

105 CMR: DEPARTMENT OF PUBLIC HEALTH

105 CMR 151.000: GENERAL STANDARDS OF CONSTRUCTION FOR LONG TERM CARE FACILITIES IN MASSACHUSETTS

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151.001: Purpose

The purpose of 105 CMR 151.000 is to provide physical plant facilities which will assure the health, comfort, safety and well being of all patients, residents and staff in Long-Term Care facilities.

151.002: Authority

105 CMR 151.000 is adopted under the authority of M.G.L. c. 111, §§ 3 and 72.

151.003: Citation

105 CMR 151.000 will be known, and may be cited, as 105 CMR 151.000: *General Standards of Construction for Long-Term-Care Facilities in Massachusetts*.

151.010: Scope

(A) 105 CMR 151.000 applies primarily to the construction of new longterm care facilities and addition to existing long-term-care facilities. It is also the intent of the Department that all alterations to facilities licensed as of September 29, 1972, conform to 105 CMR 151.000 where possible.

(B) In the case of the various levels of care permitted in a single facility, 105 CMR 151.000 sets forth specific requirements for each level of care. 105 CMR 151.300 through 151.390 shall apply only to Level I, II, and III facilities, and 105 CMR 151.400 through 151.480 shall apply only to level IV facilities.

(C) HB/LTCFs shall meet the provisions of 105 CMR 151.000 applicable to Skilled Nursing Facilities except as otherwise provided herein.

151.020: Definitions

Department shall mean the Department of Public Health of the Commonwealth of Massachusetts.

Long-term-care facility shall mean any institution whether conducted for charity or profit which is advertised, announced or maintained for the express or implied purpose of providing three or more individuals admitted thereto with long-term resident, nursing, convalescent or rehabilitative care; supervision and care incident to old age for ambulatory persons; or retirement home care for elderly persons. Long-term care facility shall include convalescent or nursing homes, rest homes, infirmaries maintained in towns and charitable homes for the aged. Facility, as used in 105 CMR 151.000, mean a long-term-care facility or unit thereof, and units within acute hospitals converted under the provisions of St. 1988 c. 23, § 32..

(1) Institution shall mean an establishment housed in a single building or in two or more adjacent buildings.

(2) Convalescent or Nursing Homes, Rest Home, Infirmary Maintained in a Town, and Charitable Home For the Aged shall have the same meanings as those terms defined in M.G.L. c. 111, § 71.

(3) Long-Term-Care shall mean care of significant duration as distinguished from acute short-term-care provided in a general hospital. There shall be four levels of long-term-care facilities under 105 CMR 151.000 (*see* 105 CMR 151.022 through 151.025).

(4) Hospital Based Long Term Care Facility (HB/LTCF) shall mean a separately licensed unit housed on the premises of an acute hospital converted under the provisions of St. 1988 c. 23.

Identifiable Unit shall mean a section of a facility such as a wing, floor or ward and shall include adjacent rooms where acceptable to the Department. For all new construction, additions, conversions or alterations, an identifiable unit shall mean not more than 41 beds for units that provide Level I or II care, and not more than 60 beds for units that provide Level III or IV care.

Intensive Nursing and Rehabilitative Care Facility (Level I) shall mean a facility or units thereof that meet all of the requirements for skilled nursing facilities (Level II) and, in addition are certified to participate as an Extended Care Facility under Title XVIII of the Social Security Act of 1965, (P. L. 89-97) and meet all the requirements and provide care for patients as prescribed therein.

Multiple Level Facility shall mean a facility that provides two, three or four levels of care in one or more identifiable units for each level of care.

Resident Care Facility (Level IV) shall mean a facility or units thereof that provide protective supervision in addition to the minimum basic care and services required for residents who do not routinely require nursing or other medically related services.

Single Level Facility shall mean a facility that provides only one level of care in one or more identifiable units.

Skilled Nursing Care Facility (Level II) shall mean a facility or units thereof that provide continuous skilled nursing care and meaningful availability of restorative services and other therapeutic services in addition to the minimum, basic care and services required for patients who show potential for improvement or restoration to a stabilized condition or who have a deteriorating condition requiring skilled care.

Supportive Nursing Care Facility (Level III) shall mean a facility or units thereof that provide routine nursing services and periodic availability of skilled nursing, restorative and other therapeutic services, as indicated, in addition to the minimum, basic care and services required for patients whose condition is stabilized to the point that they need only supportive nursing care, supervision and observation.

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151.100: State-Local Ordinances

Facilities shall comply with all state laws and local ordinances applicable to construction, alteration and structural changes. In the absence of any ordinance or code, 105 CMR 151.000 shall apply.

151.110: Type of Construction

Facilities shall be of Type I or II construction as set forth under M.G.L. c. 111, as amended, and as set forth under the current standards of the Massachusetts Department of Public Safety. 105 CMR 151.110 shall not apply to any facility seeking to upgrade in whole or in part from level IV or Level III to a higher level of care if all units, components or additions of said facility were originally constructed as a long term care facility. 105 CMR 151.110 shall not apply to any unit or units which a hospital seeks to convert to a Hospital Based Long Term Care Facility as defined herein, provided that the unit or units planned for conversion were operating as licensed inpatient unit(s) at any time on or after April 1, 1988.

151.120: Determination of Need Approvals

New construction, conversions, alterations, additions or other structural changes or acquisition of special equipment (not ordinarily provided in long-term-care facilities) in a proposed or existing facility shall not be made until a determination of need has been made by the Department and approval of the final plans and specifications for construction or acquisition of such equipment have been issued by the Department of Public Health and the Department of Public Safety.

151.130: Conversions

Conversions of structures not designed, built and licensed as hospitals, convalescent or nursing homes, rest homes, infirmaries maintained in towns, or charitable homes for the aged, to facilities of Level I, II, III or IV care, shall be allowed only with the specific approval of the Department, and only where such conversions will result in compliance with the 105 CMR 150.000, and the construction standards set forth herein.

151.140: Innovative Planning and Cost Reduction

All long-term care facilities, including the various levels of care within such facilities, shall contain the designated elements described herein and shall be built in accordance with the construction requirements outlined. Elements that are available through proper affiliations with an adjacent or adjoining health care facility shall not be duplicated without prior approval of the Department. These general standards are not intended, in any way, to restrict design initiative or construction techniques toward innovative planning and cost reduction engineering.

151.150: Special Requirements: Hospital Based Long Term Care Facilities (HB/LTCF)

(A) The space that constitutes the premises of the licensed long term care facility and the premises of the licensed hospital shall not be intermingled space. The space that constitutes the hospital shall be contiguous space and the space that constitutes the long term care facility shall also be contiguous space.

(B) The long term care facility shall be physically separated from the hospital by means of partitions, doors or other barrier.

(C) The long term care facility shall not be used as thoroughfare to other parts of the hospital building.

151.200: Location

Each facility shall be located on a site subject to the approval of the Department. Sites shall be away from nuisances such as large commercial or industrial developments or similar developments that produce high levels of noise or air pollution; and shall afford a safe, sanitary and pleasant environment for patients.

151.210: Roads and Walks

Roads and walks shall be provided separately within the lot lines to the main entrance, ambulance entrance, kitchen entrance and the delivery and receiving areas.

151.220: Parking

(A) Parking shall be provided in accordance with the provisions of local zoning and building ordinances, but in no case shall the ratio of offstreet parking be less than one parking space for each four beds. Exception to this requirement may be granted only with the approval of the Department.

(B) For HB/LTCF,

(1) if access to an LTCF is through the main hospital entrance, that portion of existing hospital parking nearest the entrance shall be reserved for LTCF visitors.

(2) if access is provided by a separate entrance, existing parking nearest the entrance shall be designated for the visitors.

151.230: Provisions for Handicapped

(A) Gradients of Walks. Public walks shall be not less than four feet wide and shall have a gradient of not greater than 8%.

(B) Walks -- Continuous Surface. Walks shall be of a continuing common surface, not interrupted by steps or abrupt changes in level. Wherever walks cross other walks, driveways or parking lots, they shall blend to a common level.

(C) Handicapped Parking.

(1) At least two parking spaces shall be provided and identified for use by the physically handicapped. These spaces shall be in close proximity to the building entrance.

(2) Such parking spaces, if diagonal or headon, shall be not less than 12 feet wide to allow proper access in or out of vehicles.

(3) Walks and ramps from parking areas, garages, *etc.* shall conform to 105 CMR 151.230(A) and (B).

(4) Access from parking areas through a primary building entrance shall be a continuous level or ramped surface without steps or abrupt changes in level.

151.240: Outdoor Recreation

Outdoor recreational area for patients of at least 25 square feet per bed shall be provided for 100% of total authorized beds and shall exclude parking areas. Exceptions to this requirement may be granted only with the approval of the Department.

151.300: Maximum Number of Beds -- Nursing Care Units

(A) Level I and II nursing units shall consist of not more than 41 beds.

(B) Level III nursing units shall consist of not more than 60 beds.

(C) A nursing unit shall not encompass beds on more than one floor.

(D) An HB/LTCF shall consist of at least 20 but not more than 41 beds.

151.310: Required Supporting Elements -- Nursing Care Units

A unit shall have, centrally located within its area, a special care room, a nurse's station, a nurse's toilet, a walk-in medicine room, a clean utility room, a soiled utility room, a linen storage closet, a drinking fountain, a janitor's closet and a room for the storage of supplies and equipment.

151.320: Patient Bedrooms -- Nursing Care Units

(A) Floor Area.

(1) The floor area of patient bedrooms, excluding closet, vestibule and toilet room areas shall not be less than 125 square feet for single occupancy rooms and 90 square feet per bed for multiple occupancy rooms.

(2) For HB/LTCFs, the floor area of patient bedrooms, excluding closet, vestibule and toilet room areas shall not be less than 100 square feet for single occupancy rooms and 80 square feet per bed for multiple occupancy rooms.

(B) No patient bedroom shall contain more than four beds. Multi-bed rooms shall be designed to permit no more than three beds side by side parallel to the window wall.

(C) The ceiling height in areas used by patients shall be a minimum of eight feet.

(D) Rooms shall be shaped and sized so that each bed can be placed at least three feet from any lateral wall. Beds shall be spaced at least three feet from any other bed and an unobstructed passageway of at least four feet shall be maintained at the foot of each bed. Variations in bed placement and dimensions shall be permitted only with the approval of the Department.

(E) Patient bedrooms shall have a floor level at least six inches above the grade level adjacent to the building.

(F) All patient bedrooms shall be along exterior walls with window access to the exterior.

(G) All patient bedrooms shall open directly to a main corridor and shall be permanently and clearly identified by number on or beside each entrance door.

(H) Each room with more than one bed shall have cubicle curtains or equivalent built-in devices for privacy for each patient.

(I) Each patient bedroom shall contain closet space of not less than two feet by two feet per patient with at least five feet clear hanging space for the storage of personal belongings. In addition, either a built-in or free-standing multiple-drawer bureau not less than two feet wide with a minimum of one drawer per patient shall be provided.

(J) Each patient bedroom shall be sized and dimensioned to accommodate hospital-type beds of not less than 76 inches long and 36 inches wide, a hospital-type bedside cabinet and an easy chair or comfortable straight-back arm chair.

(K) A nursing unit shall not encompass beds on more than one floor.

151.330: Special Care Room -- Nursing Care Unit

(A) In each unit, one single bedroom shall be provided for occupancy by a patient requiring isolation or intensive care. This room shall be located in close proximity to the nurse's station and shall not have direct access with any other patient room. The room shall be included in the quota and may be generally used until such time as it is used for isolation or intensive care.

(B) The special care room shall be provided with a separate toilet, lavatory and bathing fixture.

151.340: Nurses Station

- (A) A nurse's station shall be conveniently located within each nursing unit and shall be located not more than 100 feet from the entrance to any patient room.
- (B) Each nurse's station shall have a minimum area of 81 square feet with no dimension less than six feet, except that smaller dimensions may be approved for an HB/LTCF.
- (C) Each nurse's station shall contain top and base cabinets.
- (D) Each nurse's station shall be provided with a desk or counter and chart racks. The maximum height of counter shall not exceed 42 inches.
- (E) A nurse's toilet room shall be located convenient to the nurse's station.

151.350: Medicine Room -- Nursing Care Units

- (A) A separate, locked medicine room at least 30 square feet with no dimension less than five feet shall be provided directly off or immediately adjacent to each nurse's station, except that smaller dimensions may be approved for an HB/LTCF.
- (B) Each medicine room shall contain a top and base cabinet. The base cabinet shall be equipped with a counter top and a sink with hot and cold running water.
- (C) A separate locked compartment shall be provided for the storage of narcotics and other dangerous drugs.
- (D) Each medicine room shall contain a refrigerator for medication which requires refrigeration.

151.360: Activity Area -- Nursing Care Units

One day room solarium, sitting room or equivalent area shall be provided in each unit. Each such room or area shall have a minimum area of nine square feet for each bed authorized in the corresponding nursing unit.

151.370: Patient Bathrooms and Washrooms

- (A) Bathing Facilities: Tubs and Showers.
 - (1) Levels I and II: three bathtubs or showers shall be provided for each unit. One tub shall be a free-standing type and shall be accessible from two sides and one end with a minimum three feet clearance. The tub shall be equipped with an acceptable type bath lift.
 - (2) Level III: Bathing facilities shall be provided in a ratio of not less than one per 15 patients (one of which shall be a free-standing type tub). The free-standing tub shall be accessible from two sides and one end with a minimum three foot clearance. The tub shall be equipped with an acceptable type bath lift, except that smaller dimensions may be approved for an HB/LTCF, so long as such facilities can accommodate wheelchair patients.
- (B) Shower Construction. Shower floors shall be flush and shall be without curbs. The floor shall be sloped to the center of the shower stall. Mixing valves and controls shall be mounted outside the shower stall. Shower enclosure shall be not less than four feet by four feet. All common toilet facilities shall be separated by solid wall partitions or dividers.

151.370: continued

(C) Toilets and Handwashing Facilities.

- (1) All patient bedrooms shall be provided with at least one water closet and one lavatory. Each water closet and lavatory may be positioned between adjacent rooms. They shall be directly accessible from each room.
- (2) One water closet and one lavatory shall be provided for patients of each sex on each unit and shall be located in areas central to all patients. Such areas to be sized to accommodate wheelchair patients. Minimum dimension to be four feet by five feet.
- (3) One fixed or portable training toilet per nursing unit shall be provided for the training of incontinent patients.
- (4) All common toilet facilities shall be separated by solid wall partitions or dividers.
- (5) In HB/LTCFs, if each patient room does not have direct access to toilet and handwashing facilities, such facilities shall be provided conveniently located to the patient rooms at ratios of one toilet fixture to every four patients.

(D) Grab Bars Required for Tubs, Showers, and Toilets. All tubs, showers and toilet enclosures shall be equipped with grab bars. Grab bars, accessories and anchorage shall have sufficient strength to sustain a dead weight of 250 pounds for five minutes.

(E) Hot Water Supply: Maximum Temperature. Hot water supplied to fixtures accessible to patients shall be controlled to provide a maximum temperature of 110°F.

151.380: Storage Areas -- Nursing Care Units

(A) Linen Closet. A linen storage closet shall be provided in each unit for the storage of daily linen needs. Each such closet shall be at least 20 square feet and shall contain non-combustible shelving to a maximum height of six feet.

(B) Janitor Closets.

- (1) One janitor's closet shall be provided for each unit. In no event shall there be less than one janitor's closet per floor.
- (2) Each janitor's closet shall contain a service sink equipped with hot and cold running water.
- (3) Each janitor's closet shall be not less than five feet by five feet and shall have adequate shelving for the storage of cleaning supplies and housekeeping equipment.

(C) General Storage.

- (1) In each unit, a storage closet of at least 50 square feet shall be provided for the storage of supplies and equipment. The clear area shall be large enough to permit easy storage of wheel chairs, lockers, patient's lifts and other types of mechanical equipment.
- (2) Where oxygen storage is provided it shall be in accordance with the National Fire Protection Association Code.

(D) Smaller dimensions may be approved for HB/LTCFs.

151.390: Utility Rooms -- Nursing Care Units

(A) Separate Clean and Soiled Rooms Required. Each unit shall contain separate clean and soiled utility rooms which shall not be interconnected but shall have separate entrances off the corridor.

(B) Clean Utility Room. The clean utility room shall be provided with an instrument sterilizer and contain wall hung and base cabinets. The base cabinet shall be equipped with a counter top and sink with hot and cold running water and a gooseneck spout. The minimum area shall be 70 square feet with no dimension less than six feet.

151.390: continued

(C) Soiled Utility Room. The soiled utility room shall contain a service sink with gooseneck faucet and hot and cold running water; either a clinical service sink or a bedpan washer and sanitizer; and a work counter at least 24 inches wide and 36 inches high by four feet long. Handwashing facilities shall be provided. The minimum area shall be 70 square feet with no dimension less than six feet.

(D) Smaller dimensions maybe approved for HB/LTCFs.

151.400: Maximum Number of Beds -- Resident Care Units

151.410: Required Supporting Elements -- Resident Care Units

A units shall have, centrally located within its area, an attendant's station, a special care room, an attendant's toilet, a medicine closet, a linen storage closet, a drinking fountain, a janitor's closet and a room for the storage of supplies and equipment.

151.420: Patient Bedrooms -- Resident Care Units

(A) The floor area of patient bedrooms, excluding closet, vestibule and toilet room areas shall be not less than 125 square feet for single occupancy rooms and 90 square feet per bed for multiple occupancy rooms.

(B) No patient bedroom shall contain more than four beds. Multi bedrooms shall be designed to permit no more than three beds side by side parallel to the window wall.

(C) The ceiling height in areas used by patients shall be a minimum of eight feet.

(D) Rooms shall be shaped and sized so that each bed can be placed at least three feet from any lateral wall. Beds shall be spaced at least three feet from any other bed and an unobstructed passageway of at least four feet shall be maintained at the foot of each bed. Variations in bed placement and dimensions shall be permitted only with the approval of the Department.

(E) Patient bedrooms shall have a floor level of at least six inches above the grade level adjacent to the building.

(F) All patient bedrooms shall be along exterior walls with window access to the exterior.

(G) All patient bedrooms shall open directly to a main corridor and shall be permanently and clearly identified by a number on or beside each entrance.

(H) Each room with more than one bed shall have cubicle curtains or equivalent built-in devices for privacy for each patient.

(I) Each patient bedroom shall contain closet space of not less than two feet by two feet per patient with at least five feet clear hanging space for the storage of personal belongings. In addition, either a built-in or free-standing multiple-drawer bureau not less than two feet wide, with a minimum of one drawer per patient, shall be provided.

(J) Each patient bedroom shall be sized and dimensioned to accommodate household size or hospital-type bed, a bedside cabinet and an easy chair or comfortable straight-back arm chair.

(K) Units shall not encompass beds on more than one floor.

151.430: Special Care Room -- Resident Care Units

- (A) In each unit, one single bedroom shall be available for occupancy by a patient requiring isolation. This room shall be located in close proximity to the attendant's station and shall not have direct access with any other patient room. The room shall be included in the quota and may be generally used until such time as it is used for isolation.
- (B) This room shall be provided with a separate toilet, lavatory and bathing fixture.

151.440: Attendant's Station

- (A) An attendant's station shall be conveniently located within each nursing unit and shall be located not more than 100 feet from the entrance to any patient room.
- (B) Each attendant's station shall have a minimum area of 81 square feet with no dimension less than six feet.
- (C) Each attendant's station shall contain top and base cabinets.
- (D) Each attendant's station shall be provided with a desk or counter and chart racks. The maximum height of counter shall not exceed 42 inches.
- (E) An attendant's toilet room shall be provided convenient to the attendant's station.

151.450: Medicine Closet -- Resident Care Units

- (A) A medicine closet is required within Level IV directly off or immediately adjacent to the attendant's station.
- (B) A separate locked compartment shall be provided for the storage of narcotics and other dangerous drugs.
- (C) Each medicine closet shall contain a refrigerator for medication which requires refrigeration.
- (D) Each medicine closet shall contain a top and base cabinet. The base cabinet shall be equipped with a counter top and a sink with hot and cold running water.

151.460: Activity Areas -- Resident Care Units

One day room, solarium, sitting room or equivalent space shall be provided in each unit. Each such room or area shall have a minimum area of nine square feet for each bed authorized in the corresponding nursing unit.

151.470: Patient Bathrooms and Washrooms -- Resident Care Units

- (A) Bathing Facilities. Level IV bathing facilities shall be provided in a ratio of not less than one per 15 patients. A free-standing tub is not required within a Level IV Resident unit.
- (B) Shower Construction. Shower floors shall be flush and shall be without curbs. The floor shall be sloped to the center of the shower stall. Mixing valves and controls shall be mounted outside the shower stall. Shower enclosure shall be not less than four feet by four feet.
- (C) Toilet and Handwashing Facilities.
 - (1) All patient bedrooms shall be provided with at least one water closet and one lavatory. Each water closet and lavatory may be positioned between adjacent rooms. They shall be directly accessible from each room.
 - (2) One water closet and one lavatory shall be provided for patients of each sex in each unit and shall be located in areas central to all patients. Such areas to be sized to accommodate wheel chair patients. Minimum dimension to be four feet by five feet.

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151.470: continued

(3) One fixed or portable training toilet per nursing unit shall be provided for the training of incontinent patients. The facilities provided under 105 CMR 151.470(C)(2) may serve this purpose.

(4) All common toilet facilities shall be separated by solid wall partitions or dividers.

(D) Grab Bar Required for Tubs, Showers, and Toilets. All tub, shower and toilet enclosures shall be equipped with grab bars. Grab bars, accessories and anchorage shall have sufficient strength to sustain a dead weight of 250 pounds for five minutes.

(E) Hot Water Supply; Maximum Temperature. Hot water supplied to fixtures accessible to patients shall be controlled to provide a maximum temperature of 110°F.

151.480: Storage Areas -- Resident Care Units

(A) Linen Closet. A linen closet shall be provided in each unit for the storage of daily linen needs. Each such closet shall be at least 20 square feet and shall contain non-combustible shelving to a maximum height of six feet.

(B) Janitor's Closet.

(1) One janitor's closet shall be provided for each unit. In no event shall there be less than one janitor's closet per floor.

(2) Each janitor's closet shall contain a service sink equipped with hot and cold running water.

(3) Each janitor's closet shall be not less than five feet by five feet and shall have adequate shelving for the storage of cleaning supplies and housekeeping equipment.

(C) General Storage. In each unit, a storage closet of at least 50 square feet shall be provided for the storage of supplies and equipment.

151.500: Storage Areas

(A) General Storage. A general storage room or rooms shall be provided in each facility with a total area of at least ten square feet per bed for 100% of the total beds authorized.

(B) Linen Storage.

(1) A central linen room shall be provided within each facility with a clear area of at least six feet by nine feet. Shelving of at least 18 inches in depths shall be provided.

(2) A central soiled linen room shall be provided within each facility with a clear area of at least six feet by nine feet and shall be equipped with handwashing facilities.

(3) Laundry chutes, when provided, shall terminate in the soiled linen room. Sufficient space shall be provided to accommodate a laundry hamper.

(C) Central Food Storage. A room with a minimum of 150 square feet shall be provided for the storage of non-perishable foods. Shelves shall be non-combustible and not more than 18 inches deep and 72 inches high and two inches from the wall. Food supplies shall not be stored on the floor. In the case of HB/LTCFs, if the hospital and the long term care facility share dietary services a separate storage area is not required.

151.510: General and Special Activity Areas

(A) General Activity Room.

(1) A general activities room shall be provided for the use of all patients. The area of this room shall be at least eight square feet per bed for 100% of the total beds authorized.

(2) A storage closet shall be provided adjacent to the general activities room for equipment utilized in recreational, diversional and religious activities.

151.510: continued

(B) Beauty Parlor and Barber Shop. A room may be provided for the beauty parlor and barber shop only with written approval of the Department. If provided, such a room shall have a minimum floor area of not less than 120 square feet. Each such room shall contain cabinet and counter space and a shampoo basin sink with a mixing faucet and attached spray.

(C) Snack Shop. Facilities may provide a snack shop commensurate with the size of the facility only with written approval of the Department.

(D) Gift Shop. Facilities may provide a gift shop commensurate with the size of the facility only with written approval of the Department.

151.520: Examination and Treatment Room

(A) A treatment room shall be available in each facility providing Levels I, II or III care. This room may also be used by physicians as an examination room. Use for any other purpose shall be approved in writing by the Department.

(B) The treatment room shall have a minimum area of 125 square feet with no dimension less than ten feet.

(C) The treatment room shall include handwashing facilities with hot and cold running water and be sized and dimensioned to accommodate a treatment table, instrument table, instrument sterilizer and locked storage cabinet.

151.530: Office Space

(A) Administrative Offices.

(a) Appropriate space and equipment shall be provided for administrative activities and for the storage of medical records.

(b) Separate offices of not less than 80 square feet each shall be provided for the use of the Administrator and the Director of Nurses. An office for the Director of Nurses is not required within a free-standing Level IV facility.

(B) Consultant Offices.

(1) Consideration shall be given to provide separate rooms in Level I & II facilities for the use of full-time consultants, such as a medical director, dietitian, social worker and others.

(2) Consultant's offices, if provided, shall be not less than 100 square feet each.

(3) A room shall be provided for a dietary consultant; it shall be located convenient to the kitchen area.

(4) Handwashing sinks and other equipment shall be provided in consultant's rooms as appropriate.

151.540: Restorative Service Units

(A) General.

(1) The following rehabilitative service units shall ordinarily be permitted only in facilities that provide Levels I or II Care.

(2) Generally, the following areas shall be sized and arranged to the extent consistent with the program of treatment within the particular facility; however, in each case, the following are the minimums that must be provided for the types of therapy programmed.

(3) Physical environment for the restorative service programs also providing services to outpatients shall include:

(a) direct handicapped accessible entrance from the outside or direct access from the main lobby;

(b) parking convenient to the entrance to the restorative program area;

(c) patient and staff toilet rooms conveniently located near the restorative service program areas; these toilet rooms must be separate from those serving nursing units;

(d) adequate waiting and reception areas;

(e) record storage;

(f) office space; and

(g) equipment as defined in 105 CMR 150.017(B)(6): *Restorative Service Units*.

151.540: continued

(B) Physical Therapy Room.

- (1) If a physical therapy room is provided, it shall have a minimum floor area of 200 square feet with a minimum dimension of not less than ten feet.
- (2) Within such a room there shall be provided a closet for the storage of supplies and equipment and a handwashing sink with hot and cold running water.
- (3) Additional space may be required to accommodate the outpatient restorative services. The physical therapy room shall include provisions for patient privacy. Dressing facilities and lockers shall be provided for outpatient use.

NON-TEXT PAGE

151.540: continued

(C) Workshop Room.

- (1) If a workshop room for occupational therapy and patient activities is provided, it shall have a minimum floor area of 300 square feet with a minimum dimension of not less than ten feet.
- (2) Within such room there shall be provided a closet for the storage of supplies and equipment and a service sink with hot and cold running water and a plaster trap.

151.550: Staff and Public Toilets and Washrooms

- (A) Toilets including washing facilities, shall be provided for visitors and staff separate from those facilities used by patients.
- (B) Visitor's toilets shall be conveniently located and accessible to the normal visitors entrance and lobby. A separate toilet room shall be provided for each sex with a water closet and lavatory.
- (C) Staff toilets shall be located in close proximity to the kitchens and employees' locker rooms. Kitchen toilets shall not open directly into food preparation areas.
- (D) Visitors and staff toilets shall have toilet paper holders, paper towel dispensers, soap dispensers and mirrors.
- (E) At least one public toilet room for each sex shall be sized and appointed to accommodate the handicapped. Minimum dimension to be four feet by five feet.

151.560: Central Kitchen

- (A) The kitchen floor area shall be not less than five square feet per bed for 100% of the total authorized beds, exclusive of food storage areas, dishwashing area, janitor's closet, refrigeration space, delivery and receiving areas, and administration space.
- (B) A handwashing sink with hot and cold running water shall be provided together with disposable towels and towel dispenser and a soap dispenser.
- (C) A double-compartment sink with hot and cold running water and an attached 30 inch drain board and backsplash for the preparation and cleaning of fresh vegetables shall be provided.
- (D) A triple-compartment sink with hot and cold running water and an attached 30 inch drain board on each side, with backsplash, shall be provided for the washing of pots and pans.
- (E) The kitchen floor shall have a floor drain equipped with a grease trap and a backup flow check valve.
- (F) A separate dishwashing area containing a commercial dishwasher with attached dirty and clean work counters shall be provided. Access of food carts containing soiled dishware shall not be through the food preparation area. The dishwasher shall be equipped with a grease trap. A separate entrance to the dishwashing area shall be provided.
- (G) Dumbwaiters, when provided, shall open into nourishment kitchens or dining rooms and shall be used exclusively for food transportation.
- (H) The rear of all equipment not flush and sealed to the wall shall be at least eight inches from the wall. Not less than eight inches of clear space shall be provided between separately installed units. If units are to be joined, a filler strip must be used. The minimum aisle width shall be 42 inches; except when mobile equipment is used, where minimum aisle width shall be 60 inches.

151.560: continued

- (I) The kitchen shall be located to avoid through traffic. Traffic through the food service department shall be limited to authorized personnel. Food receiving shall be in a separate area with space for scales and counters.
- (J) A separate and defined area shall be provided for food cart washing and can washing.
- (K) An office for the use of the dietitian and food service manager shall be provided as set for under 105 CMR 151.530(B)(3).
- (L) Enclosed cabinets shall be provided for the storage of dishes, silverware and other eating utensils.
- (M) A separate janitor's closet shall be provided specifically for the kitchen use.
- (N) In the case of HB/LTCFs, if the hospital and the long term care facility share dietary services, a separate central kitchen is not required.

151.570: Central Dining

- (A) A minimum of ten square feet per bed for 100% of total authorized beds shall be provided for patient dining areas.
- (B) A separate dining room shall be provided for staff and employees.

151.580: Nourishment Kitchen

- (A) A nourishment kitchen room or alcove shall be conveniently located on each floor.
- (B) The nourishment kitchen shall contain a refrigerator, surface cooking unit, a toaster, a sink with hot and cold running water, and storage cabinets.
- (C) In the case of HB/LTCFs, a nourishment kitchen shall be provided on each unit.

151.590: Central Laundry

- (A) When total laundry service is to be performed on the premises, sufficient space and equipment for such service shall be provided.
- (B) When total laundry service is not to be performed on the premises, a laundry room of not less than 70 square feet shall be provided. Each such room shall contain a washer, a dryer, a double-compartment tub and shelving for the storage of soaps, bleaches and other laundry supplies.
- (C) In the case of HB/LTCFs, if the hospital and the long term care facility share laundry services, a separate central laundry is not required.

151.600: Corridors

- (A) Corridors
 - (1) Corridors in areas used primarily by patients shall not be less than eight feet wide. All other corridors shall be not less than five feet wide.
 - (2) Existing corridors in an HB/LTCF may be retained as long as they are at least four feet wide.
- (B) Handrails shall be provided on both sides of corridors. Handrails shall be firmly anchored and shall not project more than 3½ inches into the required minimum width of the corridor and shall be no less than 30 inches above the finished floor. They shall have curved returns.

151.600: continued

(C) A facility shall not permit the installation of any fixed appurtenance which may become an obstacle to traffic or reduce the required minimum width of corridor, ramp or stair.

151.610: Ramps

(A) Width of interior ramps in areas used by patients shall conform to width under 105 CMR 151.600(A). Outside ramps shall be not less than four feet in width.

(B) Ramp surfaces shall be constructed and maintained in such a manner as to prevent slipping thereon.

(C) Street or ground floors having exits to the exterior above grade shall have at least one ramp leading to grade to accommodate wheelchair and litter patients.

(D) Handrails shall be provided on both sides of all ramps. Specification as to height, anchorage and curved returns as listed in 105 CMR 151.600(B) shall apply.

(E) Ramps shall have a gradient of not greater than 8%.

151.620: Stairs and Stairways

(A) Surfaces of treads and landings shall be constructed and maintained so as to prevent slipping.

(B) Handrails shall be provided on both sides of all indoor and outdoor stairways. Specifications as to height, width and anchorage as listed in 105 CMR 151.600(B) shall apply. They shall have curved returns.

(C) Steps in stairways shall not have abrupt (square) nosing, and risers shall be tapered back approximately 1½ inches at bottom of each riser. Risers where possible should not exceed seven inches.

151.630: Doors and Doorways

(A) All doors used by patients shall be swing-type at least 44 inches wide except toilet room doors which shall be at least 32 inches wide and, if in-swinging, have pivots and manually operated emergency release.

(B) No locks or hooks shall be installed on doors used by patients.

(C) All outside doors and doorways shall be made draft-free by the installation of weather stripping or caulking material.

(D) Kitchen doors shall be a minimum of 42 inches wide.

151.640: Windows

(A) The total glass area of windows in each patient room shall be not less than 10% of the entire floor area of such room.

(B) In order to furnish natural fresh air, the windows in each patient bedroom shall be operable so that the area of the opening will be at least 4% of the floor area in the room. Exceptions to this standard will be considered in cases of fully air conditioned facilities or areas.

(C) Windows with sills less than 30 inches from the finished floor shall be provided with readily removable window guards or special safety beams for the protection of patients.

151.640: continued

- (D) Openable windows shall be provided with screens constructed from not less than 16 mesh wire screening.
- (E) All outside windows shall be made draft-free by the installation of either weather stripping or caulking material.

151.650: Carpeting

- (A) Installation. Carpet or carpet assemblies, where installed, shall be wall-to-wall and may be provided in all areas except those normally considered to be "wet areas", such as laundries, bathrooms, utility rooms, kitchens.
- (B) Fire Safety Standards. Carpet or carpet assemblies, where installed, shall meet all standards as set forth under the *Department of Public Safety -- Board of Standards Building Code --Form Std-10 (latest edition)** and the local fire authorities.

151.660: Room Surface Finishes

- (A) Interior finished surfaces shall conform to local and state codes and to these regulations.
- (B) Interior wall surfaces of all areas assigned for patient housing, care, and recreation, exclusive of shower enclosures, kitchen, food preparation areas, dishwashing areas, bathrooms, toilets, utility rooms, and nourishment kitchens, shall be finished with a smooth, non-absorbent, washable surface. Walls of kitchens, food preparation areas, bathrooms, toilets utility rooms, nourishment kitchen and dishwashing areas shall be finished to a height of at least 72 inches from the finished floor with an impervious material.
- (C) Floors shall be covered with tile or its equivalent, except that floors of bathrooms, toilets, showers, food preparation areas, utility rooms and nourishment kitchens shall be covered with an impervious material.
- (D) Cove bases shall be provided for all floors where tile covering is directed; cove bases shall not project more than a standard cove base beyond the surface of the finished floor or wall.
- (E) All trim shall be simple in profile to prevent pockets where dust might accumulate and to afford surfaces which are easily kept clean.

151.700: Heating and Air Conditioning Systems

- (A) Every facility shall be equipped with a heating system which is sufficient to maintain a minimum temperature of 75°F throughout the facility at all times at winter design temperatures.
- (B) Heating fixtures and all exposed pipes shall be shielded for the safety of patients.
- (C) Each heating fixture shall be equipped with hand controls unless an individual automatic room control is provided, except where baseboard radiation is utilized.
- (D) Every facility whose architectural plans are approved after the promulgation of 105 CMR 151.700(D) for new construction or major renovations such as the installation of a heating air conditioning and ventilation system or complete interior reconstruction shall be equipped with a cooling system which is capable of maintaining a maximum temperature of 75°F throughout the resident areas affected by the new construction or renovation at all times at summer design temperatures. Temperatures must be maintained at a level which ensures the comfort and health of residents of the facility.

151.710: Ventilation Systems

- (A) Positive mechanical exhaust ventilation shall be provided, regardless of natural ventilation, and must be capable of assuring the minimum number of air changes per hour for the following areas as required under the provisions of the M.G.L. c. 111, § 72C, as amended:

* See State Building Code regulation, 780 CMR.

151.710: continued

- (1) Kitchens, dishwashing areas and diet kitchens shall have at least ten air changes per hour.
- (2) Bathrooms, toilets and showers shall have at least ten air changes per hour.
- (3) Rooms for soiled linen shall have at least ten air changes per hour.
- (4) Utility rooms, janitor's closets, laundry rooms and nurse's stations shall have at least ten air changes per hour.

(B) All storage rooms, including food storage rooms, oxygen storage rooms, boiler rooms and rooms in which mechanical equipment is stored, shall have separate and independent venting systems providing not less than ten air changes per hour.

(C) Ducts for ventilating bathrooms, toilets, rooms for soiled linen, laundry rooms and garbage storage rooms shall not be interconnected with other duct systems, but shall lead to the outside independently.

(D) All ducts penetrating floors or fire rated walls shall be fire dampered at the point of penetration.

(E) Corridors and exit halls shall not be used as plenums for the supply or return air to heating or air conditioning systems.

(F) Exhaust air intakes or hoods shall be located at cooking, dishwashing and high steam of fume-producing areas.

(G) In an AIDSSNF, rooms to be used for the administration of aerosolized pentamidine shall be negatively pressured and utilize an appropriate exhaust system for this purpose.

151.720: Water Supply

(A) The volume and pressure of the water supply shall be sufficient to supply water to all fixtures with a minimum pressure of 15 pounds per square inch at the farthest point of usage during maximum demand periods.

(B) Domestic hot water heating equipment shall have adequate capacity to supply the following:

	<u>Patient area</u>	<u>Food Preparation Center</u>	<u>Laundry</u>
Gal/hr/bed	6½	4	4½
Temp. °F	110	180	180

(C) Water shall be obtained from an approved municipal water system or, in areas where wells are the source of supply, they shall be designed and constructed with the approval of the Department.

151.730: Sewerage

All sewage shall be discharged into a municipal sewerage system where such is available; otherwise, the sewage shall be collected, treated and disposed of by means of an independent sewerage system designed and constructed with the approval of the Department.

151.740: Elevators

(A) Each facility with patients housed on other than the street floor shall provide at least one elevator of hospital type.

(B) Each facility with a capacity of more than 82 beds above the street floor shall provide no less than two elevators, one of which shall be of hospital type.

151.740: continued

(C) Each facility of one-story construction, in which ancillary patient services are located in the basement or below grade, shall provide a hospital type elevator to accommodate patient transportation to those areas.

(D) The interior cab dimension shall be not less than 5' 0" x 7' 6" and the door opening not less than 44 inches.

151.750: Refrigeration

(A) Mechanical refrigeration, capable of storing perishable and frozen foods shall be provided. At least 1½ cubic feet of refrigerated storage space and ½ cubic foot of freezer space shall be provided for each authorized bed.

(B) The maximum temperature for the storage of all perishable foods shall be 45°F. Freezers and frozen food compartments of refrigerators shall be maintained at or below -10°F.

(C) Thermometers shall be attached to the inside of all refrigerators, freezers, frozen food compartments and refrigerated rooms. Thermometers in refrigerated rooms shall be readable from the outside of these rooms.

151.800: Lighting

(A) Electric lighting shall be provided throughout the facility in accordance with the provisions of the M.G.L. c. 111, § 72C, as amended, and the recommended levels of the Illuminating Engineering Society. All electrical installations shall be in accordance with 527 CMR 12.00: *The Commonwealth of Massachusetts, Department of Public Safety, Board of Fire Prevention Regulations, Massachusetts Electrical Code.*

(B) Adequate lighting fixtures shall be installed in each patient room to provide uniform distribution of light.

(C) Outside walks, parking lots and entrances shall be adequately lighted.

151.810: Night Lights

(A) Night lights shall be provided in corridors, stairways, bathrooms, toilets, nurse's stations, attendant's station and patient bedrooms.

(B) Night lights in patient rooms shall be appropriately located and not less than 12 inches above the finished floor. Fixtures shall be recessed into the wall and shall have slotted covers to produce a subdued light.

(C) Night lights in patients' toilets shall be not less than 15 watts. Fixtures shall be mounted not less than 12 inches from the finished floor.

(D) All night lights shall be controlled either by a switch at the entrance to the patient bedroom or from the nurse's station.

151.820: Reading Lamps

A reading lamp shall be provided for each patient. If wall-mounted bed lamps are provided they shall be not less than 64 inches from the finished floor and be mounted directly over each bed.

151.830: Emergency Electrical Systems

(A) An emergency source of electricity shall be connected to circuits designated in 105 CMR 151.830(C), 151.830(D), and 151.830(E) for lighting and power to provide electricity during an interruption of the normal electric supply that could affect the nursing care, treatment or safety of the occupants.

151.830: continued

(B) The emergency source of electricity shall consist of a generating set, including the prime mover and generator. It shall be located on the premises and shall be reserved exclusively for supplying the emergency electrical system. The set shall be of sufficient kilowatt capacity to supply all lighting and power demands of the emergency system. The power factor rating of the generator shall be not less than 80%.

(C) Emergency electrical connections shall be provided to circuits for lighting of stairways, corridors, exit ways and exterior approaches thereto, exit and direction signs, nurse's stations, attendant's stations, medicine preparation areas, kitchen, dining and recreation areas, generator set location and boiler room.

(D) Emergency electrical connections shall be provided for protection of vital equipment and materials and for operation of equipment essential to health and safety of the occupants, including but not limited to nurse's call, alarm system, fire pump (if installed), sewerage or sump lift pumps (if installed), one duplex receptacle per bed, corridor duplex receptacles, one elevator, equipment for maintaining telephone service, paging or speaker systems, refrigerators, freezers, and equipment such as burners and pumps necessary for operation of one or more boilers and their controls required for heating.

(E) Where electricity is the only source of power normally used for space heating, the emergency service shall provide for heating of patient rooms unless the nursing home is supplied by at least two utility service feeders, each supplied by separate generating sources.

(F) An automatic transfer switch shall be installed to transfer to emergency power within ten seconds.

151.840: Electrical Outlets

(A) Patient rooms shall have not less than one duplex receptacle per bed and in addition, one receptacle on a wall other than the bed headwall. Duplex receptacles shall be installed so as to meet the needs in any given area.

(B) Outlets for portable tray carts shall be provided.

151.850: Call Systems

(A) A nurse's and attendant's calling station shall be installed at each patient bedside, in each patient's toilet, bath and shower room, and in the following additional areas: patient dining room, treatment room, workshop and physical therapy rooms, special care room, activity rooms, television rooms, and sitting rooms, consultation rooms and beauty parlor and barber shop.

(B) The nurse's call in the toilet, bath and shower rooms shall be an emergency call.

(C) All calls shall register at the nurse's or attendant's station and actuate a visible signal in the corridor by the room where the call originates.

(D) In rooms containing two or more calling stations, indicating lights shall be provided at each calling station.

(E) Nurse's call systems which provide two-way communication shall be equipped with an indicating light at each calling station which lights and remains lighted as long as the voice circuit is operative.

(F) In an HB/LTCF, the call system shall not be routinely connected to the hospital call and paging system.

151.860: Telephone Systems

(A) At least one telephone shall be provided on each floor and within the kitchen. These telephones shall be free of locks and available 24 hours daily for use in any emergency.

(B) In addition, at least one public telephone shall be provided for patient use within each facility and positioned to accommodate use by wheelchair patients, with accessibility to the dial set.

REGULATORY AUTHORITY

105 CMR 151.000: M.G.L. c. 111, §§ 3, 71, 72.