

AX APPENDICES

AX.01 Schedule of Accommodation

A Schedule of Accommodation follows for a Medical Imaging Unit

The 'Room/ Space' column describes each room or space within the Unit. Some rooms are identified as 'Standard Components' (SC) or as having a corresponding room which can be derived from a SC. These rooms are described as 'Standard Components –Derived' (SC-D). The 'SD/SD-C' column identifies these rooms and relevant room codes and names are provided.

All other rooms are non-standard and will need to be briefed using relevant functional and operational information provided in this HPU.

In some cases, Room/ Spaces are described as 'Optional' or 'o'. Inclusion of this Room/ Space will be dependent on a range of factors such as operational policies or clinical services planning.

ENTRY / RECEPTION / CLERICAL

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
WAIT-20	Waiting, 20m2	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
BWD-1	Bay - Water Dispenser	Yes			1 x 1	1 x 1	1 x 1	
BVM-3	Bay - Vending	Yes			1 x 3 (o)	1 x 3 (o)	1 x 3 (o)	
PLAP-10	Play Area - Paediatric, 10m2	Yes			1 x 10 (o)	1 x 10 (o)	1 x 10 (o)	4-5 places for children
WCAC	Toilet – Accessible, 6m2	Yes	Share	Share	1 x 5	1 x 5	1 x 5	Unless available nearby
WCPU-3	Toilet - Public, 3m2	Yes	Share	1 x 3	2 x 3	2 x 3	2 x 3	Unless available nearby
RECL-10	Reception / Clerical, 10m2	Yes	Share	Share	1 x 10	1 x 12	1 x 12	1, 2 & 2 staff
OFF-3P	Office - Shared	Yes	Share	1 x 9	1 x 12	1 x 15	1 x 20	Clerical staff. May need larger area if they also combine booking system for the facility/AHS
	Film Storage - Current		Share	1x30 (o)	1 x 50 (o)	1 x 70 (o)	1 x 100 (o)	Check need according to use of PACS and film management policy
CONS	Consult Room	Yes	Share	1 x 12	1 x 12	2 x 12	2 x 12	Number dependent on volumes and patient requirements
BMEQ-4	Bay - Mobile Equipment, 4m2	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	Smaller area required if porter service provided by central Transport Unit
	Transport Staff Workbase		Share	Share	1 x 4 (o)	1 x 6 (o)	1 x 8 (o)	Not required if porter service provided by central Transport Unit.
	Discounted Circulation			35%	35%	35%	35%	

Note: Transport Staff Workbase / Trolley Park if provided will need linen supply, portable oxygen cylinder storage and equipment to wipe down trolleys.

SUPPORT AREAS

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
CLRM-5	Cleaner's Room, 5m2	Yes	Share	Share	1 x 5			A separate cleaners room is scheduled for MRI if no collocated with Medical Imaging
	Laser Printing / Digitiser Room				1 x 6			This may be included as work space in the radiographers
	PACS Server Room			1 x 10	1 x 12			
STGN-9	Store - General, 9m2	Yes		1 x 9	1 x 9			Bulk stock e.g. contrast media, CT syringes, bulk items related to patient care
STSS_12	Store – Sterile Stock, 12m2	Yes		1 x 12	1 x 12			Bulk clinical sterile stock
STGN-9	Store – General, 9m2	Yes		1 x 9 (o)	1 x 9 (o)			Dependent on service/site storage management of hard film
STGN-9	Store – General, 9m2	Yes		1 x 9 (o)	1 x 9 (o)			For optical discs
OFF-S9	Office – Single Person, 9m2	Yes		1 x 9 (o)	1 x 9 (o)			Optional. PACS Operations/Management Team
DISP-8	Disposal Room, 8m2	Yes	Share	1 x 8	1 x 8			
	Discounted Circulation			35%	35%	35%	35%	

Australasian Health Facility Guidelines

GENERAL X-RAY & FLUOROSCOPY (SCREENING)

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
GENXR	General X-Ray	Yes	1 x 35	1 x 35	2 x 35	3 x 35	4 x 35	Includes Control console space. Number of rooms adjusted to suit service plan
SCRN	Screening Room (Fluoroscopy)	Yes		1 x 36 (o)	1 x 36 (o)	1 x 36 (o)	1 x 36 (o)	Includes Control & area for contrast media prep. Number of rooms adjusted to suit service plan
ENS-ACC	Ensuite - Accessible, 7m2	Yes		1 x 7	1 x 7	1 x 7	1 x 7	Dual access from fluoroscopy room and corridor
CHPT	Change Cubicle - Patient, 2m2	Yes	1 x 2	2 x 2	3 x 2	4 x 2	5 x 2	1 cubicle per imaging room. Less required if centralised
CHPT-D	Change Cubicle - Accessible, 4m2	Yes	1 x 4	2 x 4	3 x 4	4 x 4	5 x 4	1 cubicle per imaging room. Less required if centralised
WCPT	Toilet - Patient, 4m2	Yes			1 x 4	1 x 4	1 x 4	
WAIT-SUB	Waiting - Sub, 5m2	Yes			2 x 5 (8 seats)	2 x 8 (10 seats)	2 x 10 (14 seats)	Required if Change Cubicles are centralised. Separate male & female patients.
	Patient Locker Bay				1 x 1 (o)	1 x 2 (o)	1 x 2 (o)	Operational process may be for patients to take clothes/possessions with them. For centralised changed waiting.
PBTR-H-9	Patient Bay - Holding, 9m2	Yes		1 x 9	2 x 9			Recovery bays. For Level 5 & 6 refer to combined general nursing holding/recovery unit.
BLIN	Bay - Linen	Yes		1 x 2	1 x 2	1 x 2	2 x 2	
BPPE	Bay - PPE	Yes	1 x 0.5	2 x 0.5	3 x 0.5	4 x 0.5	5 x 0.5	Storage outside of modality room for Lead Apron
	Computed Radiography (CR) Processing Workroom			1 x 20	1 x 20	1 x 30	1 x 40	Adjacent to control rooms.
	Digital Radiography (DR) Processing Workroom			1 x 16	1 x 24	1 x 30	1 x 40	For DR system – 8m2 per Imaging Room for equipment & workstations. Adjacent to control rooms
DTUR-10	Dirty Utility, 10m2	Yes		1 x 10 (o)	1 x 10 (o)	1 x 10 (o)	1 x 12 (o)	Disposal of contrast media, dirty linen storage. May be shared with other modalities
BRES	Bay - Resuscitation	Yes			1 x 1.5 (o)	1 x 1.5	1 x 1.5	
	Discounted Circulation		35%	35%	35%	35%	35%	

ULTRASOUND AND MAMMOGRAPHY

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
WAIT-SUB	Waiting - Sub, 5m2	Yes		1 x 5	1 x 8	1 x 10	1 x 10	Size according to activity data. Assumed patients are waiting and are changed
	Patient Locker Bay				1 x 1 (o)	1 x 2 (o)	1 x 2 (o)	Operational process may be for patients to take clothes / possessions with them. For Centralised Changed Waiting.
ULTR	Ultrasound	Yes		1 x 14 (o)	2 x 14	2 x 14	2 x 14	Number of rooms adjusted to suit service plan.
	Ultrasound - Procedures					1 x 20	1 x 24	For interventional procedures. Recovery from US procedures is recommended to be in the combined holding / nursing recovery area for all interventional imaging procedures.
CHPT	Change Cubicle - Patient, 2m2	Yes		1 x 2 (o)	1 x 2	2 x 2	2 x 2	Total 1 cubicle per US room (including accessible).
CHPT-D	Change Cubicle - Accessible, 4m2	Yes		1 x 4 (o)	1 x 4	1 x 4	1 x 4	Total 1 cubicle per US room.
DTUR-10	Sonographer Work Room			5.5	5.5	5.5	5.5	Per person. Benching. Minimum size 8m.
XRRR	X-Ray Viewing & Reporting Room			Use PACS reporting workstation	1 x 8	1 x 12	1 x 12	1 workstation per 2 rooms. Adjust size accordingly. Ultrasound and Mammography.
MAMMO	Mammography	Yes			1 x 16	1 x 16	1 x 16	Mammography room – Not all Units offer a mammography service. Inclusion of areas for mammography is subject to the service plan. Number of rooms adjusted to suit service plan.
CHPT	Change Cubicle - Patient, 2m2	Yes			1 x 2	1 x 2	1 x 2	Mammography room – Not all Units offer a mammography service. Inclusion of areas for mammography is subject to the service plan. Number of rooms adjusted to suit service plan.
CHPT-D	Change Cubicle - Accessible, 4m2	Yes			1 x 4	1 x 4	1 x 4	Total 2 cubicles per mammography room.
	Ultrasound / Mammography Prep Room / Lab					1 x 10	1 x 10	Direct access to mammography and reporting rooms.
	Discounted Circulation			35%	35%	35%	35%	

ANGIOGRAPHY / DSA

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
ANIN	Anaesthetic Induction Room	Yes			15 (o)	15 (o)	15 (o)	More common alternative is anaesthetic induction in the angiography room.
SCRB-6	Scrub-Up / Gowning, 6m2	Yes			1 x 6	1 x 6	1 x 6	2 scrub stations. May be shared between Angiography Rooms if design permits.
ANSS	Angiography Sterile Store / Set-Up Room	Yes			1 x 16	1 x 18	1 x 24	
ANPR	Angiography Room	Yes			55	55	55	Number of rooms adjusted to suit service plan. This is consistent with HPU 170 Cardiac Investigations Unit Angiography Room.
ANCRT	Angiography Control / Reporting Room	Yes			1 x 14	1 x 14	1 x 14	
	Computer Equipment / Machine Room				1 x 6	2 x 6	3 x 6	1 per Angiography Room. Refer to specifications for equipment type.
BPPE	Bay – PPE	Yes			0.5	0.5	0.5	No dependent on number of Angiography / DSA rooms. Accommodates lead aprons.
SDTUR-S	Dirty Utility – Sub, 8m2	Yes			1 x 8 (o)	1 x 8 (o)	1 x 8 (o)	May be shared with other modalities in smaller units. Not in level 5 & 6 services where instruments require cleaning prior to sterilising.
XRRR	X-Ray Viewing & Reporting Room	Yes			1 x 8	1 x 12	1 x 16	Adjust as necessary. Angiography
BRES	Bay - Resuscitation	Yes			1 x 5 (o)	1 x 5 (o)	1 x 5 (o)	May be shared with recovery areas recovery trolley.
BLIN	Bay – Linen	Yes			1 x 2 (o)	1 x 2 (o)	1 x 2 (o)	May access allocated linen trolleys.
STGN-8	Store - General, 8m2				1 x 8 (o)	1 x 8 (o)	1 x 8 (o)	If a stand-alone service only for films/ CDs/ videos – this can be shared space.
	Discounted Circulation				35%	35%	35%	

Note: Change facilities located in Patient Holding / Recovery or Day Surgery Unit as per operational policy.

CT SCANNING

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
CTPR	CT Scanning	Yes		1 x 45 (o)	1 x 45	2 x 45	2 x 45	Mammography room – Not all Units offer a mammography service. Inclusion of areas for mammography is subject to the service plan.
CTCR	CT Control Room	Yes		1 x 12	1 x 12			
CTCR	CT Control Room - Shared	Yes				1 x 20	1 x 24	
ANPR	CT Computer Room			1 x 10 (o)	1 x 10 (o)	2 x 10 (o)	2 x 10 (o)	Dependent on equipment selected.
XRRR	X-Ray Viewing & Reporting Room	Yes		1 x 9	1 x 9	1 x 9	1 x 9	One workstation per two CT Scanning Rooms.
CHPT-D	Change Cubicle - Accessible, 4m2	Yes		1 x 4	1 x 4	2 x 4	2 x 4	1 per CT room.
WAIT-SUB	Waiting - Sub, 5m2	Yes		2 x 4 (6 seats)	2 x 5 (8 seats)	2 x 8 (10 seats)	2 x 8 (10 seats)	Optional. Shared for MRI and CT and provides male/female separation.
WCPT	Toilet - Patient, 4m2	Yes				1 x 4	1 x 4	
PBTR-H-6	Patient Bay - Holding, 6m2	Yes		1 x 6	1 x 6	2 x 6	2 x 6	1 outside each CT scanning room
	Preparation / Chair Bay					1 x 9	1 x 9	Space for a chair and storage with a curtain for privacy for inserting cannula if IV contrast is required.
	Patient Locker Bay			1 x 1	1 x 1	1 x 1	1 x 1	Shared between MRI and CT.
CLUR-8	Clean Utility – Sub, 8m2	Yes			1 x 8	1 x 8	1 x 8	May be shared by MRI and CT and other modalities.
DTUR-8	Dirty Utility – Sub, 8m2	Yes			1 x 8 (o)	1 x 8 (o)	1 x 8 (o)	May be shared with other modalities.
SCRB-6	Scrub-up/ Gowning, 6m2	Yes			1 x 6	1 x 6	1 x 6	2 stations. May be shared between rooms.
BHWS-B	Bay – Handwashing, Type B	Yes			1 x 1	1 x 1	1 x 1	Part of preparation area.
	Discounted Circulation			35%	35%	35%	35%	

Note: CT Scanning Room - Size may be increased to contain computer cabinets thus eliminating need for separate computer room although this needs to be considered carefully due to the heat load produced by the CT Scanner and computer cabinets and the need for adequate air-conditioning.

Australasian Health Facility Guidelines

MRI

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
ANIN	Anaesthetic Induction Room	Yes			1 x 15	1 x 15	1 x 15	Include small staff base/clean utility and 1 patient trolley/bed bay per room. Also used for recovery
BHWS-B	Bay – Handwashing, Type B	Yes			1 x 1	1 x 1	1 x 1	Part of preparation area.
	MRI Scanning Room				1 x 42	1 x 42	1 x 42	Size will depend on equipment selected.
	MRI Control Room				1 x 14	1 x 14	1 x 14	Must oversee and control entry into magnet room.
	MRI Computer Room				1 x 10	1 x 10	1 x 10	
	MRI Reporting Room				1 x 9	1 x 9	1 x 9	
CHPT	Change Cubicle - Patient, 2m2	Yes			1 x 2	1 x 2	1 x 2	
CHPT-D	Change Cubicle – Accessible, 4m2	Yes			1 x 4	1 x 4	1 x 4	
BLIN	Bay - Linen	Yes			1 x 2	1 x 2	1 x 2	Optional if stand-alone unit.
	Patient Locker Bay	Yes			1 x 1	1 x 1	1 x 1	
WAIT-SUB	Waiting - Sub, 5m2	Yes			1 x 5	1 x 5	1 x 5	
WCPT	Toilet - Patient, 4m2	Yes			1 x 4	1 x 4	1 x 4	
	Bay – Wheelchair Park/ Trolley Park				1 x 6	1 x 6	1 x 6	
BRES	Bay - Resuscitation	Yes			1 x 1.5	1 x 1.5	1 x 1.5	Non-ferrous construction
	Store - Dewar Tank				Remote areas only	Remote areas only	Remote areas only	Must provide easy access into MRI room for top-up using Dewar.
	Discounted Circulation				35%	35%	35%	

Note: One MRI room only assumed for the purposes of this HPU but may be a suite of two or more MRI rooms.

PATIENT HOLDING / RECOVERY

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
PBTR-H-9	Patient Bay - Holding, 9m2	Yes			9	9	9	At least two patient holding / recovery bays per interventional room are required (three bed spaces for CT), generally configured as a single area to maximise staff efficiencies. MRI patient holding / recovery bays however are excluded and are instead located in the MRI suite – MRI Induction / Preparation / Recovery Room. Bays should have direct observation from Staff Station. They may be used for preparation
SSTN-10	Staff Station, 10m2	Yes			1 x 10	1 x 10	1 x 10	
CLUR-12	Clean Utility / Medication Room	Yes			1 x 10	1 x 10	1 x 10	
BLIN	Bay - Linen	Yes			1 x 2	1 x 2	1 x 2	
BRES	Bay - Resuscitation	Yes			1 x 1.5	1 x 1.5	1 x 1.5	
DTUR-S	Dirty Utility - Sub, 8m2	Yes			1 x 8	1 x 8	1 x 8	
STEQ-14	Store - Equipment	Yes			1 x 12	1 x 12	1 x 12	
	Discounted Circulation				35%	35%	35%	

STAFF OFFICES AND REPORTING

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
OFF-S12	Office - Single Person, 12m2	Yes				1 x 12	1 x 12	Director
OFF-S9	Office - Single Person, 9m2	Yes	1 x 9	1 x 9	9	9	9	Chief Radiologist
OFF-S9	Office - Single Person, 9m2	Yes			1 x 9	1 x 9	1 x 9	Chief Radiographer
	PACS Reporting Workstation			5.5	5.5	5.5	5.5	Number of spaces as per staff establishment.
	Office - Workstation, 5.5m2					5.5	5.5	Number of spaces as per staff establishment.
OFF-S9	Office - Single Person, 9m2	Yes			1 x 9 (o)	1 x 9	1 x 9	NUM
	Office - Workstation, 5.5m2				5.5	5.5	5.5	Number of spaces as per staff establishment for Transcription
	Office - Workstation, 5.5m2				5.5	5.5	5.5	Number of spaces as per staff establishment for IT & Administration
	Discounted Circulation		35%	35%	35%	35%	35%	

Note: Offices / workstations will be based on Staff Establishment. Sizes based on NSW Health Directive - PD2005-576 - Office Accommodation.

STAFF AREAS

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 2	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
	Film Library / Study					1 x 20	1 x 20	5 places
SSPS-8	Store - Photocopy / Stationery, 8m2	Yes				1 x 8	1 x 8	
MEET-L-20	Meeting Room, 20m2	Yes				1 x 20	1 x 20	
MEET-L-30	Meeting Room, 30m2	Yes				1 x 30	2 x 30	Access to larger meeting room.
SRM-15	Staff Room, 15m2	Yes			1 x 15	1 x 20	1 x 25	Depending on Staff Establishment. Shared staff room for small Units.
PROP-2	Property Bay - Staff	Yes			1 x 2			Numbers dependent on staff establishment.
SHST	Shower - Staff, 3m2	Yes	1 x 3 (o)	1 x 3 (o)	1 x 3 (o)			Numbers dependent on staff establishment.
WCST	Toilet - Staff, 3m2	Yes	2 x 3	2 x 3	2 x 3	3	3	No. dependent on peak staffing numbers. Easily accessible if main change rooms remote.
CHST-10	Change Room - Staff (Male / Female), 10m2	Yes				1 x 14	1 x 14	1 Shower, 2 WCs plus lockers. Required for facilities with high interventional workload.
	Discounted Circulation %		35%	35%	35%	35%	35%	