australasian health infrastructure alliance
GOVERNMENTS COLLABORATING TO DELIVER QUALITY HEALTH FACILITIES

AusHFG Review of Item Codes and Naming Conventions

UPDATE AND CALL FOR FEEDBACK

19.12.2016

About this document

In October 2016, AHIA announced a Review of AusHFG Item Codes and Naming Conventions, following industry feedback to the AusHFG Project Team that suggested a rationalisation of the AusHFG item set would be of benefit to many members of the AusHFG community.

The purpose of the Review is to strengthen the extensively-used AusHFG item coding and naming system, to give it greater rigour and make it better suited for use within contemporary design, FFE procurement and asset documentation environments.

This document summarises progress made to date. It also calls for feedback from the AusHFG community on:

- the proposed future AusHFG coding and naming conventions, and
- the proposed format of a new resource - the Item Control Schedule.

The Review has been overseen by the AHIA BIM Subgroup, which includes representatives from across the design and construction industries, along with a range of AHIA jurisdictional members. In undertaking the review, the BIM Subgroup has also sought subject matter expertise from FFE procurement specialists, IT specialists, contractors and BIM specialists via a supporting workgroup.

Approach to the review – overarching considerations

The review has focussed on the use of the AusHFG as a briefing tool for health care facilities. It has sought to rationalise and enhance the AusHFG item set in a way that:

- reflects contemporary health care practice,
- integrates well with building information modelling (BIM) and design data management environments, and
- is logically organised, can be sorted in a number of ways, and is free of duplicates and ambiguities.

Main activities

The main activities of the Review fall into three phases as follows:

Phase 1 – produce a new resource named an Item Control Schedule (ICS), which is a tool for oversight and management of the AusHFG item set. Use the ICS to illustrate renaming and recoding of items, removal of duplicates and identification of items for deletion.

Phase 2 – once the ICS is complete, update Room Data Sheets, Revit file and Room Layout sheets for the AusHFG Standard Components, to reflect updated coding and naming.

Phase 3 – publish the updated Room Data Sheets, AusHFG Revit file, Room Layout Sheets and Item Control Schedule on the AusHFG website. Previous versions of the Room Data Sheets and Room Layout sheets will be archived, but still accessible by website users.

The Review is currently reaching the end of Phase 1.

The Item Control Schedule (ICS)

The ICS lists all the items that are currently included in the AusHFG database, whether or not they are currently in use in the AusHFG Standard Components. When published in its complete form, it is expected that the ICS will contain approximately 4,000 items.

The format of the ICS is intended to allow AusHFG users to access an easily searchable resource showing the full range of AusHFG items. The information to be accessed will include any changes that have been made recently to those items and will identify any new items added as Standard Components are reviewed and republished.

The ICS is also the mechanism by which the Review team is developing and implementing a proposed update to the naming and coding conventions used for AusHFG items, to include identification and management of duplicate or ambiguously named items.

For each *existing* AusHFG item, the Item Control Schedule indicates its status as follows:

- the existing AusHFG code and name of the item is included in the schedule
- if the item is to be retained in the AusHFG item set, the schedule indicates the item's proposed new code and name
- if the item is in use in the Standard Components and is a duplicate of another item on the list, the ICS indicates how the duplicate items are to be combined into one
- if the item is not in use in the Standard Components and is a duplicate, or is an out-of-date or ambiguously described item and therefore not to be retained, it is placed in a Superceded category, where a record of the item and its retirement from use is to be kept

In addition to listing the existing AusHFG items, the ICS also includes new items. New items have generally been introduced for one of two reasons:

- to complete options available for a particular item type (for example, to complete options available for different types of waste bins)
- to introduce contemporary items that currently don't exist in the item list (for example, Real Time Locator Systems)

It should be noted that the content of the ICS is not intended to be a comprehensive set of all items that may be found in a health care environment. It focusses on the most commonly used items that need to be briefed, designed, purchased and installed as part of a new or refurbished facility. It is anticipated that project-specific items will still need to be created by project teams in order to:

- identify less-commonly used items, items of bespoke configuration, or items for non-health care based uses
- identify small, consumable or non-tangible items, such as instrument sets, boxes of gloves, softwares etc, that may form part of an FFE order for a new facility but would not be scheduled or modelled by building design consultants

Parallel coding systems, classification systems and tender groupings

To support and end-to-end approach to asset briefing, design, selection, procurement and maintenance, the ICS includes fields for parallel coding and grouping systems. These systems are:

- Project-specific code fields, for parallel coding systems used by design consultants
- Tender grouping fields, which are proposed to be provided within the ICS and another way of sorting items and as a *starting point* for teams in the FFE procurement phase. These will be completed prior to publication of the final ICS
- Classification system fields, for use by jurisdictions / asset operators to link AusHFG items with asset management coding systems

As the ICS is provided in excel format, AusHFG community members can use a copy of the ICS to create and manage a range of parallel coding systems to suit project or practice specifics.

Proposed approach to item naming

To rationalize the item descriptions within the AusHFG, it was necessary to agree a standard naming syntax that will be reasonably easy to implement and maintain. It is proposed that the AusHFG naming convention will be as follows:

- Main descriptive noun, in capitals, followed by a colon (e.g. WORKSTATION:), then
- Qualifiers / adjectives in consistent order, followed by a comma (e.g. linear, height adjustable), then
- Dimensional/volumetric information, in mm or litres, provided where appropriate (e.g. 1800W x 750D x 720H, where W=wide, D=depth, H=height)

For example, the full description for a 1800mm long linear workstation would be:

WORKSTATION: linear, height adjustable, 1800W x 750D x 720H

It is also proposed that fabrics should be described this way, rather than in separated fields as in the current AusHFG Room Data Sheets. This approach supports selection and checking of fabrics against a single data entry.

For example, this existing ceiling finish:

Description	Material	Finish	Specification
Ceiling – Plasterboard	Plasterboard	Paint, washable	Flush set, suspended

becomes:

CEILING: plasterboard, flush set, suspended, paint, washable

Proposed approach to item coding

The proposed approach to item coding reflects the basic features of the existing alphanumeric coding system, but puts more detail into the alpha categorisation and shortens the number that follows.

The existing four alpha main groupings FA, FF, FE and SE are proposed to be replaced by a number of more specific main groupings, each with a selection of associated secondary groupings. Each main grouping and secondary grouping is represented by a pair of letters that are suggestive of the grouping, allowing for quicker identification of coded items on the AusHFG Room Layout Sheets and Revit file.

Here are some examples of proposed alpha codings (refer to the ICS for a full list):

ITAV – main grouping **I**nformation & Communication **T**echnologies, sub-group **AV** equipment

FIJO – main grouping **Fi**ttings, sub-group **Jo**inery

WLSH - main grouping **Wa**ll & Wall Finishes, sub-group **Sh**ielding

The four-letter alpha code is proposed to be followed by a numerical code that acts as a unique identifier for each item. The quantity of new alpha code combinations allows the length of the numerical code, which currently ranges between 4 and 7 digits, to be reduced to a consistent 3 digit number.

Here are some examples of codes in their new form, along with the item name, main grouping and sub-grouping:

FLCP-004 FLOOR FINISH: carpet, broadloom, synthetic

Main grouping: Floors, Floor finishes & skirtings Sub-grouping: Carpet

LTFM-004 LIGHTING: fluorescent, general

Main grouping: Lighting Sub-grouping: Flush Mounted

ITCL-008 BUTTON: nurse call, staff assist

Main grouping: ICT Sub-grouping: Clinical systems

Proposed approach to Revit family and type naming

In order to reinforce the link between families in the AusHFG Revit file and items listed in the AusHFG Item Control Schedule and Room Data Sheets, it is proposed that the the AusHFG Revit family names will:

- be adjusted to reflect the new name and code
- be shown in the ICS alongside the item code and name that appears in the Room Data Sheets

Please note that it is *not* suggested that consultant firms alter their Revit naming to match this convention: this is a convention that just allows the AusHFG items to be linked to families & types in the AusHFG Revit file resource.

Using the Revit naming convention, this item in the ICS:

CLTI-012 CEILING: acoustic, drop-in tiles, 600 x 600

will receive the Revit Family name in the AusHFG Revit file:

CEILING_acoustic_600_x_600_CLTI-012

Where child items exist, the Revit Family Type will reflect the child item.

For example, this item in the ICS:

ITAV-023 SCREEN: display, ceiling mount

has child items that reflect different functions, eg 'for IPTV', 'for CCTV'.

The 'child' item for CCTV function will have the following code and name in the ICS:

ITAV-023.1 SCREEN: display, ceiling mount, for CCTV

In the AusHFG Revit file, the 'parent' item will receive the family name:

SCREEN_display_ceiling_mount_ITAV-023

In the AusHFG Revit file, the child item will be the family type:

For_CCTV_ITAV-023.1

Call for feedback

The draft ICS (Draft 8) , to be read in conjunction with this document, shows the full item list under four of the main groupings, so that a good understanding of how the proposed coding and naming system works in detail.

Other main groupings are still under review and will be included with the final published ICS.

The main groupings included in Draft 8 of the ICS are:

CL – Ceilings & Cornices

FI – Fixtures & Fittings

FQ – Furniture and Non-medical Equipment

IT – Information and Communications Technology

The draft ICS comes with explanatory notes about how to use it on its covering pages. This includes a full list of main groupings and sub groupings, for your review.

Please let us know any feedback you have on the ICS or the contents of this accompanying document.

Submissions can be made by using the AusHFG **"Give Feedback"** button on the top of the AusHFG home page: https://healthfacilityguidelines.com.au/ . Please title your input 'Review of AusHFG Item Codes and Naming Conventions'

Submissions close at 5pm on **Friday 20 January 2017.**