



Republic of the Philippines
Department of Health
HEALTH FACILITIES AND SERVICES REGULATORY BUREAU

ANNEX H-3c

CHECKLIST FOR REVIEW OF FLOOR PLANS
RESIDENTIAL DRUG ABUSE TREATMENT AND REHABILITATION CENTER WITH OUTPATIENT FACILITY

Name of Health Facility _____
 Address _____
 Date _____ Review 1st _____ 2nd _____ 3rd _____

1 PHYSICAL PLANT (420 sq. m.)

___ **1.1 Administrative Service**

- ___ 1.1.1 Administrative/Business Office
- ___ 1.1.2 Registration/Waiting/Reception Area
- ___ 1.1.3 Consultation and Counseling Room
- ___ 1.1.4 Intervention and Psychological Evaluation Testing Room
- ___ 1.1.5 Emergency Clinic with examining table
- ___ 1.1.6 Medical Records Room (at least 9.0 sq.m.)
- ___ 1.1.7 Staff toilet

___ **1.2 Residential Service**

- ___ 1.2.1 Living quarters (at least 7.43 sq.m. per bed)
- ___ 1.2.2 Toilet and bath
- ___ 1.2.3 Multipurpose Area/Recreational Area (at least 1.40 sq.m./person)
- ___ 1.2.4 Outdoor Activity Area (at least 1.40 sq.m./person)
- ___ 1.2.5 Dining Area
- ___ 1.2.6 Kitchen (enclosed with screen)

___ **1.3 Outpatient Service**

- ___ 1.3.1 Multipurpose Area
- ___ 1.3.2 Toilet with lavatory

2 PLANNING AND DESIGN

- ___ 2.1 Floor plans properly identified and completely labeled
- ___ 2.2 Conforms to applicable codes as part of normal professional service:
 - ___ 2.2.1 Exits restricted to the following types: door leading directly outside the building, interior stairs, ramp, and exterior stairs
 - ___ 2.2.2 Minimum of two (2) exits, remote from each other for each floor of the building
 - ___ 2.2.3 Exits terminate directly at an open space to the outside of the building
- ___ 2.3 Meets prescribed functional programs:
 - ___ 2.3.1 Main entrance of the facility directly accessible from public road
 - ___ 2.3.2 Assignment of function areas follows logical flow:
 - ___ 2.3.2.1 Client reception area located near entrance and immediately accessible to client
 - ___ 2.3.2.2 Examination and treatment room near reception area
 - ___ 2.3.2.3 Counseling and testing room near reception area (door should have provision for visual observation)
 - ___ 2.3.2.4 Administrative office near the entrance
 - ___ 2.3.2.5 Outpatient facility should have no access to the living quarters and multipurpose area of the residential facility
 - ___ 2.3.3 Separate toilets/baths and living quarters for male and female residents
 - ___ 2.3.4 Ratio of toilet and bath to residents is 1:8
 - ___ 2.3.5 Provision of perimeter fence

COMMENTS:



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Address _____

COMMENTS:

HEALTH FACILITIES EVALUATION AND REVIEW COMMITTEE (HFERC)

Approved Disapproved

Assigned Chairperson, HFERC

Vice-Chairperson, HFERC

Member

Member

Member
