

Design Submission Requirements

DSG-3.11 Outpatient Psychiatric Centers

REQUIRED ELEMENTS FOR OUTPATIENT PSYCHIATRIC CENTERS						
Guidelines for Design and Construction of Hospitals and Outpatient Facilities (FGI 2014)						
ANSI/ASHRAE/ASHE Standard 170-2013, Ventilation of Health Care Facilities (ASHRAE)						
Code Reference Category						
Phase		Code Section	Component/Requirements	Complies	Comments	
Schematic	Design Development					
3.11-3 Diagnostic and Treatment Areas						
3.11-3.2 Areas for Patient Services						
•	•	3.11-3.2.1	Consultation Room(s)	Required		
•	•	3.11-3.2.2	Group Rooms	Required		
•	•	3.11-3.2.2.1	Small group room(s)	Required		
•	•	3.11-3.2.2.2	Large group room(s) *Permitted to be used for activities	Required*		
•	•	3.11-3.2.3, 3.1-3.2.2.1	General Purpose Examination/Observation Room(s)	Required		
•	•	3.1-3.2.2.2(1)	Area	80 S.F. min		
•	•	3.1-3.2.2.2(2)	Clearances	3 sides of table	2'-8"	
•	•	3.1-3.2.2.3	Handwashing Station	Required		
•	•	3.1-3.2.2.4	Documentation Area (Written or Electronic)	Required		
	•	Table 3.1-1	Electrical Receptacles	Total number	8 Single	
	•			# @ head of exam table	4 min	
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas		N/R	
	•	ASHRAE 7.1	Min. Outdoor Air Changes /Hour		2	
	•	ASHRAE 7.1	Min. Total Air Changes /Hour		6	
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoor		N/R	
	•	ASHRAE 7.1	Air Recirculated by Means of Room Units		N/R	
	•	ASHRAE 7.1	Relative Humidity (%)		60 max	
	•	ASHRAE 7.1	Design Temperature (°F)		70-75	
3.11-3.3 Electroconvulsive Therapy Facilities – If Provided						
•	•	3.11-3.3.1.1 (2)	Permitted to be accommodated in an operating room in a surgical suite in an outpatient surgical facility that complies with the requirements in Section 3.7-3.3 (Outpatient Operating Rooms) – If Provided			
•	•	3.11-3.3.2.1	ECT Procedure Area *Permitted to be a single room or a suite of rooms	Required*		
•	•	3.11-3.3.2.2	ECT Procedure Room(s) *Permitted to be accommodated in an Outpatient Operating Room	Required*		
•	•	3.11-3.3.2.2	Area		200 S.F.	
•	•	3.11-3.3.2.2	Clear Room Dimension		14'-0" min	
•	•	3.11-3.3.2.2	Hand-washing station(s)	Required		

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•	•	3.11-3.3.2.2	Documentation Area (Written or Electronic)		Required		
	•	3.1-3.6.6(2)(a), Table 3.1-3	Med Gas Station Outlets *Portable Allowed	O ²	1*		
				Vac	1*		
	•			Medical Air	N/R		
	•	3.11-3.3.6.1	Emergency Equipment storage space *Permitted to serve more than one procedure room		Required*		
	•	3.11-3.3.9.2(2), Table 3.1-2	Call Device	Emergency staff assistance	Required		
	•	3.11-3.3.9.2(2), Table 3.1-2		Removable or tamper resistant	Required		
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas		Positive		
	•	ASHRAE 7.1	Min. Outdoor Air Changes / Hour		3		
	•	ASHRAE 7.1	Min. Total Air Changes / Hour		15		
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoor		N/R		
	•	ASHRAE 7.1	Air Recirculated by Means of Room Units		No		
	•	ASHRAE 7.1	Relative Humidity (%)		20-60		
	•	ASHRAE 7.1	Design Temperature (°F)		70-75		
	•	3.11-3.3.9.2(1)	Emergency Electrical Source		Required		
		3.11-3.3.3	Patient Care Areas				
•	•	3.11-3.3.3.1	Pre-procedure patient care area – if provided				
•	•	3.11-3.3.3.1	When ECT services have low-volume permitted in procedure room				
•	•	3.11-3.3.3.3, 3.1-3.6.5.3	Hand-washing station(s) *Number per (4) patient care areas		1*		
•	•	3.11-3.3.8	Toilet Room(s) for Patient Use – if provided				
•	•	3.1-7.2.2.3(5)	Door	hardware that allows staff access	Required		
•	•			Double swing or out swing	Required		
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas		N/R		
	•	ASHRAE 7.1	Min. Outdoor Air Changes / Hour		2		
	•	ASHRAE 7.1	Min. Total Air Changes / Hour		6		
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoors		N/R		
	•	ASHRAE 7.1	Air Recirculated by Means of Room Units		No		
	•	ASHRAE 7.1	Relative Humidity (%)		20-60		
	•	ASHRAE 7.1	Design Temperature (°F)		70-75		
•	•	3.11-3.3.3.2	Recovery area – if provided *When ECT services have low-volume permitted in procedure room				
	•	3.11-3.3.9.2(1)	Emergency Electrical Source		Required		
	•	3.11-3.3.9.2(2), Table 3.1-2	Call Device	Emergency staff assistance	Required		
	•	3.11-3.3.9.2(2), Table 3.1-2		Removable or tamper resistant	Required		
	•	3.11-3.3.3.3, 3.1-3.6.5.3	Hand-washing station(s) *Number per (4) patient care areas		1*		
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas		N/R		
	•	ASHRAE 7.1	Min. Outdoor Air Changes / Hour		2		
	•	ASHRAE 7.1	Min. Total Air Changes / Hour		6		
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoor		N/R		

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	•	ASHRAE 7.1	Air Recirculated by Means of Room Units	No		
	•	ASHRAE 7.1	Relative Humidity (%)	20-60		
	•	ASHRAE 7.1	Design Temperature (°F)	70-75		
•	•	3.11-3.3.6	Support Areas for ECT Procedure and Patient Care Areas	Required		
•	•	3.11-3.3.6.1	Emergency equipment storage	Required		
•	•	3.11-3.3.6.1(1)	Emergency Equipment storage space *Permitted to serve more than one ECT procedure room	Required*		
•	•	3.11-3.3.8	Patient Support Areas	Required		
		3.11-3.3.8	Toilet Room(s) for Patient Use – if provided			
•	•	3.1-7.2.2.3(5)(b)(ii)	Door hardware that allows staff access	Required		
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas	Negative		
	•	ASHRAE 7.1	Min. Outdoor Air Changes / Hour	N/R		
	•	ASHRAE 7.1	Min. Total Air Changes / Hour	10		
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoors	Yes		
	•	ASHRAE 7.1	Air Recirculated by Means of Room Units	No		
	•	ASHRAE 7.1	Relative Humidity (%)	N/R		
	•	ASHRAE 7.1	Design Temperature (°F)	N/R		
	•	3.11-3.3.9	Special Design Elements for ECT Procedure and Recovery Areas	Required*		
	•	3.11-3.3.9.1	HVAC system ECT procedure area shall be the same as those required for a procedure room in Table 7-1 in Part 4 (ANSI/ASHRAE/ASHE 170: Ventilation of Health Care Facilities).	Required*		
3.11-3.6 Support Areas for the Outpatient Psychiatric Center						
•	•	3.11-3.6.1, 3.1-3.6.1	Nurse Station	Required		
•	•	3.1-3.6.1.1	Work counter	Required		
•	•	3.1-3.6.1.1	Communication system	Required		
•	•	3.1-3.6.1.1	Documentation Area (Written or Electronic)	Required		
•	•	3.11-3.6.4	Multipurpose Room *Shared use of group rooms permitted	Required*		
•	•	3.11-3.6.6, 3.1-3.6.6	Medication Preparation Room *Select medication preparation room and/or Self-contained medication dispensing unit	Required *		
•	•	3.1-3.6.6	Work counter	Required		
•	•	3.1-3.6.6	Hand-washing station	Required		
•	•	3.1-3.6.6	Lockable refrigerator	Required		
•	•	3.1-3.6.6	Locked storage for controlled drugs	Required		
	•	3.1-3.6.6.2 (1)(d)	When room is used to compound sterile preparations, the following requirements shall be met(with the exception of the ventilation requirements):in Chapter <797> of the USP-NF: Guidebook to Pharmaceutical Compounding—Sterile Preparations	Required		
	•	Table 7.1	Pressure Relationship to Adjacent Areas	N/R		
	•	Table 7.1	Min. Outdoor Air Changes / Hour	2		
	•	Table 7.1	Min. Total Air Changes / Hour	4		
	•	Table 7.1	All Room Air Exhausted Directly to Outdoor	N/R		
	•	Table 7.1	Air Recirculated by Means of Room Units	N/R		

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	•	Table 7.1	Relative Humidity (%)	60 max		
	•	Table 7.1	Design Temperature (°F)	70-75		
•	•	3.1-3.6.6	Self-contained medication dispensing unit *Select medication preparation room and/or Self-contained medication dispensing unit	Required *		
•	•	3.1-3.6.6(2)(a)	Location	permitted at nurse station, in the clean workroom, or in an alcove	Required	
•	•	3.1-3.6.6(2)(a)	Lockable unit for controlled drugs	Required		
•	•	3.1-3.6.6(2)(b)	Hand-washing station/sanitation	Required *		
			*Located next to dispensing unit			
•	•	3.1-3.6.6(2)(b)	Work Counter	Required		
•	•	3.11-3.6.7, 3.1-3.6.7	Nourishment Facilities *kitchenette for use by Large group rooms is permitted	Required*		
•	•	3.1-3.6.7	Hand-wash station	Required*		
			*Directly accessible			
•	•	3.1-3.6.7	food preparation sink – if provided			
•	•	3.1-3.6.7	Work counter	Required		
			Fixtures and appliances – if provided			
•	•	3.11-3.6.9, 3.1-3.6.9	Clean Storage *Clean storage and soiled holding must be separate	Required*		
•	•	3.1-3.6.9	Clean Supply Room (sterile storage) *Clean and soiled rooms must be separate	Required*		
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas	Positive		
	•	ASHRAE 7.1	Min. Outdoor Air Changes / Hour	N/R		
	•	ASHRAE 7.1	Min. Total Air Changes / Hour	2		
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoors	N/R		
	•	ASHRAE 7.1	Air Recirculated by Means of Room Units	N/R		
	•	ASHRAE 7.1	Relative Humidity (%)	N/R		
	•	ASHRAE 7.1	Design Temperature(°F)	72-78		
•	•	3.11-3.6.10, 3.1-3.6.10	Soiled Holding Room *Clean and soiled rooms must be separate	Required *		
•	•	3.1-3.6.10	separate collection, storage, and disposal of soiled materials	Required		
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas	Negative		
	•	ASHRAE 7.1	Min. Outdoor Air Changes / Hour	2		
	•	ASHRAE 7.1	Min. Total Air Changes / Hour	10		
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoors	Yes		
	•	ASHRAE 7.1	Air Recirculated by Means of Room Units	No		
	•	ASHRAE 7.1	Relative Humidity (%)	N/R		
	•	ASHRAE 7.1	Design Temperature(°F)	N/R		
		3.11-3.6.11	Equipment and Supply Storage			
•	•	3.11-3.6.11, 3.1-3.6.11.3	Wheelchair Storage and Parking	Required		
		3.11-3.7	Support Areas for Staff			
•	•	3.11-3.7.1	Staff Toilet and Lounge	Required		

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•	•	3.11-3.7.1	Staff Toilet Room *Not required in small centers. For the exclusive use of staff. Separate and in addition to public and patient toilets.	Required*		
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas	Negative		
	•	ASHRAE 7.1	Min. Outdoor Air Changes / Hour	N/R		
	•	ASHRAE 7.1	Min. Total Air Changes / Hour	10		
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoors	Yes		
	•	ASHRAE 7.1	Air Recirculated by Means of Room Units	No		
	•	ASHRAE 7.1	Relative Humidity (%)	N/R		
	•	ASHRAE 7.1	Design Temperature(*F)	N/R		
	•	3.11-3.7.1	Staff Lounge *Not required in small centers	Required*		
3.11-5 General Support Facilities						
•	•	3.11-5.5, 3.1-5.5	Environmental Services Room	Required		
•	•	3.1-5.5.1.2	Number per floor	1		
•	•	3.1-5.5.1.2	service or floor mounted sink	Required		
•	•	3.1-5.5.1.2	Storage for supplies and housekeeping equip	Required		
•	•	3.1-5.5.1.2	hand-washing station or hand sanitation dispenser	Required		
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas	Negative		
	•	ASHRAE 7.1	Min. Outdoor Air Changes / Hour	N/R		
	•	ASHRAE 7.1	Min. Total Air Changes / Hour	10		
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoors	Yes		
	•	ASHRAE 7.1	Air Recirculated by Means of Room Units	No		
	•	ASHRAE 7.1	Relative Humidity (%)	N/R		
	•	ASHRAE 7.1	Design Temperature (*F)	N/R		
3.11-6 Public and Administrative Areas						
3.11-6.2 Public Areas						
•	•	3.11-6.2.2	Reception *Must be immediately apparent from entrance	Required		
•	•	3.11-6.2.2.2	Control counter *with access to patient files and records	Required*		
•	•	3.11-6.2.3	Waiting Area *Under staff control	Required*		
•	•	3.11-6.2.3.2	Seating spaces	For each consultation room 2 min For combined capacity of group rooms 1.5 min		
	•	3.11-6.2.3.5	Provisions for Drinking Water	Required		
•	•	3.11-6.2.3.1	Pediatric Waiting - if provided *if provided, it shall be separate from adult waiting and under staff control	Required*		
•	•	3.11-6.2.3.4	Wheelchair accommodations	Required		
•	•	3.11-6.2.4	Public Toilet Room *Small facilities are permitted to provide (1) unisex toilet	Required*		
	•	ASHRAE 7.1	Pressure Relationship to Adjacent Areas	Negative		

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	•	ASHRAE 7.1	Min. Outdoor Air Changes / Hour	N/R			
	•	ASHRAE 7.1	Min. Total Air Changes / Hour	10			
	•	ASHRAE 7.1	All Room Air Exhausted Directly to Outdoors	No			
	•	ASHRAE 7.1	Relative Humidity (%)	N/R			
	•	ASHRAE 7.1	Design Temperature (°F)	N/R			
3.11-6.3 Administrative Areas							
•	•	3.11-6.3.2	Interview Spaces	Required			
•	•	3.11-6.3.3	General or Individual Offices	Required			
•	•	3.11-6.3.5, 3.1-6.3.5	Medical Records	Required			
•	•	3.11-6.3.6	Equipment and Supply Storage	Required			
3.1-6.4 Support Areas for Staff							
•	•	3.1-6.4.2	Storage for personal effects	Required			
3.11-7 Design and Construction Requirement							
3.11-7.1 Security							
•	•	3.11-7.1.2	Observation, direct or electronic surveillance, of all public areas	Required			
•	•	3.11-7.1.2.2	Niches and hidden areas in corridors shall be prohibited.	Required			
3.11-7.2, 3.1-7.2 Architectural Details, Surfaces, and Furnishings							
•	•	3.1-7.2.2.1	Corridor width	See NFPA LSC			
•	•	3.1-7.2.2.2	Ceiling Heights	Unoccupied and corridors	7'-6"		
•	•		Occupied Rooms	7'-10"			
•	•	3.1-7.2.2.2	Ceiling Mounted Equipment	Stowed	7'-0"		
•	•		Circulation	7'-6"			
•	•	3.1-7.2.2.3	Doors – Unless noted otherwise	width	See NFPA LSC		
•	•			height	83.5 inches		
	•	3.1-7.2.3.1	Floor Finishes – Unless noted otherwise *In areas subject to frequent wet cleaning	Cleanable and wear resistant	Required		
	•			Smooth transitions	Required		
	•			Germicide/chemical resistant	Required*		
	•	3.1-7.2.3.2	Wall Finishes – Unless noted otherwise *In areas of wet spray or splatter	Washable	Required		
	•			Smooth	Required*		
	•			Germicide/chemical resistant	Required		
	•			Monolithic	Required*		
	•			Scrubbable	Required*		
	•			Water resistant	Required*		
•		3.11-7.2.2	Tamper Resistance and Suicide Prevention				
	•	3.11-7.2.2.1	All ceilings, walls, floors, windows, rods, doors, grab bars, handrails, in patient treatment areas shall be tamper resistant and constructed to not allow attempts at suicide or to be used as weapons. – If provided	Required			
	•	3.11-7.2.2.2	Cubicle curtains and draperies not allowed where a potential safety risk	Required			

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3.11-8 Building Systems						
3.1-8.2 Ventilation and space-conditioning requirements						
			Room	Filter Bank	Minimum Filter Efficiencies	
	•	ASHRAE 6.4	Administrative; bulk storage; soiled holding spaces; food preparation spaces; and laundries	Filter Bank No. 1 (MERV)	7	
	•	ASHRAE 6.4		Filter Bank No. 2 (MERV)	NR	
	•	ASHRAE 6.4	All other outpatient spaces	Filter Bank No. 1 (MERV)	7	
	•	ASHRAE 6.4		Filter Bank No. 2 (MERV)	NR	
	•	ASHRAE 6.4	Psychiatric hospitals	Filter Bank No. 1 (MERV)	7	
	•	ASHRAE 6.4		Filter Bank No. 2 (MERV)	NR	
	•	ASHRAE 6.4		Filter Bank No. 2 (MERV)	NR	
1.2-5 Planning and Design Considerations and Requirements						
1.2-5.1.5 Design Criteria for Performance of Interior Wall and Floor/Ceiling Constructions						
	•	1.2-5.1.5.2	Minimum STC rating for demising walls, See Table 1.2-6 below			Required
		Table 1.2-6	Design Criteria for Minimum Sound Isolation Performance Between Enclosed Rooms			
	•	Exam room	Adjacent to:	Corridor (with entrance)	35 STC	
	•			Public space	50 STC	
	•			Exam Room (no electronic masking)	50 STC	
	•			Exam Room (with electronic masking)	40 STC	
	•	Treatment Room	Adjacent to:	Room	50 STC	
	•			Corridor	35 STC	
	•	Toilet Room	Adjacent to:	Public space	45 STC	
	•	Consultation Room	Adjacent to:	Public space	50 STC	
	•			Patient Rooms	50 STC	
	•			Corridor (with entrance)	35 STC	

END