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## 3.1 INTRODUCTION

### 1 GENERAL

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1.1 The non-clinical services, Section 3 of Output Specifications sets out Health Co's requirements across a range of non-clinical support services to be provided by Health Co and accommodated by Project Co in the provision of the Works and the Services.

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1.2 The following list indicates the functional title of non-clinical services that are to be provided by Health Co.

- D1 Information Management
  - D2 Learning Centre
  - D3 Main Public Facilities
  - D4 Site Administration
  - D5 Staff Facilities
  - D6 Volunteer/Auxiliary Services
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1.3 While the services are described by their traditional functional title, Health Co is seeking innovative approaches and task configurations to achieve maximum efficiency in service delivery.

### 2 SPECIFICATION STRUCTURE

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Information for each specification section is typically presented under the following headings:

**Service Description** typically provides an overview of the clinical, education and research scopes of service, and identifies any specific service exclusions that are either provided in other specification sections or are not provided on the site at all.

**Operational Description** provides the minimum hours of operation, a review of patient management processes, patient information management, staff work processes, materiel services, linen/housekeeping services, and equipment asset management.

**Activity Indicators** provides a tabulation of the minimum expected level of activity that Project Co must accommodate.

**People Requirements** provides a tabulation of the assumed maximum number of people to be accommodated within each functional area as outlined in the schedule of accommodation section of Design Criteria.

**Design Criteria** provides graphic and narrative descriptions of key external relationships, key internal relationships/environmental considerations and suggested schedules of accommodation.

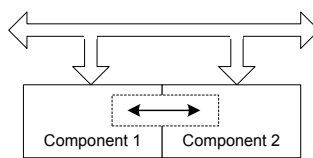
The key external relationship diagrams and text in each non-clinical output specification section indicates the priorities of the component for its location relative to other components.

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There are 4 definitions of terms used in the external relationship description are as follows:

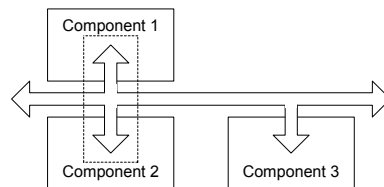
1. Direct Access by Internal Circulation - Essential

“Direct access by internal circulation” refers to components which are essentially horizontally contiguous or very close and linked internally. This form of access avoids movement through the general circulation system of the facility and is considered essential to achieving best practice, the vision and guiding principles, reduced patient risk, and the effective functioning of the program/department. An acceptable alternative to horizontal contiguity would be vertical contiguity by means of a dedicated (“hot”) elevator.



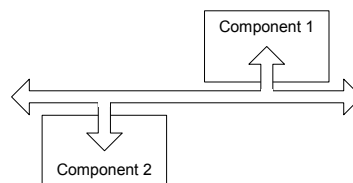
2. Direct Access by General Circulation - Important

“Direct access by general circulation” refers to components linked by an important but minimal or moderate amount of horizontal and/or vertical general circulation. This form of access will improve the efficient and effective functioning of the program/department and is considered important, but not essential, to achieving best practice, the vision and guiding principles or reduced patient risk.



3. Convenient by General Circulation - Desirable

“Convenient access by general circulation” refers to components which are linked by extended horizontal and/or vertical general circulation. This form of access is considered desirable for the program/department to function effectively and efficiently, achieve best practice, achieve the vision and guiding principles, all without increased patient risk.



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### 4. Direct by Virtual or Dedicated Mechanical Circulation

“Direct access by virtual or dedicated mechanical circulation” refers to components linked by direct supply/service systems including IT systems and/or mechanical systems (e.g., dedicated elevator; dumb waiter; pneumatic tube).

The internal relationships/concepts section indicates basic criteria and concepts for the organization or environmental design of space (e.g., zoning, flexibility, segregation, environmental ambiance, privacy, sound attenuation, safety features, etc.) and the schedules of accommodation are tabulated with a reference number (Ref) used for cross referencing within this document and which may be used in any future supplementary document. Also illustrated is the number of existing and projected rooms or spaces (units), the net square metres per unit (nsm/unit), and the total net square metres for each room or space (nsm).

Indented line items indicate a close adjacency with the preceding line item.

Proposed net square metres (nsm) is stated to the nearest 0.5 m<sup>2</sup> and is considered the desired minimum. At the end of each space list the total net space is summarized.

Spaces listed in parentheses ( ) are spaces supporting services provided by Project Co, and are, as a consequence, only suggestions of what is considered desirable from a clinical service delivery standpoint. These spaces will need to be verified by Project Co.

**Design Guidance** identifies specific standards, regulations or other references that provides guidance to design.

**Other Specifications** identifies other specification sections that should be referred to as they may relate to the subject specification section.

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