

Design Submission Requirements DSG-3.5 Freestanding Urgent Care Facilities

REQUIRED ELEMENTS FOR FREESTANDING URGENT CARE FACILITIES

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				

3.5-3 Diagnostic and Treatment Areas

3.5-3.2, 3.1-3.2 Examination and Procedure Rooms					
•	•	3.5-3.2.1, 3.1-3.2.2	Urgent Care Examination Room	Required	
•	•	3.5-3.2.1.1	Number	2 min	
•	•	3.1-3.2.2.2(1)	Area	80 S.F. min	
•	•	3.1-3.2.2.2(2)	Clearances at table	@ both sides and foot of table, recliner or chair	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 # head of exam table	8 Single 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	
•	•	3.5-3.2.2	Urgent Care Procedure Room – if provided		
•	•	3.5-3.2.2.1	Beds per room	1 max	
•	•	3.5-3.2.2.2	Area	80 S.F.	
•	•	3.5-3.2.2.2	Clearances	All sides	3'-6" min.
•	•	3.5-3.2.2.3	Handwashing Station or Scrub Station	Required	
•	•	3.5-3.2.2.4	Documentation Area (Written or Electronic)	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 max	
	•	ASHRAE 7.1	Design Temperature (°F)	70-75	
•	•	3.5-3.2.3	Triage Areas – if provided		

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3.5-3.3 Observation Facilities						
		3.5-3.3.1	General			
•	•	3.5-3.3.1.2	Observation/ Holding *use of 1 or more exam/procedure rooms shall be permitted	Required*		
•	•	3.5-3.3.3	Functional Requirements			
•	•	3.5-3.3.3.1	Direct visual observation from nurse station	Required		
•	•	3.5-3.3.3.2(1)	Provisions for privacy	Required		
•	•	3.5-3.3.3.2(2)	Access to patient toilets	Required		
•	•	3.5-3.3.3.2(3)	Patient Storage	Required		
•	•	3.5-3.3.3.3	Support areas for observation facilities			
•	•	3.5-3.3.3.3(1), 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		
•	•	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	4		
•	•	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 (%)	60 max		
•	•	ASHRAE 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	Hand-washing station/sanitation *Located next to dispensing unit.	Required *		
		3.5-3.3.3.3(2)	Bedpan storage and cleaning facilities	Required		
•	•	3.5-3.3.3.3(3), 3.1-3.6.7	Nourishment Facilities – if provided	Required*		
•	•	3.1-3.6.7(1)	Hand-wash station *Directly accessible	Required*		
•	•	3.1-3.6.7(2)	food preparation sink	Required		
•	•	3.1-3.6.7(3)	Work counter	Required		
•	•	3.1-3.6.7(4)	Storage	Required		
•	•	3.1-3.6.7(5)	Fixtures and appliances	Required		
3.5-3.6 Support Areas for Diagnostic and Treatment Areas						
•	•	3.5-3.6.1, 3.1-3.6.1	Nurse Control and Station	Required		
•	•	3.5-3.6.1.2	visual control of clinical area and access	Required		
•	•	3.5-3.6.1.3	Communication system	Required		
•	•	3.1-3.6.1.1	Work counter	Required		
•	•	3.1-3.6.1.3	Supply space			
•	•	3.1-3.6.1.4	Documentation Area (Written or Electronic)	Required		

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	•	3.5-3.6.2	Poison Control Center – if provided	Required		
	•	3.5-3.6.2.1	Communication link with regional and/or national poison centers and local EMS			
	•	3.5-3.6.2.2	This service may be part of the nurse control and workstation			
•	•	3.5-3.6.3.1, 3.1-3.6.11.4	Emergency Equipment storage	Required		
•	•	3.1-3.6.11.4(2)	Readily accessible and under staff control			
•	•	3.5-3.6.3.2	Stretcher and Wheelchair Storage	Required		
•	•	3.5-3.6.3.2	In clinical area			
3.5-3.7 Support Areas for Staff						
•	•	3.5-3.7, 3.5-6.4	Storage for Staff *See 3.5-6.4	Required*		
3.5-3.9 Imaging Services						
		3.5-3.9.1, 3.1-3.9, 2.2-3.4.3	Diagnostic Radiography Facilities – if provided			
•	•	2.2-3.4.3.1, 2.2-3.4.1.3	Shielded control alcove or room	Required		
•	•	2.2-3.4.1.3(1)	Window – If provided	Shielded		
•	•	2.2-3.4.3.2	Radiography rooms – if provided			
•	•	A2-2-3.4.3.2	Area	180 S.F.		
•	•	2.2-3.4.3.2	Hand-washing station	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	N/R		
	•	ASHRAE 7.1	Relative Humidity (%)	60 max		
	•	ASHRAE 7.1	Design Temperature(°F)	72-78		
•	•	2.2-3.4.3.3	Radiography/fluoroscopy room – if provided			
•	•	A2-2-3.4.3.3	Area	250 S.F.		
•	•	2.2-3.4.3.3	Hand-washing station	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	N/R		
	•	ASHRAE 7.1	Relative Humidity (%)	60 max		
	•	ASHRAE 7.1	Design Temperature(°F)	72-78		
•	•	2.2-3.4.3.3	Patient Toilet Room – direct access	Required		
•	•	2.2-3.4.3.4	Mammography room – if provided			
•	•	A2-2-3.4.3.4	Area	100 S.F.		
•	•	2.2-3.4.3.4(2)	Hand-washing station	Required		
•	•	2.2-3.4.8.3	Patient changing rooms – immediately accessible	Required		
•	•	2.2-3.4.8.3	Seat or Bench	Required		
	•	2.2-3.4.8.3	Mirror	Required		

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•	•	2.2-3.4.8.3	Provisions for Hanging Patients' Clothing and Securing Valuables	Required		
		3.5-3.3.3.3	Support areas for patients			
•	•	3.5-3.9.2	Patient Changing Rooms *not required when imaging is for emergency procedures only	Required*		
3.5-4 Patient Support Facilities						
3.5-4, 3.1-4.1 Laboratory Services – If Provided On Site						
		3.1-4.1.2	Laboratory Testing/Work Area			
•	•	3.1-4.1.2.1	In a dedicated room unless the tests are exempt by the FDA	Required		
•	•	3.1-4.1.2.2	Work Area	Required		
•	•	3.1-4.1.2.2(a)	Work counter	Required		
•	•	3.1-4.1.2.2(b)	Sink(s)	Required		
		3.1-4.1.2.2(c)	Tele/data service	Required		
		3.1-4.1.2.2(d)	Electrical Service	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	6		
	•	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)	N/R		
•	•	3.1-4.1.2.3	Hand-washing station	Required		
•	•	3.1-4.1.3	Support Areas for the Laboratory			
•	•	3.1-4.1.3.1	Storage cabinet(s) or closet(s)	Required		
•	•	3.1-4.1.3.2	Urine or feces specimen collection – if provided			
•	•	3.1-4.1.3.2	Toilet Room(s) for Patient Use, staff controlled	Required		
•	•	3.1-4.1.3.2	Hand-washing station	Required		
•	•	3.1-4.1.3.2	Blood collection – if provided			
•	•	3.1-4.1.3.2	Work counter	Required		
•	•	3.1-4.1.3.2	Seating space for patients	Required		
•	•	3.1-4.1.3.2	Hand-washing station	Required		
•	•	3.1-4.1.3.2	Reclining chair or gurney for patients who become unsteady	Required		
3.5-5 General Support Facilities						
•	•	3.5-5.5, 3.1-5.5.1	Environmental Services Room	Required		
•	•	3.1-5.5.1.1	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 equipment	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		

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	•	ASHRAE 7.1	Relative Humidity (%)	N/R		
	•	ASHRAE 7.1	Design Temperature (°F)	N/R		
3.5-6, 3.1-6 Public and Administrative Areas						
3.5-6, 3.1-6.2 Public Areas						
•	•	3.5-6.2.2	Lobby and Reception			
•	•	3.5-6.2.2, 3.1-6.2.2	Reception and Information *can be combined or separate	Required*		
•	•	3.1-6.2.2	Counter, desk or Kiosk	Required		
•	•	3.5-6.2.2.2(1)	Direct visual control of urgent care entrance, treatment area access, and lobby			
•	•	3.5-6.2.2.2(3)	Public Toilet Room	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)	72-78		
	•	3.5-6.2.2.2(4)	Local Telephone Access	Required		
•	•	3.5-6.2.3.1	Urgent Care Waiting Area	Required		
•	•	3.5-6.2.3.1(1)	Separate from outpatient services	Required		
•	•	3.5-6.2.3.1(2)	Provisions for Wheel Chairs	Required		
	•	3.1-6.2.5	Provisions for Drinking Water	Required		
•	•	3.5-6.2.3.2	Diagnostic Imaging waiting area – if provided	Required		
•	•	3.5-6.2.3.2	Provide HVAC similar to All rooms	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	12		
	•	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 (%)	60 max		
	•	ASHRAE 7.1	Design Temperature(°F)	70-75		
3.5-6.3, 3.1-6.3 Administrative Areas						
•	•	3.5-6.3.2	Interview Space	Required		
	•	3.5-6.3.2.1	Acoustical privacy			
•	•	3.5-6.3.2.2	Readily available to urgent care waiting	Required		
•	•	3.5-6.3.3, 3.1-6.3.3	General or Individual Offices	Required		
•	•	3.5-6.3.4	Multipurpose Room(s)	Required		
•	•	3.1-6.3.5, 3.1-6.3.5	Medical Records	Required		
•	•	3.5-6.3.6, 3.1-6.3.6	Equipment and Supply Storage	Required		
3.1-6.4 Support Areas for Staff						
•	•	3.1-6.4.2	Storage for Staff	Required		

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3.5-7, 3.1-7 Design and Construction Requirements						
3.1-7.2 Architectural Details, Surfaces, And Furnishings						
•	•	3.5-7.2.2.1, 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"	
•	•	3.5-7.2.2.3, 3.1-7.2.2.3	Doors	height	83.5 inches	
•	•			Width where wheeled bed stretchers are used	45.5 inches	
•	•			Width at other locations	See NFPA LSC	
•	•	3.1-7.2.3.1	Floor Finishes	Cleanable and wear resistant	Required	
•	•			Smooth transitions	Required	
•	•			Germicide/chemical resistant	Required	
•	•	3.1-7.2.3.2	Wall Finishes *only in areas of wet spray or splatter	Washable	Required	
•	•			Smooth	Required	
•	•			Germicide/chemical resistant	Required	
•	•			Monolithic	Required*	
•	•			Scrubbable	Required*	
•	•			Smooth	Required*	
•	•	3.1-7.2.3.4	Ceiling Finishes	Water resistant	Required*	
•	•			Scrubbable	Required	
•	•			Smooth/crevice free	Required	
•	•			Chemical resistant	Required	
3.5-8, 3.1-8 Building Systems						
3.1-8.2 Ventilation and Space-Conditioning Requirements						
•	•	ASHRAE 6.4	Laboratories; Procedure Rooms (Class A surgery), and associated semi restricted spaces	Filter Bank No. 1 (MERV)	13	
•	•	ASHRAE 6.4		Filter Bank No. 2 (MERV)	NR	
•	•	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	Nursing facilities	Filter Bank No. 1 (MERV)	13	
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		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	
•	•			MRI Room	60 STC	
•	•	Treatment Room	Adjacent to:	Room	50 STC	

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	•			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		
	•	Public space	Adjacent to:	MRI Room	50 STC		

END