

GENERAL REQUIREMENTS**100.001 - INTRODUCTION****1.1 OVERVIEW**

- A. History. Chapter 1, General Requirements has been included in the Manual of Practice since the first issue of the Manual of Practice in 2012.
- B. Application. Chapter 1 should be used as a resource to supplement the standards in the subsequent chapters. The information presented in this chapter applies to all building types and all projects.

1.2 CHAPTER INFORMATION

- A. Volume 1, Chapter 1 includes guidelines, forms and templates for BJC Planning and Design. The documents in this chapter offer general information and requirements that describe processes, define terminologies, provide resources, and offer additional insight into the development of the standards and the factors important to BJC HealthCare. This chapter is organized into 3 sections and contain the following documents:

section 101 PLANNING

This section contains general planning information and related forms and templates. The documents describe processes, procedures and requirements during the planning phases of a project.

- 101.101 Planning Guideline
- 101.102 Planning Forms and Templates
- 101.103 Room Guideline

section 102 DESIGN

This section contains general design information and related forms and templates. This section also expands on many over-arching corporate initiatives, programs and departmental requirements that impact the development of the project. The documents describe processes, procedures and expectations during the design phases, and where applicable, the standards referenced in the guidelines have been included and must be followed.

- 102.101 Architectural Design Guideline
- 102.102 Design Forms and Templates
- 102.103 Regulatory Guideline
- 102.104 Diversity and Inclusion Guideline
- 102.105 Sustainable Design Guideline
- 102.106 Painting Guideline
- 102.107 Flooring Guideline

- 102.108 Furniture Guideline
- 102.109 Ergonomics Guideline
- 102.110 Room Numbering Guideline
- 102.111 Interior Signage Guideline
- 102.112 Exterior Signage Guideline
- 102.113 Roofing Guideline
- 102.114 Casework Guideline
- 102.115 Elevator Guideline

- 102.201 MEP/FP Engineering Design Guideline
- 102.203 Lighting Guideline
- 102.204 Low Voltage Electrical Guideline
- 102.205 Building Automation Systems Guideline

section 103 QUALITY ASSURANCE

This section contains information regarding BJC HealthCare's Quality Assurance program. Topics include drawing review program, electronic file requirements (drawings and specifications), sheet naming and numbering, and quality assurance requirements expected of the architects and engineers during construction.

- 103.101 Quality Assurance Guideline
- 103.102 Quality Assurance Forms and Templates
- 103.103 Document Guideline
- 103.104 Project Closeout Guideline

END OF DOCUMENT