

## 3.3 Small Primary (Neighborhood) Outpatient Facilities

### 1 General Considerations

Facilities covered under this section are often contained within existing commercial or residential buildings as “storefront” units, but they may also be small, free-standing new or converted structures. The size of these units limits occupancy, thereby minimizing hazards and allowing for less stringent standards. Needed community services can therefore be provided at an affordable cost.

#### 1.1 Size

The term small structure shall be defined as space and equipment serving four or fewer workers at any one time.

#### 1.2 Applicability

Meeting all provisions of Sections 2 through 5 (Diagnostic and Treatment Locations, Service Areas, Administrative and Public Areas, and Construction Standards) of Chapter 3.1 for general outpatient facilities is desirable, but limited size and resources may preclude satisfying any but the basic minimums described. This section does not apply to outpatient facilities that are within a hospital, nor is it intended for larger, more sophisticated units.

#### 1.3 Site

##### 1.3.1 Location

The small neighborhood center is expected to be especially responsive to communities with limited income. It is essential that it be located for maximum accessibility and convenience. In densely populated areas, many of the patients might walk to services. Where a substantial number of patients rely on public transportation, facility location shall permit convenient access requiring a minimum of transfers.

##### 1.3.2 Parking

**1.3.2.1** Not less than one convenient parking space shall be provided for each staff member on duty at any one time, and no fewer than four spaces shall be provided for patients.

**1.3.2.2** Parking requirements may be satisfied by street parking or by a nearby public parking lot or garage.

**1.3.2.3** Where the facility is within a shopping center or similar area, customer spaces may meet parking needs.

### 2 Diagnostic and Treatment Locations

#### 2.1 Examination and Treatment Rooms

##### 2.1.1 Number

At least one examination room shall be available for each provider who may be on duty at any one time.

##### 2.1.2 Function

Rooms may serve both as examination and treatment spaces (see Section 3.1-2.1.1).

##### 2.1.3 Support Areas for Examination and Treatment Rooms

###### 2.1.3.1 Toilet rooms

- (1) A toilet room containing a hand-washing station shall be accessible from all examination and treatment rooms.
- (2) Where a facility contains no more than three examination and/or treatment rooms, the patient toilet shall be permitted to serve waiting areas.

**2.1.3.2** Clean work area. A clean work area with a counter, hand-washing station, and storage for clean supplies shall be provided. This may be a separate room or an isolated area.

**2.1.3.3** Soiled holding room. A soiled holding room shall be provided (see Section 3.1-2.1.7.5).

###### 2.1.3.4 Equipment and supply storage

- (1) Sterile equipment and supplies. Sterile equipment and supplies shall be provided to meet functional requirements. Sterile supplies may be prepackaged disposables or processed off-site.

- (2) Biological and drug storage. Locked storage for biologicals and drugs shall be provided.

#### 2.2 Diagnostic Facilities

##### 2.2.1 General

2.2.1.1 Functional program. The functional program shall identify diagnostic services that will not be provided within the facility.

2.2.1.2 Standards. When these services are provided within the facility, spaces to accommodate them shall meet the standards of Section 3.1-2.

##### 2.2.2 Laboratory

Laboratory services and/or facilities shall meet the following standards:

2.2.2.1 Specimen collection. Urine collection rooms shall be equipped with a water closet and hand-washing station. Use of the toilet room provided within the examination and treatment room for specimen collection shall be permitted.

2.2.2.2 Blood collection. Blood collection facilities shall have space for a chair and work counter.

2.2.2.3 Other laboratory services. Services shall be available within the facility or through a formal agreement or contract with a hospital or other laboratory for hematology, clinical chemistry, urinalysis, cytology, pathology, and bacteriology.

### 3 Administrative and Public Areas

#### 3.1 Public Areas

Public areas shall include the following:

##### 3.1.1 Reception

A reception and information center or desk shall be provided.

##### 3.1.2 Waiting Area

This space shall include provisions for wheelchairs.

#### 3.2 Administrative Areas

##### 3.2.1 Office

An office area for business transactions, records, and other administrative functions, separate from public and patient areas, shall be provided.

##### 3.2.2 Equipment and Supply Storage

General storage facilities for office supplies, equipment, sterile supplies, and pharmaceutical supplies shall be provided.

##### 3.2.3 Staff Storage

Locked storage (cabinets or secure drawers) convenient to workstations shall be provided for staff valuables.

### 4 Construction Standards

Every building and every portion thereof shall be designed and constructed to sustain all dead and live loads in accordance with accepted engineering practices and standards. If existing buildings are converted for use, consideration shall be given to the structural requirements for concentrated floor loadings, including x-ray equipment, storage files, and similar heavy equipment that may be added.

### 5 Building Systems

The following shall apply for the small outpatient facility in lieu of Section 3.1-7.

#### 5.1 Plumbing

Plumbing and other piping systems shall meet the following standards:

5.1.1 Systems shall comply with applicable codes, be free of leaks, and be designed to supply water at sufficient pressure to operate all fixtures and equipment during maximum demand.

5.1.2 Backflow preventers (vacuum breakers) shall be installed on all water supply outlets to which hoses or tubing can be attached.

5.1.3 Water temperature at lavatories shall not exceed 110°F (43°C).

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5.1.4 All piping registering temperatures above 110°F (43°C) shall be covered with thermal insulation.

#### 5.2 Heating, Ventilating, and Air-Conditioning Systems

These shall meet the following standards:

5.2.1 A minimum indoor winter-design-capacity temperature of 75°F (24°C) shall be set for all patient areas. Controls shall be provided for adjusting temperature as appropriate for patient activities and comfort.

5.2.2 All occupied areas shall be ventilated by natural or mechanical means.

5.2.3 Air-handling duct systems shall meet the requirements of NFPA 90A.

#### 5.3 Electrical Systems

##### 5.3.1 Testing

Prior to completion and acceptance of the facility, all electrical systems shall be tested and operated to demonstrate that installation and performance conform to applicable codes and functional needs.

##### 5.3.2 Lighting

5.3.2.1 Lighting shall be provided in all facility spaces occupied by people, machinery, and/or equipment, and in outside entryways.

5.3.2.2 Automatic emergency lighting shall be provided in every facility that has a total floor area of more than 1,000 square feet (92.9 square meters) and in every facility requiring stairway exit.

5.3.2.3 An examination light shall be provided for each examination and treatment room.

##### 5.3.3 Receptacles

Sufficient duplex grounded-type receptacles shall be available for necessary task performance. Each examination and work table area shall be served by at least one duplex receptacle.

##### 5.3.4 X-Ray Equipment

X-ray equipment installations, when provided, shall conform to NFPA 70.