

AX APPENDICES

AX.01 Schedule of Accommodation

A Schedule of Accommodation follows suitable for a Level 4 satellite service supported by a regional Level 5/6 area / regional service. The Schedule is for guidance only and will need to be adjusted to reflect the services provided and the staff establishment. Given their complexity, specifics for higher level laboratories are beyond the scope of these guidelines.

Owing to the range of services provided, not all rooms/ space have a space allocation. The allocation of space will be dependent on the service mix, staff, automation and other equipment requirements. In these cases, a quantity has often been suggested but not a space allocation.

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.

SPECIMEN COLLECTION

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2	Remarks
WAIT-10	Waiting, 10m2	Yes	1 x 8	6 chairs
RECL-10	Reception / Clerical, 10m2	Yes	1 x 10	2 staff
STPS-8	Store - Photocopy / Stationery, 8m2	Yes	1 x 8	May be shared with adjoining unit
	Specimen Collection Bay / Room		2 x 9	2 collection areas, workspace and storage
STSS-12	Store - Sterile Stock	Yes	1 x 9	
WCPT	Toilet - Patient, 4m2	Yes	1 x 4	Specimen collection. 5m2 if accessible access required. May have pass-through hatch.
BPTS	Bay - Pneumatic Tube	Yes	1 x 1	Optional, depending on location and hospital- wide approach
BMEQ-4	Bay - Mobile Equipment, 4m2	Yes	1 x 4	Phlebotomy trolleys
OFF-S9	Office – Single Person, 9m2	Yes	1 x 9 (o)	Optional (o), depending on size of service. Will accommodate manager and other administrative requirements of the service.
	Discounted Circulation		32%	

Specimen collection may be more effectively located as part of Ambulatory Care / Outpatients Department.

SPECIMEN RECEPTION/ PROCESSING

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2	Remarks
	Reception/ Sorting /Filing		1	
	Specimen Storage, Packing & Dispatch		1	For transfer to 5/6 Laboratory
	Discounted Circulation		32%	

24 hour on-site service.

LABORATORIES

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2	Remarks
	Laboratory - General		1	Haematology, Blood Bank, Clinical Chemistry
	Laboratory - Microbiology		1	Optional if the service cannot be provided in a timely manner by a networked Level 5 or 6 Laboratory
	Bay - Emergency Shower/ Eye Wash		*1	*1 in each Lab
	Bay - Freezer		1	
	Discounted Circulation		32%	

24 hour on-site service. Laboratory space will include hand wash bays.

SUPPORT AREAS

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2	Remarks
	Wash-Up Area		1	Glassware etc.
	Clean-Up / Decontamination		1	
	Store - Flammable Liquids		1	
STEQ-14	Store - Equipment	Yes	1	
STGN-8	Store - General	Yes	1	
	Store – Specimen and Reagent		1	Cool room
CLRM-5	Cleaner's Room, 5m2	Yes	1 x 5	
DISP-8	Disposal Room, 8m2	Yes	1 x 8	
	After-Hours Blood Fridge		1 x 3	May be located in/near the operating unit and operating theatre.
	Discounted Circulation		32%	

The size and overall requirements for support areas will be dependent on the size and complexity of the service.

STAFF AREAS

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2	Remarks
OFF-S9	Office - Single Person, 9m2	Yes	1 x 9	Pathologists (fulltime)
	Office - Workstation, 5.5m2		5.5	Senior scientists, registrars, clerical staff. No. dependant on staffing numbers.
MEET-12	Meeting Room, 12m2	Yes	1 x 12	
MEET-L-20	Meeting Room, 20m2		1 x 20 (o)	Optional. Room to accommodate multi-head microscope if an Anatomical Pathology Service is included
BBEV-OP	Bay - Beverage, Open Plan, 4m2	Yes	1 x 3	May be in Meeting Room
PROP-2	Property Bay - Staff	Yes	1 x 2	
SHST	Shower - Staff, 3m2	Yes	1 x 3	Optional
WCST	Toilet - Staff, 3m2	Yes	1 x 3	
	Discounted Circulation		25%	

The range of office space and meeting rooms etc. will be dependent on the size and complexity of the service.