

2.1 COMMON ELEMENTS FOR HOSPITALS

- (1) Facilities for central services shall be provided if required in the functional program.
- (2) If on-site decontamination and sterilization are required, a central services area shall be provided as described herein.
- (3) See specific facility chapters in Part 2 for additional requirements.

2.1-5.1.1.2 Layout. Soiled and clean work areas shall be physically separated.

2.1-5.1.2 Clean Assembly/Workroom

This workroom shall contain the following:

2.1-5.1.2.1 Work space

2.1-5.1.2.2 Hand-washing stations

2.1-5.1.2.3 Equipment for terminal sterilization and/or high-level disinfection of medical and surgical equipment and supplies

2.1-5.1.3 Soiled Workroom

2.1-5.1.3.1 This room shall be physically separated from all other areas of the department.

2.1-5.1.3.2 Work space shall be provided to handle cleaning and initial washing of all medical/surgical instruments and equipment. This space shall include:

- (1) Work counter
- (2) Hand-washing stations
- (3) Flushing-rim clinical sinks or equivalent fixtures
- (4) Space for washer/sterilizer decontaminators
- (5) Space for waste and soiled linen receptacle(s)

2.1-5.1.3.3 Pass-through doors and washer/sterilizer decontaminators shall deliver items into clean processing area/workrooms.

2.1-5.1.4 Equipment and Supply Storage

*2.1-5.1.4.1 Clean/sterile medical/surgical supplies.

A room shall be provided for receiving/unpacking clean/sterile supplies received from outside the facility.

- (1) This room shall be adjacent to, but separate from, the clean assembly/workroom.
- (2) Storage for clean/sterile packs shall include provisions for ventilation, humidity, and temperature control.

2.1-5.1.4.2 Storage room for patient care and distribution carts. This room shall be adjacent to the clean/sterile storage and close to the main distribution point to keep traffic to a minimum and ease work flow.

2.1-5.1.5 – 2.1-5.1.6 Reserved

2.1-5.1.7 Support Areas for Staff

Toilet rooms, lockers, and lounge facilities shall be provided for staff.

2.1-5.1.7.1 These shall be provided where they are readily accessible to the central services department, but location outside the central services area shall be permitted.

2.1-5.1.7.2 Sharing of these areas with other departments or services shall be permitted.

*2.1-5.2 Linen Services

2.1-5.2.1 General

2.1-5.2.1.1 Application. Each hospital shall have provisions for storing and processing of clean and soiled linen used for patient care and support.

2.1-5.2.1.2 Location. Linen processing shall be permitted to occur in the hospital, in a separate building located on the hospital campus, or in an off-site commercial or industrial laundry.

2.1-5.2.2 On-Site Linen Processing Facilities

When linen is processed in the hospital or in a separate building on the hospital campus, at minimum the following shall be provided:

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A2.1-5.1.4.1 This area is required because the exterior containers in which supplies are delivered are considered dirty and may harbor various infectious agents.

A2.1-5.2 Linen services facilities provide for processing and storage of soiled and clean linen throughout the hospital.

2.1-5.2.2.1 Soiled and clean linen-handling areas

- (1) Soiled linen holding room. A separate room shall be provided for soiled linen receiving and holding.
 - (a) A hand-washing station shall be provided in each room or area where soiled linen is processed or handled.
 - (b) Discharge from soiled linen chutes shall be received in a separate room.
- (2) Clean linen inspection room or area
 - (a) If not provided elsewhere or as part of the clean linen storage room, a room or area shall be provided for inspection, removal of lint, mending, folding, assembling, and packaging of clean linen.
 - (b) Space for a table, shelving, and storage shall be provided.
- (3) Clean linen storage room. A clean linen storage and issuing room(s) shall be provided in addition to the linen storage required at individual patient units.
- (4) Cart storage area. An area shall be provided for separate parking of clean and soiled linen carts out of traffic.
- (5) Service entrance. When linen processing facilities are located in a separate building on the hospital campus, a service entrance protected from inclement weather shall be provided for loading and unloading of linen.

2.1-5.2.2.2 Laundry facilities

- (1) General
 - (a) Laundry facilities to accommodate the washing and drying of laundry shall include those listed in this section.
 - (b) Equipment shall be arranged to permit an orderly work flow and minimize cross-traffic that might mix clean and soiled operations.
- * (2) Laundry processing room. This room shall have space for commercial or industrial washing and drying equipment that can process at least a seven-day supply of laundry during the regularly scheduled work week.

- (3) Hand-washing station. A hand-washing station shall be provided in the linen processing room.
- (4) Storage for laundry supplies. Storage shall be provided for all supplies necessary for laundry operations.

2.1-5.2.3 Support Areas for Off-Site Linen Processing

When linen is processed off-site at a commercial or industrial laundry, the following shall be provided at the hospital:

2.1-5.2.3.1 Soiled linen holding room

- (1) A separate room shall be provided for soiled linen receiving and holding.
- (2) Discharge from soiled linen chutes shall be received in a separate room adjacent to the soiled holding room.

2.1-5.2.3.2 Clean linen storage room. A clean linen storage and issuing room(s) shall be provided in addition to the linen storage required at individual patient units.

2.1-5.2.3.3 Cart storage area. An area shall be provided for separate parking of clean and soiled linen carts out of traffic.

2.1-5.2.3.4 Service entrance. A service entrance shall be available for loading and unloading linen.

2.1-5.2.3.5 Control station

- (1) A control station for pickup and receiving of soiled and clean linen shall be provided.
- (2) This control station shall be permitted to be shared with other functions.

2.1-5.2.4 Support Areas for Staff**2.1-5.2.4.1 Toilets, lockers, and lounge(s)**

- (1) Toilets, lockers, and lounge facilities shall be readily accessible to the linen services area.
- (2) Location of these areas outside the linen services area and sharing of them with other departments or services shall be permitted.

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A2.1-5.2.2.2 (2) The laundry processing room may require a capacity for processing a seven-day supply in a 40-hour week.

***2.1-5.3 Materials Management**

2.1-5.3.1 General

***2.1-5.3.1.1 Application.** The facilities provided to support a hospital's materials management services shall, at minimum, consist of the requirements in this section.

***2.1-5.3.1.2 Location.** Materials management facilities shall be separate from patient care areas.

2.1-5.3.2 Receiving Facilities

2.1-5.3.2.1 Off-street unloading area. An area separated from public streets shall be provided for unloading materials for the hospital.

2.1-5.3.2.2 Receiving area. A receiving area shall be provided to accommodate delivery trucks and other vehicles.

***(1) Location**

- (a) The receiving area shall be separated from other occupied building areas and located so that noise and odors from operation will not adversely affect building occupants.
- (b) The receiving area shall be segregated from waste staging and other outgoing materials-handling functions.

(2) Space requirements

- (a) An area shall be provided for unpacking, sorting, and staging of incoming materials and supplies.

- (b) If provided, balers and other devices shall be located to capture packaging for recycling or return to manufacturer or deliverer.
- (c) In facilities with centralized warehousing, space shall be provided at receiving points to permit staging of reusable transport containers for supplies moving from central warehouses to individual receiving sites.

2.1-5.3.3 Central Storage Facilities

2.1-5.3.3.1 General

- (1) In addition to supply storage facilities located in individual departments, a central storage facility for general stores shall be provided.
- (2) Central storage facilities shall be permitted to be located in a separate building on-site with provisions for protection against inclement weather during transfer of supplies to the hospital.

2.1-5.3.3.2 Storage room(s). Central storage facilities for general storage shall consist of one or more storage rooms.

(1) Location

- (a) Location of the general storage room(s) in a separate, concentrated area(s) in the hospital, or in one or more individual storage buildings on the hospital campus, shall be permitted.
- (b) Off-site location for a portion of this storage shall also be permitted.

- (2) Space requirements. General storage room(s) with a total area of no less than 20 square feet (1.86 square meters) per inpatient bed shall be provided.

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A2.1-5.3 Materials management services include receiving, processing, and storing general supplies for the hospital.

A2.1-5.3.1.1 The facilities needed to support materials management in a hospital will depend on the size and complexity of the materials management services provided.

A2.1-5.3.1.2 Acoustic considerations for materials management and other services. Activities such as loading and unloading of trucks, trash compacting and removal, and ambulance arrival and departure include potentially noisy vehicles,

backup signals, and activities inside or adjacent to the building. Hours of operation are usually unlimited. Patient rooms or other sensitive rooms often overlook these areas, and limiting the transmission of sound from vehicles and associated activities into the building should be a high priority during design of the built environment.

A2.1-5.3.2.2 (1) The receiving area should be located to promote the safe, secure, and efficient movement of arriving materials without compromising patient areas. It should be immediately accessible to service elevators and other internal corridor systems.