3	2	x	3	4	x	3	4	x	3	No. of toilets as required by local building code requirements; may be provided in more than one location
Parenting Room	PAR-I (sim)	1	x	6	1	x	6	1	x	6	1	x	6	
Lounge - Staff	SRM-18-I SRM-25-I SRM-35-I SRM-50-I	1	x	18	1	x	25	1	x	35	1	x	50	May be provided in more than one location; size dependent on number of staff
Lounge - Medical Officers	LNMO-20-I LNMO-25-I LNMO-35-I (sim)				1	x	20	1	x	25	1	x	35	Size dependent on number of staff
Bay - Handwashing, Type B	BHWS-B-I	1	x	1	2	x	1	2	x	1	2	x	1	Locate in close proximity to Staff Lounges
Overnight Stay - Bedroom	OVBR-I	1	x	10	1	x	10	2	x	10	3	x	10	No. dependent on service plan
Overnight Stay - Ensuite	OVES-I	1	x	4	1	x	4	2	x	4	3	x	4	
Library/ Study Area	LSRA-40-I LSRA-50-I (sim)							1	x	40	1	x	50	Optional. May be provided in education block of the facility.
Sub Total				72.0			113.0			210.0			279.0	
Circulation %				10			10			10			10	
Area Total				79.2			124.3			231.0			306.9	
<b>Shared Areas</b>														
Prayer Room	PRAR-20-I (sim)	2	x	15	2	x	15	2	x	20	2	x	20	Qty shown for separated Male & Female areas
Ablution Room	ABLU-I (sim)	2	x	8	2	x	8	2	x	13	2	x	13	Qty shown for separated Male & Female areas
Sub Total				46.0			46.0			66.0			66.0	
Circulation %				10			10			10			10	
Area Total				50.6			50.6			72.6			72.6	
<b>Grand Total</b>				<b>159.5</b>			<b>213.4</b>			<b>365.2</b>			<b>456.5</b>	

Please note the following:

- Areas noted in Schedules of Accommodation take precedence over all other areas noted in the FPU.
- Rooms indicated in the schedule reflect the typical arrangement according to the Role Delineation.
- Exact requirements for room quantities and sizes will reflect Key Planning Units identified in the Service Plan and the Operational Policies of the Unit.
- Room sizes indicated should be viewed as a minimum requirement; variations are acceptable to reflect the needs of individual Unit.
- Office areas are to be provided according to the Unit role delineation and number of endorsed full time positions in the unit.
- Staff and support rooms may be shared between Functional Planning Units dependant on location and accessibility to each unit and may provide scope to reduce duplication of facilities.

6 Functional Relationship Diagram – Public & Staff Amenities Unit





## 7 References and Further Reading

- Australasian Health Facility Guidelines, Part B Health Facility Briefing and Planning, Rev 4, 2012; refer to website [www.healthfacilitydesign.com.au](http://www.healthfacilitydesign.com.au)
- The Facility Guidelines Institute (US), 2010 Edition. Guidelines for Design and Construction of Health Care Facilities) refer to website [www.fgiguideines.org](http://www.fgiguideines.org)



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:**  
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