



Plan Review

09/05/2019

OKLAHOMA STATE DEPARTMENT OF HEALTH

Who We Are: Health Facilities Plan Review

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- Jude Waltman, Architect
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- Dr. LaTrina Frazier, Medical Facilities Asst. Service Director
- Dr. Julie Myers, Medical Facilities Service Director



What We Do

- Authority Having Jurisdiction for healthcare facilities
- Review plans for compliance
- Conduct inspections at project sites
- Provide the required physical plant approval, which is necessary for licensure



Types of Facilities and Depth of Review

Facility Type	Oklahoma Administrative Code	Incorporated References
Hospitals	OAC 310:667	FGI 2014/18 and incorporated references
Ambulatory Surgical Centers	OAC 310:615	FGI 2014/18 and incorporated references
Assisted Living Facilities	OAC 310:663	Limited to OAC
Nursing Homes for long term care	OAC 310:675	NFPA 101 2012 edition
ICF/IID: Intermediate Care Facilities for Intellectually Disabled	OAC 310:675	NFPA 101 2012 edition



Rules Update

- Effective 09/13/2019
- OAC 310:667 Hospitals & OAC 310:615 ASC move from FGI 2014 edition to FGI 2018 edition
- CMS regulations remain the same
- Oklahoma statutes prevail if there is a conflict between the FGI Guidelines and Oklahoma Statutes



Website Navigation

www.health.ok.gov

mfs.health.ok.gov

On the website you can get information regarding current workload, current administrative code, and applications for consultations, submittals, and inspections.

REMINDER - Download NEW forms – corrections made to mailing address for fees and required signature for Functional Program attestation.



Consultation Services

Steps for Requesting Consultation

- Download consultation form from the website
- Submit completed form to planreview@health.ok.gov
- Plan Review will call to discuss and/or schedule.
- **Do not pay the fee until the consultation is scheduled.**



Exception/Temporary Waiver Request

A facility may submit a request for exception or temporary waiver if the FGI Guidelines create an unreasonable hardship, or if the design and construction for the facility property offers improved or compensating features with equivalent outcomes to the FGI Guidelines.

- Request form is located on the website
- Submit completed form and fee to OSDH Plan Review
- Remember FGI 2018 goes into effect 09/13/2019 for Hospitals & ASC



Submittal Types

Traditional

- Application and Fees
[on website]
- Stage 1 (optional)
- Stage 2 (required prior to construction)
- Courtesy Inspections
- Final Inspection
- Closeout Documentation

Self-Certification

- Facility OWNS the RISK
- Appropriate Projects ONLY
- Application and Fees
- Light review of application
- Staff do not fully review plans until an inspection is scheduled
- Courtesy Inspections
- Final Inspection
- Closeout Documentation



Documents Required for Each Submittal

Stage 1 Submittal

- Submittal Form & Fee (NEW FORM)
- Functional Program – as approved by the facility’s governing body
- ICRA
- SRA – Summary Page
- One Set of the following for Stage 1
 - Preliminary Drawings
 - Life Safety Plan
 - Demolition Plan
 - Existing plan with all spaces labeled
 - Site plan if the building perimeter is altered or penetrated
 - As Built drawings for existing buildings



Documents Required for Each Submittal

Stage 2 Submittal

- Submittal Form
- Construction Documents:
 - 2 sets of signed and sealed construction drawings
 - 1 Specification Manual
 - 1 Construction Schedule – if available
 - Written response to any comments from the Stage 1 review if applicable
 - Revised Functional Program, SRA, ICRA if applicable



Documents Required for Each Submittal

Stage 2 Submittal IF YOU OPT TO SKIP STAGE 1

- Submittal Form & Fee
- Functional Program – as approved by the facility’s governing body
- ICRA
- SRA
- 2 Sets of Signed & Sealed Final Construction Drawings (include LSP and existing plan with all spaces labeled)
- 1 Specifications Manual
- 1 Construction Schedule – if available
- As Built drawings for existing building



Documents Required for Each Submittal

Self-Certification Submittal

- Submittal Form and Fee
- Functional Program – as approved by the facility’s governing body
- ICRA
- SRA
- 1 Set of the following Construction Documents
 - Construction Drawings
 - Specification Manual
 - Life Safety Plan



Tips for Speedy & Successful Review

- Application Errors
- Missing Submittal Items
- Common mistakes found in drawings
- How to prepare for Inspections
- Final Documentation



Questions?





Oklahoma State Department of Health
Creating a State of Health

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