

AX APPENDICES

AX.01 Schedule of Accommodation

A Generic Schedule of Accommodation for a Pharmacy Unit at Levels 3, 4, 5, and 6 follows.

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.

ENTRY / RECEPTION / WAITING

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
WAIT-10	Waiting	Yes	1 x 5	1 x 5	1 x 8	1 x 8	Discrete. 4 - 6 seats, some standing room
PHA-CO	Pharmacy Counter	Yes	1 x 9	1 x 9	1 x 9	1 x 9	Includes shelving for scripts.
MEET-9	Meeting Room, 9m2	Yes	1 x 9	1 x 9	1 x 9	1 x 9	Interview / counselling. Dual access from Waiting and Pharmacy.

AFTER - HOURS DRUG STORE

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
AHDR	After Hours Drug Store	Yes	-	1 x 3	1 x 4	1 x 10	May be remote or may be at the Pharmacy perimeter with inside / outside access. Size will be dependent on operational practices and volume of medicines to be stored.

ASSEMBLY / DISPENSING AND PREPARATION

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
	Assembly - Imprest		1 x 6	1 x 6	1 x 8	1 x 12	Requires bench space, PC, barcoding system and space for trolleys to "pick" and store items for delivery. Will be collocated with Dispatch / Collection.
	Repacking		-	-	1 x 6	1 x 10	Space allocation dependent on volume of items to be packed or repacked. Smaller service may use Assembly area when volumes are low.
	Dispensing Station		4 x 2.2	2.2	2.2	2.2	Base on 2.2m2 per pharmacist station. Inpatient and outpatient may need to be separate areas. Adjust for staffing.
	Assembly / Dispensing		1 x 9	1 x 9	1 x 24	1 x 36	Includes IPU stock. Dispensing supplies such as labels
STGN-8	Store - General, 8m2	Yes	-	1 x 4	1 x 6	1 x 8	Dispensing supplies such as labels.
	Store / Clean-up		-	1 x 3	1 x 4	1 x 4	Area to store measures etc. for dispensing and wash up / dry after use.
	Store - Accountable Drugs		1 x 4	1 x 6	1 x 8	1 x 8	May be a wall-mounted safe or a strongroom, depending on volumes. Near Assembly and Office for observation. Will also store drugs awaiting collection.
BHWS-B	Bay - Handwashing, Type B	Yes	1	1	1	1	Number dependent on layout.
	Office - Workstation, 4.4m2		-	-	1 x 4.4	1 x 4.4	Located adjacent to Store – Accountable Drugs.
	Store - Refrigerated		1 x 6	1 x 6	1 x 12	1 x 12	Refrigerators and freezers.
	Dispatch / Collection (Inpatients)		-	-	1 x 12(o)	1 x 20	Imprest trolleys.
PREP	Preparation Room - Non-sterile	Yes	1 x 10(o)	1 x 12	1 x 16	1 x 20	Preparation of extemporaneous compounds.
	Dispensing - Clinical Trials		-	-	1 x 12(o)	1 x 20	Includes space for storage and dispensing but excludes associated office space.
	Discounted Circulation		20%	25%	25%	25%	

ASEPTIC MANUFACTURING

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
	Change Room		-	-	-	1 x 5	Used to don cleanroom garments.
	Cleanroom		-	-	-	1 x 18	Assumes a three station design.
	Preparation Room		-	-	-	1 x 20	
	Documentation, Storage Area		-	-	-	1 x 18	
	Discounted Circulation					25%	

Sizes based on a three station design within the cleanroom for either a sterile or containment suite but not a combined unit.

GOODS RECEIPT / BULK STORE / DRUG STORE AREA

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
GRE	Goods Receipt - Pharmacy	Yes	1 x 5	1 x 5	1 x 14	1 x 18	Direct and / or from remote Bulk Store.
STBK-40	Store - Bulk	Yes	1 x 30	1 x 40	1 x 110	1 x 130	May include pallets. <i>Confirm size?</i> In Pharmacy or Stores.
	Office - Workstation, 5.5m2	Yes	-	-	1 x 5.5	1 x 5.5	Manager - stores, for ordering, receipting etc.
DISP-8	Disposal Room, 8m2	Yes	Shared	1 x 8	1 x 8	1 x 8	
CLRM-5	Cleaner's Room, 5m2	Yes	Shared	1 x 5	1 x 5	1 x 5	
STFS-10	Store - Files, 10m2	Yes	1 x 6	1 x 6	1 x 8	1 x 12	Old prescriptions, registers. Assumes off-site storage of archives.
STGN-9	Store - General, 9m2	Yes	-	-	1 x 20	1 x 20	May be part of bulk store. Access from sterile manufacturing suite.
	Discounted Circulation		20%	25%	25%	25%	

STAFF AREAS

AusHFG Room Code	Room / Space	SC / SC-D	Qty x m2 Level 3	Qty x m2 Level 4	Qty x m2 Level 5	Qty x m2 Level 6	Remarks
OFF-S9	Office – Single Person, 9m2	Yes	1 x 9	1 x 9	1 x 9	1 x 9	Drug information.
OFF-S12	Office – Single Person, 12m2	Yes	1 x 9	1 x 9	1 x 9	1 x 12	For Director.
	Office - Workstation, 4.4m2		-	4.4	4.4	4.4	As per Pharmacist / senior technician staff establishment.
STPS-8	Store - Photocopy / Stationery, 8m2	Yes	-	1 x 8 (o)	1 x 8	1 x 8	
MEET-12	Meeting Room, 12m2	Yes	-	1 x 12	-	-	
MEET-L-15	Meeting Room, 15m2	Yes	-	-	1 x 15	-	
MEET-L-20	Meeting Room, 20m2	Yes	-	-	-	1 x 20	
PROP-2	Property Bay - Staff	Yes	1 x 2	1 x 2	1 x 2	1 x 2	
BES	Bay - Emergency Shower	Yes	-	-	1 x 2	1 x 2	Emergency use. Should include eye wash.
BBEV-OP	Bay - Beverage, Open Plan, 4m2	Yes	1 x 3	1 x 3	-	-	For use by staff. Part of Meeting Room for Level 5 and Level 6.
SRM-15	Staff Room, 15m2	Yes	-	-	1 x 15	1 x 15	Includes Beverage Bay for Level 5 and Level 6.
WCST	Toilet - Staff, 3m2	Yes	1 x 3	1 x 3	3	3	Level 5 and Level 6 number dependent on staff establishment.
	Discounted Circulation		20%	25%	25%	25%	

Will depend on staff establishment.