NHS PROPERTY SERVICES

SESSIONAL/OPEN SPACE

Room	
Office	NHS Open Space office space provides non-clinical space in which to undertake administative tasks. Office rooms are bookable for a minimum of one hour.
Meeting Room	Cost effective and flexible meetings rooms for your organisation. Facilities and room capacity varies so please check before booking. Meeting rooms are bookable for a minimum of one hour.
Group Room	Group rooms are ideal for baby groups, group therapy or fitness classes, providing a variety of spaces to suit your needs. Please check the capacity of the room before booking. Group rooms are bookable for a minimum of one hour.
Counselling / Interview Room	NHS Open Space counselling and interview rooms provide informal, non-clinical environments. Counselling and interview rooms are bookable for a minimum of one hour.
Consulting Room	Our consulting rooms provide healthcare professionals with clinical space to undertake a variety of consultations. Consulting rooms are bookable on a sessional basis.
Examination Room	Examination rooms provide an infection controlled environment to undertake a variety of examinsations. There are typically two examination room types that provide either single side access or all-round access to couches. Examination rooms are bookable on a sessional basis.
Treatment Room	Treatment rooms offer a flexible, multi-use clinical room complete with air change facilities. Treatment rooms are bookable on a sessional basis.
Minor Operations Suite	Minor Operation Suites provide preparation, treatment and recovery facilities. Facilities vary from site to site. Minor Operation Suites are bookable on a sessional basis.

NHS PROPERTY SERVICES

SESSIONAL/OPEN SPACE - ROOM REQUIREMENTS

Clinical Rooms

Minor Operation Suite		Treatment Room		Examination Room		Consulting Room	
[Insert level, i.e. Ground, First] floor	M	[Insert level, i.e. Ground, First] floor	M	[Insert level, i.e. Ground, First] floor	M	[Insert level, i.e. Ground, First] floor	M
Air changing		Air changing	M	Couch: single-sided access or similar	M	Consultants chair	M
	M			OR			
				Couch: all round access or similar [delete as applicable]			
Examination lamp	M	Couch: all round access to couch or similar	M	Consultant chair	M	Desk	M
Sink and tap	M	Consultant chair	M	Desk	M	Patient chairs x2	M
Vinyl flooring	M	Desk	M	Patient chairs x2	M	Sink and tap	M
Panic alarm	M	Patient chairs x2	M	Curtain rail	M	Vinyl flooring	M
Bin	M	Curtain rail	M	Examination lamp	M	Bin	M
Hand gel dispenser	M	Examination lamp	M	Sink and tap	M	Hand gel dispenser	M
Soap dispenser	M	Sink and tap	M	Vinyl flooring	M	Soap dispenser	M
Paper towel dispenser	M	Vinyl flooring	M	Bin	M	Paper towel dispenser	M
Linked rooms [detail as applicable]	O	Bin	M	Hand gel dispenser	M	Panic alarm	O
WiFi	O	Hand gel dispenser	M	Soap dispenser	M	Disabled access	O
		Soap dispenser	M	Paper towel dispenser	M	WiFi	O
		Paper towel dispenser	M	Panic alarm	O		
		Panic alarm	O	Disabled access	O		
		Disabled access	O	WiFi	O		
		WiFi	O				

Non-Clinical Rooms

Counselling Room		Group Room		Meeting Room		Office	
[Insert level, i.e. Ground, First] floor	M	[Insert level, i.e. Ground, First] floor	M	[Insert level, i.e. Ground, First] floor	M	[Insert level, i.e. Ground, First] floor	M
Room capacity: [insert no. i.e. 4]	M	Room capacity: [insert no. i.e. 4]	M	Room capacity: [insert no. i.e. 4]	M	Room capacity: [insert no. i.e. 4]	M
						Desk [if more than one insert: x(no. i.e. 2)]	M
Chairs / sofa x[insert no. i.e. 2]	M	Chairs x[insert no. i.e. 2]	M	Chairs x(suitable for room capacity)	M		
						Chairs [if more than one insert: x(no. i.e. 2)]	M
Table [if more than one insert: x(no. i.e. 2)]	M	Table [if more than one insert: x(no. i.e.	M	Table [if more than one insert: x(no. i.e. 2)]	M		
Panic alarm	M	Sink & tap	M	Projector / TV / Flip Chart [delete as appropriate]	O	WiFi	O
Carpet/Vinyl flooring [delete as appropriate]	M	Vinyl flooring	M	WiFi	O	Carpet/Vinyl flooring [delete as appropriate]	M
Clock	M	Bin	M	Carpet/Vinyl flooring [delete as appropriate]	M	Bin	M
Bin	M	Paper towel dispenser	M	Bin	M	Disabled access	O
Disabled access	O	Hand gel	M	Multiple layouts (require prior notice)	O		
WiFi	O	Soap dispenser	M	Refreshments (available on request)	O		
		Disabled access	O	Disabled access	O		
		WiFi	O				

M = Mandatory
O = Optional