

**Best Practices Guideline:
BASIC PROVISION SCHEDULE
Specific Requirements for
Residential Care Home for Persons with Disabilities (RCHD)
Specific Requirements for Long Stay Care Home (LSCH)
(Capacity: 200)**

	Contents	Page
General Requirements / Builder's Works	<ol style="list-style-type: none"> 1. Height Limit 2. Access 3. Ceiling Height 4. Living Unit Facilities (Bedroom) 5. Attached Bathroom/Shower Room 6. Rooms with Natural Lighting and Ventilation 7. Sunken Slab 8. Window Grilles 9. Kitchen Design 10. Laundry Design 	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>2-3</p>
Building Services Works / Utilities Works	<ol style="list-style-type: none"> 11. Fresh Water Supply 12. Flush Water Supply 13. Drainage 14. Lift 15. Dumbwaiter 16. Main Electricity Supply 17. Town Gas Supply 18. Fire Service 19. Mechanical Ventilation and Air Conditioning 20. Connection for CABD/BRI 21. Connection for Telephone/Fax Line 	<p>3</p> <p>3</p> <p>3</p> <p>3-4</p> <p>4</p> <p>4-5</p> <p>5</p> <p>5-6</p> <p>6</p> <p>6</p> <p>7</p>
	Appendix A (for reference only)	8

**Best Practices Guideline:
BASIC PROVISION SCHEDULE
Specific Requirements for
Residential Care Home for Persons with Disabilities (RCHD)
Specific Requirements for Long Stay Care Home (LSCH)
(Capacity: 200)**

Item	Description
1. Height Limit	<p>a) LSCH including any part of it, must not be situated at a height more than 24m above the street level, measuring vertically from the street level to the floor of the premises in which the LSCH is or is to be situated.</p> <p>b) If the LSCH is located in a building served by two streets/roads at different levels, the height of the LSCH is to be measured from the level of the lower street/road.</p>
2. Access	<p>a) Convenient access to shared public loading/unloading bay or lay-by for ambulance is required. Barrier free access with convenient vehicular access is preferred.</p> <p>b) One parking spaces for the private light buses with tail-lift measuring 8m (L) x 3m (W) with minimum headroom of 3.3m for the exclusive use of the LSCH shall be provided.</p> <p>c) A shared loading and unloading area (11m (L) x 3.5m (W) x 4.7m (min. H)) for the private light buses and ambulance/other vehicles of the development shall be provided in the close proximity with covered walkway to the entrance of the building where the LSCH is located.</p> <p>d) Separate main entrance for the LSCH premises is required.</p> <p>e) If the facility has to be spread across two floors, an internal staircase of not less than 1.2m wide for the exclusive use of LSCH is required, subject to the agreement of SWD. The dimensions for the tread and riser shall be 250mm minimum and 160mm maximum respectively.</p>
3. Ceiling Height	<p>a) The finished ceiling (i.e. the finished ceiling structure and associated building services installation underneath or suspended false ceiling) of every room must be situated at a height <u>not less than 2.5m</u> measuring vertically from the finished floor or <u>not less than 2.3m</u> measuring vertically from the finished floor to the underside of any finished structural beam or building services installation.</p>
4. Living Units Facilities (Bedroom)	<p>a) The capacity of each room shall not be more than 20 unless otherwise agreed.</p> <p>b) Dead end type means of escape (MOE) for living units shall be avoided.</p>

Item	Description
5. Attached Bathroom/ Shower Room	a) Attached Accessible Toilet cum Shower Room should be provided to Living Units and Sick Bay/Nurse Duty Room and Staff Sleep-in Room which should be accessible directly within the above rooms.
6. Rooms with Natural Lighting and Ventilation	a) Rooms for habitation, Living Units, Sick Bay/Nurse Duty Room and Staff Sleep-in Room shall be provided with openable windows for natural lighting and ventilation in compliance with statutory prescribed window requirements and a direct view to outside.
7. Sunken Slab	a) Minimum 350mm deep sunken slab shall be allowed for future construction of recess drainage installation in wet areas. All sunken slabs shall be provided with drainage connection points for future connection and shall not be back-filled.
8. Window Grilles	a) Metal grilles shall be installed for all openable windows within the LSCH premises.
9. Kitchen Design	<p>a) Builder's work provisions for hydro-vent exhaust system should be provided.</p> <p>b) Refer to Appendix A (for reference only) – 'Laundry and Kitchen Equipment for LSCH included in Fitting-out Work' regarding design requirements of basic provisions for kitchen equipment.</p> <p>c) Considerations should be given on the location of the kitchen and associated exhaust air outlet to avoid causing air pollution problem, noise or odour nuisances to users in the LSCH premises or any occupants in the vicinity, and shall comply with Environmental Protection Department's guidelines and requirements.</p> <p>d) Exhaust air outlet and fresh air intake at external wall of kitchen shall be provided and completed with louvres to facilitate future ductwork connections by the Service Operator.</p> <p>e) The floor-to-ceiling height of the kitchen shall be adequate for future installation of the proper mechanical ventilation system by the Service Operator.</p> <p>f) Drainage, water supply and gas supply connection points shall be provided for future installation of kitchen equipment by the Service Operator.</p>
10. Laundry Design	<p>a) Refer to Appendix A (for reference only) – 'Laundry and Kitchen Equipment for LSCH included in Fitting-out Work' regarding design requirements of basic provisions for laundry equipment.</p> <p>b) Space provision for laundry equipment with the following required size of concrete plinths (all 150mm thick) (for reference only):</p> <ul style="list-style-type: none"> • 1,200mm(W) x 1,200mm(D) for each 23kg Washer-extractor

Item	Description
	<ul style="list-style-type: none"> • 1,200mm(W) x 1,400mm(D) for each 23kg Industrial Type Dryer <p>Exhaust : one 200mmØ opening for each industrial type dryer</p> <p>Drain : one 80mmØ drain connection for each washer-extractor</p> <p>c) Exhaust air outlet and fresh air intake at external wall of laundry shall be provided and completed with louvres to facilitate future ductwork connections by the Service Operator.</p> <p>d) Drainage, water supply and gas supply connection points shall be provided for future installation of laundry equipment by the Service Operator.</p>
11. Fresh Water Supply	<p>a) 2 nos. of water meters (one for general use and one for hydro-vent system).</p> <ul style="list-style-type: none"> • 76mmØ main water supply pipe • 22mmØ separate water supply pipe for hydro-vent make-up tank
12. Flush Water Supply	<ul style="list-style-type: none"> • 65mmØ main water supply pipe
13. Drainage	<p>a) Two-pipe drainage system consisting of separated waste pipe system and soil pipe system with individual vent pipes should be provided for future connection by Service Operator.</p> <p>b) Dedicated grease interceptor should be provided for the kitchen.</p> <p>c) The capacity of the grease interceptor should be designed and provided according to the operational usage of the kitchen.</p> <p>d) The grease interceptor should be located at the proper and non-sensitive area or plant room to facilitate future maintenance access and to avoid any potential odour nuisance.</p>
14. Lift	<p>a) If the LSCH is not located on the same floor as the vehicular access or the LSCH occupies more than one floor, a lift suitable for a Hospital Hi-Lo Bed which measures 2,050mm x 960 mm shall be provided for the use of the LSCH to reach the vehicular access.</p> <p>b) In addition, each floor of the LSCH shall have direct access to other lift to allow temporary use in case the lift is out of service. The shared lifts which provide access to the LSCH shall be controlled by key if they open directly into the LSCH or shall open into a lift lobby with security lock to control public access to the LSCH.</p>

Item	Description
	<p>c) If the number of floors served by the lift is three or above, directional collective control shall be adopted. In addition, a key-operated manual over-ride switch shall be provided inside the lift car such that the Service Operator can gain control of the lift.</p> <p>d) Fitting-out works for lift car and lobby shall be provided. For the lift lobby, if it is for exclusive use of the LSCH, the fitting-out works for the lift lobby shall be carried out by the future Service Operator of LSCH.</p>
15. Dumbwaiter	<p>a) Provisions for future installation of a dumbwaiter are required if the dining rooms are located on a different floor from the kitchen.</p> <p>b) The dumbwaiter shall be <u>floor type</u> and suitable to accommodate one food trolley of size 800mm (W) x 950mm (D) x 1,100mm (H).</p> <p>c) Floor openings, shaft enclosure, pit and machine room for the dumbwaiter shall be provided as below :</p> <ul style="list-style-type: none"> • Loading : 200 kg • Internal car dimension : 1,000mm (W) x 1,000mm (D) x 1,200mm (H) <p>d) Temporary enclosure to all shaft openings shall be provided.</p>
16. Main Electricity Supply	<p>a) Independent main power supply switch/cubicle switchboard shall be provided at a dedicated switch room within the LSCH premises.</p> <p>b) Minimum electricity supply if <u>instantaneous electric water heaters</u> are provided for living unit showers :</p> <ul style="list-style-type: none"> • 2250A, 3 phase <p>c) Minimum electricity supply if <u>instantaneous gas water heaters</u> are provided for living unit showers :</p> <ul style="list-style-type: none"> • 1200A, 3 phase <p>d) The above provisions should be adjusted for different combination of gas and electric water heaters.</p> <p>e) The above power supply has included the electrical loading on future provision of air-conditioning for the entire LSCH premises.</p> <p>f) The calculation of electrical loading should be based on the following assumptions :</p> <ul style="list-style-type: none"> (i) Allowance for the use of electric cooking equipment in kitchen (ii) 5 persons per water heater (average)

Item	Description
	(iii) 18kW instantaneous electric water heaters (iv) 0.8 diversity factor for the power consumption
17. Town Gas Supply	a) Gas supply main with gas meter position shall be plugged and terminated with valve at high level of the kitchen for future connection. b) Gas distribution pipes shall be provided from gas meter position to each room/area where gas appliances are installed. Such gas distribution pipes shall be plugged and terminated with valves at high level of the entry point of each room/area for future connection. c) Gas supply for the town gas equipment including instantaneous gas water heaters for showers, kitchen equipment and laundry equipment. Minimum town gas requirement for <u>water heaters for showers</u> : <ul style="list-style-type: none"> • 750 kW Minimum town gas requirement for <u>kitchen equipment</u> : <ul style="list-style-type: none"> • 300 kW Minimum town gas requirement for <u>laundry equipment</u> : <ul style="list-style-type: none"> • 85 kW d) The calculation of town gas supply should be based on the provision of instantaneous gas water heaters for all shower rooms and gas loading demand of all kitchen and laundry equipment. e) Adjustment should be made for different combination of electric and gas water heaters. f) Wall opening for the installation of aperture of balanced flue gas water heater shall be provided for each shower cubicle.
18. Fire Service	a) Fire Service (FS) installations in accordance with statutory requirements, relevant specifications and Code of Practices, which are necessary for obtaining occupation permit as well as all provisions for future FS installation by the Service Operator to comply with licensing requirements for the LSCH premises shall be provided. b) Local Master FS Panel for LSCH premises will be installed at the main entrance of the premises by the future Service Operator. c) Builder's works and essential power supply provisions for the future installation of Local Master FS Panel at the main entrance (inside) of the LSCH premises shall be provided.

Item	Description
	<p>d) All necessary FS signal communication cables and associated conduit/trunking system connecting the Local Master FS Panel in LSCH premises to the Development's FS Control Room for future FS installations by the Service Operator shall be provided.</p> <p>e) The FS interfacing connection points for the FS signal communication cables shall be terminated with adaptable boxes at high level of the main entrance of the LSCH premises. Exact location of the termination should be agreed on project basis.</p> <p>f) The following provisions shall be provided for future FS installations in complying the licensing requirements:</p> <p>(i) Conduit provision for the future installation of FS direct link up to the Local Master FS Panel; <i>(Independent direct link for the premises will be applied by the Service Operator.)</i></p> <p>(ii) Provision of the Development's FS Control Panel at the FS Control Room for complying the licensing requirements;</p> <p>(iii) Any other provisions as required by FSD for licensing.</p>
19. Mechanical Ventilation and Air Conditioning	<p>a) Additional space, structural openings to install room coolers or split type A/C units in areas with provision of air conditioning shall be allowed. Those areas include living units and all function rooms such as common rooms, multi-purpose rooms, dining rooms, activity rooms, training rooms, etc.</p> <p>b) Condensate drain pipe connections shall be provided for room coolers and outdoor units of split type A/C units.</p> <p>c) The provision of external louvres with adequate net free areas in designated positions for the accommodation of all fresh air intakes and exhaust air outlets for future installation of mechanical ventilation and air-conditioning system shall be provided.</p> <p>d) The separation distance between fresh air intake and other sources of contamination or exhaust air outlet of the LSCH premises or adjacent premises shall be at minimum 7.5m.</p> <p>e) Minimum fresh air supply rate at 10 litre/s/person shall be provided.</p>
20. Connection for CABD/BRI	<p>a) A source of CABD/BRI system with all necessary signal cables, G.I. conduit/trunking system and associated accessories shall be provided from the ELV room/meter room and terminated at each floor within the LSCH premises for future connection.</p> <p>b) Minimum 14 nos. TV/FM points shall be allowed for the CABD/BRI system for the LSCH premises.</p>

Item	Description
21. Connection for Telephone/Fax Line	a) A source of Telephone system with G.I. conduit/trunking system and accessories shall be provided from the ELV room/meter room to each floor within the LSCH premises. b) G.I. conduit/trunking system up to the interfacing points of the premises shall be adequate for cabling of the minimum 26 nos. Telephone/Fax Lines.

Remarks :

1. The design, construction and basic provisions for the RCHD shall comply with all relevant statutory requirements, including the latest version of Code of Practice for Residential Care Homes (Persons with Disabilities).
2. The provision shall allow flexibility for the Service Operator to have free choice in using any fuel type instantaneous water heaters and kitchen equipment.

Laundry and Kitchen Equipment for LSCH included in Fitting-out Work

A. Laundry Equipment

	200 persons
Washer-extractor	2 nos. 23kg
Industrial Type Dryer	2 nos. 23 kg
Domestic Washing Machine	1 no.

B. Kitchen Equipment

	200 persons
Chinese Cooking Range <i>(or Chinese Induction Wok Station)</i>	2 nos. Woks 600mm dia. @60kW
Chinese Food Steamer <i>(or Chinese Electric Food Steamer)</i>	1 no. Double Unit 120kW
Stock Pot Stove <i>(or Electric Stock Pot Stove)</i>	1 no.
4-ring Open Flame Stove <i>(or Induction 4 head Range)</i>	1 no.
Upright Vegetable Refrigerator	1 no. 800 litre (approx.)
Upright Meat Freezer	1 no. 800 litre (approx.)
Gas or Electric Water Heater for sink	1 no.
Dish Washer	1 no.
Hot Water Boiler	1 no.
Gas or Electric Rice Cooker (9 litre)	2 nos.
Kitchen Exhaust Air System	Hydro Vent System
Insect Killer	To suit area
Bain Marie	1 no.
Hand Dryer	1 no.