

Waiver Criteria for Construction Plan Reviews

HLS Procedure Number C-016

Throughout this policy, Healthcare Licensing and Surveys is referred to as HLS.

Purpose:

This policy establishes criteria for waiving final plan submission in order to more effectively and efficiently manage projects.

Policy:

The final plan submittal will be waived when the following criteria are met:

Procedure:

1. When *all* of the following are applicable, preliminary and/or final plans must be waived:
 - a. The project is a minor alteration that does not affect the integrity of the building's supporting structure, fire protection systems, mechanical systems, and plumbing systems.
 - b. There is no change in the use of a space or room that would normally involve the application of the Chapter 3 Construction Rules and Regulations adopted codes and standards.
 - c. The project will not change the functional operation of the facility.
 - d. The occupancy classification will not change.
 - e. The project will not affect the fire safety of the building.
 - f. There is no increase in the facility's bed capacity as a result of this project.
2. If the following is applicable, final plans must be waived:

The preliminary plan review determined the preliminary plans were in compliance with the Chapter 3 Construction Rules and Regulations and the adopted codes and standards applicable to the project; therefore, no further design development is required.
3. If the following is applicable, preliminary and/or final plans must be waived:

The project meets the definition of routine maintenance. Routine maintenance means the repair or replacement of existing equipment, room finishes and furnishings, and similar activities. Additional clarification regarding this definition can be found in the Chapter 3 Construction Rules and Regulations.
4. The engineer responsible for the plan review who makes this determination shall document the reason(s) for the waiver decision in the database.
5. If the decision is made as a result of a preliminary plan review, this information shall be shared with the facility's owner or administrator and other interested party at a conference call to discuss the review. A letter will be sent to the owner or administrator with an electronic copy to all interested parties.
6. In the case where preliminary plans have been deemed acceptable to proceed with construction, they shall be stamped by HLS, put in the FTP account box, and the architect and/or owner must be notified in order to allow the project to go forward.