



Facilities Planning & Safety Unit

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Site Inspection Check List for:

Emergency Department - OAR 333-535-0080

PR# _____ Date: _____ Inspector: _____

Provider: _____

Project: _____

Address: _____

Present at Site Inspection: _____

Intended Occupancy Date: _____

Required PRIOR to Approved Inspection:

RECEIVED?

YES NO NA

Certificate of Occupancy (CO) from governing jurisdiction

MEP Close-Out verification (if required)

SITE INSPECTION:

EXTERIOR = Verify that the facility has installed:

YES NO NA

Entrance located on the same level and proximate to the emergency department, sheltered from the weather, and with provision for ambulance and disabled pedestrian access. 333-535-0080 (2)(a)

Pedestrian and Ambulance entrances 333-535-0080 (2)(b)

Emergency entrance location shall be marked by a lighted sign. 333-535-0080 (2)(a)

The emergency access shall be paved to permit discharge of patients from automobiles and ambulances. 333-535-0080 (2)(a)

Temporary parking convenient to the entrance shall be provided. 333-535-0080 (2)(a)

INTERIOR = Verify that the facility has installed:

EMERGENCY ROOMS:

YES NO NA

Hospitals providing emergency services shall include the following:

Public waiting space with: 333-535-0080 (2)(c)

Toilet facilities

Public telephone

Drinking fountains

A reception area 333-535-0080 (2)(b)

Storage area out of line of traffic for stretchers and wheelchairs with access from emergency entrances. 333-535-0080 (2)(k)

Triage and control area conveniently located near the entrance 333-535-0080 (2)(b)

The control station(s) shall be located to permit staff observation and control of access to treatment areas 333-535-0080 (2)(b)

Communication center with related equipment shall be convenient to the control station(s), nursing station and have radio, telephone, and intercommunication systems. 333-535-0080 (2)(i)

Access to radiology and laboratory services. 333-535-0080 (2)(j)

Staff work and charting area(s) this may be combined with reception and control area or located within the treatment room. 333-535-0080 (2)(l)

Storage out of traffic and under staff control for general medical/surgical emergency supplies, medications and equipment such as a ventilator, defibrillator, pumps, patient monitoring, portable imaging readers and splints. 333-535-0080 (2)(m)

- Soiled utility room or area per OAR 333-535-0260 (5) containing clinical sink, work counter, a hand-washing station, waste receptacle, and linen receptacle. 333-535-0080 (2)(n)
- Security station where dictated by the functional program, a security station system shall be located near the emergency entrances and triage/reception area. 333-535-0080 (2)(p)
- Accommodation for hospital security staff, police officers and monitoring equipment e.g.. Silent alarms, panic buttons, intercom systems, visual monitoring devices, etc. 333-535-0080 (2)(p)(A) that is near emergency entrance and triage/reception area.
- Examination and treatment room(s) 333-535-0080 (2)(d)

EXAMINATION & TREATMENT ROOMS:

YES NO NA

- Each examination room shall have a minimum clear floor area of 120 SF exclusive of toilets, waiting area and casework. 333-535-0080 (2)(d)(A)
- Examination room shall contain: 333-535-0080 (2)(d)(B)
 - An examination light
 - Medication storage
 - Work counter
 - A hand-washing station
 - Medical gas outlets per Table 5, (OAR 333-535-0300)
 - Electrical outlets above floor level to accommodate required equipment
 - Suction
 - Space for storage of emergency equipment such as emergency treatment trays, defibrillator, cardiac monitor, and resuscitator
- Patient toilet room convenient to treatment room(s) that shall include a nurse call device or other approved alternative to summon staff. 333-535-0080 (2)(o)

TREATMENT CUBICLES:

YES NO NA

- Where treatment cubicles are in open multiple-bed area: 333-535-0080 (2)(d)(C)(i)
 - Each cubicle shall have a minimum of 80 SF of clear floor space
 - A minimum of 5 feet between beds

Shall be separated from adjoining cubicles by curtains.

Hand wash stations shall be provided at a rate of 1 per 4 treatment cubicles.
333-535-0080 (2)(d)(C)(ii)

TRAUMA/CARDIAC ROOMS:

YES NO NA

Trauma/cardiac rooms for emergency procedures, including emergency surgery shall have:

At least 250 SF of clear floor space. 333-535-0080 (2)(e)(A)

Additional square footage and cubicle curtains for privacy shall be provided to accommodate more than one patient at a time in the trauma room.
333-535-0080 (2)(e)(B)

Cabinets and emergency supply shelves, image readers, examination lights, and counter space for writing in each room. 333-535-0080 (2)(e)(C)

Provisions in each room for monitoring equipment. 333-535-0080 (2)(e)(D)

Storage provided for immediate access to protective attire for infection control.
333-535-0080 (2)(e)(E)

Doorways leading from the ambulance entrance to the cardiac trauma room shall be a minimum of 5 feet wide to simultaneously accommodate stretchers, equipment, and personnel. 333-535-0080 (2)(e)(F)

Medical gas outlets shall equal that required of an operating room in Table 5, OAR 333-535-0300. 333-535-0080 (2)(e)(G)

Scrub stations or hand-wash stations located in or adjacent to each trauma or orthopedic room 333-535-0080 (2)(g)

There shall be storage for orthopedic supplies including but not limited to:
333-535-0080 (2)(f)

Splints

Traction hoods

Portable image readers

- Exam lights, etc.
- These provisions may be in a separate room(s) or in a treatment room.
- If a sink is used for the disposal of plaster of Paris, a plaster trap shall be provided.
- The amount of clear floor space for this area shall be dependent on the Functional Program, procedures planned and thee equipment needed.

OVERALL:

YES NO NA

- Provisions for infection control and for the handling of a patient requiring isolation in accordance with the hospital's ICRA. If so determined by the hospital's ICRA, the emergency department waiting area and triage areas shall require special measures to reduce the risk of airborne infection transmission. These measures may include enhanced general ventilation and air disinfection similar to inpatient requirements for airborne infection isolation rooms. 333-535-0080 (2)(h)