

**STATE OF FLORIDA
AGENCY FOR HEALTH CARE ADMINISTRATION
OFFICE OF PLANS AND CONSTRUCTION**

INFORMATION FOR PROJECT REVIEW

The following information is intended to assist those submitting drawings for health facility construction to the Agency for Health Care Administration, Office of Plans and Construction.

Review by this office is required only for those facilities licensed and/or certified by the Agency and required by Florida statutes to have plans reviewed by the Agency. These facility types include: Hospitals, Nursing Homes, Ambulatory Surgical Centers (ASC) and Intermediate Care Facilities for the developmentally disabled (ICF/dd).

All detached outpatient facilities of hospitals that provide surgical procedures requiring general anesthesia or that administer I.V. conscious sedation, that provide cardiac catheterization services, or that are to be licensed as ASCs, shall submit plans and specifications to the Agency for review. All other outpatient facilities of hospitals must be reviewed, except those that are physically detached from, and have no utility connections with the hospital, and that do not block emergency egress from or create a fire hazard to the hospital. To determine if a detached outpatient facility meets this plan review exemption criteria, the licensed hospital shall submit the following information for a non-fee cursory review:

- A program of services to be offered in the detached facility and a statement from the licensed hospital that no inpatients will be treated or examined within the detached facility.
- A statement that there are no utility connections to the hospital.
- The address or location of the detached outpatient facility.
- If the detached outpatient facility is on the campus of the licensed hospital, a dimensional site plan showing the location of the hospital relative to the location of the detached outpatient facility shall be provided. This information will help determine whether the emergency egress or fire safety of the hospital has been adversely affected.

After this cursory review has been completed, and if the facility meets the exemption requirements, a letter of exemption from review by the Office of Plans and Construction will be sent to the hospital. With this exemption letter, the hospital can contact the Hospital and Outpatient Unit in the Bureau of Health Facility Regulation of the Agency to list this outpatient facility as part of the hospital's outpatient program.

Adult living Facilities (ALF), Hospices, and Birthing Centers are licensed by the Agency, but plan review by the Office of Plans and Construction is not required. Renal dialysis facilities not attached to the hospital license are not licensed but are certified for federal Medicare and Medicaid. There are no regulatory physical plant requirements for these facilities and plan review is not required.

New facilities which are not listed as part of the licensed facility's outpatient program but which are on the same property and/or immediately adjacent to the existing licensed facility

must be submitted to the Office of Plans and Construction for a non-fee cursory review to determine whether egress and fire safety of the licensed facility has been adversely affected.

Any renovation, remodeling, addition or alteration to the physical plant of a hospital, nursing home, ASC or ICF/dd must be reviewed by the Office of Plans and Construction, regardless of the cost of such alterations, before any construction may commence. Some small projects such as interior refurbishing may only require a non-fee cursory review. Contact the Office of Plans and Construction for plan review determination before undertaking any construction.

All projects submitted to this office will be given a separate and distinct project log number. It is essential that this project log number be included on all material submitted for this project including drawings, specifications, letters, fee payments, etc. If additional projects are submitted for review, include on the transmittal letter all facility information requested on the Plan Review Application so a new project log number can be assigned to the project.

REQUIREMENTS FOR PROJECT SUBMISSION

The following items must be submitted to the Office of Plans and Construction before any review can be undertaken. If any of these items is not included in the submission, the project will either be placed on hold and no review initiated or the project will be disapproved and will require another submittal.

Plan Review Fee

A fee is charged by the State of Florida for the review of plans and construction. The Agency is authorized to charge an initial fee of \$2,000 for the review of plans and construction on all projects, no part of which is refundable. The initial fee payment must accompany the initial submission. Further, the Agency is authorized to charge a fee not to exceed one (1) percent of the estimated construction cost or the actual cost of review, whichever is less, for the portion of the review, up through the first revised construction document review. All fees for subsequent portions of the review, including construction surveys, will be based upon the actual cost of review (including travel expense) for the remaining portions of the plan reviews and construction surveys. Any subsequent fee payment that is due is payable upon receipt of an invoice or notification in writing from the Agency.

Checks must be submitted by the provider and shall be made payable to "Treasurer, State of Florida" and should be noted "for Deposit to the Office of Plans and Construction Plan Review Trust Fund". The Agency can only accept a review fee from the provider.

Plan Review Application (PRA)

This application shall be completed in its entirety at the time the review is scheduled. If all information is not complete, accurate and current, the plans may not be able to be processed and review may not commence.

PRA form (attached) is available from this office upon request and from the Agency's web site: www.fdhc.state.fl.us. Completion of this form is required at the time of scheduling for initial submission.

Firm Certification and Professional Registration

At the time of Construction Document Stage III submittal, a current State of Florida firm certification number must be provided for each architectural and engineering design firm doing business under an assumed name. For each design professional who is signing, sealing and dating the submitted documents, a current and active State of Florida registration number must also be provided. Information regarding such firm certification and registration requirements may be obtained from the applicable state licensing board.

Construction documents (Stage III) submitted to this office are public record documents and must be properly signed, dated (under the signature) and sealed (embossed) by the design professional responsible for the content. Such seals and signatures must be in keeping with the requirements of the Florida State Board of Architecture and the Florida State Board of Professional Engineers. This includes the following requirements:

- Both engineers and architects must sign, date under signature and emboss seal each sheet for which they are responsible.
- If there is a book of specifications, all design professionals responsible for the content of those specifications must sign, date (under signature) and emboss seal the front cover or title sheet.
- All addenda, change orders and other forms of contract document modifications require proper sealing as described above.

Certificate of Need (CON) Requirements

Due to changes in the Florida statutes regarding Certificate of Need review, many projects no longer require a Certificate of Need, exemption or non-reviewable letters from the Agency.

In general, projects that will add new beds or certain services (such as open heart, inpatient cardiac catheterization, organ transplant, comprehensive medical rehab) and new facilities still require a valid Certificate of Need or exemption letter from the Agency before plan review can commence.

Other projects involving out patient services, obstetrical services, equipment replacement, elimination of safety hazards, or modifications or additions to the physical plant not directly related to patient care no longer require any letter or review by the Agency for Certificate of Need purposes.

Please refer to the attached chart to assist in the determination of these requirements. For further information, please contact the Office of Certificate of Need for information at (850) 488-8672 or write to the Agency for Health Care Administration, Office of Certificate of Need, 2727 Mahan Drive Tallahassee, FL 32308 or send them a fax at (850) 922-6964.

INFORMATION FOR PLANS SUBMISSION

For new facilities or large additions, all three stages – Phase 1, schematic; Phase II, preliminary; and Phase III, construction documents – must be submitted to this office for approval. Phase I, schematic plans, and Phase II Preliminary Plans, may not be required for small additions and alterations. Contact this office for determination.

Stage I, Schematic Plans

Program:

- Provide a detailed scope of work and describe services to be provided in the project.
- If applicable, provide a schedule showing total number of beds (existing and new), types of bedrooms (private, semiprivate) and types of ancillary spaces.

Plans:

- Provide single-line drawings of each floor showing the relationship of the various activities or services to each other and the room arrangement in each. The name of each room shall be noted. The proposed roads and walks, service entrance courts, parking and orientation may be shown on either a small plot plan or the first floor plan. A single cross-section diagram shall be submitted at this stage. A schematic Life Safety Plan showing smoke and fire compartments and exit passageways is also required.
- If the project is an addition or otherwise related to existing buildings on the site, the plans shall show the facilities and general arrangement of those buildings. Provide the construction type for both the existing building and the addition.

Stage II, Preliminary Plans

The preliminary plans are a further development of the schematic plans and shall include the following:

Program:

- Provide a detailed scope of work and describe services to be provided in the project.
- If applicable, provide a schedule showing total number of beds (existing and new), types of bedrooms (private, semiprivate) and types of ancillary spaces.

Plans:

- Civil Engineering Plans: Show existing grade and proposed improvements. Provide a vicinity map for new facilities.
- Life Safety Plans: Provide single-sheet floor plans showing fire and smoke compartmentation, all means of egress, fire rated walls, the longest exit distances, the furthest travel distance from any point to cross corridor smoke doors, standpipe locations, fire extinguishers, and exit light locations. Additionally, dimension compartments, calculate and tabulate exit inches.
- Architectural Plans: Provide floor plans (1/8-inch scale preferred). Show door swings, windows, casework and millwork, fixed equipment and plumbing fixtures. Indicate function of each space within the space on the plan. Provide large-scale plans of typical bedrooms with tabulation of gross and net square footage of each bedroom.

Provide typical large-scale wall interior and exterior sections and exterior wall elevations. Whenever an addition, alteration or remodeling or renovation to an existing facility is proposed, the general layout of spaces of the existing facility shall be submitted with the preliminary plans.

- Mechanical Engineering Drawings: Provide a one-line diagram of the ventilating system with relative pressures of each space. Provide, at least in outline form, system operation and description of drawings of any anticipated emergency smoke control system . Show existing sprinklered areas as well as areas to be sprinklered.
- Electrical Engineering Drawings: Provide a one-line diagram of normal and essential power systems showing service transformers and entrances, switchboards, transfer switches, distribution feeders and over-current devices, panel boards and step-down transformers. The diagram shall include a preliminary listing of new and existing normal block loads, preliminary estimates of available short-circuit current at all new equipment and existing equipment serving any new equipment, short-circuit and any new revised grounding requirements.
- Outline Specifications: Provide a general description of the construction, including construction classification and ratings of components, interior finishes, general types and locations of acoustical material, floor coverings, hardware groups, electrical equipment, ventilating equipment and plumbing fixtures.
- Phasing Plan: When renovation/additions must be completed in construction phasing, provide construction phasing plans indicating how all architectural, mechanical and electrical conditions will be phased to maintain the environment of care at all times in the facility.

Stage III, Construction Documents

The construction documents shall be an extension of the second stage (preliminary plan submission) and shall completely describe all new construction. These documents shall consist of work related to civil engineering, architectural, structural engineering, mechanical engineering, and electrical engineering, plus specifications for the complete description of all the disciplines. It is specifically required in the case of additions to existing facilities, that the mechanical and electrical (especially the essential electrical system) conditions be a part of this submission.

Program :

- If no Stage II Preliminary drawings were submitted, the Stage III Construction documents shall include a detailed written scope of work and services to be included in the project.

Plans:

- Life Safety Plan: This plan can be a modification of the life safety plan submitted with preliminary plans.
- Floor Plans: Ensure that they agree with the life safety plan as to the location of the firewalls, smoke partitions, horizontal exits, etc. All rooms must be labeled within the

rooms on the plan.

- Architectural Plans: Provide building type of construction and fire resistance ratings of all assemblies. Indicate on the drawings the type of construction and structural fire protection that will be provided. The most stringent requirement of all applicable codes must be met.
- Mechanical and Electrical Plans: Ensure that they agree with the Life Safety Plan relative to the location of fire wall, smoke partitions, horizontal exits, fire alarm zones, etc. Coordinate with the life safety plans and indicate the names of all rooms as well as the room numbers if any. Provide complete sprinkler design drawings, electrical power studies, and break coordination studies. Construction documents can not be approved without the submission of these items.
- Hardware Schedule and Specifications: Provide a complete hardware schedule and specifications for the project.

All subsequent addenda, change orders, field orders, and contractor letters altering the above must be signed, dated (under signature), sealed and submitted for approval. Any deviation from the approved plans shall require written approval. Request for price proposals, which do not officially modify the contract, will not be reviewed.

While it is permissible to submit schematic and preliminary drawings to this office by mail, it is customary and encouraged that an appointment be made for stand-up review. Such an appointment may be made by telephone up to three weeks ahead of time. However, no appointment will be scheduled without a copy of a valid CON or Letter of Determination and a completed PRA. Because of the time required and time commitments to other facilities, a stand-up review cannot be made on construction documents except those for small projects.

When construction documents are 100 percent completed, please mail them (or have them delivered) to this office. Only one copy of the various stage drawings is necessary; additional copies may be desirable for stand-up review purposes at Stages I and II in order for the design professionals to record notes, drawings and other comments.

All design and construction must comply with the requirements of the rules of licensure as prescribed by the Florida Administrative Code (F.A.C.). Those rules are identified as: Chapter 59A-3, F.A.C. (Hospitals); Chapter 59A-4, F.A.C. (Nursing Homes and Related Facilities); Chapter 59A-5, F.A.C. (Ambulatory Surgical Centers). Copies of the applicable rules are available from the Department of State, Bureau of Administrative Codes, 401 South Monroe Street, Elliott Building, Tallahassee, Florida 32399-0250 (Telephone (850) 488-8427).

The architects and engineers of this office are always available to answer any questions concerning health care facilities.

As noted, schematic plans and preliminary plans can be walked through and thus will receive an immediate review. A signed letter with comments will be available within 14 days after review. Construction documents, when properly signed, sealed and dated and the plan review fee has been received, will be reviewed and approved or not approved as appropriate, within 60 days from the date of the complete submission. Subsequent revised documents are subject to the same 60-day time period. If there is no response from this office after 60 days have elapsed from the date of receipt, the drawings are approved by default. However, all comments must be answered before final approval of the project may be granted.

Once the construction documents are approved, the facility has one year to begin construction. If construction has not commenced in one year, the project is considered closed and all drawings must be resubmitted for another plan review. Upon completion of the project, a complete set of legible record drawings (As Builts) shall be submitted to this office. Upon receipt of the record drawings, all previously submitted drawings and specifications will be discarded and only the record drawings will be stored in our data bank for a period of five (5) years. If no "As Built" drawings are received, one set of the first submitted construction documents and project file will be retained for the archival period.

Early foundation, site work, and demolition plans approval

Construction of the project cannot commence until final construction documents have been reviewed and approved by the Office of Plans and Construction. Approval to begin foundation, site work and or demolition work only may be approved prior to construction document approval if the following items are submitted:

- A stage II preliminary approval letter from the Office of Plans and Construction
- A hold harmless letter from the facility or provider stating that the facility will not hold the Agency responsible for any changes to the foundation, site work or demolition work as a result of the final construction document review.
- A signed, sealed and dated foundation, site plan or demolition plan. **For demolition to be approved, the plans must clearly show all construction separations and air pressure relationships in the constructed areas.**

No further approvals (such as structure or exterior walls, electrical or mechanical systems) shall be obtained from the Office of Plans and Construction other than a completed construction document approval.

Additional information is available from the staff of this office at the addresses and telephone numbers provided.

MAILING AND OVERNIGHT/EXPRESS DELIVERIES ADDRESS

All submitted materials are to be sent to the following address:

2727 Mahan Drive
Fort Knox Bldg. #1, Suite 145
Tallahassee, FL 32308
MS 24
Telephone: 850/487-0713
Fax: 850/922-6483

OFFICE OF PLANS AND CONSTRUCTION SUPERVISING STAFF IN TALLAHASSEE

James R. Gregory, NCARB
Bureau Chief, Office of Plans and Construction
e-mail: gregorys@ahca.myflorida.com

Ira B. Wagner, Architect
Architect Supervisor
e-mail: wagneri@ahca.myflorida.com

Joseph A. Herwig, Jr., P.E.
Professional Engineer Administrator (Mechanical)
e-mail: herwigj@ahca.myflorida.com

Richard A. Ramsey, P.E.
Professional Engineer Administrator (Electrical)
e-mail: ramsevr@ahca.myflorida.com

TALLAHASSEE

OFFICE OF PLANS AND CONSTRUCTION REVIEW STAFF/TELEPHONE: 850/487-0713

<u>TEAM A</u>	<u>TEAM B</u>	<u>TEAM C</u>
Michael Re koff Tel: 850/488-8706 e-mail: rekoffm@ahca.myflorida.com	Don Martell Tel: 850/488-8455 e-mail: martelld@ahca.myflorida.com	Joel Hill Tel: 850/488-9862 e-mail: hillej@ahca.myflorida.com
Yogi Buch Tel: 850/488-9864 e-mail: buchv@ahca.myflorida.com	Jason Jiang Tel: 850/488-8162 e-mail: jiangj@ahca.myflorida.com	Jim Schiller Tel: 850/921-7773 e-mail: schillej@ahca.myflorida.com
Mike Parsons Tel: 850/488-8559 e-mail: parsons@ahca.myflorida.com	Alex Masterton Tel: 850/488-9430 e-mail: masterta@ahca.myflorida.com	Omar Ferrer Tel: 850/488-9822 e-mail: ferrero@ahca.myflorida.com

ORLANDO

OFFICE OF PLANS AND CONSTRUCTION REVIEW STAFF/TELEPHONE: 407/245-0864

<u>TEAM D</u>	<u>TEAM E</u>	<u>TEAM F</u>
Gary Birkbeck ext. 138 e-mail: birkbecg@ahca.myflorida.com	Marc Slazinski Ext. 137 e-mail: slazinsm@ahca.myflorida.com	Murdoch Shaw Ext. 135 e-mail: shawm@ahca.myflorida.com
Malcolm Alston ext. 129 e-mail: alstonm@ahca.myflorida.com	Raja Shekar Ext. 131 e-mail: shekarr@ahca.myflorida.com	Tony Golden Ext. 139 e-mail : goldent@ahca.myflorida.com
Jeff Loupe ext. 136 e-mail: loupei@ahca.myflorida.com	Timothy Nash Ext. 137 e-mail: nasht@ahca.myflorida.com	Roger Menard Ext. 140 e-mail: menardr@ahca.myflorida.com

MIAMI

OFFICE OF PLANS AND CONSTRUCTION REVIEW STAFF/TELEPHONE: 305/513-3255

<u>TEAM G</u>	<u>TEAM H</u>	<u>TEAM I</u>
Vacant Tel: 305/513-3261 e-mail :	Tom DiBerardinis Tel: 305/513-3264 e-mail: diberart@ahca.myflorida.com	Michael Stone Tel: 305/513/3258 e-mail: stonem@ahca.myflorida.com
David Yadkouri Tel: 305/513-3262 e-mail: yadkould@ahca.myflorida.com	Massood Dabiri Tel: 305/513-3265 e-mail: dabirim@ahca.myflorida.com	Aslam Dangra Tel: 305/513-3259 e-mail: dangraam@ahca.myflorida.com
Humberto Mendoza Tel: 305/513-3263 e-mail: mendozah@ahca.myflorida.com	Sheik Salim Tel: 305/513-3266 e-mail: salims@ahca.myflorida.com	Juan Echavarria Tel: 305/513-3260 e-mail: echavajit@ahca.myflorida.com

SUMMARY OF CERTIFICATE OF NEED REQUIREMENTS AFFECTING HEALTH CARE FACILITIES AS OF JULY 1, 2000

SUMMARY OF CERTIFICATE OF NEED REQUIREMENTS AFFECTING HEALTH CARE FACILITIES AS OF JULY 1, 2000

PROJECTS REQUIRING A DETERMINATION FROM THE CERTIFICATE OF NEED OFFICE		NO CON OR EXEMPTION REQUIRED
Certificate of Need Required Chapter 408.036(1) and (2), F.S.	Letter of Exemption Required (See footnotes) Chapter 408.036(3) and (4), F.S.	Projects that may be subject to review by the Office of Plans and Construction
<ul style="list-style-type: none"> o New construction or establishment of additional health care facilities (including replacement facilities, if not at the same site). "Health care facility" means: <ul style="list-style-type: none"> - hospital - skilled nursing facility - ICF/DD - long-term care hospital - hospice inpatient facility o Conversion of one type of health care facility to another type o An increase in the total licensed bed capacity (unless exempt) o Establishment of a hospice or hospice inpatient facility o Establishment of inpatient health services by a health care facility, or a substantial change in such services <ul style="list-style-type: none"> o <u>Increase in the number of licensed beds at an existing facility for any of these 15 bed categories:</u> <ul style="list-style-type: none"> - acute care (unless exempt) - adult psychiatric (unless exempt) - child/adolescent psychiatric (unless exempt) - IRTF (unless exempt) - adult substance abuse (unless exempt) - child/adolescent substance abuse (unless exempt) - hospital-based SNF (unless exempt) - specialty burn units - Level II neonatal intensive care - Level III neonatal intensive care - comprehensive rehabilitation - long term care hospital - inpatient hospice facility - ICF/DD (if Medicaid certified) - nursing home (unless exempt) 	<ul style="list-style-type: none"> o Replacement of a health care facility with no change in beds and no change in site (otherwise it's reviewable) o Conversion of acute to SNF or swing beds at a rural hospital o Termination of an inpatient health care service o Delicensure of beds o Establishment of adult inpatient diagnostic cardiac catheterization o Combination within one nursing home facility of beds authorized by two or more CONs o Division into two or more nursing home facilities of beds authorized by one CON o Addition of hospital beds for: <ul style="list-style-type: none"> - acute care - mental health (any of the 5 licensed categories) - hospital-based SNF up to 10 beds or 10 percent of the licensed capacity of the bed category being expanded, whichever is greater, provided other specified conditions are met o Temporary addition of acute care beds up to 10 beds or 10 percent of the licensed acute care capacity, whichever is greater, for hospitals experiencing high seasonal occupancy or emergency circumstances, provided other specified conditions are met o Addition of nursing home beds, up to 10 beds or 10 percent of the licensed capacity of the nursing home facility, whichever is larger, provided other specified conditions are met <hr/> <p align="center">Approval from CON Office Required Chapter 408.040(1)(a), F.S.</p> <ul style="list-style-type: none"> o Changes in conditions of a CON-approved project o Modification of square footage in a CON-approved project 	<ul style="list-style-type: none"> o Any on-site construction or renovation of an <i>inpatient</i> area that is NOT associated with a project that requires a CON or an exemption o Projects affecting areas or services used exclusively by <i>outpatients</i> o Initiation or expansion of obstetric services o Provision of respite care o Acquisition or replacement of major medical equipment o Elimination of safety hazards o On-site replacement of physical plant destroyed by fire, storm, etc. o Modification or addition to physical plant not used for providing health service, such as: <ul style="list-style-type: none"> - parking facilities - cafeteria - meeting rooms - data processing - medical office buildings
<ul style="list-style-type: none"> o Establishment of tertiary health services, such as: <ul style="list-style-type: none"> - neonatal ICU (Level II and Level III) - comprehensive medical rehabilitation - specialty burn units - open heart surgery - organ transplantation o Transfer of a CON 		

Exemptions: *s. 408.036(4), F.S., requires a fee of \$250 for each exemption request. **Other exemptions, with limited applicability, appear in s. 408.036(3), F.S.

CHANGES IN CON REVIEWABILITY OF PROJECTS EFFECTIVE JULY 1, 2000

NO REQUIREMENT FOR A CERTIFICATE OF NEED

- o Combination within one nursing home facility of beds authorized by two or more CONs. An exemption is required.
- o Division into two or more nursing home facilities of beds authorized by one certificate of need. An exemption is required.
- o Establishment of a Medicare-certified home health agency. No exemption is required.
- o Cost overruns. No exemption is required.

EXPEDITED REVIEW (NOT COMPARATIVE) IF NO NEW BED CATEGORY WOULD BE ESTABLISHED

- o Conversion of mental health services beds or hospital-based SNF beds to acute care beds.
- o Conversion between or among the 5 categories of mental health services beds.
- o Conversion of acute care beds to mental health services beds.

Provided that any beds of the same type converted in a previous expedited review have been licensed and operational for at least 12 months.

EXEMPTIONS: A fee of \$250 will be assessed for each exemption request.

New Exemptions

- o Addition of hospital beds for acute care, mental health services (in any of the 5 licensed bed categories), or for a hospital-based SNF. The increase may be up to 10 beds or 10 percent of the licensed capacity of the bed category being expanded, whichever is greater, provided that:
 - the prior 12-month average occupancy rate for the category of beds being expanded meets or exceeds 80 percent (96 percent, for a hospital-based SNF); and
 - any additional beds of the same type authorized by a previous exemption have been licensed and operational for at least 12 months; and
 - the exemption is subject to the same progress reports and monitoring that would be applicable to an issued CON.
- o Temporary addition of acute care beds in a hospital that has experienced high seasonal occupancy within the prior 12-month period, or must respond to emergency circumstances. The temporary increase may be up to 10 beds or 10 percent of the licensed acute care capacity, provided that the facility also receives approval from the hospital licensure unit before operating more beds than the number indicated on the hospital license.
 - o Addition of nursing home beds. The increase may be up to 10 beds or 10 percent of the licensed capacity of the nursing home, whichever is greater, provided that:
 - the prior 12-month average occupancy rate for the nursing home beds at the facility meets or exceeds 96 percent; and
 - the facility has not had any Class I or Class II deficiencies within the prior 30 months and, effective July 1, 2001, the facility has been designated as a Gold Seal nursing home; and
 - any additional beds authorized by a previous exemption have been licensed and operational for at least 12 months; and
 - the exemption is subject to the same progress reports and monitoring that would be applicable to an issued CON.
- o Combination within one nursing home facility of beds authorized by two or more CONs issued for the same subdistrict.
- o Division into two or more nursing home facilities of beds authorized by one certificate of need issued for the same subdistrict.

Previous Exemptions That No Longer Require Any Input From CON

- o Initiation or expansion of obstetric services.
- o Provision of respite care services.
- o Services provided exclusively on an outpatient basis.

APPENDIX A

CODES

The plans and specifications shall identify all of the codes and standards, which are utilized in the project. Include the year of the edition used in each case. The year and edition for all codes and standards are subject to change by Florida Administrative Codes. When these changes occur, projects, which have not yet received, at least a preliminary Stage II review and approval, will be subject to the new editions of the codes and standards. The following is a list of the adopted codes and standards, which are to be used for projects reviewed by the Office of Plans and Construction. This list is not inclusive of all codes and standards that may apply to a project. See Chapter 32 of NFPA- 101 (2000) for additional standards.

Fire Codes:

The following is a list of all codes adopted Jan. 1, 2001 by the State Fire Marshall's Rule 4A3.012 F.A.C.:

4A-3.012 Standards of the National Fire Protection Association Adopted.

(1) Except as specifically modified by statute or by the State Fire Marshal's rules, NFPA 101, Life Safety Code, 2000 edition and NFPA 1, 2000 edition, are hereby adopted and incorporated by reference as a part of the uniform fire safety standards adopted by rule by the State Fire Marshal and are applicable to those buildings and structures specified in paragraphs (a) and (b) of subsection (1) of Section 633.022, Florida Statutes. In addition, the following standards as referenced in Chapter 2 of NFPA 101, 2000 edition and Chapter 32 of NFPA 1, 2000 edition, except as specifically modified in the rule chapters in Rule 4A, are hereby adopted and incorporated by reference and shall take effect on the effective date of this rule, as a part of the uniform fire safety standards adopted by rule by the State Fire Marshal and are applicable to those buildings and structures specified in paragraphs (a) and (b) of subsection (1) of Section 633.022, Florida Statutes:

NFPA 10-1998, Standard for Portable Fire Extinguishers

NFPA 11-1998, Standard for Low Expansion Foam

NFPA 11A-1999, Standard for Medium and High Expansion Foam Systems

NFPA 12-2000, Standard on Carbon Dioxide Extinguishing Systems

NFPA 12A-1997, Standard on Halon 1301 Fire Extinguishing Systems

NFPA 13-1999, Standard for the Installation of Sprinkler Systems

NFPA 13D-1999, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes

NFPA 13R-1999, Standard for the Installation of Sprinkler Systems in Residential Occupancies up to and including Four Stories in Height

NFPA 14-2000, Standard for the Installation of Standpipe and Hose Systems, except 2-7 shall be omitted

NFPA 15-1996, Standard for Water Spray Fixed Systems for Fire Protection

NFPA 16-1999, Standard on Deluge Foam-Water Sprinkler and Foam-Water Spray Systems

NFPA 17-1998, Standard for Dry Chemical Extinguishing Systems

NFPA 17A-1998, Standard on Wet Chemical Extinguishing Systems

NFPA 20-1999, Standard for the Installation of Stationary Pumps for Fire Protection

NFPA 22-1998, Standard for Water Tanks for Private Fire Protection

NFPA 24-1995, Standards for the Installation of Private Fire Service Mains and Their Appurtenances

NFPA 25-1998, Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems, except that quarterly flow tests shall be required for those systems supplied by a municipal water supply.

NFPA 30-1996, Flammable and Combustible Liquides Code

NFPA 30A-1996, Automotive and Marine Service Station Code

NFPA 30B-1998, Code for the Manufacture and Storage of Aerosol Products

NFPA 31-1997, Standard for the Installation of Oil Burning Equipment

NFPA 32-1996, Standards for Dry cleaning Plants

NFPA 33-1995, Standard for Spray Application Using Flammable and Combustible Materials

NFPA 34-1995, Standard for Dipping and Coating Processes Using Flammable or Combustible Liquids

NFPA 35-1999, Standard for the Manufacture of Organic Coatings

NFPA 36-1997, Standard for Solvent Extraction Plants

NFPA 37-1998, Standard for the Installation and Use of Stationary Combustion Engines and Gas Turbines

NFPA 40-1997, Standard for the Storage and Handling of Cellulose Nitrate Motion Picture Film

NFPA 45-1996, Standard on Fire Protection for Laboratories Using Chemicals

NFPA 50-1996, Standard for Bulk Oxygen Systems at Consumer Sites

NFPA 50B 1999, Standard for Liquid Hydrogen Systems at Consumer Sites

NFPA 51-1997, Standard for the Design and Installation of Oxygen-Fuel Gas Systems for Welding, Cutting and Allied Processes

NFPA 51A 1996, Standard for Acetylene Cylinder Charging Plants

NFPA 51B-1999, Standard for Fire Prevention During Welding, Cutting and Other Hot Work

NFPA 52 1998, Compressed Natural Gas Vehicular Fuel Systems Code

NFPA 54-1999, National Fuel Gas Code

NFPA 57-1999, Liquefied Natural Gas Vehicular Fuel Systems Code

NFPA 58-1998, Liquefied Petroleum Gas Code

NFPA 59-1998, Standard for Storage and Handling of Liquefied Petroleum Gases at Utility Gas Plants

NFPA 59A-1996, Standard for the Production, Storage and Handling of Liquefied Natural Gas

NFPA 61-1999, Standard for the Prevention of Fires and Dust Explosions in Agricultural and Food Products Facilities

NFPA 69-1997, Standard on Explosion Prevention Systems

NFPA 70-2002, National Electrical Code

NFPA 72-1999, National Fire Alarm Code

NFPA 75-1999, Standard for the Protection of Electronic Computer/Data Processing Equipment

NFPA 80-1999, Standard for Fire Doors and Fire Windows

NFPA 82-1999, Standard on Incinerators and Waste and Linen Handling Systems and Equipment

NFPA 86-1999, Standard for Ovens and Furnaces

NFPA 86C-1999, Standard for Industrial Furnaces Using a Special Processing Atmosphere

NFPA 86D-1999, Standard for Industrial Furnaces Using Vacuum as an Atmosphere

NFPA 88A-1998, Standard for Parking Structures

NFPA 88B-1997, Standard for Repair Garages

NFPA 90A-1999, Standard for the Installation of Air Conditioning and Ventilating Systems

NFPA 90B-1999, Standard for the Installation of Warm Air Heating and Air Conditioning Systems

NFPA 91-1999, Standard for Exhaust Systems for Air Conveying of Vapors, Gases, Mists, and Noncombustible Particulate Solids

NFPA 92A-1996, Recommended Practice for Smoke-Control Systems

NFPA 92B-1995, Guide for Smoke Management Systems in Malls, Atria, and Large Areas

NFPA 96-1998, Standard for Ventilation Control and Fire Prevention of Commercial Cooking Operations. Subdivision 7-2.2 of

NFPA 96 applies prospectively only. Existing installations are permitted to remain in place subject to the approval of the authority having jurisdiction.

NFPA 99-1999, Standard for Health Care Facilities

NFPA 101A-1998 Guide, on Alternative Approaches to Life Safety

NFPA 101B-1999, Standard on Means of Egress

NFPA 102-1995, Standard for Grandstands, Folding and Telescoping Seating, Tents and Membrane Structures

NFPA 105-1999, Recommended Practice for the Installation of Smoke-Control Door Assemblies

NFPA 110-1999, Standard for Emergency and Standby Power Systems

NFPA 111-1996, Standard on Stored Electrical Energy Emergency and Standby Power Systems

NFPA 120-1999, Standard for Coal Preparation Plants

NFPA 140-1999, Standard for Motion Picture and Television Production Studio Soundstages and Approved Production Facilities

NFPA 150-1995, Standard on Fire safety in Racetrack Stables

NFPA 160-1998, Standard for Flame Effects Before an Audience

NFPA 211-2000, Standard for Chimneys, Fireplaces, Vents and Solid Fuel Burning Appliances

NFPA 214-1996, Standard on Water-Cooling Towers

NFPA 220-1999, Standard on Types of Building Construction

NFPA 221-1997, Standard on Fire Walls and Fire Barrier Walls

NFPA 230-1999, Standard for the Fire Protection of Storage

NFPA 231D-1998, Standard for Storage of Rubber Tires

NFPA 232-1995, Standard for the Protection of Records

NFPA 232-1991, Standard for Fire Protection for Archives and Record Centers

NFPA 241-1996, Standard for Safeguarding Construction, Alteration and Demolition Operations

NFPA 251-1999, Standard Methods of Tests of Fire Endurance of Building Construction and Materials

NFPA 252-1999, Standard Methods of Fire Tests of Door Assemblies

NFPA 253-2000, Standard Method of Test for Critical Flux of Floor Covering Systems Using a Radiant Heat Energy Source

NFPA 255-2000, Standard Method of Test of Surface Burning Characteristics of Building Materials

NFPA 256-1998, Standard Methods of Fire Tests of Roof Coverings

NFPA 257-2000, Standard on Fire Tests for Window and Glass Block Assemblies

NFPA 259-1998, Standard Test Method for Potential Heat of Building Materials

NFPA 260-1998, Standard Method of Test and Classification System for Cigarette Ignition Resistance of Components of Upholstered Furniture

NFPA 261-1998, Standard Method of Test for Determining Resistance of Mock-Up Upholstered Furniture Material Assemblies to Ignition by Smoldering Cigarettes

NFPA 265-1998, Standard Method of Test for Evaluating Room Fire Growth Contribution of Textile Wall Coverings

NFPA 266-1998, Standard Method of Test for Characteristics of Upholstered Furniture Exposed to Flaming Ignition Sources

NFPA 267-1998, Standard Method of Test for Fire Characteristics of Mattresses and Bedding Assemblies Exposed to Flaming Ignition Sources

NFPA 286-2000, Standard Method of Fire Test for Evaluating Contribution of Wall and Ceiling Interior Finish to Room Fire Growth

NFPA 303-1995, Fire Protection Standards for Marinas and Boatyards

NFPA 307-1995, Standard for the Construction and Fire Protection of Marine Terminals, Piers, and Wharves

NFPA 312-1995, Standard for Fire Protection of Vessels During Construction, Repair and Lay-Up

NFPA 318-1998, Standard for the Protection of Cleanrooms

NFPA 385-2000, Standard for Tank Vehicles for Flammable and Combustible Liquids

NFPA 395-1993, Standard for Storage of Flammable and Combustible Liquids at Farms and Isolated Sites

NFPA 407-1996, Standard for Aircraft Fuel Servicing

NFPA 409-1995, Standard on Aircraft Hangars

NFPA 410-1999, Standard on Aircraft Maintenance

NFPA 415-1997, Standard on Airport Terminal Buildings, Fueling Ramp Drainage, and

Loading Walkways

NFPA 418-1995, Standard for Heliports

NFPA 430-2000, Code for Storage of Liquid and Solid Oxidizers

NFPA 432-1997, Code for Storage of Organic Peroxide Formulations

NFPA 434-1998, Code for the Storage of Pesticides

NFPA 480-1998, Standard for the Storage, Handling and Processing of Magnesium Solids and Powders

NFPA 481-1995, Standard for the Production, Processing, Handling and Storage of Titanium

NFPA 482-1996, Standard for the Production, Processing, Handling, and Storage of Zirconium

NFPA 485-1999, Standard for the Storage, Handling, Processing, and Use of Lithium Metal

NFPA 490-1998, Code for the Storage of Ammonium Nitrate

NFPA 495-1996, Explosive Materials Code

NFPA 498-1996, Standard for Safe Havens and Interchange Lots for Vehicles Transporting Explosives

NFPA 501-1999, Standard on Manufactured Housing

NFPA 501A-1999, Standard for Fire safety Criteria for Manufactured Home Installations, Sites, and Communities

NFPA 505-1999, Fire Safety Standard for Powered Industrial Trucks Including Type Designations, Areas of Use, Conversions, Maintenance, and Operation.

NFPA 650-1998, Standard for Pneumatic Conveying Systems for Handling Combustible Particulate Solids

NFPA 651-1998, Standard for the Machining and Finishing of Aluminum and the Production and Handling of Aluminum Powder

NFPA 654-1997, Standard for the Prevention of Fire and Dust Explosions from the Manufacturing, Processing, and Handling of Combustible Particulate Solids

NFPA 655-1993, Standard for Prevention of Sulfur Fires and Explosions

NFPA 664-1998, Standard for the Prevention of Fires and Explosions in Wood Processing and Woodworking Facilities

NFPA 701-1999, Standard Methods of Fire Tests for Flame Propagation of Textiles and

Films

NFPA 703-1995, Standard for Fire Retardant Impregnated Wood and Fire Retardant Coatings for Building Materials

NFPA 704-1996, Standard System for the Identification of the Fire Hazards of Materials for Emergency Response

NFPA 780-1997, Installation of Lightning Protection Systems

NFPA 909-1997, Standard for the Protection of Cultural Resources, Including Museums, Libraries, Places of Worship, and Historical Properties

NFPA 1122-1997, Code for Model Rocketry

NFPA 1123-1995, Code for Fireworks Display

NFPA 1124-1998, Code for the Manufacture, Transportation, and Storage of Fireworks and Pyrotechnic Articles

NFPA 1125-1995, Code for the Manufacture of Model Rocket and High Power Rocket Motors

NFPA 1126-1996, Standard for the Use of Pyrotechnics Before a Proximate Audience

NFPA 1127-1998, Code for High Power Rocketry

NFPA 1142-1999, Standard for Water Supplies for Suburban and Rural Fire Fighting

NFPA 1194-1999, Standard for Recreation Vehicle Parks and Campgrounds

NFPA 1221-1999, Standard for Communication for Emergency Services

NFPA 1561-2000, Standard on Emergency Services Incident Management System

NFPA 1962-1998, Standard for the Care, Use, and Service Testing of Fire Hose Including Couplings and Nozzles

NFPA 1963-1998, Standards for Fire Hose Connections

NFPA 2001-2000, Standard on Clean Agent Fire Extinguishing Systems

NFPA 8501-1997, Standard for Single Burner Operation

NFPA 8502-1999, Standard for the Prevention of Furnace Explosions/Implosions in Multiple Burner Boilers

NFPA 8503-1997, Standard for Pulverized Fuel Systems

The portions of 49 Code of Federal Regulations, Parts 100-177 which are referenced in Compressed Gas Association CGA

C-1-1996, Methods for Hydrostatic Testing of Compressed Gas Cylinders, Compressed Gas Association CGA C-6-1993,

Standards for Visual Inspection of Steel Compressed Gas Cylinders, Seventh Edition, Reaffirmed 1995,

Compressed Gas Association CGA C-6.1-1995, Standards for Visual Inspection of High Pressure Aluminum Compressed Gas Cylinders, and Compressed Gas

Association CGA C-6.3-1999 Guidelines for Visual Inspection and Requalification of Low Pressure Aluminum Compressed Gas Cylinders, Second Edition, and which pertain to low pressure and high pressure cylinders
The portions of 29 Code of Federal Regulations, Parts 1900-1910 which are referenced in Compressed Gas Association CGA C-1-1996, Methods for Hydrostatic Testing of Compressed Gas Cylinders, Compressed Gas Association CGA C-6-1993,

Standards for Visual Inspection of Steel Compressed Gas Cylinders, Seventh Edition, Reaffirmed 1995, Compressed Gas Association CGA C-6.1-1995, Standards for Visual Inspection of High Pressure Aluminum Compressed Gas Cylinders, and Compressed Gas Association CGA C-6.3-1999 Guidelines for Visual Inspection and Requalification of Low Pressure Aluminum Compressed Gas Cylinders, Second Edition, and which pertain to low pressure and high-pressure cylinders
Compressed Gas Association CGA C-1-1996, Methods for Hydrostatic Testing of Compressed Gas Cylinders Compressed Gas Association CGA C-6-1993, Standards for Visual Inspection of Steel Compressed Gas Cylinders, Seventh Edition, Reaffirmed 1995
Compressed Gas Association CGA C-6.1-1995, Standards for Visual Inspection of High Pressure Aluminum Compressed Gas Cylinders
Compressed Gas Association CGA C-6.3-1999, Guidelines for Visual Inspection and Requalification of Low Pressure Aluminum Compressed Gas Cylinders, Second Edition

(2) All buildings, structures, establishments, facilities, equipment, or vehicular equipment over which the State Fire Marshal has jurisdiction which are constructed, renovated, expanded, rehabilitated, or in any other way significantly altered on or after the effective date of the adoption of the codes and standards adopted in subsection (1), above, shall conform to the requirements of the codes, standards, recommended practices, and manuals contained therein, unless the structure, establishment, or facility has been exempted from complying because the building, structure, establishment, facility, equipment, or vehicular equipment has been granted an exemption from compliance by act of the Legislature.

(3) All buildings, structures, establishments, facilities, equipment, or vehicular equipment over which the State Fire Marshal has jurisdiction which are in existence on or after the effective date of the adoption of the codes and standards adopted in subsection (1), above, shall conform to the requirements of those codes and standards within a reasonable period of time. It is understood that the correction of some fire safety violations will necessitate the employment of design professionals while other violations can be expeditiously resolved. "Within a reasonable time" is defined as the amount of time it would normally take to correct a specific fire code violation under the assumption that the property owner would begin to correct said violations upon receipt of an official document from the enforcing agency.

(4) The codes and standards published by the National Fire Protection Association may be obtained by writing to the NFPA at:
Batterymarch Park, Quincy, Massachusetts 02269. ANSI standards may be obtained from the American National Standards Institute, 1430 Broadway, New York, N.Y. 10018.

ANSI/ASME standards may be obtained from the American Society of Mechanical Engineers, 345 East 47th Street, New York, N.Y. 10017. ASTM standards may be obtained from the American Society for Testing and Materials, 1916 Race Street, Philadelphia, PA 19103. UL standards may be obtained from Underwriters Laboratories, Inc., 333 Pfingston Road, Northbrook, IL 60062. All standards incorporated by reference in this rule are also available for public inspection during regular business hours at the Division currently located on the third floor (Room 326) of the Atrium Building, 325 John Knox Road, Tallahassee, Florida.

(5) The Code of Federal Regulations and the Compressed Gas Association (CGA) documents incorporated by reference in this rule is available for public inspection during regular business hours at the Division currently located on the third floor (Room 326)

of the Atrium Building, 325 John Knox Road, Tallahassee, Florida.

Specific Authority 633.01(1), 633.022 FS. Law Implemented 633.01, 633.022 FS. History—New 5-14-86, Amended 2-12-87, 4-8-90, 10-30-91, 4-3-95, 11-27-01.

Building Codes:

Effective June 30, 2003, the following building codes were adopted by The Florida Legislature and are the only building codes to be used for all projects that have not received a Stage II Preliminary Plan approval prior to June 30, 2003.

- Florida Building Code 2001 (with 2003 revisions)
- FBC Test Protocols for High Velocity Hurricane Zones, 2001(with 2003 revisions)
- FBC Mechanical Code 2001 (with 2003 revisions)
- FBC Plumbing Code 2001 (with 2003 revisions)
- FBC Gas Code 2001 (with 2003 revisions)

To obtain these codes you may order from The Department of Community Affairs at <http://www.floridabuilding.org/>

Although the construction requirements of the Florida Administrative Codes, Chapters 59A-3 (hospitals), 59A-4 (nursing homes) and 59A-5 (ambulatory surgical centers) are now contained in Chapter 4 of the Florida Building Code, the Agency for Health Care Administration remains the sole entity for interpretation and enforcement of these codes. It should be noted that all of the non construction related requirements for these health care facilities still remain in the applicable Florida Administrative Code.

APPENDIX B

CONSTRUCTION SURVEY CHECKLIST

The following checklists were compiled to assist in the successful survey of construction. The facility is only required to pass the final survey in order to utilize the project for its intended purpose. Because of current budget restraints, the Agency is no longer able to conduct 40 percent surveys. However, it is strongly suggested that the facility utilize the following checklist to properly prepare for the 80% and final construction surveys.

40 Percent Survey

At the **40 PERCENT SURVEY**, wall studs, especially in the fire-rated walls, should be in place. Drywall, rated ceiling assemblies and shaft walls should be partially constructed. The location of mechanical equipment, duct work, electrical panels and equipment may or may not be in place but can be discussed to avoid coordination problems.

PERSONNEL WHO MAY BE PRESENT AT SITE

- Project architect
- Project engineers
- Project manager
- Superintendent
- Drywall Contractor
- Mechanical Contractor
- Electrical Contractor
- Owner or owner's representative (at least at the exit interview)
- Laborers to move ladders, equipment, etc.

EQUIPMENT

- Ladders—at least one for each discipline (large projects may require more)
- Flat head and Philips screwdriver, pliers or wrench, drywall saw etc.
- Flashlight (for owner's representative)
- Two-way radios for each discipline tuned to the same frequency (for large projects)
- Table and chairs at a pre-selected area for plan review, conference and exit interview

PAPERWORK

- Set of construction documents approved by AHCA
- Sprinkler working drawings approved by AHCA
- Life safety plan (preferably reduced for convenient use)
- Outstanding AHCA plan review comments.
- All AHCA approval letters
- All correspondence from AHCA
- All change orders and field orders

ARCHITECTURAL

- Separation between construction and occupied areas
- Exits
- Fire/Smoke walls
- Fire rated assemblies
- Structural fireproofing
- Steel fireproofing
- Blocking / Fire Stopping / Draft Stopping
- Access Panels

MECHANICAL

- Site utilities
- Mechanical room layout
- Damper framing
- Piping: chilled water, domestic water, steam, etc.
- Sprinkler piping
- Coordination between Divisions 15 and 16 work (dedicated electrical rooms and panels)

ELECTRICAL

- Location of main, normal services and distribution equipment
- Rough-in of bulk conduits
- Panel board locations
- Generator, transfer switches, transformer locations
- Coordination between Divisions 15 and 16 work (dedicated electrical rooms and panels)
- Access panels

AHCA 80 Percent Survey

At the 80 Percent Survey, walls, ceiling assemblies and shaft walls should be completed. Door frames, windows, stair, railings, etc., should be installed. All mechanical equipment should be sent and all ductwork and dampers installed. All electrical equipment and devices should be in place and main power feeds connected.

PERSONNEL WHO MAY BE PRESENT AT SITE

- Project architect
- Project engineers
- Project manager
- Superintendent
- Drywall contractor
- Mechanical contractor
- Electrical contractor
- Owner or owner's representative (at least at exit interview)
- Laborers to move ladders, equipment, etc.

EQUIPMENT

- Ladders—at least one for each discipline (large projects may require more)
- Flat head and Philips screwdriver, pliers or wrench, drywall saw etc.
- Flashlight (for owner's representative)
- Two-way radios for each discipline tuned to the same frequency (for large projects)
- Table and chairs at a pre-selected area for plan-review, conference and exit interview

PAPERWORK

- Set of construction documents approved by AHCA
- Sprinkler working drawings approved by AHCA
- Life safety plan (preferably reduced for convenient use)
- Outstanding AHCA plan review comments.
- All AHCA approval letters
- All correspondence from AHCA
- All change orders and field orders
- Previous AHCA construction survey letters

MANUFACTURER'S DATA AND TECHNICAL INFORMATION

- Proprietary systems used
- Independent fire test of all rated assemblies
- Damper installation instructions for each type installed (U.L. approved)
- Duct smoke detector installation instructions

ARCHITECTURAL

- Separation between construction and occupied areas
- Exits
- Fire / Smoke walls
- Fire rated assemblies
- Steel fireproofing
- Stairs and handrails
- Fire Stopping / Draft Stopping
- Access panels
- Door frames
- Room Sizes
- Windows
- Scuppers or auxiliary drains

MECHANICAL

- Plumbing rough-in
- Sleeves for pipes and ducts through rated walls
- Sprinkler piping
- Mechanical equipment location
- Mechanical rooms
- Fire pump room
- Grease duct location

- Medical gas piping rough-in
- Damper installations

ELECTRICAL

- Normal main service switchgear
- Rough-in of bulk conduits
- Panel board locations
- Generator, transfer switches, transformer locations
- Exit lighting
- Receptacle requirement locations
- Lightning protection
- Wiring
- Access panels
- Grounding (main /equipotential /lightning)

AHCA Final Survey

PERSONNEL WHO MAY BE PRESENT AT SITE

- Project architect
- Project engineers
- Project manager
- Superintendent
- Drywall contractor
- Mechanical contractor
- Owner or owner's representative (at least at the exit interview)
- Laborers to move ladders, equipment, etc.
- Fire alarm contractor
- Nurse call contractor
- Sprinkler contractor
- Generator or special emergency power contractor

EQUIPMENT

- Ladders—at least one for each discipline (large projects may require more)
- Flat head and Philips screwdriver, pliers or wrench, drywall saw etc.
- Flashlight (for owner's representative)
- Two-way radios for each discipline tuned to the same frequency (for large projects)
- Table and chairs at a pre-selected area for plan-review, conference and exit interview

PAPERWORK

- Set of construction documents approved by AHCA
- Sprinkler working drawings approved by AHCA
- Life safety plan (preferably reduced for convenient use)
- Outstanding AHCA plan review comments
- All AHCA approval letters
- All correspondence from AHCA
- All change orders and field orders

- Previous AHCA construction survey letters
- Emergency evacuation plan
- Fire exit drill plan
- Date sprinkler system was checked
- Date smoke detectors were tested in place

MANUFACTURER'S DATA AND TECHNICAL INFORMATION

- Proprietary systems used
- Independent fire test of all rated assemblies
- Damper installation instructions for each type installed (U.L. approved)
- Duct smoke detector installation instructions
- Rated lay-in ceiling instructions
- Electrical panels, switchboards, transformers, equipment instructions

SYSTEMS CHECK TO BE COMPLETED PRIOR AND DURING AHCA SURVEY

- Fire alarm and third party tie-in
- Fire protection and Halon tests
- Nurse call and code blue
- Medical gas system test
- Dry or wet chemical suppression tests
- Kitchen equipment start-up
- HVAC system start-up
- Equipotential grounding
- Smoke detector sensitivity (signed by licensed master contractor)

CERTIFICATIONS

- Flame spread ratings for paint and vinyl wall coverings
- Flame spread ratings for vinyl flooring, acoustical tile and building insulation
- Flame resistant bedding
- Flame retardant certification for lumber
- Flame resistant certification for draperies and cubicle curtains
- Critical radiant flux ratings for carpet
- Metal or U.L approved waste baskets
- State elevator certificate
- Spray-on fireproofing certification for steel
- Lead-lined flame certificate
- Concrete masonry unit certification
- Medical gas certification
- Water purification certificate
- Incinerator EPA certificate – smoke reader
- Sprinkler system hydraulic data label
- HVAC test and balance report
- Pressure differential test readings for duct smoke detectors
- Halon system certification
- Nurse call code blue listed for its intended purpose

- Lightning protection with application for certification
- Emergency generator low level fuel/high level fuel certification
- Smoke detector activation/sensitivity test (include listed range)
- List of certification of the isolated power systems (ISO)
- Main building ground certification
- Equipotential grounding certification

STATE OF FLORIDA APPLICATION FOR PLAN REVIEW
(To initiate project review, all items on both sides must be complete!)

<u>FACILITY REPORT</u>	<i>PLEASE UPDATE ALL CHANGES AS REQUIRED</i>	LOG NO. (Assigned by OPC) _____ Team (Assigned by OPC) _____
FACILITY NAME _____		
ADDRESS _____ CITY _____ COUNTY _____ ZIP _____		
FACILITY CONTACT PERSON _____ TITLE _____		
PHONE (____) _____ FAX (____) _____ E-mail: _____		

<u>PROJECT REPORT</u>	<i>PLEASE UPDATE ALL CHANGES AS REQUIRED</i>	Team (Assigned by OPC) _____
PROJECT NAME _____		
ADDRESS OR DESCRIPTIVE LOCATION (If different from Facility) _____ CITY _____ COUNTY _____ ZIP _____		
PROJECT CONTACT PERSON* _____ TITLE _____		
*(For Construction Survey Scheduling)		
PHONE (____) _____ FAX (____) _____		
PROJECT COST ESTIMATE (Must be filled in)\$ _____ BUILDING DEPARTMENT _____		

<u>SPRINKLER REPORT</u>	<i>PLEASE UPDATE ALL CHANGES AS REQUIRED</i>
IS FACILITY COMPLETELY FIRE SPRINKLERED? Yes () No () Not Known ()	
IS FACILITY ON INTERIM FULLY SPRINKLERED CONTRACT? Yes () No () Not Known () <i>If Yes, Exp. Date</i> _____	
IS FACILITY IN FIRE SAFETY EVALUATION SYSTEM (FSES) COMPLIANCE? Yes () No () Not Known/NA ()	

<u>ALL CORRESPONDENCE WILL BE ADDRESSED TO THE FOLLOWING</u> <i>PLEASE UPDATE ALL CHANGES AS REQUIRED</i>
<u>OWNER</u>
OWNER (COMPANY NAME) _____
OWNER CONTACT PERSON _____ TITLE _____
ADDRESS (If different than facility) _____
CITY _____ STATE _____ COUNTY _____ ZIP _____
PHONE (____) _____ FAX (____) _____ E-mail: _____

<u>BILLING</u> (Must be owner or owner's certified representative)	<i>PLEASE UPDATE ALL CHANGES AS REQUIRED</i>
BILLING (COMPANY NAME) _____	
BILLING CONTACT PERSON _____ TITLE _____	
ADDRESS (If different than facility) _____	
CITY _____ STATE _____ COUNTY _____ ZIP _____	
PHONE (____) _____ FAX (____) _____ E-mail: _____	

(To initiate project review, all items must be complete!)

*****PROVIDE A COPY OF THE C.O.N. LETTER OF EXEMPTION OR NON REVIEWABLE AS REQUIRED***
(EXCEPTION: NOT REQUIRED FOR AMBULATORY SURGICAL CENTER)**

C.O.N. # _____ EXP. DATE _____ SQ. FT (CON) _____ EXEMPT # _____ NON-REVIEWABLE # _____

ANY CHANGES IN THE DESIGNATED PROJECT PLAYERS MUST BE UPDATED ON THIS FORM AS REQUIRED. NEW FIRMS MUST PROVIDE A REVISED APPLICATION FOR REVIEW AND A LETTER FROM THE OWNER STATING THIS ACCEPTANCE. ALL OTHER STATUTORY REQUIREMENTS FOR ASSUMING ARCHITECTURAL/ENGINEERING REPRESENTATION MUST BE COMPLETED.

THE FOLLOWING FIRMS WILL BE COPIED WITH ALL CORRESPONDENCE

PROJECT PLAYER REPORT

ARCH. FIRM _____

FIRM CERTIFICATION AAC- _____

PROJECT MGR. _____

ARCHITECT FOR SIGNING & SEALING _____

MAILING ADDRESS _____

CITY _____ STATE _____

ZIP CODE _____ FAX: _____

E-MAIL _____

FLA. REGISTRATION AR - _____

TELEPHONE NO. _____

MECH. ENG. FIRM _____

FIRM CERTIFICATION CA- _____

PROJECT MGR. _____

ENGINEER FOR SIGNING & SEALING _____

MAILING ADDRESS _____

CITY _____ STATE _____

ZIP CODE _____ FAX: _____

E-MAIL _____

FLA. REGISTRATION PE- _____

TELEPHONE NO. _____

SPRK. ENG. FIRM _____

FIRM CERTIFICATION CA- _____

PROJECT MGR. _____

ENGINEER FOR SIGNING & SEALING _____

MAILING ADDRESS _____

CITY _____ STATE _____

ZIP CODE _____ FAX: _____

E-MAIL _____

FLA. REGISTRATION PE- _____

TELEPHONE NO. _____

ELEC. ENG. FIRM _____

FIRM CERTIFICATION CA- _____

PROJECT MGR. _____

ENGINEER FOR SIGNING & SEALING _____

MAILING ADDRESS _____

CITY _____ STATE _____

ZIP CODE _____ FAX: _____

E-MAIL _____

FLA. REGISTRATION PE- _____

TELEPHONE NO. _____

ELEC. ENG. FIRM _____

FIRM CERTIFICATION CA- _____

PROJECT MGR. _____

ENGINEER FOR SIGNING & SEALING _____

MAILING ADDRESS _____

CITY _____ STATE _____

ZIP CODE _____ FAX: _____

E-MAIL _____

FLA. REGISTRATION PE- _____

TELEPHONE NO. _____

FAX NO. _____

STRUCT. ENG. FIRM _____

FIRM CERTIFICATION CA- _____

PROJECT MGR. _____

ENGINEER FOR SIGNING & SEALING _____

MAILING ADDRESS _____

CITY _____ STATE _____

ZIP CODE _____ FAX: _____

E-MAIL _____

FLA. REGISTRATION PE- _____

TELEPHONE NO. _____

FAX NO. _____