

Some hospitals are located inside larger, multiuse buildings, such as high-rise office buildings and shopping malls, and may lease or rent the space in which they provide care, treatment, and services. In these circumstances, it is necessary for hospital leaders to communicate with the property owner to ensure that the building complies with relevant laws, regulations, codes, and other requirements. In addition, hospital leaders communicate and collaborate with the property owner regarding shared building systems and building-related issues not under the hospital's control. It is important to understand expectations and who is responsible for maintaining these systems. Shared systems and building issues may include security and fire safety. Examples include video surveillance systems, entry and fire alarms, fire suppression systems, emergency exits, maintenance of utilities, power, ventilation, water quality, and other building issues. It is important for hospital leaders to have access to documents managed by the property owner, such as maintenance records and inspection reports relevant to the hospital's facilities. Hospital leaders evaluate compliance of the property to determine that the utilities and facilities belonging to the owner are managed accordingly to meet patient needs.

Hospital leaders and the hospital's facility management and safety structure are responsible for the following:

- Knowing what national and local laws, regulations, building and fire safety codes, and other requirements, such as licenses and permits, apply to the hospital's facilities
- Implementing the applicable requirements or approved alternative requirements
- Maintaining and documenting compliance with local and national laws, regulations, building and fire safety codes, inspection reports, and other facility requirements
- Planning and budgeting for the necessary replacement or upgrading of facilities, systems, and equipment to meet applicable requirements or as identified by monitoring data and providing evidence of progress toward implementing the improvements

When the hospital has been cited for not meeting requirements, hospital leaders take responsibility for planning and meeting the requirements in the prescribed time frame.

The hospital documents its building and fire safety laws, regulations, and codes and any corrective actions taken to address citations from external facility inspections and reports. When the hospital is located inside a multiuse building, hospitals must comply with relevant laws, regulations, and facility inspection reports, utility maintenance requirements, and other requirements related to shared systems and building issues. When hospital leaders are not able to receive the reports of inspections and documentation, a credible effort should be available (for example, documentation of communication efforts with the building ownership).

Measurable Elements of FMS.01.00

1. Hospital leaders implement the national and local laws, regulations, building and fire safety codes, and other requirements applicable to the hospital's facilities.
2. ② Corrective actions taken to meet the conditions of external facility reports and inspections by national and local authorities are documented.
3. Hospital leaders plan and budget for replacing or upgrading facilities, systems, and equipment needed to meet requirements and for the continued operation of a safe, secure, and effective facility.
4. When the hospital is located inside a multiuse building, hospital leaders obtain evidence of compliance with relevant laws, regulations, codes, facility inspection reports, utility maintenance requirements, and other requirements related to shared systems and building issues.

Standard FMS.01.01

A qualified individual(s) oversees the facility management and safety structure.

Intent of FMS.01.01

Hospitals work to provide safe, functional, and supportive facilities for patients, families, staff, and visitors. The hospital must strive to do the following:

- Reduce and control hazards and risks.
- Prevent accidents and injuries.
- Maintain safe conditions.

Effective management includes multidisciplinary planning, education, and monitoring as follows:

- Hospital leaders plan the space, technology, and resources needed to safely and effectively support the clinical and nonclinical services provided.
- Relevant staff are educated about the facility, how to reduce risks, and how to monitor and to report situations that pose risk.
- Performance criteria are used to evaluate important systems and to identify needed improvements.

Hospital leaders identify an individual qualified by training and experience to oversee the facility management and safety structure. Training and experience may include but is not limited to risk management, facility management, and hospital operations. The individual who oversees the structure may be a member of the leadership team, a leader in charge of one or more of the facility management and safety programs, or another designated individual. All facility management and safety programs report to this individual, who is responsible for integrating and coordinating the activities and functions of the overall facility management and safety structure. In a small hospital, one individual may be assigned part-time to oversee the structure. In a larger hospital, several engineers or other specially trained individuals may be assigned to manage one or more facility management and safety programs under the direction of the individual who is responsible for the overall structure.

The facility management and safety structure must be managed effectively and in a consistent and continuous manner.

Depending on the hospital's size and complexity, a facility safety/environmental risk committee or some other mechanism may be formed to support the individual responsible for the facility management and safety structure. For example, this committee could coordinate activities of the facility management and safety programs, such as completing risk assessment activities, analyzing monitoring data, and implementing facility improvements. The mechanism chosen by the hospital to support the individual responsible for the facility management and safety structure must consider a multidisciplinary team and include representatives from the various facility management and safety programs, leadership, infection prevention and control, laboratory and radiation safety programs, laser safety, housekeeping services, and the quality and patient safety program, among others.

When independent business entities are present within the organization, the hospital has an obligation to ensure that these entities comply with relevant facility management and safety programs. Independent business entities are independently owned businesses occupying space within the hospital (for example, coffee shops, gift shops, banks).

Measurable Elements of FMS.01.01

1. ① Oversight and direction of the facility management and safety structure is assigned to an individual(s) qualified by experience and training, and evidence of the experience and training is documented. (*See also* GLD.06.00, ME 1)
2. The qualified individual(s) is responsible for ensuring the following:
 - Recommendations for space, technology, and other resources to support the facility management and safety structure are provided to hospital leaders.
 - The facility management and safety programs are current and fully implemented.
 - Staff and others are trained on the programs.
 - The programs are coordinated, evaluated, and monitored.
 - The programs are reviewed and revised at least annually, or more frequently if needed (for example, when there are changes to requirements in the country's laws and regulations, or changes to the hospital's facilities, systems, or equipment).
3. When independent business entities are present within the organization, the entities comply with the applicable facility management and safety programs.