

Frequently asked questions regarding the construction, renovation or addition to Private Mental Health Institutions

1. What regulations govern the construction of private mental health institutions?

The governing regulations are codified at 440 IAC 1.5-3-8. Terms are defined in Rule 1, codified at 440 IAC 1.5-1-1 through 1.5-1-11.

2. What does ISDH require prior to construction?

Before construction begins, the ISDH must conduct an on-site survey and issue a letter approving the proposed site. (ISDH will issue a separate approval letter for the proposed construction).

The site survey request from the owner or agent must include a site plan showing property boundaries, site acreage, type of facility, number of licensed beds, and the name of the municipal or community water supply and wastewater disposal entity. In addition, a street address is needed.

3. What sections of the Life Safety Code, NFPA 101, are applicable to private mental health institutions?

Private Mental Health institutions are reviewed as a hospital and are subject as follows:

NEW facilities: Chapter 18 of NFPA 101 (Life Safety Code).

EXISTING facilities: Chapter 19 of NFPA 101 (Life Safety Code).

4. What does it mean for a proposed site to be located away from detrimental nuisances? What are detrimental nuisances?

Detrimental nuisances are structures or environmental conditions that could pose a threat to a private mental health institution (e.g. chemical production plant or storage facility, such as an anhydrous ammonia plant or storage facility).

5. What does it mean for a site to be “well drained”? What does it mean for a site to be “not subject to flooding”?

A site is not subject to flooding when its topography slopes down and away from the proposed structure. A site is well drained when it is located above the 100-year flood elevation. To determine the 100-year flood elevation for a particular site, contact Technical Services of

IDNR Division of Water at phone: 1-877-928-3755 and request a Flood Plain and Regulatory Assessment (FARA).

6. Does the ISDH maintain a checklist of those elements of S.E. 13 that are applicable to private mental health institutions?

ISDH maintains a checklist called **Plan Review Worksheet for Site Utilities**.

7. What is meant by “new construction, a renovation, or an addition to the facility”?

New construction refers to a new facility or the conversion of an existing facility not previously licensed by Indiana Family and Social Services Administration (FSSA).

A renovation at a private mental health institution occurs when walls are moved or added, or when utilities (water/sewer/gas/plumbing/electrical) are altered, or when substantial equipment (such as food service equipment) is added at a currently licensed facility. Equipment replacement is not considered renovation unless construction occurs to accommodate the new equipment. Replacement of equipment with like kind is maintenance.

An addition to a private mental health institution occurs when previously unlicensed space is added to a currently licensed facility. A buildout of existing shell space or a physical addition is an example of an addition. Outbuildings are considered additions if they will be used by patients.

8. Does the ISDH have copies of *Guidelines for Construction and Equipment of Private Mental Health Institutions and Medical Facilities*, which are referred to at 440 IAC 1.5-3-8?

The ISDH reviews applications for private mental health institutions according to Chapter 11 (Psychiatric Hospital) of the American Institute of Architects’ (AIA) *Guidelines for Design and Construction of Hospital and Health Care Facilities*, 2001 edition.

9. What must be submitted to the ISDH? What is the mailing address? To whose attention?

The ISDH must receive:

a) a functional narrative (a functional narrative is a completed application available at: <https://forms.in.gov/Download.aspx?id=6267>; and

b) schematic drawings. Schematic drawings are plans certified by an Indiana-registered engineer or architect. The plans illustrate the scale and relationship of project components. DO NOT SUBMIT SCHEMATIC DRAWINGS (i.e. PLANS) with the application.

The address for submission of the application is located on the application form. The ISDH does NOT charge a fee for the review of private mental health institutions.

Please Note: Effective **Monday, April 2, 2012**, the Indiana State Department of Health, Health Care Engineering program (HCEP) will no longer accept hardcopy plan sets. All plans will be submitted through the new Electronic Plan Submission Process using the Revit Autodesk® “.dwf” format. For details and instructions for Revit and non-Revit users, consult the ISDH Health Care Engineering Program website at <http://www.in.gov/isdh/24382.htm>.

10. What is meant by “final approval required from the Health Care Engineering Program of the Indiana state department of health”? What documentation signifies approval?

The ISDH issues an approval letter specifying what is approved. The signed letter constitutes final construction approval.

11. What does ISDH require in regard to backflow prevention devices?

An approved (listed by *Foundation for Cross-Connection Control & Hydraulic Research*, Univ. of Southern California (March. 9, 1987) *Reduced Pressure Principle Backflow Preventer [RPZ]* with an air gap to its drain is required on the water supply to all medical buildings. (Private mental health institutions are considered medical buildings).

Please provide the make and model number of the backflow preventer and a certified plan showing how the device is plumbed. Ref. 327 IAC 8-10-7(b).

12. Does the ISDH Health Care Engineering Program consider equipment in its review?

The only equipment items ISDH considers are:

- a) backflow prevention and anti-scald devices; and
- b) equipment that requires construction/reconstruction of the building in which it is placed.

13. What codes does the ISDH consider in its review?

- a) NFPA 101, Life Safety Code, 2000 ed. – limited to Chapters 18 and 19
- b) S.E. 13, *On-Site Water Supply and Wastewater Disposal for Public and Commercial Establishments*
- c) National Plumbing Code – limited to backflow prevention and anti-scald devices and their installation
- d) National Electrical Code – limited to NFPA 99-12, Hospital Requirements

What is meant by “National Electrical Code –Limited to NFPA 99-12? They copied our licensure rule that references NFPA 99, the 92-93 edition. I’m confused.Chapter 11 (Psychiatric Hospital) of the American Institute of Architects’ (AIA) *Guidelines for Design and Construction of Hospital and Health Care Facilities*, 2001 ed..
410 IAC 7-24 (Retail Food Establishment Sanitation Requirements).