



ADMINISTRATIVE RULES OF MONTANA



37.106.1825 SPECIALTY MENTAL HEALTH FACILITY: PHYSICAL PLANT

- (1) Each patient room in a specialty mental health facility must meet the following standards:
 - (a) No more than four patients may be housed in a room.
 - (b) Patient room areas, exclusive of toilet rooms, closets, lockers, wardrobes, alcoves, or vestibules, must be at least 100 square feet (9.29 square meters) in single-bed rooms and 80 square feet (7.43 square meters) per bed in multiple-bed rooms; minor encroachments, including columns and lavatories, that do not interfere with functions, may be ignored when determining space requirements for patient rooms.
 - (c) Multiple-bed rooms must allow a minimum clearance of 3 feet 8 inches (1.12 meters) at the foot of each bed to permit the passage of equipment and beds.
 - (d) Each room must have a window in accordance with section 7.28A(11) of the Guidelines for Construction and Equipment of Hospital and Medical Facilities (1992-1993 edition) published by the American institute of architects.
 - (e) In new construction, handwashing facilities must be provided.
 - (f) If a room is renovated and/or modernized, the lavatory must be added if it does not already exist, unless, in the case of a single bed room or a two-bed room, a water closet and lavatory are provided in a toilet room designed to serve that room.
 - (g) Each patient must have within his/her room a separate wardrobe, locker, or closet suitable for hanging full-length garments and for storing personal effects.
- (2) A toilet room must:
 - (a) serve no more than four beds and not more than two patient rooms.
 - (b) contain a water closet and a door that either swings outward or is double-acting.
 - (c) contain a lavatory unless each patient room served by that toilet contains a lavatory for handwashing.
 - (d) have a floor area of not less than 15 square feet if it has one toilet and one lavatory.
- (3) Separate toilet facilities and lockers shall be provided for employees.
- (4) The facility's water supply system must meet the standards contained in ARM 17.38.207 and 37.111.115.
- (5) The facility's wastewater system must meet the standards contained in ARM 16.20.636.

- (6) Fixtures must meet the following standards:
 - (a) Toilets must be:
 - (i) provided in numbers ample for use according to the number of residents, at least one toilet for every four residents or fraction thereof.
 - (ii) if for resident use, provided with grab bars of a type approved by the department on at least one side.
 - (iii) ventilated, with a mechanical system vented to the outdoors that provides a minimum of four air changes per hour.
 - (iv) where more than one toilet is provided in the same room, partitioned each from the other, including a door capable of remaining closed which affords full visual privacy.
 - (v) be accessible to each resident without the resident having to enter a kitchen, dining room, living area, or another resident's room.
 - (b) Sinks and handwashing fixtures must be:
 - (i) provided close to each work station and in each utility room;
 - (ii) if used by staff, equipped with valves which can be operated without the use of hands;
 - (iii) provided separately in the main kitchen and located so that the person in charge may supervise handwashing by food service personnel; and
 - (iv) supplied with a paper towel dispenser, soap dispenser, and a covered wastebasket.
- (7) A bathroom must:
 - (a) when individual bathing facilities are not provided in patient rooms, include a bathtub or shower with approved grab bars and serve no more than 12 licensed beds or fraction thereof.
 - (b) be ventilated by a mechanical system to the outdoors providing a minimum of 10 air changes per hour.
 - (c) have a floor entirely covered with a non-absorbent covering approved by the department. [Note: A continuous solid covering is preferred over block tile, but is not mandatory.]
 - (d) contain an adequate supply of toilet tissue, towels, soap, and wastebaskets.
 - (e) if it contains a shower or bath serving more than one patient, provide a private area for bathing, drying, and dressing.
- (8) At least one resident bathroom for residents with physically handicapping conditions must be provided that has space for a wheelchair and an assisting attendant, whether or not any of the residents are classified as handicapped.
- (9) Service areas must meet the following standards:
 - (a) The services noted below must be located in or readily available to each nursing unit.
 - (i) Administrative center or nurses' station.
 - (ii) Nurses' office for floor staff.

- (iii) Administrative supplies storage.
 - (iv) A lavatory for handwashing.
 - (v) Charting facilities.
 - (vi) Toilet room(s) for staff.
 - (vii) Staff lounge facilities; these may be on another floor so long as they are centrally located.
 - (viii) Closets or cabinet compartments for the personal effects of nursing personnel; however, coats may be stored in closets or cabinets on each floor or in a central staff locker area.
 - (ix) Multipurpose room(s) for staff and patient conferences, education, demonstrations, and consultation; such a room may be on another floor if convenient for regular use and may serve several nursing units and/or departments.
 - (x) Examination and treatment room(s) , unless all rooms in the facility are single-bed patient rooms; the room(s) may serve several nursing units and may be on a different floor if conveniently located for routine use.
 - (xi) Clean workroom or clean holding room.
 - (xii) Soiled workroom.
 - (xiii) Drug distribution station.
 - (xiv) Clean linen storage in each nursing unit.
 - (xv) Nourishment station.
 - (xvi) An ice machine in each nursing unit to provide ice for treatments and nourishment.
 - (xvii) Equipment storage room.
 - (xviii) Showers, bathtubs, and sitz baths.
 - (xix) Emergency equipment storage space.
 - (xx) At least two separate social spaces, one appropriate for noisy activities and one for quiet activities.
 - (xxi) Space for group therapy.
 - (xxii) Occupational therapy unit.
- (b) The size and location of each service area will depend upon the numbers and types of beds served.
 - (c) Identifiable spaces are required for each of the service areas listed in (a) above, but where the area is described as a room or office, a separate, enclosed space for the area is required; otherwise, the described area may be a specific space in another room or common area.
 - (d) Each service area may be arranged and located to serve more than one nursing unit but, unless noted otherwise in this subsection, at least one of each type of service area must be provided on each nursing floor.

- (e) Examination rooms must have a minimum floor area of 120 square feet (11.2 square meters) excluding space for vestibule, toilets, and closets, and contain a lavatory or sink equipped for handwashing, storage facilities, and a desk, counter, or shelf space for writing.
- (f) A clean workroom or clean holding room used must contain:
 - (i) a work counter and handwashing and storage facilities if it is used for preparing patient care items.
 - (ii) storage facilities alone if the room is used only for storage and holding as part of a system to distribute clean and sterile supply materials.
- (g) A soiled work room must contain:
 - (i) a clinical sink or equivalent flushing-rim fixture, a sink equipped for handwashing, a work counter, waste receptacles, and a linen receptacle. Rooms used only for temporary holding of soiled material need not contain handwashing sinks or work counters. However, if the flushing-rim sink is omitted, other provisions for disposal or liquid waste at each unit may be added.
- (h) A drug distribution station must:
 - (i) be made for 24-hour distribution of medications, for example, by distributing medications from a medicine preparation room or unit or utilizing a self-contained medicine dispensing unit, or by another system;
 - (ii) if a medicine preparation room or unit, be under visual control of nursing staff; contain a work counter, sink, refrigerator, and locked storage for controlled drugs; and have a minimum area of 50 square feet (4.65 square meters) ;
 - (iii) if a self-contained medicine dispensing unit, be located at the nurses station, in the clean workroom, or in an alcove.
 - (iv) have convenient access to handwashing facilities; handwashing facilities do not include cup-sinks.
- (i) Clean linen storage must:
 - (i) be located either within the clean workroom, a separate closet, or some other distribution system on each floor that is approved by the department; and
 - (ii) if a closed cart system is used, be out of the path of normal traffic, e.g. in an alcove.
- (j) A nourishment station must:
 - (i) contain a sink, work counter, refrigerator, storage cabinets, and equipment for serving nourishment between scheduled meals;
 - (ii) include provisions and space for separate temporary storage of unused and soiled dietary trays not picked up at meal time; and
 - (iii) have convenient access to a lavatory.
- (k) Ice-making equipment must:
 - (i) either be located in the clean work room or at the nourishment station under staff control; and

- (ii) if producing ice for human consumption, be a self-dispensing ice maker.
- (l) Emergency equipment storage space must meet the following standards:
 - (i) The space, such as a cardiopulmonary resuscitation (CPR) cart, must be under direct control of the nursing staff;
 - (ii) The space must be directly accessible from the unit or floor and may serve more than one nursing unit on a floor;
 - (iii) In addition to separate janitor's closets that may be required for the exclusive use of specific services, at least one janitor's closet per floor must contain a service sink or receptor and provisions for storage of supplies.
- (m) Social spaces:
 - (i) must contain at least 40 square feet (3.72 square meters) per patient in their combined area;
 - (ii) must contain at least 120 square feet (11.1 square meters) in each; and
 - (iii) may share space with dining activities.
- (n) Group therapy space may be combined with the social space designated for quiet activities when the treatment unit accommodates no more than 12 patients, and when the space in question contains at least 225 square feet (21 square meters) in an enclosed private area.
- (o) An occupational therapy unit:
 - (i) must contain 15 square feet (1.39 square meters) of separate space per patient in a treatment unit for occupational therapy, with a minimum total area of at least 200 square feet (18.6 square meters) , whichever is greater;
 - (ii) must provide handwashing facilities, work counters, and storage;
 - (iii) may serve more than one nursing unit; and
 - (iv) may perform its functions within the noisy activities area, if at least an additional 10 square feet (0.9 square meters) per patient served is included and the treatment unit contains less than 12 beds.
- (p) One lavatory may serve the nurses' station, drug distribution station, and nourishment center so long as it is convenient to each.
- (q) Closets or cabinets for the personal effects of nursing personnel must be securable and, at a minimum, large enough for purses and billfolds.
- (10) Where the requirements of this section appear in conflict with those of NFPA 101, chapters 22 and 23, the requirements of this section shall apply.
- (11) The department hereby adopts and incorporates by reference:
 - (a) section 7.28A(11) of the Guidelines for Construction and Equipment of Hospital and Medical Facilities (1992-1993 edition) published by the American Institute of Architects, a manual which specifies architectural requirements to ensure comfort, aesthetics, and safety in hospital and medical facilities. A copy of section 7.28A(11) or the entire manual may be

obtained from the American Institute of Architects Press, 1735 New York Avenue NW, Washington, DC 20006.

- (b) ARM 17.38.207, stating maximum microbiological contaminant levels for public water supplies, and ARM 37.111.115, which outlines the department construction, operation, and maintenance standards for springs, wells, and cisterns and other water supply system minimum requirements. Copies of the rules may be obtained from the Department of Public Health and Human Services, Quality Assurance Division, 2401 Colonial Drive, P.O. Box 202953, Helena, MT 59620-2953.
- (c) ARM 16.20.636, outlining department construction and operation standards and other minimum requirements for sewage systems. A copy of the rule may be obtained from the Department of Public Health and Human Services, Quality Assurance Division, 2401 Colonial Drive, P.O. Box 202953, Helena, MT 59620-2953.

Authorizing statute(s): Sec. 50-5-103, MCA

Implementing statute(s): Sec. 50-5-103, MCA

History: NEW, 1991 MAR p. 2454, Eff. 12/13/91; AMD, 1995 MAR p. 851, Eff. 5/12/95; TRANS, from DHES, 2002 MAR p. 185.