

Continuing Care Strategy



Living well in a place you can call home.

Nova Scotia Department of Health

**Long Term Care
Residential Care Facility
Facility Requirements**

RFP 60137609

APPENDIX B

DRAFT

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1 FACILITY OVERVIEW

1 Introduction

In May 2006, the Nova Scotia Department of Health (the Department) announced the Continuing Care Strategy for Nova Scotia - Shaping the Future of Continuing Care. In the Strategy, a commitment was made to build new long term care homes to support the vision of living well in a place you can call home. The Long Term Care Program and Facility Requirement documents complement one another and were created to provide direction for the development of new long term care facilities from the perspectives of care and service, as well as physical environment.

Fundamental to the Continuing Care Strategy are the concepts of choice, empowerment, community, flexibility, and independence. These concepts are well described in recent international and national research on continuing care trends and leading practices. In addition, much has been written on the importance of autonomy, privacy, and the trend of moving away from the institutional model of care

A key feature to the success of this innovative approach to long term care (LTC) is the reduction in the number of residents living in the 'household' or 'neighbourhood'. Smaller numbers of individuals encourage relationship building between and amongst residents, families, and staff members. Staff members have the opportunity to get to know and understand each resident and their unique needs and to respond appropriately.

The clear trend is the creation of vibrant, nurturing environments for residents through the creation of central 'households' with residential features such as private bedrooms with private bathrooms, a living room with a central fireplace and adjacent kitchen and dining room. The emphasis is on organizing care and activities around the resident and not the institutional schedule.

Anecdotal experience from new LTC facilities built in Nova Scotia have indicated that smaller household size and private bedrooms promote a more restful sleep for residents. There have been reports of fewer outbreaks of infection, as well as the ability to quickly limit its spread by containing the outbreak to the smaller unit.

The following minimum program requirements must be met and /or exceeded in order to obtain and maintain a license to operate a Residential Care Facility in Nova Scotia. These requirements are intended to support the Continuing Care Strategy in achieving its vision for new long term care facilities – to create an environment where residents live well in a place they can call home.

2 Vision of Continuing Care in Nova Scotia

Living well in a place you can call home.

3 RCF Home

3.1 Resident House

Each Resident House will be a self contained unit that will accommodate small groups of residents. Each Resident House must include:

1. Single resident bedrooms with private washrooms
2. Resident bath and shower rooms
3. Living room, kitchen and dining room
4. Staff work space and support services areas

Resident Houses could share service areas such as soiled and clean utility rooms, housekeeping closets, cleaning supplies, etc.

4 Definitions

4.1 Outcome

Outcome describes the purpose or objective that will be achieved by facility design and program.

4.2 Spatial Requirements

Spatial requirements describe the elements that must be incorporated into the design and program of each facility.

4.3 Equipment Requirements

Equipment requirements describe the equipment that must be incorporated into the design and program of each facility. All equipment and furnishings, except resident owned items, must be new unless otherwise approved by the Department.

4.4 Lessons Learned

Lessons learned are items that have been found to promote quality of facility design and quality care outcomes. These features have been included to provide helpful guidance where they might not otherwise have been considered.

4.5 Residential Care Facility HFSCA 2 (1) (m)

“means a building or place, or part of a building or place, where supervisory or personal care is provided to four or more persons...”

4.6 Personal Care HFSCA 2 (1) (k)

“means the provision of room, board and supervision of, and assistance with, activities of daily living of a person who is ambulatory or semi-ambulatory”

4.7 Supervisory Care HFSCA 2 (1) (o)

“means the provision of room, board and guidance or supervision in the activities of daily living or observation or surveillance of the physical well being of a person who is ambulatory or semi-ambulatory”

5 Long Term Care Facility and Environment Principles

5.1 Resident and family focus

The physical environment must:

1. Help residents maintain choice and self-determination even as their need for support increases.
2. Encourage residents and families to be partners in care.
3. Support a holistic approach to resident centered care- addressing physical, social, mental and spiritual well being.
4. Enable flexible scheduling of activities of daily living.
5. Provide opportunities for meaningful relationships, interactions and companionship with residents, family, staff and the community.
6. Maximize resident's abilities through improved design.
7. Provide a lean, accessible, comfortable, homelike and secure environment for residents and family.

5.2 Staff Focus

The physical environment must:

1. Support the occupational and organizational health, well being and safety of staff.
2. Support innovative and alternative models of care delivery for the provision of resident focused care.
3. Provide a workplace for staff that is pleasant, safe and efficient.

5.3 Fundamentals

1. The Service Provider is being engaged to provide care services to the residents. This document sets out minimum Facility Requirements. It is not intended to be a complete inventory. It is the Service Provider's responsibility to ensure that the necessary space, equipment and furnishings are available to provide the contracted service.
2. Proposed facilities must meet or exceed municipal, provincial and federal legislation and regulations.
3. The facility must provide one wheelchair accessible washroom for staff and all staff offices will be wheelchair accessible.
4. All washrooms and hand washing facilities must include a paper towel dispenser and liquid soap dispenser.

5. The facility design must be prepared by designers (e.g. architect/engineering team) who are experienced in long term care facility design and fully conversant in current trends. Food services, laundry and infection control processes must be compliant with the requirements of the Food Protection and Enforcement Division of the Nova Scotia Department of Agriculture and the Nova Scotia Food Safety Regulations and Guidelines. Overall and detailed floor plans must be submitted to and approved by that Department in accordance with the Facility Development Approval Process.
6. The facility design must respond to current trends in the field of Human Factors Engineering, resident and staff safety and infection control.

6 Site Location

6.1 Outcome

The7 site will provide an opportunity for building design, building configuration and site development to support the principles of, and the requirements for, Resident Care Facilities within a neighborhood appropriate to this use.

6.2 Requirements

1. Lands adjacent the facility must not be industrial or commercial occupancy.
2. The site must support a building configuration of one story with at-grade access from the Resident Houses for each storey.

6.3 Lessons Learned

1. The site should be large enough and of such profile to support the entire facility as a one or two storey structure with at grade access to each level. This approach improves access to the outdoors while allowing more possibilities for enjoying natural stimuli, provides a greater sense of security in terms of evacuation, and promotes less reliance on elevators in maneuvering to events in public areas of the facility.
2. The site should be accessible to public transportation, where available, for use by families, staff and residents. For this purpose accessible is defined as “within a 5 minute walk along a barrier free route and a distance not greater than 500 meters”.
3. The site should be centrally located in the community with reasonable access (within 5 kilometers) to medical services, shopping and recreation services.
4. The site should be as far as possible from a similar long term care facility in order to provide good geographic distribution within the community.

7 Site Development

7.1 Spatial Requirements

1. Outdoor spaces for use by residents must be provided and be landscaped complete with walkways and seating areas that are wheelchair accessible and available for organized outdoor activities.
2. There must be paved routes for all exits to outdoor spaces used by residents.
3. The site design must include unobstructed access for emergency vehicles.
4. The site design must provide adequate space for visitor and staff parking and shipping and receiving functions.
5. The landscaping of outdoor spaces must include residential features such as fencing, outdoor furniture and raised flower beds. Each outdoor space should have an area that provides shade for residents and is protected from wind and harsh weather elements.
6. The site design must provide a maximum gradient of 5% to parking areas and walkways.
7. The site design must provide to the greatest extent possible, a 2% gradient at building entrances and on pathways and recreation areas.
8. The site design must provide a closed loop patterned pathway system.
9. The site design must use consistent pavement color and non glare surfaces.
10. The site design must provide handrails for all stairs and ramps.
11. The site design must provide lighting for pathways and outdoor spaces and ensure that glare from fixtures has no impact on resident rooms and other indoor spaces.
12. The landscaping design must include planting to create a quality outdoor environment.
13. Service areas including fuel tanks, garbage and receiving must be screened from adjacent neighbours and from resident rooms to minimize visual and acoustic impact.
14. Design considerations must include:
 - Preserving and enhancing existing planting wherever possible.
 - Providing deciduous trees where required to shade building and outdoor spaces.
 - Providing coniferous trees to create wind breaks.
 - Provide planting for sensory experience (e.g. sound, touch, smell).

7.2 Lessons Learned

1. Consider providing wheelchair accessible gardening beds for resident use.

8 Building Configuration

8.1 Outcome

The layout of the facility will enhance the residents' ability to easily access and enjoy living spaces, amenity spaces and the outdoors.

8.2 Spatial Requirements

1. The facilities must be developed to create small group living environments for residents. Each Resident House must not have less than 11 residents except where otherwise specified.
2. Residents must have at grade access from each Resident House to outdoor gardens and walking paths. Access must also be provided for a power assisted wheelchair.
3. Public access to the facility must have a power assisted wheelchair accessible entrance.
4. Residents, staff and families must not travel through one Resident House to access another Resident House.
5. With the exception of administration service, areas must be partitioned from the resident areas.
6. The facility design must support leading practices in infection control management as described in the Long Term Care (LTC) Program Requirements.
7. Views to the outdoors must be provided in all common areas used by residents.
8. There must be no dead-end corridors in resident areas.
9. The architecture must reflect residential scale and detail, appearing as homelike as possible.

8.3 Lessons Learned

Resident Houses with small groups of residents (e.g. sharing support spaces with other Resident Houses) have the following benefits:

1. Short travel distances between bedrooms, living room and dining room.
2. Flexibility to group residents with similar needs (e.g. dementia, young adults living with disabilities).
3. Ability to tailor each Resident House activities to the needs and preferences of the residents enables implementation of a staffing model whereby housekeeping, food service and resident care can be provided by the same staff enhancing continuity of care and contact with the residents and families.
4. Examples from other facilities indicates that the small groups of residents have a positive impact on resident care and family involvement:
 - Shannex, Debert Court, Debert
 - Shannex, Bissett Court, Cole Harbour

9 Building System and Components

9.1 Outcome

The building, equipment and furnishings will be of robust construction using good quality materials, be residential in appearance and have easily maintained and durable finishes and systems.

9.2 Spatial Requirements

1. Wall areas below handrails and wall corners in corridors and common areas that are frequented by residents and portable equipment must have treatment or coverings that protect the wall surface (e.g. corner guards and bumper rails).
2. Equipment (e.g. carts, lifts etc.) must be kept in designated storage areas when not in use.
3. The facility must have a non-intrusive Resident/Staff Response System with stations located in resident bedrooms, resident washrooms, resident bathing areas and other resident activity rooms. An overhead paging system must be available and is to be used for emergencies only.
4. Structured wiring system is to be provided for phone, cable television and high speed internet service in each resident bedroom and living room in the Resident House. For further details refer to the electrical section of these requirements.
5. Handrails must be securely mounted on both sides of corridor walls in resident areas, and be located a minimum of 31 inches (860 mm) above the floor.
6. Resident rooms must have individual temperature control that can be managed from a central location. For further details refer to the mechanical section of these requirements.
7. The facility must have a building security system enabling controlled access and egress. For further details refer to electrical section of these requirements.
8. Each Resident House must have the ability to be secured to prevent resident elopement. Refer also to electrical section of these requirements.
9. All edges on counters, cabinets and corners in resident areas must be smooth / rounded.
10. The building must promote energy efficiency and incorporate sustainable design principles exceeding the Model National Energy Code of Canada by 25%.
11. To assist residents with visual impairments and cognitive difficulties visual and/or textural “cueing” must be included on signs to assist residents in identifying different rooms and finding their way in the facility. Examples are landmarks and curio “identity” boxes at entrances to resident rooms. Use upper and lower case lettering for signage.
12. The facility must have a residential appearance with regard to wall, ceiling and floor finishes and fixtures.
13. Surfaces in clean and soiled utility spaces must be smooth, easy to clean and impermeable to moisture.
14. Exposed masonry and gypsum board surfaces must be painted.
15. Exposed concrete masonry shall not be used in resident houses.

16. Handrails are to provide a comfortable grip and are to be returned to the wall with soft corners at terminations. Handrail brackets must be located away from where the resident would grip a handrail so that the resident's hands can move freely along the surface of the handrail. The bracket must be mounted at least 2.75 inches (70 mm) below the top of the handrails. A tactile signal must be provided at the end of each rail for visually and perceptually impaired residents to let them know when each rail ends.

17. The following table describes acceptable floor finishes:

Name	Floor	Base
Resident Bedroom / Resident Washroom/ Resident Living Room / Resident Dining Room / Multi-Purpose Room / Resident Activity Room / Smoking Room	resilient sheet or resilient tile carpet is also an alternative for resident bedrooms and resident living rooms	resilient cove
Resident Bathroom / Resident Bathing Room / Soiled Utility / Resident Laundry / Central Kitchen / Central Laundry / Housekeeping	slip resistant resilient sheet	resilient welded or flash cove
Resident Kitchen	slip resistant resilient sheet or slip resistant resilient tile	resilient welded or flash cove
Clean Utility	resilient sheet	resilient welded or flash cove
Entrance Lobby	resilient sheet or resilient tile, ceramic at weather vestibule	resilient cove, ceramic cove at weather vestibule
Rehabilitation	slip resistant resilient sheet	resilient cove
Services, Equipment & Material Handling, Mechanical Rooms	slip resistant floor paint on concrete or concrete hardener or welded slip resistant vinyl sheet floor	resilient cove as required by wall construction
Administration / Corridors	resilient sheet, resilient tile or carpet	resilient cove or carpet base
Staff Facilities	resilient sheet or resilient tile (non slip sheet or ceramic at showers)	resilient cove (welded or flash cove at showers)

18. The acceptable floor finishes above are to be read in conjunction with the space requirements for each space or area.

19. The noted finishes are intended to set a minimum standard. Other materials and finishes may be acceptable provided that they meet or exceed the appearance and performance standards of the products noted. The floor finishes must be low maintenance grade.
20. Floor finish colors must be carefully considered to prevent confusion by residents with perceptual and visual impairments.
21. Finishes must be provided with the following minimum light reflective values:
Ceilings 80-90 LRV, Walls 60-80 LRV, Floors 30-50 LRV.
22. Floor colors must contrast with the wall colors.

9.3 Lessons Learned

1. Consider wheelchair and walker maneuverability, as well as resident gait when selecting floor finishes, to ensure that residents can move about the facility safely (e.g. carpets can present difficulties for residents with gait/walking problems, and can create undue resistance for residents confined to wheelchairs).
2. Textural cueing should include painting service areas a different color from areas used by residents so that residents can easily distinguish between resident areas and non-resident areas.
3. Residential finishes and fixtures could include indirect lighting and wall sconces. Interior finishes should be chosen for their ability to be easily cleaned and maintained and that are capable of enduring heavy use with minimal deterioration.

10 Electrical Systems

10.1 Outcome

The building electrical systems will be maintainable, accessible and of robust construction using good quality materials and will meet the requirements of the building systems to deliver resident accommodation comfort and care programs.

10.2 Testing

1. Field testing of the electrical systems must be carried out to ensure that the equipment is operational, within industry and manufacturer's tolerances and is installed in accordance with design specifications.
2. A fault level analysis, equipment interrupting evaluation, and a protective device coordination study for the electrical distribution system must be provided.

10.3 Normal Electrical Power Distribution System

1. The electrical power distribution system must be designed to meet anticipated needs with sufficient spare capacity to allow reasonable load growth over the life of the building.
2. The main electrical service entrance must be grounded to the requirements of the Canadian Electrical Code.
3. Electrical junction and pull boxes must be color coded to indicate voltage and system type. All electrical equipment enclosures, circuits and panels must be identified with lamicoid plates. Conductors must be color coded to indicate phase, neutral, bond and ground.
4. Receptacles and switches must be heavy duty specification grade. All cover plates must be nylon in resident areas.

10.4 Emergency Electrical Power Distribution System

1. An emergency electrical power distribution system must be provided and be designed to supply on-site generated emergency power to carry loads considered essential for the safety and care of the residents, the building lighting system and power distribution system in all resident areas, the entire building heating system, food preparation, medication fridges and other selected loads during a loss of normal utility power. The system must be in conformance with CAN/CSA-C282 Emergency Electrical Power Supply for Buildings.
2. Generally, the system will consist of the following:
 - Diesel engine driven, radiator cooled generator, located within a dedicated generator room within or adjacent to the facility.
 - A dedicated fuel oil storage tank with capacity to operate the genset at full load for at least 24 hours.

3. An automatic transfer switch complete with the following:
 - Solenoid operating mechanism.
 - Double throw, interlocked transfer mechanism.
 - Programmable microprocessor controller.
 - Bypass and isolation feature.
 - In-phase monitor.
 - Normal source surge protection.
 - Auxiliary contact sets.
 - CSA Type 1 enclosure, with drip shield.
4. An automatic temperature control system must be installed to ensure generator room temperatures are maintained within acceptable parameters. A ventilation system must be installed to provide outside air for combustion and for cooling.
5. Receptacles fed from the emergency power distribution system must be colored "red".
6. Kitchen-A deactivation switch must be provided for the range/oven and be inaccessible to the residents.

10.5 Structured Wiring System (Voice, Data and CATV)

1. Each resident bedroom and each living room in the Resident House and Resident Care Support space must be wired for voice, data and CATV.
2. The voice and data system must include Category 6 UTP cabling for communication outlets and terminals.
3. The television system must include a coaxial cable, CATV outlet and appropriate signal distribution infrastructure.
4. The structured wiring system must be capable of handling resident information systems, etc. in support of a future province wide resident records system.

10.6 Fire Alarm System

1. The system must include a two stage, addressable, analog fire alarm system to meet the requirements of the National Building Code (NBC) and local fire protection requirements.
2. System wiring must consist of armored cable and conduit installed to the requirements of the Canadian Electrical Code, Section 32.
3. Fire alarm system will include manual pull stations, audible-signaling devices, smoke and heat detectors. Strobe signaling units must be provided in mechanical rooms and other areas with high ambient noise levels. Do not provide strobe signaling in resident areas.
4. Each resident bedroom must be equipped with a smoke detector, separately annunciated at a central location.

10.7 Resident/Staff Response System

1. The building must be equipped with a complete resident/staff response system.
2. Resident stations must be provided at each bed, emergency station in each resident washroom, resident bathing areas and other resident activity areas.
3. Corridor dome lights must be provided over resident room doors to annunciate normal, bed alarm, or emergency call.

4. An overhead paging system must be available and is to be used for emergencies only.

10.8 Lighting System

1. The building must be equipped with a lighting system that meets the illumination requirements of the Illuminating Engineering Society of North America (IESNA). The lighting system is to provide illumination levels which are well distributed and uniform.
2. The lighting system must be operated at 120 volts throughout, with local switching at each room.
3. Each resident bedroom must be equipped with appropriately located and aesthetically appealing light fixtures which have a non-institutional appearance. A three way switch for general room lighting is to be provided.
4. Corridor lighting must be switched to provide lower levels of illumination for after hours periods.
5. Common area light fixtures must be mainly fluorescent, containing electronic ballasts. Lamps must have a color temperature of 3000K and a CRI of 85.
6. Exterior lighting must meet the requirements of the IESNA recommended standards and will include the illumination of vehicular drives, sidewalks, and landscaping features to orient users and to enhance the safety and security of the facility perimeter.
7. Emergency lighting must be provided throughout the building as well as any separate generator rooms as required by the National Building Code and powered by the emergency power distribution system. Battery packs complete with heads must be provided for emergency lighting in all electrical rooms.
8. Do not use motion sensor switching in resident areas.
9. Bedroom-A hard wired night-light must be provided in the bedroom near the doorway to the washroom in a location where the light is visible from the bed.
10. Washroom-A hard wired night light must be provided in the Resident Washroom.
- 11.

10.9 Exit Lighting System

1. The exit lighting system must meet the requirements of the National Building Code and be CSA C860 certified.
2. Exit fixtures must be lit using LEDs to conserve energy.

10.10 Security System

1. Exterior doors must be alarmed and separately annunciated at a central location. This must include exterior doors accessible to residents. Local control must be provided through the use of keypads and magnetic locks.
2. A connection to the fire alarm system must provide an over ride where required by code.

10.11 Lessons Learned

1. Residential light fixtures could include indirect lighting and wall sconces

11 Mechanical Systems

11.1 Outcome

The building mechanical systems will be maintainable, accessible and of robust construction using good quality materials and meet the requirements of the building systems to deliver resident accommodation, comfort and care.

11.2 Spatial Requirements

1. Testing: Field testing of the mechanical systems must be carried out to ensure that the equipment is operational and within industry and manufacturer's tolerances and installed in accordance with design specifications.
2. Insulation: All domestic piping, hot water heating piping and ductwork must be insulated as per The Model National Energy Code of Canada for Buildings.

11.3 Plumbing

1. If the building will be serviced from an on-site well system, provide reservoir sized for minimum 24 hour backup water supply.
2. Domestic hot water must be generated and maintained at 60° C (140° F).
3. For resident, public and general use outlets, temper domestic hot water at mixing valves to 43° C (109° F)
4. Design the domestic hot water system to prevent generation of Legionella Pneumophila bacteria.
5. Provide grease interceptor for drains from the pot wash sink prior to connection to the building sanitary system.
6. Commercial residential grade plumbing fixtures.
7. Piping to have a flame spread rating not more than 25 and smoked developed classification not more than 50.
8. Floor Drain in Main Kitchen.
9. Floor drain in Laundry areas
10. Provide electronic trap primers for floor drains.

11.4 Heating, Ventilation and Air Conditioning

1. Provide ventilation in accordance with the more stringent of Part 6 National Building Code of Canada and ASHRAE Standards 62-2001 Ventilation for Acceptable Indoor Air Quality.

11.5 General HVAC

1. Locate air distribution systems in accessible (without the use of ladders) fan rooms sized for adequate service. The air distribution systems shall supply tempered and humidified air.
2. Provide NFPA 96 rated range hoods for cooking equipment in Main Kitchen.
3. Provide access doors for easy cleaning and maintenance for intake plenums, before and after coils, and other serviceable devices.

4. Intake plenums to have sloped bottoms complete with drains.
5. Heat recovery of general exhaust is recommended.
6. Design air distribution systems to prevent generation of Legionella Pneumophila bacteria - drain pans throughout and where acoustic liners are required walls are to be double wall construction with solid liners to facilitate cleaning.

11.6 Space Heating

1. Fuel storage systems must have capacity for one week supply at winter design conditions.
2. The heating coils in the air distribution systems to be glycol.

11.7 Sprinkler

1. Provide sprinkler for the entire building.
2. Provide recessed heads.

11.8 Lessons Learned

1. Smoking Room, Soiled Utility Room, Laundry Soiled Storage- Exhaust fan should have no local switching.

12 References

The following non-inclusive list of applicable standards and guidelines (including any future amendments) must be met or exceeded:

12.1 Codes and Regulations

1. The Nova Scotia Building Code Act
2. National Building Code of Canada
3. National Plumbing Code of Canada
4. Electrical Code of Canada
5. The Model National Energy Code for Buildings
6. Nova Scotia Government Communications Cabling Guidelines
7. The Nova Scotia Homes for Special Care Act and Regulations
8. Nova Scotia Department of Environment - Petroleum Storage Regulation
9. All municipal regulations that apply

12.2 American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)

1. ASHRAE 62 Ventilation for Acceptable Indoor Air Quality

12.3 National Fire Protection Association (NFPA)

1. NFPA 13 Standard for the Installation of Sprinkler Systems
2. NFPA 20 Standard for the Installation of Stationary Fire Pumps for Fire Protection
3. NFPA 96 Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations

12.4 Canadian Standards Association (CAN/CSA)

1. CAN/CSA Z317.11
Area Measurement for Health Care Facilities modified for the exterior wall to a point within the wall and 6" (150 mm) from the inside face
2. CAN/CSA Z317.13
Infection Control During Construction or Renovation of Health Care Facilities
3. CAN/CSA B139
Installation Code for Oil Burning Equipment
4. CAN/CSA B149.1
Natural Gas and Propane Installation Code
5. CSA B651
Accessible Design for the Built Environment
6. CSA B51S1
Boiler, Pressure Vessel and Pressure Piping Code

12.5 Other

1. The Nova Scotia Nursing Home Building Maintenance Standard
2. All equipment including mattresses to have CSA approval and label
3. IESNA Standards
4. BICSI/TDMM - Telecommunications Distribution Methods Manual
5. ANSI/IES RP-28 Lighting and the Visual Environment for Senior Living
6. CAN/ULC - S524 Standard for Installation of Fire Alarm Systems
7. J-STD-607A Commercial Building Grounding and Bonding Requirements for Telecommunications

2 SPACE DETAILS

1 Resident Bedroom

1.1 Outcome

A private space where resident personal activities of daily living will occur (e.g. reading, watching TV, sleeping, grooming, dressing and treatment). The bedroom must meet the residents' need for comfort and safety, promote resident independence and dignity, and provide for resident privacy. Each bedroom must be designed to maximize a sense of familiarity for residents and to support the staff in the safe delivery of quality resident care.

1.2 Size/ Configuration

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.
2. Each resident bedroom must be a minimum of 15.3 nsm¹ (165 nsf) including space for a resident clothes closet and dresser, resident bed, side tables and resident chair.
3. Entrance vestibule is not included in the net area.
4. The minimum room dimension shall be 3600mm.
5. "Identity case" at the entrance to each room to assist in personalization of the space.

1.3 Clearances

1. There must be a minimum of 1500 mm (5 ft) clear on at least one side of the bed and 1200 mm (4 ft) clear at the end of the bed.

1.4 Adjacencies

1. Resident Bathroom.
2. No mechanical or electrical rooms.

1.5 Doors/ Windows

1. Door must be a minimum of 915 mm (36 in).
2. Each bedroom must have an exterior window with a minimum size of 2.8 m² (30 ft²).
3. A portion of each window must be operable, with appropriate restrictions to limit openings to be no more than 200 mm (8 in).
4. Maximum sill height of 700 mm (27.5 in).
5. Windows that open to the outdoors must have screens.
6. Service areas including fuel tanks, garbage and receiving must be screened from adjacent neighbours and from resident rooms to minimize visual and acoustic impact.
7. Retaining walls are not to be within 15 ft of building face. Views from bedroom windows are not to be obstructed by retaining walls in excess of 900mm above floor level.

¹ All dimensions are primary Metric. In this document, "nsm" means net square meters and "nsf" means net square feet. An approximate soft conversion to Imperial units is also given for reference only.

1.6 Shared

1. No

1.7 Acoustical Separation

1. Section 5.9 Sound Transmission of the NBC will apply regarding minimum sound transmission class rating (STC) of 50 between resident bedrooms.

1.8 Flooring Type

1. Resilient sheet or tile flooring with resilient cove baseboards.

1.9 Equipment and Furnishings

1. Storage space with doors for resident's clothes including space for seasonal resident clothing storage must be provided and must be a minimum of 1500 mm (5 ft) wide, 2100 mm (7 ft) in height, and 600 mm (2 ft) deep using closet organizers. A portion of this must be able to be secured (lockable).
2. The bedroom design must include space for items such as shelving and bookcases to allow residents to display and store personal items. Residents must be given maximum opportunity to personalize their bedrooms.
3. Provide all equipment and furnishings as required to support space and program functions. The minimum requirements are:
 - electric bed
 - 1 bedside table
 - desk & chair
 - arm chair

1.10 Finishes

1. As required to support space and program functions.

1.11 Communications

1. Provide wired systems for voice (telephone) and data (high-speed internet and TV).
2. Internal emergency call system.

1.12 Miscellaneous/ Lessons Learned

1. A residential style window in the wall between the resident bedroom and the corridor promotes resident choice to see into common areas when in bed or in a chair.
2. Built in shelving maximizes floor space.
3. Wireless communication systems are acceptable as a complement to wired systems.

2 Resident Bathroom

2.1 Outcome

A private space (2 piece washroom consisting of a toilet and sink) where resident personal washroom activities will occur in an environment that supports their privacy, safety, dignity and independence.

2.2 Size/ Configuration

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.
2. Minimum 4.5 nsm (50 nsf).
3. The washroom door opening must be visible to the resident when the resident is in bed.
4. There must be no direct view of the toilet from the corridor when the washroom and bedroom doors are open.

2.3 Clearances

1. S Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.

2.4 Adjacencies

1. Resident Bedroom

2.5 Doors/ Windows

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.

2.6 Shared

1. No

2.7 Acoustical Separation

1. Section 5.9 Sound Transmission of the NBC will apply regarding minimum sound transmission class rating (STC) of 50 between the Resident Washroom and the adjacent room excluding the Resident Bedroom that the Resident Washroom services.

2.8 Flooring Type

1. Slip Resistant Resilient Sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard.

2.9 Equipment and Furnishings

1. Each toilet must be not less than 400 mm and not more than 460 mm above the floor to meet the needs of the residents, without using raised toilet seats.
2. Taps must be easy to use by residents with visual impairments and by residents with physical disabilities that affect hand movement.
3. Each washroom must have a mirror which is located over the sink designed to accommodate residents of differing heights.

4. Pedestal and wall hung sinks are not acceptable.
5. Each washroom must provide storage space for resident's personal toiletry items. Storage must not interfere with specified clearances in the room.

2.10 Finishes

1. As required to support space and program functions.

2.11 Communications

1. Internal emergency call system.

2.12 Miscellaneous/ Lessons Learned

1. Improved accessibility could include a) lever handled taps that clearly distinguish between hot and cold water, b) single lever taps, and c) illuminated light-switch for the washroom located in the bedroom on the wall by the washroom entrance
2. The washroom door could be a sliding door (e.g. surface mounted) that can be easily moved by residents. Alternatively, the door could be a swinging door as long as it does not interfere with access to the resident bed.
3. Storage Cabinet recessed into non fire separation walls.

3 Resident Bathing Room

3.1 Outcome

A space where residents can bathe or shower in a safe, dignified, private and comfortable environment.

3.2 Size/ Configuration

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.
2. This room must have its own entrance.
3. The room must have a residential tub with shower, along with vanity basin and toilet. Mirror to be located above the vanity. Handheld, adjustable shower attachment to be provided.
4. The tub must have sufficient space to accommodate a shower chair so that a resident can be showered in a seated position. There must be a securely fastened grab bar for use by the resident on at least one wall in the tub area.
5. There must be visual privacy when the resident is in the bathtub /shower from the corridor when the door is open.
6. The Resident Bathing Room must have sufficient secure storage space for cleaning supplies, soaps and shampoo.

3.3 Clearances

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.

3.4 Adjacencies

1. As required to support space and program functions.

3.5 Doors/ Windows

1. Door must be a minimum of 915mm (36 in).

3.6 Shared

1. A Resident Bathing Room must be provided in each Resident House.

3.7 Acoustical Separation

1. Acoustically, clause 5.9 of the NBC will apply regarding minimum sound transmission class rating (STC) of 45 for the bathing room.

3.8 Flooring Type

1. Slip Resistant Resilient Sheet with Heat Welded seams and Flash Cove Baseboard.

3.9 Equipment and Furnishings

1. The Resident Bathing Room must have individual quick response room temperature control capable of maintaining 30°C (85°F).

2. Include short term storage for personal toiletries and clothing.

3.10 Finishes

1. As required to support space and program functions.

3.11 Communications

1. Internal emergency call system.

3.12 Miscellaneous/ Lessons Learned

1. There are few opportunities to improve the acoustics or apply noise-reducing materials. Textural variety may reduce some problems with background noise transmission or the commonly experienced “echo” problem. Tub selection criteria could include low noise levels. Other opportunities to reduce noise include window coverings, shower curtains and flooring.
2. The décor, including paint colors, should be soothing and relaxing to contribute to a pleasant bathing experience.
3. Use care in location of air supply diffusers to avoid uncomfortable drafts for the residents.
4. Ensure that there are adequate lighting levels using non-institutional (in appearance) fixtures.

4 Resident Shower Room

4.1 Outcome

A space where residents can shower in a safe, dignified, private and comfortable environment.

4.2 Size/ Configuration

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.
2. This room must have its own entrance.
3. The room must have a shower, along with vanity basin and toilet. Mirror to be located above vanity. Handheld, adjustable shower attachment to be provided.
4. The shower must have sufficient space to accommodate a shower chair so that a resident can be showered in a seated position. There must be a securely fastened grab bar for use by the resident on at least one wall in the shower area.
5. There must be visual privacy when the resident is in the shower from the corridor when the door is open.
6. The Resident Shower Room must have sufficient secure storage space for cleaning supplies, soaps and shampoo.

4.3 Clearances

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.

4.4 Adjacencies

1. As required to support space and program functions.

4.5 Doors/ Windows

1. Door must be a minimum of 915mm (36 in).

4.6 Shared

1. A Resident Shower Room must be provided in each Resident House.

4.7 Acoustical Separation

1. Acoustically, clause 5.9 of the NBC will apply regarding minimum sound transmission class rating (STC) of 45 for the shower room.

4.8 Flooring Type

1. Slip Resistant Resilient Sheet with Heat Welded seams and Flash Cove Baseboard.

4.9 Equipment and Furnishings

1. The Resident Shower Room must have individual quick response room temperature control capable of maintaining 30°C (85°F).
2. Include short term storage for personal toiletries and clothing.

4.10 Finishes

1. As required to support space and program functions.

4.11 Communications

1. Internal emergency call system.

4.12 Miscellaneous/ Lessons Learned

1. There are few opportunities to improve the acoustics or apply noise-reducing materials. Textural variety may reduce some problems with background noise transmission or the commonly experienced “echo” problem. Other opportunities to reduce noise include window coverings, shower curtains and flooring.
2. The décor, including paint colors, should be soothing and relaxing to contribute to a pleasant showering experience.
3. Use care in location of air supply diffusers to avoid uncomfortable drafts for the residents.
4. Ensure that there are adequate lighting levels using non-institutional (in appearance) fixtures.

5 Resident Living Room

5.1 Outcome

A space where residents will interact with other residents, family members, visitors and staff in a comfortable, homelike and relaxed atmosphere that enhances resident quality of life through activities such as reading, conversing, celebrating, family visiting and watching television.

5.2 Size/ Configuration

1. Each Resident House must have a living room that is not less than 2.3 nsm (25 nsf) per resident.
2. Space for storage of wheelchairs and walkers (during resident use of the Living Room) must be located nearby.
3. Each living room must be on an exterior wall with windows that provide a direct view to the exterior.

5.3 Clearances

1. As required to support space and program functions.

5.4 Adjacencies

1. As required to support space and program functions.

5.5 Doors/ Windows

1. Maximum window sill height will be 700 mm (27.5 in).

5.6 Shared

1. One per Resident House

5.7 Acoustical Separation

1. Effort must be made to minimize noise in these areas through the provision of finishes that reduce reflected noise and increase sound absorption.

5.8 Flooring Type

1. Resilient Sheet or Resilient Tile flooring with Resilient Cove baseboards.

5.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.
2. Each living room must have storage / shelving.
3. An electric fireplace must be provided.
4. Couches, chairs, computer with internet access, media center (TV, DVD, stereo).

5.10 Finishes

1. As required to support space and program functions.

5.11 Communications

1. Provide wired systems for voice (telephone) and data (high-speed internet and TV).

5.12 Miscellaneous/ Lessons Learned

1. Consider selecting wall decorations, window treatments (e.g. blinds and curtains) and room finishes (e.g. wallpaper, trim, and wainscoting) that create a “homelike” environment.
2. Consider provision of at least one table in each resident living room to encourage activity.
3. Exterior wall should maximize natural light.
4. Consider methods of staff emergency communications.
5. Wireless communication systems are acceptable as a complement to wired systems.

6 Resident Dining Room

6.1 Outcome

A space where residents will enjoy a positive dining experience in a comfortable, homelike and relaxed atmosphere and can also be used for small group activities.

6.2 Size/ Configuration

1. Each Resident House must have a dining area that is not less than 2.3 nsm (25 nsf) per resident.
2. Space for storage of wheelchairs and walkers (during resident use of the Dining Room) must be located nearby.
3. Each Dining Room must be on an exterior wall with windows that provide a direct view to the exterior.
4. There must be a hand wash sink in, or immediately adjacent to, the dining area.

6.3 Clearances

1. As required to support space and program functions.

6.4 Adjacencies

1. Resident Kitchen

6.5 Doors/ Windows

1. Maximum window sill height will be 700 mm (27.5 in).

6.6 Shared

1. One per Resident House

6.7 Acoustical Separation

1. Effort must be made to minimize noise in these areas through the provision of finishes that reduce reflected noise and increase sound absorption.

6.8 Flooring Type

1. Resilient Sheet or Resilient Tile flooring with Resilient Cove baseboards

6.9 Equipment and Furnishings

1. Dining area chairs with armrests must be provided.
2. Provide all equipment and furnishings as required to support space and program functions.

6.10 Finishes

1. As required to support space and program functions.

6.11 Communications

1. As required to support space and program functions.

6.12 Miscellaneous/ Lessons Learned

1. Consider selecting wall decorations, window treatments (e.g. blinds and curtains) and room finishes (e.g. wallpaper, trim, wainscoting) in the dining room that create a “home-like” environment.
2. Small square dining tables provide flexibility in configuration and arrangement and encourage socialization and interaction between residents at meal times.
3. Consider providing a portion of the tables with adjustable height feature.
4. Non-pedestal type tables provide greater stability.
5. Non-glare table top finishes assist with vision challenges of residents.
6. Consider methods of staff emergency communications.

7 Resident Kitchen

7.1 Outcome

A space in each Resident House where minimal food preparation may be done by staff and/or residents. This kitchen is to facilitate resident activity. The resident kitchen will be accessible to residents and family to participate as appropriate.

7.2 Size/ Configuration

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.
2. Each kitchen must have storage cabinets above and below (e.g. including space for pans/pots, dishes, glasses and utensils etc.) and counter space with double sink.
3. A surface in each resident kitchen must be accessible for use by residents in wheelchairs.

7.3 Clearances

1. As required to support space and program functions.

7.4 Adjacencies

1. Housekeeping Room

7.5 Doors/ Windows

1. As required to support space and program functions.

7.6 Shared

1. One per Resident House

7.7 Acoustical Separation

1. As required to support space and program functions.

7.8 Flooring Type

1. Slip Resistant Resilient Sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove baseboard.

7.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.
2. Each kitchen must have a range/oven, microwave, refrigerator with freezer space and ice maker/dispenser. A commercial dishwasher is to be used. All equipment must meet Department of Agriculture (DoA) requirements.

7.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be smooth, easily cleanable and impermeable to moisture.

7.11 Communications

1. As required to support space and program functions.

7.12 Miscellaneous/ Lessons Learned

1. Food could be prepared in a central kitchen or by contracted services with the food finished and served in each resident kitchen, subject to DoA approval.
2. Consider methods of staff emergency communications.

8 Resident Laundry

8.1 Outcome

A space for washing resident's personal clothing using best infection control practices in accordance with Department of Agriculture requirements.

8.2 Size/ Configuration

1. Hand wash facilities must be conveniently located within the room.
2. All surfaces must be easily cleaned and impermeable to moisture.

8.3 Clearances

1. As required to support space and program functions.

8.4 Adjacencies

1. As required to support space and program functions.

8.5 Doors/ Windows

1. Door must be a minimum of 915 mm (36 in).

8.6 Shared

1. Will be shared between two Resident Houses.

8.7 Acoustical Separation

1. As required to support space and program functions.

8.8 Flooring Type

1. Slip Resistant Resilient Sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard

8.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.
2. Each resident laundry must have a residential size, commercial quality washer and dryer. Equipment must be capable of meeting all DoA requirements.
3. Use front loading machines.

8.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be smooth, easily cleanable and impermeable to moisture.

8.11 Communications

1. As required to support space and program functions.

8.12 Miscellaneous/ Lessons Learned

1. Consider providing space to iron resident's clothing.

9 Resident Staff Washroom

9.1 Outcome

Provide a separate two piece washroom consisting of a toilet and sink within the Resident House

9.2 Size/ Configuration

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.

9.3 Clearances

1. As required to support space and program functions.

9.4 Adjacencies

1. As required to support space and program functions.

9.5 Doors/ Windows

1. As required to support space and program functions.

9.6 Shared

1. One per Resident House

9.7 Acoustical Separation

1. As required to support space and program functions.

9.8 Flooring Type

1. Slip Resistant Resilient sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard

9.9 Equipment and Furnishings

1. Vanity sink with mirror above sink.

9.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) in each room must be easily cleanable and impermeable to moisture.

9.11 Communications

1. Internal emergency call system.

9.12 Miscellaneous/ Lessons Learned

1. N/A

10 Medication Preparation Room

10.1 Outcome

Secure space for preparation and storage of medications.
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10.2 Size/ Configuration

1. Secure space must be designated for medication preparation and treatment storage.

10.3 Clearances

1. As required to support space and program functions.

10.4 Adjacencies

1. Should be near staff work areas.

10.5 Doors/ Windows

1. As required to support space and program functions.

10.6 Shared

1. Will be shared between two Resident Houses.

10.7 Acoustical Separation

1. As required to support space and program functions.

10.8 Flooring Type

1. Resilient Sheet or Resilient Tile flooring with Resilient Cove baseboards

10.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.
2. Two fridges, a sink, counters and cupboards.

10.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) in each room must be easily cleanable and impermeable to moisture.

10.11 Communications

1. As required to support space and program functions.

10.12 Miscellaneous/ Lessons Learned

1. N/A

11 Staff Work Station

11.1 Outcome

Securable area to allow staff to carryout paperwork, medication and computing functions.

11.2 Size/ Configuration

1. Should be built in conjunction with common living areas.

11.3 Clearances

1. As required to support space and program functions.

11.4 Adjacencies

1. Should be in or near the common living areas such as the Dining and or Living Room

11.5 Doors/ Windows

1. As required to support space and program functions.

11.6 Shared

1. One Per Resident House

11.7 Acoustical Separation

1. As required to support space and program functions.

11.8 Flooring Type

1. Resilient Sheet or Resilient Tile flooring with Resilient Cove baseboards

11.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.
2. Records and medications shall be kept in a locked cabinet in the resident house.

11.10 Finishes

1. As required to support space and program functions.

11.11 Communications

1. Internal emergency call system.
2. Voice and high speed data must be provided.

11.12 Miscellaneous/ Lessons Learned

1. N/A

12 Housekeeping Room

12.1 Outcome

Space where housekeeping equipment and supplies are stored to ensure a clean and safe environment for residents, staff, family, and visitors utilizing best infection control practices.

12.2 Size/ Configuration

1. As required to support space and program functions.

12.3 Clearances

1. As required to support space and program functions.

12.4 Adjacencies

1. Resident Kitchen.

12.5 Doors/ Windows

1. As required to support space and program functions.

12.6 Shared

1. There must be one Housekeeping Room per Resident House.

12.7 Acoustical Separation

1. As required to support space and program functions.

12.8 Flooring Type

1. Slip Resistant Resilient sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard

12.9 Equipment and Furnishings

1. Provide equipment and furnishings as required to support the housekeeping service program.
2. Each housekeeping room must have sufficient space for the secure storage of chemicals and other cleaning supplies, chemical dispensing units, storing carts and other housekeeping equipment, such as mops and pails.
3. Each housekeeping room must be equipped with a curbed service sink, a hand wash sink and floor drain.

12.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be smooth, easily cleanable and impermeable to moisture.
2. The area around the floor sink is to have full waterproof wall protection.
3. Each housekeeping room must be equipped with a hot and cold running water supply, a curbed service sink, a hand wash sink and a floor drain.

12.11 Communications

1. As required to support space and program functions.

12.12 Miscellaneous/ Lessons Learned

1. Housekeeping rooms are best located close to areas of highest use (e.g. close to the resident bathing suites and public washrooms).

13 Facility Public Washrooms

13.1 Outcome

Provide a unisex washroom for public use.

13.2 Size/ Configuration

1. Must meet 2006 Nova Scotia Building Code Regulations, Schedule C, Barrier-Free Design, Clause 3.8.3.17 Suites of Residential Occupancies Required to be Barrier-Free.

13.3 Clearances

1. As required to support space and program functions.

13.4 Adjacencies

1. Must be within building but located outside of Resident House

13.5 Doors/ Windows

1. As required to support space and program functions.

13.6 Shared

1. As required to support space and program functions.

13.7 Acoustical Separation

1. As required to support space and program functions.

13.8 Flooring Type

1. Slip Resistant Resilient sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard.

13.9 Equipment and Furnishings

1. Toilet and sink with mirror above sink.

13.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) in each room must be easily cleanable and impermeable to moisture.

13.11 Communications

1. Internal emergency call system.

13.12 Miscellaneous/ Lessons Learned

1. N/A

14 Smoking Room

14.1 Outcome

A space where residents can smoke.

14.2 Size/ Configuration

1. A smoking room must be provided that meets applicable regulations including the Smoke-free Places Act.

14.3 Clearances

1. As required to support space and program functions.

14.4 Adjacencies

1. Must be within building , located outside of Resident House

14.5 Doors/ Windows

1. There must be a window to the corridor so staff can observe residents.

14.6 Shared

1. One per facility.

14.7 Acoustical Separation

1. As required to support space and program functions.

14.8 Flooring Type

1. Porcelain tile flooring with Resilient Cove baseboards

14.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.
2. All furnishings must be non-combustible.

14.10 Finishes

- 1.

14.11 Communications

1. Internal emergency call system.

14.12 Miscellaneous/ Lessons Learned

1. N/A

15 Clean Utility Room

15.1 Outcome

Spaces where clean supplies (e.g. incontinent products, nursing supplies and linens) will be stored in a secure manner.

15.2 Size/ Configuration

1. Clean utility rooms must be provided to support the requirements for storage of clean supplies.

15.3 Clearances

1. As required to support space and program functions.

15.4 Adjacencies

1. As required to support space and program functions.

15.5 Doors/ Windows

1. As required to support space and program functions.

15.6 Shared

1. Shall be shared between two Resident Houses

15.7 Acoustical Separation

1. As required to support space and program functions.

15.8 Flooring Type

1. Resilient Sheet flooring with Resilient Welded or Flash Cove baseboard

15.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.
2. Must have a secure space for the storage of clean supplies, linens and equipment, as well as counter space.

15.10 Finishes

1. As required to support space and program functions.

15.11 Communications

1. As required to support space and program functions.

15.12 Miscellaneous/ Lessons Learned

1. Personal clothing racks and linen exchange carts could be housed in this space.

16 Soiled Utility Room

16.1 Outcome

Spaces where soiled equipment and materials are processed in keeping with best infection control practices.

16.2 Size/ Configuration

1. As required to support space and program functions.

16.3 Clearances

1. As required to support space and program functions.

16.4 Adjacencies

1. As required to support space and program functions.

16.5 Doors/ Windows

1. As required to support space and program functions.

16.6 Shared

1. Shall be shared between two Resident Houses

16.7 Acoustical Separation

1. As required to support space and program functions.

16.8 Flooring Type

1. Slip Resistant Resilient sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard.

16.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.
2. Soiled utility room must have a hopper sink and a hand basin.
3. Space must be provided for the temporary storage of soiled linen carts. Soiled linen carts must be covered.

16.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be easily cleanable and impermeable to moisture.

16.11 Communications

1. As required to support space and program functions.

16.12 Miscellaneous/ Lessons Learned

1. N/A

17 Entrance Foyer

17.1 Outcome

Main access space that provides a welcoming entry to the facility.

17.2 Size/ Configuration

1. As required to support space and program functions.

17.3 Clearances

1. As required to support space and program functions.

17.4 Adjacencies

1. As required to support space and program functions.

17.5 Doors/ Windows

1. The outside entrance doors must be designed to prevent drafts.

17.6 Shared

1. One per facility.

17.7 Acoustical Separation

1. As required to support space and program functions.

17.8 Flooring Type

1. Resilient Sheet or Resilient Tile flooring, with Resilient Cove baseboard, Slip Resistant Ceramic flooring and Ceramic Cove baseboard at weather vestibule.

17.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

17.10 Finishes

1. As required to support space and program functions.

17.11 Communications

1. As required to support space and program functions.

17.12 Miscellaneous/ Lessons Learned

1. The entrance foyer may be used by residents to gather and observe people coming and going from the facility.

18 Facility Kitchen / Servery

18.1 Outcome

Space where food may be prepared and storage of food supplies is managed.

18.2 Size/ Configuration

1. Storage of dry goods, supplies, refrigerated and frozen food, storage of wet and dry garbage and recycling must be done in compliance with Provincial standards.
2. The size of the kitchen must meet the Homes for Special Care Act requirement, section 34.2, providing a minimum of 10 nsf (0.93 nsm) per resident.

18.3 Clearances

1. As required to support space and program functions.

18.4 Adjacencies

1. Must be central to both Resident Houses

18.5 Doors/ Windows

1. As required to support space and program functions.

18.6 Shared

1. One per facility.

18.7 Acoustical Separation

1. As required to support space and program functions.

18.8 Flooring Type

1. Slip Resistant Resilient Sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard.

18.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

18.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be easily cleanable and impermeable to moisture.

18.11 Communications

1. Voice and high speed data must be provided.

18.12 Miscellaneous/ Lessons Learned

1. Alternatively - Food could be prepared in a off site kitchen or by contracted services.

19 Kitchen Storage (If no Facility Kitchen)

19.1 Outcome

If a Facility Kitchen is not used then adequate storage space must be provided for bulk food supplies serving the Resident House kitchens.

19.2 Size/ Configuration

1. Storage of dry goods, supplies, refrigerated and frozen food, storage of wet and dry garbage and recycling must be done in compliance with Provincial standards.

19.3 Clearances

1. As required to support space and program functions.

19.4 Adjacencies

1. As required to support space and program functions.

19.5 Doors/ Windows

1. As required to support space and program functions.

19.6 Shared

1. One per facility

19.7 Acoustical Separation

1. As required to support space and program functions.

19.8 Flooring Type

1. Slip Resistant Resilient sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard.

19.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

19.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be easily cleanable and impermeable to moisture.

19.11 Communications

1. As required to support space and program functions.

19.12 Miscellaneous/ Lessons Learned

1. Consider using a refrigerated refuse storage area to facilitate garbage processing.

20 Central Laundry

20.1 Outcome

Space, if provided, where resident linens (e.g. bed linens, towels, etc.) will be laundered.

20.2 Size/ Configuration

1. The central laundry must have an adequate allocation of space to accommodate the provided equipment and supplies.
2. The central laundry must clearly delineate the clean and soiled areas.
3. The central laundry area must have hand wash facilities conveniently located for staff use.
4. Washing chemicals must be safely stored in the central laundry room.
5. The central laundry staff must have access to a separate area for the cleaning and sanitizing of laundry equipment such as baskets, carts and bags.

20.3 Clearances

1. Adequate access to the laundry equipment must be provided to ensure ease of cleaning and repair work.

20.4 Adjacencies

1. As required to support space and program functions.

20.5 Doors/ Windows

1. As required to support space and program functions.

20.6 Shared

1. One per facility unless offsite laundry provided.

20.7 Acoustical Separation

1. As required to support space and program functions.

20.8 Flooring Type

1. Slip Resistant Resilient sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard

20.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.
2. There must be floor drainage in the washing central laundry space. If a drainage trough is provided for the washer, this must have a solid removable cover.

20.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be easily cleanable and impermeable to moisture.

20.11 Communications

1. As required to support space and program functions.

20.12 Miscellaneous/ Lessons Learned

1. Consider providing space for a seamstress, labeling and ironing.

21 Laundry Clean Storage (If no Central Laundry)

21.1 Outcome

To provide storage space for clean laundry if offsite laundry services are being used.

21.2 Size/ Configuration

1. If an off-site laundry service is used, there must be separate space in the facility for receiving / distributing clean laundry.

21.3 Clearances

1. As required to support space and program functions.

21.4 Adjacencies

1. As required to support space and program functions.

21.5 Doors/ Windows

1. As required to support space and program functions.

21.6 Shared

1. One per facility, if offsite laundry services being used.

21.7 Acoustical Separation

1. As required to support space and program functions.

21.8 Flooring Type

1. Slip Resistant Resilient sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard

21.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

21.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be easily cleanable and impermeable to moisture.

21.11 Communications

1. As required to support space and program functions.

21.12 Miscellaneous/ Lessons Learned

1. N/A

22 Laundry Soiled Storage (If no Central Laundry)

22.1 Outcome

To provide storage space for soiled laundry if offsite laundry services are being used.

22.2 Size/ Configuration

1. If an off-site laundry service is used, there must be separate space in the facility for collecting soiled laundry.

22.3 Clearances

1. As required to support space and program functions.

22.4 Adjacencies

1. As required to support space and program functions.

22.5 Doors/ Windows

1. As required to support space and program functions.

22.6 Shared

1. One per facility, if offsite laundry services being used.

22.7 Acoustical Separation

1. As required to support space and program functions.

22.8 Flooring Type

1. Slip Resistant Resilient sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard

22.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

22.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be easily cleanable and impermeable to moisture.

22.11 Communications

1. As required to support space and program functions.

22.12 Miscellaneous/ Lessons Learned

1. N/A

23 Plant Maintenance/Office

23.1 Outcome

Space provided for staff to support ongoing maintenance activities including equipment and building components.

23.2 Size/ Configuration

1. There must be a dedicated maintenance space provided to support the ongoing maintenance activities including: repairs on equipment, furnishings and other building contents; storage space for maintenance equipment, facility floor plans and operating manuals, portable machinery and tools.

23.3 Clearances

1. As required to support space and program functions.

23.4 Adjacencies

1. No adjacencies to resident rooms.

23.5 Doors/ Windows

1. As required to support space and program functions.

23.6 Shared

1. One per facility

23.7 Acoustical Separation

1. There must be physical separation and good acoustical control between the plant / maintenance areas of the facility and the resident areas.

23.8 Flooring Type

1. Slip Resistant Floor paint on concrete or concrete hardener with Resilient Cove baseboard as required by wall construction.

23.9 Equipment and Furnishings

1. Provide all equipment as required to support the plant maintenance service program.

23.10 Mechanical

1. In accordance with detail provided in 6.4.2 Mechanical System

23.11 Communications

1. Voice and high speed data must be provided.

23.12 Miscellaneous/ Lessons Learned

1. N/A

24 Outdoor Equipment Storage (if no offsite service)

24.1 Outcome

To provide storage for outdoor site maintenance equipment.

24.2 Size/ Configuration

1. Landscaping equipment such as snow blowers and lawn mowers must be securely stored in a separate building.

24.3 Clearances

1. As required to support space and program functions.

24.4 Adjacencies

1. As required to support space and program functions.

24.5 Doors/ Windows

1. As required to support space and program functions.

24.6 Shared

1. One per facility.

24.7 Acoustical Separation

1. As required to support space and program functions.

24.8 Flooring Type

1. Slip Resistant Floor paint on concrete or concrete hardener with Resilient Cove baseboard as required by wall construction.

24.9 Equipment and Furnishings

1. As required to support space and program functions.

24.10 Finishes

1. As required to support space and program functions.

24.11 Communications

1. As required to support space and program functions.

24.12 Miscellaneous/ Lessons Learned

1. N/A

25 Mechanical Room

25.1 Outcome

Space to support mechanical equipment.

25.2 Size/ Configuration

1. Must be located in separate secured all-weather space accessible without the use of ladders.
2. Ventilation equipment must be contained in a separate room

25.3 Clearances

1. As required to support space and program functions.

25.4 Adjacencies

1. Not adjacent to resident bedrooms.

25.5 Doors/ Windows

1. As required to support space and program functions.

25.6 Shared

1. One per facility

25.7 Acoustical Separation

1. There must be physical separation and good acoustical control between this space and the resident areas.

25.8 Flooring Type

1. Resistant floor paint on concrete or concrete hardener with resilient cove baseboard as required by wall construction. If space is located above ground floor, can use slip resistant resilient sheet or slip resistant resilient tile flooring with resilient welded or flash cove baseboard with appropriate floor penetration sleeves and drains.

25.9 Equipment and Furnishings

1. As required to support space and program functions.

25.10 Finishes

1. As required to support space and program functions.

25.11 Communications

1. As required to support space and program functions.

25.12 Miscellaneous/ Lessons Learned

1. N/A

26 Ventilation Room

26.1 Outcome

Space to support ventilation equipment.

26.2 Size/ Configuration

1. Must be located in separate secured all-weather space accessible without the use of ladders.

26.3 Clearances

1. 1m clearance around equipment and access to serviceable equipment is required to enable and encourage maintenance.

26.4 Adjacencies

1. Not adjacent to resident bedrooms.

26.5 Doors/ Windows

1. As required to support space and program functions.

26.6 Shared

1. As required to support space and program functions.

26.7 Acoustical Separation

1. There must be physical separation and good acoustical control between this space and the resident areas.

26.8 Flooring Type

1. Resistant floor paint on concrete or concrete hardener with resilient cove baseboard as required by wall construction. If space is located above ground floor, can use slip resistant resilient sheet or slip resistant resilient tile flooring with resilient welded or flash cove baseboard with appropriate floor penetration sleeves and drains.

26.9 Equipment and Furnishings

1. As required to support space and program functions.

26.10 Finishes

1. As required to support space and program functions.

26.11 Communications

1. As required to support space and program functions.

26.12 Miscellaneous/ Lessons Learned

1. In many designs, some portions of the mechanical systems and ventilation rooms, are being located in an attic or second and third floor spaces. As a minimum, the floors must be finished with welded slip resistant vinyl sheet floor.

27 Material Management

27.1 Outcome

Space provided to effectively and safely handle, store and distribute food supplies, dry goods, chemicals, paper products and resident supplies and equipment.

27.2 Size/ Configuration

1. Materials Management space must provide year round access for delivery, storage and distribution of supplies and equipment.
2. There must be a dedicated receiving entrance separate from the main entrance of the facility.
3. Storage space for the temporary accumulation of received goods must be provided.

27.3 Clearances

1. Allow sufficient room, while temporarily storing material, so that walkways and access routes remain clear.

27.4 Adjacencies

1. Materials Management space must be separated from resident and public areas to prevent exposure to noise, noxious fumes and safety hazards.
2. Consider noise and temperature effects this area will have on any adjoining Resident rooms. Wall construction shall be devised to reduce and insulate any noise and temperature effects.

27.5 Doors/ Windows

1. Door(s) should be designed, selected and configured to allow the easy passage of material in and out of the facility. This area should be designed to eliminate cross contamination of Dirty and Clean material.

27.6 Shared

1. One per facility.

27.7 Acoustical Separation

1. As required to support space and program functions.

27.8 Flooring Type

1. Slip Resistant Floor paint on concrete or concrete hardener with Resilient Cove baseboard as required by wall construction

27.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support the materials management service program.

27.10 Finishes

- 1.

27.11 Communications

1. As required to support space and program functions.

27.12 Miscellaneous/ Lessons Learned

1. Consider providing an exterior intercom system in Materials Management area to allow delivery persons to alert facility staff when goods have arrived.
2. The exterior of the receiving dock could have an overhang or dock seal to protect staff and goods from inclement weather.
3. The driveway to the Materials Management could directly link to the public road to facilitate pickup and delivery and reduce onsite truck traffic.

28 Refuse Storage

28.1 Outcome

Provide adequate space to store waste and recycling until material can be removed from the facility.

28.2 Size/ Configuration

1. As required to support space and program functions.

28.3 Clearances

1. As required to support space and program functions.

28.4 Adjacencies

1. Exterior receptacles shall not be in the view plan of the resident areas. If this is not possible than an appropriately fabricated fence shall be erected to hide this area from the resident's view.
2. Refuse storage shall be located to allow for appropriate vehicle access.

28.5 Doors/ Windows

1. As required to support space and program functions.

28.6 Shared

1. As required to support space and program functions.

28.7 Acoustical Separation

1. As required to support space and program functions.

28.8 Flooring Type

1. Slip Resistant Floor paint on concrete or concrete hardener with Resilient Cove baseboard as required by wall construction.

28.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support the materials management service program.
2. Refrigerated/ cooled holding rooms shall be provided for food waste, recycling.

28.10 Finishes

1. As required to support space and program functions.

28.11 Mechanical

1. In accordance with detail provided in 6.4.2 Mechanical System

28.12 Miscellaneous/ Lessons Learned

1. N/A

29 Administration Rooms

29.1 Outcome

Space where the administrative staff will provide overall management of the facility.

29.2 Size/ Configuration

1. Administration must have the necessary office space to provide overall direction and support to the residents, family and staff of the facility.
2. Administrative offices must be conveniently located for residents and their families.

29.3 Clearances

1. As required to support space and program functions.

29.4 Adjacencies

1. As required to support space and program functions.

29.5 Doors/ Windows

1. As required to support space and program functions.

29.6 Shared

1. As required to support space and program functions.

29.7 Acoustical Separation

1. As required to support space and program functions.

29.8 Flooring Type

1. Resilient Sheet, Resilient Tile Flooring or Commercial Carpet with Resilient Cove or Carpet base Baseboards

29.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

29.10 Finishes

1. As required to support space and program functions.

29.11 Communications

1. Provide wired systems for voice (telephone) and data (high-speed internet and TV).

29.12 Miscellaneous/ Lessons Learned

1. Consider the locations of confidential and electronic correspondence.
2. Wireless communication systems are acceptable as a complement to wired systems.

30 Meeting/Training Room

30.1 Outcome

A room where meetings and or training can be conducted in the facility.

30.2 Size/ Configuration

1. There must be space within the facility for staff meetings and staff education.

30.3 Clearances

1. As required to support space and program functions.

30.4 Adjacencies

1. Should be located centrally in the facility.

30.5 Doors/ Windows

1. As required to support space and program functions.

30.6 Shared

1. One per facility.

30.7 Acoustical Separation

1. As required to support space and program functions.

30.8 Flooring Type

1. Resilient Sheet, Resilient Tile or Commercial Grade Carpet with Resilient Cove or Carpet Base Baseboards

30.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

30.10 Finishes

1. As required to support space and program functions.

30.11 Communications

1. Voice and Data must be provided via Cat 6 Cabling IAW para 6.4.3.4 Structured Wiring System (Voice and Data).

30.12 Miscellaneous/ Lessons Learned

1. Wireless communication systems are acceptable as a complement to wired systems.

31 File Storage Room

31.1 Outcome

Secure storage space for files and records.

31.2 Size/ Configuration

1. Maximum of 60 sq ft.

31.3 Clearances

1. As required to support space and program functions.

31.4 Adjacencies

1. As required to support space and program functions.

31.5 Doors/ Windows

1. As required to support space and program functions.

31.6 Shared

1. One per facility.

31.7 Acoustical Separation

1. As required to support space and program functions.

31.8 Flooring Type

1. Resilient Sheet, Resilient Tile or Commercial Carpet flooring with Resilient Cove or Carpet Base Baseboards

31.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

31.10 Finishes

1. As required to support space and program functions.

31.11 Communications

1. Voice and Data must be provided via Cat 6 Cabling IAW para 6.4.3.4 Structured Wiring System (Voice and Data).

31.12 Miscellaneous/ Lessons Learned

1. Wireless communication systems are acceptable as a complement to wired systems.
2. Consider the locations of confidential and electronic correspondence.

32 Photocopier Fax Room

32.1 Outcome

Space for office equipment (photocopier/fax machine).

32.2 Size/ Configuration

1. There must be a dedicated photocopier and related supplies space complete with dedicated exhaust.
2. Maximum of 60 sq ft.

32.3 Clearances

1. As required to support space and program functions.

32.4 Adjacencies

1. As required to support space and program functions.

32.5 Doors/ Windows

1. As required to support space and program functions.

32.6 Shared

1. One per facility.

32.7 Acoustical Separation

1. As required to support space and program functions.

32.8 Flooring Type

1. Resilient Sheet, Resilient Tile or Commercial Carpet flooring with Resilient Cove or Carpet Base Baseboards

32.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

32.10 Finishes

1. As required to support space and program functions.

32.11 Communications

1. Voice and Data must be provided via Cat 6 Cabling IAW para 6.4.3.4 Structured Wiring System (Voice and Data).

32.12 Miscellaneous/ Lessons Learned

1. Wireless communication systems are acceptable as a complement to wired systems.

33 Staff Room

33.1 Outcome

An area, separate from resident care and common areas, must be provided for staff “break” periods complete with kitchenette and sink.

33.2 Size/ Configuration

1. As required to support space and program functions.

33.3 Clearances

1. As required to support space and program functions.

33.4 Adjacencies

1. Locker room.
2. Staff change area.

33.5 Doors/ Windows

1. As required to support space and program functions.

33.6 Shared

1. One per facility.

33.7 Acoustical Separation

1. As required to support space and program functions.

33.8 Flooring Type

1. Resilient Sheet or Resilient Tile flooring with Resilient Cove baseboards

33.9 Equipment and Furnishings

1. Kitchenette to have a microwave and a refrigerator with freezer and ice machine / dispenser.

33.10 Finishes

1. As required to support space and program functions.

33.11 Communications

1. Voice and Data must be provided via Cat 6 Cabling IAW para 6.4.3.4 Structured Wiring System (Voice and Data).

33.12 Miscellaneous/ Lessons Learned

1. Wireless communication systems are acceptable as a complement to wired systems.

34 Staff Locker Room

34.1 Outcome

To provide space to allow staff to store personal clothing and change while at the facility.

34.2 Size/ Configuration

1. As required to support space and program functions.

34.3 Clearances

1. As required to support space and program functions.

34.4 Adjacencies

1. Staff Washroom, Male Change Room With Shower, Female Change Room With Shower

34.5 Doors/ Windows

1. As required to support space and program functions.

34.6 Shared

1. One per facility.

34.7 Acoustical Separation

1. As required to support space and program functions.

34.8 Flooring Type

1. Resilient Sheet or Resilient Tile flooring with Resilient Cove baseboards

34.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

34.10 Finishes

1. As required to support space and program functions.

34.11 Communications

1. As required to support space and program functions.

34.12 Miscellaneous/ Lessons Learned

1. Full height lockers can be problematic when used to store wet clothes. An alternative could be a secure room with an open coat/boot rack with separate half-height lockers for small personal belongings.
2. The male and female locker/ change rooms can be combined into one co-ed locker room if private change rooms and showers are provided.

35 Staff Change Room with Shower

35.1 Outcome

To provide space to allow staff to change clothing while at the facility.

35.2 Size/ Configuration

1. As required to support space and program functions.

35.3 Clearances

1. As required to support space and program functions.

35.4 Adjacencies

1. Staff Locker Room

35.5 Doors/ Windows

1. As required to support space and program functions.

35.6 Shared

1. One per facility.

35.7 Acoustical Separation

1. As required to support space and program functions.

35.8 Flooring Type

1. Slip Resistant Resilient Sheet or Slip Resistant Resilient Tile flooring with Resilient Welded or Flash Cove Baseboard.

35.9 Equipment and Furnishings

1. Provide all equipment and furnishings as required to support space and program functions.

35.10 Finishes

1. All surfaces (e.g. floors, walls, ceilings and shelves) must be smooth, easily cleanable and impermeable to moisture.

35.11 Communications

1. As required to support space and program functions.

35.12 Miscellaneous/ Lessons Learned

1. The Male and Female Locker/ Change Rooms can be combined into one Co-Ed Locker room if private Change Rooms and showers are provided.