

Schedule of Accommodation for Specialist Accommodation

Project Description : SoA for 40 to 80 place Day Care Centre for the Elderly
 Department : Social Welfare Department
 Division/ Section : Project Planning Unit

Existing Space Provision for Staff :	N/A m ²
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Part I : Space Provision for Staff

Item No.	Ranking of Staff / Description <small>(Please indicate new post with *)</small>	No of Persons/ Items	Space Std/ Unit Area (m ²)	No. of Rooms	Room Size (m ²)	Total area (m ²) <small>(Note 1)</small>				Remarks/ Special Requirements
						Cellular Office		Open Plan		
						From	To	From	To	
1	Cellular Offices									Provision supported to accommodate the following:- Staff . Full time registered nurse (4.4 to 8.8 m ²) Ancillary area . Full time CA . Writing desk (1.0-2.0 m ²) . Officer chair (1.0-2.0 m ²) . Visitor chairs (2.0-4.0 m ²) . Computer desk for office (1.2-2.4 m ²) . Others (5.4-7.8m ²) With air-conditioning.
	Open Plan for staff and F/E									
	Registered nurse	1-2	4.4					4.4	8.8	
	Writing desk for CA	1-2	1.0					1.0	2.0	
	Officer chair for CA	1-2	1.0					1.0	2.0	
	Filing cabinet with safe	1-2	0.8					0.8	1.6	
	Filing cabinet	1-2	0.8					0.8	1.6	
	Twin-door cabinet	1-2	0.8					0.8	1.6	
	Computer desk for office	1-2	1.2					1.2	2.4	
	Visitor chairs	2-4	1.0					2.0	4.0	
	Fax machine	1	1.0					1.0	1.0	
Photocopying machine	1	2.0					2.0	2.0		
Sub-total		11-20		---		---	---	15.0	27.0	
Part II : Space Provision for Ancillary Facilities										
Cellular Rooms										
2	Interview Room			1-2	6.5	6.5	13.0			Standard provision for an interview room is 6.5m ² . With air-conditioning.
3	Medical Consultation / Nurse Duty Room / Sick Room			1-2	12.0	12.0	24.0			Each room to accommodate an enrolled nurse, a hospital bed and ancillary area for medicine cupboard, drug refrigerator, health scale, walking aids, folding screen, medical equipment. With air-conditioning.
4	Physiotherapist / Training Room	20-40		1	49 to 94	49.0	94.0			To accommodate 50% of the total number of service users at 2.25m ² each at one time since only 2 sessions can be provided by the PT per week. The part-time PT's working area of 4m ² is combined with the training room to allow flexibility and better utilization of space. Air conditioning is not supported. See Note 2.
5	Common Room	40-80		1	82.4 to 164.8	82.4	164.8			1m ² per capita 2m ² additional allowance for 50% of the total number of service users to lie down for rest. Space for 3 to 6 cupboards To be adjacent to the Dining/Activity Room for better utilisation of space. Air conditioning is not supported. See Note 2.
6	Dining/Activity Room/Meal Provision Area	40-80		1	57.2 to 114.4	57.2	114.4			1m ² per capita for dining 0.4m ² additional allowance for 40% of the total number of service users who are walking aid or wheelchair users Additional 0.3m ² each for parking of wheelchairs for 40% of the total number of service users . Meal provision area of 6 m ² to 12m ² is supported. To be adjacent to the Common Room for better space utilisation. Air conditioning is not supported. See Note 2.
7	Multi-Sensory Area	4-8		1	10 to 20	10.0	20.0			10m ² to 20m ² is supported for multi-sensory area in providing treatment to 4 to 8 demented elders at one time. Air conditioning is not supported. See Note 2.
8	General Store			1-2	6-12	6.0	12.0			1 to 2 General Store(s) of 6m ² . A/C will not be provided for this room.
9	Laundry/Workroom			1	16.0	16.0	16.0			Existing provision is considered appropriate. A/C will not be provided for this room.
10	Staff Changing Room	7-15		1	7 to 15	7.0	15.0			Changing cum locker area @ 1m ² for each full time PCWs. A/C will not be provided for this room.
Open Plan										
11	Reception							6.0	6.0	Air conditioning is not supported. See Note 2.
Outdoor Open Space										
Carparks										
Type of vehicles										
Others										
12	Bath / Toilet		as appropriate							The item is to be advised by the Project Architect. A/C will not be provided for this room.
Sub-total				9-12		246.1	473.2	6.0	6.0	
Sub-total				9-12		246.1	473.2	21.0	33.0	
Grand Total (Staff + Ancillary Facilities)						From 267.1 to 506.2 (Say 267 to 506 m²)				

Note 1: Approved space in NOFA : Net Operational Floor Area.

Note 2: Air-conditioning may be installed in the area if the operating agency has secured the necessary capital costs and bear the consequential recurrent costs.

Note 3: The approved SoA is for a 40 to 80 place Day Care Centre for the Elderly to operate on a standalone basis.