

Schedule of Accommodation

Project No. / Description : Design Standard for Community Rehabilitation Day Centre (80 daily attendance (DA) & 10 DC/SD places, 80 DA & 5 DC/SD places, or 60 DA & 5 DC/SD places)
 Department : Social Welfare Department

Item No.	Description	No. of Persons	Space Std./ Unit Area (m ²)	Area (m ² in NOFA)		Air-conditioning (Yes/No)	Remarks/ Special Requirement
				Cellular Office	Open Plan		
Part I : Space Provision for Staff in Office Accommodation							
1	Open Plan Office	4 - 5			27.2 / 33 (80 DA & 10 DC/SD places or 80 DA & 5 DC/SD places) 26.5 / 32.3 (60 DA & 5 DC/SD places)	Yes	<p>(i) Staff area 80 DA & 10 DC/SD places or 80 DA & 5 DC/SD places (19.4 m² or 25.2m²) - 1 Ol/c (@0m² or 5.8m²) = 0m² to 5.8m². C/c work centre is only provided for OT I - 1 Social Work Assistant (@5.1m²) = 5.1m² - 2 Welfare Workers (@5.1m²) = 10.2m² - 1 Clerical Assistant (@4.1m²) = 4.1m²</p> <p>60 DA & 5 DC/SD places (18.7 m² or 24.5m²) - 1 Ol/c (@0m² or 5.8m²) = 0m² to 5.8m². C/c work centre is only provided for OT I - 1 Social Work Assistant (@5.1m²) = 5.1m² - 1 Welfare Worker (@5.1m²) = 5.1m² - 1 Clerical Assistant (@4.1m²) = 4.1m² - 1 share-used writing table with 1 or 2 chair(s) (@4.4m²) = 4.4m²</p> <p>(ii) Ancillary facilities with common use (7.8 m²) - 1 filing cabinet with safe (0.8m²) = 0.8 m² - 2 filing cabinets, vertical with 4 drawers (0.8m²) = 1.6 m² - 1 PC desk (0.4m²) = 0.4m² - 1 fax machine (@1m²) = 1 m² - 1 photocopier (@2m²) = 2 m² - 2 visitor chairs (@1m²) = 2 m²</p>
Part II : Space Provision for Ancillary Facilities							
2	Cellular Room Common / Activity Room for Day Care Service for Persons with Severe Disabilities cum Meal Provisioning Area	7 / 14	-	14 / 28		Yes	<p>80 DA & 10 DC/SD places (28 m²) - To provide 10 places (@1.4 m²) of Day Care Service for Persons with Severe Disabilities (DC/SD) daily - 4 staff (@1 m²) are required to accompany them for providing intensive personal care service (e.g. feeding, simple training programmes) - A meal provision area (10 m²) for the users under day-care (incl. meal).</p> <p>80 DA & 5 DC/SD places and 60 DA & 5 DC/SD places (14 m²) - To provide 5 places (@1.4 m²) of Day Care Service for Persons with Severe Disabilities (DC/SD) daily - 2 staff (@1 m²) are required to accompany them for providing intensive personal care service (e.g. feeding, simple training programmes) - A meal provision area (5 m²) for the users under day-care (incl. meal).</p>
3	Activity Area	25 / 35	-	65.4 / 79.4		Yes	<p>80 DA & 10 DC/SD places and 80 DA & 5 DC/SD places (79.4 m²) - 49 m² (1.4 m² per capita and assuming a maximum of 35 clients at any one time) is supported for common activity / group training area/ conference room. - 20 m² (2 m² x 10) is to allow a portion of users to lie down for rest or physical therapy. - 10.4 m² for IT activity with 4 sets of computers installed. Computer sets (@1.2 m² x 4 = 4.8 m²) for disabled users (@1.4m² x 4 = 5.6 m²).</p> <p>60 DA & 5 DC/SD places (65.4 m²) - 35 m² (1.4 m² per capita and assuming a maximum of 25 clients at any one time) is supported for common activity / group training area / conference room. - 20 m² (2 m² x 10) is to allow a portion of users to lie down for rest or physical therapy. - 10.4 m² for IT activity with 4 sets of computers installed. Computer sets (@1.2 m² x 4 = 4.8 m²) for disabled users (@1.4 m² x 4 = 5.6 m²).</p> <p>Folding/movable partition is required for partition the area for organising small group trainings, programme activities and conference.</p>
4	Interview Room		-	7.0		Yes	Provision is in line with District Support Centre for Persons with Disabilities.
5	Medical consultation / Nursing Duty Room / Sick Bay		-	8.0		Yes	Space provision is for accommodating a registered nurse (RN) and ancillary area for medicine cupboard, drug refrigerator, health scale, walking aids, folding screen, medical equipment in addition to a bed, wheelchair and wall cabinet.
6	Physiotherapy / Exercise Room	17 / 21	-	49.1 / 61		Yes	<p>80 DA & 10 DC/SD places and 80 DA & 5 DC/SD places (61 m²) Space provision is for accommodating equipment, a writing table with chair (1PT/OT), 18 users and 3 staff.</p> <p>60 DA & 5 DC/SD places (49.1 m²) Space provision is for accommodating equipment, a writing table with chair (1PT/OT), 14 users and 3 staff.</p>
7	Occupational Therapy Area	17 / 21	-	35.8 / 44		Yes	<p>80 DA & 10 DC/SD places and 80 DA & 5 DC/SD places (44 m²) Space provision is for accommodating equipment, a writing table with chair (1PT/OT), 18 users and 3 staff.</p> <p>60 DA & 5 DC/SD places (35.8 m²) Space provision is for accommodating equipment, a writing table with chair (1PT/OT), 14 users and 3 staff.</p>
8	Aids / Adaptation Workshop	4	-	12.0		Yes	<p>- To accommodate woodwork and metalwork machines / equipment, sewing machine and materials, drawing table and chair, dust collector and sink. - For safety reason, it is desirable to allocate a separate area for the fabrication/modification work with the work equipment and materials keep out of reach of service users.</p>
9	Activity Daily Living (ADL) Room	4	-	10.0		Yes	<p>- The room is for training in domestic living skills (e.g. bathing/ toileting, cooking and bed/seat transfer). - Space provision is for accommodating a mini-kitchen, a shower room cum toilet, a bed and 4 occupants.</p>
10	General Store		-	8.0		No	- For general store.

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11	Staff Changing Room		-	6 / 8 / 9		No	Staff provision is for accommodating : 80 DA & 10 DC/SD places (9 m²) 9 uniform staff of 4 PCWs, 4 Care Assistants and 1 WMII. 80 DA & 5 DC/SD places (8 m²) 8 uniform staff of 3 PCWs, 4 Care Assistants and 1 WMII. 60 DA & 5 DC/SD places (6 m²) 6 uniform staff of 3 PCWs, 2 Care Assistants and 1 WMII. 1 m ² is for each staff.
12	Open Plan Reception	-	-		7.0	Yes	- For enquiry and registration. - To accommodate 5 wheelchair users
13	Others Male Toilet (Disabled persons)	-	-	As appropriate		No	- To be advised by project architect.
14	Female Toilet (Disabled persons)	-	-	As appropriate		No	- To be advised by project architect.
15	Shower Room and Toilet	-	-	As appropriate		No	- To be advised by project architect.
16	Circulation	-	-	As appropriate		No	- To be advised by project architect.
Total area (in NOFA)				300.6 or 306.4 (80DA & 10DC/SD) 285.6 or 291.4 (80DA & 5DC/SD) 248.8 or 254.6 (60DA & 5DC/SD)			

NOFA: Net Operational Floor Area