



Facility Modifications Policy

Target Group: Cleveland Clinic United States locations		Original Date of Issue: 06/01/2010	Version 2
Approved by: Board of Directors- Main	Date Last Approved/Reviewed: 01/14/2022	Prepared by: Jeffrey Hildreth (Director Environmental Health and Safety)	Effective Date 04/13/2016
Avon Hospital: Board approval date: 4/20/2016 Effective Date: 4/20/2016		Euclid Hospital: Board approval date: 4/20/2016 Effective Date: 4/20/2016	
Fairview Hospital: Board approval date: 4/20/2016 Effective Date: 4/20/2016		Hillcrest Hospital: Board approval date: 4/20/2016 Effective Date: 4/20/2016	
Lutheran Hospital: Board approval date: 4/20/2016 Effective Date: 4/20/2016		Marymount Hospital: Board approval date: 4/20/2016 Effective Date: 4/20/2016	
Medina Hospital: Board approval date: 4/20/2016 Effective Date: 4/20/2016		South Pointe Hospital: Board approval date: 4/20/2016 Effective Date: 4/20/2016	
CCCHR: MEC approval date: 6/3/2016 Board approval date: 6/3/2016 Effective Date: 6/3/2016		Weston, Florida: MEC approval date: 4/26/2021 Effective Date: 4/26/2021	
		Coral Springs, FL ASC/FHC: MEC/CSOC approval date: 4/29/2021 Board approval date: 4/29/2021 Effective Date: 4/29/2021	

Purpose

To ensure risks to patients, visitors, employees, workers and property associated with demolition, construction and renovations projects, and facility modifications are assessed and controlled.

To ensure demolition, construction and renovation projects, and facility modifications are performed in accordance with Joint Commission and Centers for Medicare and Medicaid Services requirements, and local, state, and federal codes and regulations.

Policy Statement

No hospital, institute, department, or person shall contract for or perform a demolition, construction or renovation project, or facility modification, including an in-house project, except in accordance with a permit issued by the Construction and Renovation Risk Assessment Subcommittee (CRRAS) of the hospitals' Environment of Care Committees.

Definitions

Cleveland Clinic United States locations: Includes the main campus, Avon, Euclid, Fairview, Hillcrest, Lutheran, Marymount, Medina, South Pointe, Children's Hospital for Rehabilitation, Cleveland Clinic Florida, Cleveland Clinic Hospital (Weston), Coral Springs Ambulatory Surgery Center, and all Family Health Centers, Physician practice sites, Nevada practice sites, Emergency Departments, Express Care Centers, Urgent Care Centers and Ambulatory Surgical Centers reporting to these facilities.

Affected **demolition, renovation or construction projects, and facility modifications** include, but are not limited to, projects that:

- Impact life safety, air quality, infection control, or utility requirements
- Create noise, vibrations and other hazards that affect care, treatment or services
- Occur in patient or visitor accessible areas
- Disturb asbestos or lead-containing materials (floor tile, floor tile mastics, plaster, pipe insulation, spray-applied fire proofing, drywall joint compound, old painted surfaces)
- Create trip or bump hazards, exposed electrical circuits, or impair illumination
- Remove ceiling tiles
- Require temporary construction partitions
- Disturb a structural member of a building
- Require a local building permit
- Add or remove, modify, connect to, or extend existing mechanical, electrical, Information Technology Department (ITD), steam, plumbing, sewer, HVAC (heating, ventilation, and air conditioning), medical gas, or vacuum system
- Remove, modify or penetrate a wall, floor, or fire rated barrier
- Involve hazardous materials and/or hazardous operations on the work site (open flame, welding, brazing or cutting, combustible materials, compressed gasses, paints, adhesives, and chemicals)
- Impair, defeat, remove, or modify a fire detection or suppression system, including placing equipment or materials within 18 inches of a ceiling
- Obstruct or change the means of egress (doors, corridors, stairways, exits)
- Increase the fire loading of space (furniture, furnishings, wall coverings, draperies, carpeting)

- Involve areas where radioactive material or radiation generating equipment are used
- Involve research or clinical laboratories

Policy Implementation

Project Management - Demolition, construction and renovation projects, and facility modifications shall be managed by a Project Manager approved by the CRRAS.

The Project Manager shall:

- Submit a complete and timely permit application for the demolition, construction or renovation project, or facility modification to the CRRAS.
- Ensure the CRRAS is apprised of all demolition, construction and renovation work, and facility modifications to be performed.
- Ensure the CRRAS receives any requested information in a timely fashion.
- Ensure no demolition, construction or renovation work, or facility modification is performed until the CRRAS risk assessment is completed and the permit is issued (unless the CRRAS determines a risk assessment and/or permit are not required).
- Ensure the CRRAS is informed of any change in the demolition, construction or renovation work, or facility modification not delineated in the original application.
- Ensure the construction-related requirements of the CRRAS are communicated to contractors and subcontractors.
- Ensure contractors and subcontractors implement and maintain the required controls.
- Ensure connections to, or modifications of, existing mechanical, electrical, plumbing, medical gas, or vacuum systems are approved by the hospital facilities department.
- Ensure the work is performed in accordance with Joint Commission and Centers for Medicaid Services requirements, and local, state, and federal codes and regulations.

Contractors and Subcontractors

Contractors and subcontractors shall be selected from a list approved by the Construction Management.

Furniture, Furnishings, Wall Coverings, Draperies and Carpeting

Furniture, furnishings, wall coverings, draperies and carpeting shall comply with flame spread ratings designated for hospital occupancies. Contact Environmental Health and Safety (Main Campus) for additional information and exceptions.

Implementing procedures, instructions, and requirements will be issued by the CRRAS.

Regulatory Requirement/References

Joint Commission Environment of Care Standards

National Fire Protection Association Life Safety Code

Centers for Medicare and Medicaid Services Conditions of Participation

Centers for Disease Control Guidelines for Environmental Infection Control in Health-Care Facilities

Local, state, and federal building, health, safety and environmental codes and regulations

Oversight and Responsibility

Each Hospital's Environment of Care Committee is responsible to review, revise, and update this SOP to maintain compliance with regulatory or other requirements.

The department or institute holding the permit shall be responsible for correcting any violations associated with the project, including the cost of remediation.

Project Managers are responsible for oversight of assigned projects and following CRRAS procedures and permit conditions.

Environmental Health and Safety (Main Campus) is responsible for administering the CRRAS permit program.

Other Background Information

Issuing Office: Environmental Health and Safety, Enterprise Quality

Task Force/Committee: Environment of Care Committee (Main Campus), reapproved 2-27-2016. Sent to other US EOCs on 2-19-2016.