



## MASTER GLOSSARY OF ACRONYMS AND DEFINITIONS

### *Acronyms and Definitions Used in OSHPD Published Documents*

May 14, 2024

Version 1.0

#### PREAMBLE

This Master Glossary is intended to be a compilation of acronyms and terms used by the Office of Statewide Hospital Planning and Development (OSHPD) in its various documents. Some terms used in OSHPD documents are not included as they are defined in Title 24. Where terms are not defined in this Master Glossary or in Title 24, such terms shall have ordinarily accepted meanings such as the context implies. Webster's Third New International Dictionary of the English Language, Unabridged shall be considered as providing ordinarily accepted meanings.

Clearly defining terms is one way of helping to resolve problems of ambiguity. A definition is a statement that gives meaning to a word or series of words. By having clearly defined terms, it is intended that all users of the document should come to an understanding of the meaning and context in which the term is used.

Acronyms are generally a word or a pronunciation of letters that is formed using the first letter of a series of words. They are in essence an abbreviation of a term such that the full term need not be repeated numerous times. You will find that government agencies tend to use acronyms often for this reason.

I think that you will find this Master Glossary of Acronyms and Definitions very useful when applied to the various OSHPD documents that are published. If you find an acronym or term that is not defined in this list or in Title 24 that seems uncertain as to its meaning or application in an OSHPD document, please feel free to contact OSHPD's Building Standards Unit at [RegsUnit@hcai.ca.gov](mailto:RegsUnit@hcai.ca.gov).

Chris Tokas, SE, F.SEAOC, CBO  
Deputy Director



*(This page is intentionally blank.)*

---

## INTRODUCTION

This Master Glossary of Acronyms and Definitions which is posted on the Department of Health Care Access and Information (HCAI) website (<https://hcai.ca.gov/document/master-glossary-of-acronyms-and-definitions/>) is a list that includes acronyms and terms used in OSHPD published documents.

Other definitions may also be found in the Title 24, California Code of Regulations, California Building Standards Code. Access is provided to the codes promulgated by OSHPD through the California Building Standards Commission website (<https://www.dgs.ca.gov/en/BSC/Codes>) with active links to each publisher's website for read-only public access versions of the codes.

Part 1, California Administrative Code (CAC)

Part 2, California Building Code (CBC), Volumes 1 and 2

Part 3, California Electrical Code (CEC)

*(Note: Accessed through the National Fire Protection Association (NFPA), however, requires the creation of a user account to view the [Free Access - NFPA 70: 2025 California Electrical Code - NFPA 70 \(2023 NEC®\)](#))*

Part 4, California Mechanical Code (CMC)

Part 5, California Plumbing Code (CPC)

Part 6, California Energy Code (CESC)

Part 9, California Fire Code (CFC)

Part 10, California Existing Building Code (CEBC)

---

## MASTER GLOSSARY OF ACRONYMS AND DEFINITIONS

### Acronym

A word formed from the initial letter of groups of words in a phrase, or series of words that is often pronounced as a separate word.

### Addition

An expansion, extension, or increase in the gross floor area or height of a building or facility. See "addition" in the CBC, Section 202 Definitions.

### Alteration

A change, addition, or modification in construction, change in occupancy or use, or structural repair to an existing building or facility. Alterations include, but are not limited to, remodeling, renovation, rehabilitation, reconstruction, historic restoration, resurfacing of circulation paths or vehicular ways, changes or rearrangement of the structural parts or elements, and changes or rearrangement in the plan configuration of walls and full-height partitions. Normal maintenance, reroofing, painting, or wallpapering, or changes to mechanical and electrical systems are not alterations unless they affect the usability of the building or facility. See "alteration" in CBC, Section 202 Definitions. Interpretation in [CAN 2-11B – Accessibility in Health Facilities](#). For more information on items excluded from plan review and permit, see [FREER Manual](#) project table and Section X(f) Maintenance Criteria and Section X(c) Finishes Criteria.

### **Alternate Method of Compliance (AMC)**

An alternative material, design, method of construction, or method of protection that the Building Official has determined meets the intent of the code and is not less than required by code for quality, strength, effectiveness, fire resistance, durability, and safety. Form [HCAI-FD-126 – Alternate Method of Compliance](#) is used to apply for an AMC.

### **Amended Construction Document (ACD)**

An instrument through which changes or alterations of the approved construction documents are made. These are prepared by the design professional in responsible charge. Form [HCAI-FD-125 – Amended Construction Document](#) is used to apply for an ACD or required application forms can be submitted online via the [eService's Portal](#).

### **Annual Building Permit (ABP)**

A permit issued by OSHPD that is valid for one year beginning July 1 to June 30 for one or more projects with a cumulative total construction cost of \$25,000.00 for skilled nursing facilities and \$50,000.00 for acute care facilities.

### **Approved Drawings and Specifications**

All construction documents, including but not limited to, drawings, specifications, addenda, amended construction documents, deferred submittals, and the Testing Inspection, and Observation Program that have the approval of OSHPD and the Hospital Governing Board.

### **Architect or Engineer in Responsible Charge (ARC or ERC)**

An Architect or Engineer who has overall coordination and supervision responsibility for the drawings and specifications and for administering the Testing, Inspection, and Observation Program of a construction project under OSHPD's jurisdiction. The ARC/ERC must sign every sheet of the drawings, and the title sheet, cover sheet or signature sheet of specifications, and reports, including the TIO. Refer to Title 24, Part 1, Section 7-115 Preparation of construction documents and reports. Also, see Design Professional of Record (DPOR).

### **Authority Having Jurisdiction (AHJ)**

Any governmental or non-governmental entities responsible for enforcing building codes, fire codes, and other regulations in a given jurisdiction. Also see Enforcing Agency and Jurisdiction.

### **Basic Services**

Those essential services required for licensure as a hospital, including medical, nursing, surgical, anesthesia, laboratory, radiology, pharmacy, dietary services, and support services. CBC, Section 1224.3 Definitions. See Supplemental Services.

### **Building Official**

The officer or designated authority charged with the administration and enforcement of the building codes, standards, regulations, and policies as adopted by the jurisdiction, or a duly authorized representative. The Chief Building Official for OSHPD is its Deputy Director.

### **California Administrative Code (CAC)**

The State's adoption of the administrative regulations for several state agencies, including projects within HCAI/OSHPD authority. The CAC is Part 1 of the California Building Standards Code, Title 24 of the California Code of Regulations. Chapters 6 and 7 contain the administrative regulations specific to OSHPD building types. CAC as it applies to OSHPD documents refers to the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **California Building Code (CBC)**

The State's adoption of the International Building Code with State amendments. The CBC is Part 2 (Volumes 1 and 2) of the California Building Standards Code, Title 24 of the California Code of Regulations. CBC as it applies to OSHPD documents refers to the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **California Building Standards Code, Title 24 of the California Code of Regulations (Title 24)**

The State of California entire adopted code including the CAC, CBC, CEC, CMC, CPC, CFC, CEBC and any other adopted building codes or standard. This body of codes is commonly referred to as Title 24. As it applies to OSHPD documents, it is the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **California Building Standards Commission (CBSC)**

The California Building Standards Commission (CBSC) is a commission in the Department of General Services under the Government Operations Agency. CBSC members are appointed by the Governor and confirmed by the State Senate. The CBSC is responsible for administering the rulemaking process which results in the publication of the California Building Standards Code, Title 24 of the California Code of Regulations.

### **California Code of Regulations (CCR)**

The codification of the general and permanent rules and regulations of the State of California. CCR as it applies to OSHPD documents refers to the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **California Department of Health Care Access and Information (HCAI)**

A department within the Health and Human Services Agency in the State of California that contains five program areas. The Office of Statewide Hospital Planning and Development (OSHPD) is one of the program areas within HCAI. OSHPD is the building department for hospitals in California.

### **California Department of Public Health (CDPH)**

Licensing and Certification agency for healthcare facilities. CDPH enforces the regulations found in CCR Title 22.

### **California Electrical Code (CEC)**

The State's adoption of the National Electrical Code with State amendments. The CEC is Part 3 of the California Building Standards Code, Title 24 of the California Code of Regulations. CEC as it applies to OSHPD documents refers to the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **California Energy Code (CESC)**

The State's adoption of the California Energy Commission's regulations and standards for energy conservation and efficiency in buildings and for equipment and systems serving buildings. The CESC is Part 6 of the California Building Standards Code, Title 24 of the California Code of Regulations. CESC as it applies to OSHPD documents refers to the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **California Environmental Quality Act (CEQA)**

A public process to inform government decision makers and the public about the potential environmental impact of a proposed project and to mitigate or prevent significant, avoidable environmental damage.

### **California Existing Building Code (CEBC)**

The State's adoption of the International Existing Building Code with State amendments. The CEBC is Part 10 of the California Building Standards Code, Title 24 of the California Code of Regulations. As it applies to OSHPD documents refers to the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **California Fire Code (CFC)**

The State's adoption of the International Fire Code with State amendments. The CFC is Part 9 of the California Building Standards Code, Title 24 of the California Code of Regulations. As it applies to OSHPD documents refers to the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **California Mechanical Code (CMC)**

The State's adoption of the Uniform Mechanical Code with State amendments. The CMC is Part 4 of the California Building Standards Code, Title 24 of the California Code of Regulations. CMC as it applies to OSHPD documents refers to the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **California Plumbing Code (CPC)**

The State's adoption of the Uniform Plumbing Code with State amendments. The CPC is Part 5 of the California Building Standards Code, Title 24 of the California Code of Regulations. CPC as it applies to OSHPD documents refers to the enforceable Title 24 edition for the project per [CAN 1-0 – Enforceable Codes](#).

### **The Centers for Medicare & Medicaid Services (CMS)**

The agency within the U.S. Department of Health and Human Services (HHS) that administers the nation's major healthcare programs. CMS oversees programs including Medicare and Medicaid.

### **Certificate of Occupancy (C of O)**

A document issued by OSHPD that signifies a building's compliance with approved plans and applicable building standards. It confirms that the building or structure is suitable for occupancy and has been constructed according to the relevant regulations.

### **Certified Hospital Inspector (CHI)**

A person who has been certified by OSHPD, based on experience, education, training, and examination, to perform hospital inspections in at least one or more of the following three classes:

- CLASS A - Hospital Inspector may inspect all phases of construction, including architectural, mechanical, electrical, fire and life safety, and structural elements.  
*NOTE: This class includes major structural construction.*
- CLASS B - Hospital Inspector may inspect only the following phases of construction: architectural, mechanical, electrical, fire and life safety, and anchorage of non-structural elements.
- CLASS C - Hospital Inspector may inspect one or more areas of construction specifically but may not inspect the complete scope of construction authorized for Class “A” or Class “B” inspectors.

### **Change in Function**

A change in activity, service or licensed service provided, within the project limits, that does not necessarily change the use, specific use, and/or occupancy. Conversion of a space that results in a change in activity such that the space will be required to satisfy the functional space requirements under a different code sub-section than that of the prior use is considered a change in function. See CBC, Section 1224.3 Definitions.

### **Change of Occupancy/Use**

Change of an occupancy or use as defined in Chapter 3 of the CBC. Also see CEBC, Section 506.1 Compliance and 506A.1 *Conformance*.

### **Change of Occupant Load**

A change in the number of persons for which the means of egress of a building or portion thereof is designed. Also see CBC, Section 1004 Occupant Load.

### **Code Application Notice (CAN)**

A document issued by OSHPD to interpret specific section(s) of Title 24 that may otherwise seem to be confusing or vague. A CAN, as OSHPD’s formal interpretation, is enforceable as though it is contained within Title 24. OSHPD derives its authority to issue interpretations of building codes and standards that it adopts from the following sources:

Health and Safety Code §129851: Written rules and regulations by the department to clarify the application of the California Building Standards Code pursuant to this chapter shall be made available to the public upon request.

CCR, Title 24, Part 2, Section 104 Duties and Powers of the Building Official, 104.1 General: The building official is hereby authorized and directed to enforce the provisions of this code. The building official shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this code. Such policies and procedures shall not have effect of waiving requirements specifically provided for in this code.

CANs are linked on the HCAI website at [Codes and Regulations](#).

### **Compliance Officer (CO)**

A member of OSHPD's Field Compliance Unit who observes construction projects for health facilities, usually within an assigned geographical area, in regard to some of the following: plumbing, medical gas, mechanical, electrical, architectural, accessibility, materials and finishes, anchorage and bracing of nonstructural items, secondary structural framing, interior partitions, and ceiling systems as necessary to enforce applicable construction standards, regulations and substantial conformance with the approved construction documents approved by OSHPD and in compliance with Title 24 (including all referenced codes and standards therein), OSHPD's Code Application Notices and other applicable regulations.

### **Component**

A part or element of a larger whole. Replacing a component means to change a part or item of the original machine or equipment with a part or item that performs the same function as the part it is replacing.

### **Construction Final (CF)**

A report issued by OSHPD to advise the owner/owner's representative that the construction is complete, including all required post approval documents. For final approval of the work, refer to CAC, Section 7-155 Final approval of the work.

### **Contractor**

As used in OSHPD documents, a person or entity duly licensed by the California Contractor's State License Board, that undertakes a contract to provide services, goods, materials, equipment, and/or personnel/labor to meet stated contract requirements for a construction projects. The term Contractor is also used to mean an Owner/Builder or any other person or entity for a project delivery method that does not require a licensed contractor by state law and regulations to perform or oversee construction work, when applicable.

### **Coordination, Selective (Selective Coordination)**

Localization of an overcurrent condition to restrict outages to the circuit or equipment affected, accomplished by the selection and installation of overcurrent protective devices (OCPDs) and their ratings or settings. The CEC requires "full" coordination for OCPD's for elevators and fire pump feeds in campus complexes but requires coordination only for faults that extends beyond 0.1 seconds for OCPDs serving the essential electrical system.

### **Critical Path Expedited Review (CPER)**

A process to expedite the review of an Amended Construction Document that if not quickly reviewed and approved, would cause an undue schedule delay. See the eService Portal, [Section 6B – Applications for Post-Approval Documents](#). This process requires approval by the RCO.

### **Current Code**

California Building Standards Codes and referenced standards in effect at the time of application for plan review. See [CAN 1-0 – Enforceable Codes](#).

### **Deferred Submittal Item (DSI)**

A submittal for a portion of the design that cannot be fully detailed on the approved construction documents because of variations in product design or manufacture. Approval of the construction documents for such portion of the work may be delayed until the material supplier, designer, or contractor is selected as applicable. These items shall be listed on the parent project. Refer to CAC, Section 7-126 Deferred submittals.

### **Design Professional of Record (DPOR)**

An individual who is registered or licensed to practice their respective design profession as defined by the statutory requirements in the professional registration laws of California and who is responsible for a project, or a portion of a project's design and/or engineering. Depending on the scope of work this may be a California Licensed Architect, Structural Engineer, Geotechnical Engineer, Civil Engineer, Electrical Engineer, Mechanical Engineer, or a Contractor. Refer to CAC, Section 7- 115 Final approval of the work, for more information.

### **Direct Replacement**

Repairs which use the same or similar materials in the original location, serving the same basic function, and that complies with the currently adopted code.

### **Discovered Condition**

A pre-existing condition not in the scope of work found during construction.

### **District Office (DO)**

CDPH has District Offices that serve each county.

### **District Structural Engineer (DSE)**

A member of OSHPD's Field Compliance Unit who observes construction projects for health facilities, usually within an assigned geographical area, in regard to gravity load bearing and lateral load resisting primary structural frames and systems, and other related structural work as necessary to enforce applicable construction standards, regulations and substantial conformance with the approved construction documents approved by OSHPD and in compliance with the Title 24 (including all referenced codes and standards therein), the OSHPD's Code Application Notices and other applicable regulations.

### **Electronic Medical Record Management (EMR)**

Digitized paper charts that include diagnoses, allergies, medical histories, immunization dates, lab results, medications, and physicians' notes. EMR systems can handle everything from documenting patient data and scheduling appointments to filling prescriptions and verifying insurances.

### **Emergency Repair(s)**

Repair to or replacement of an element of a building, structure, utility system or equipment that is essential to the continued safe occupation and operation of a facility. May include repairs needed after a disaster. Emergency repair does not include the ongoing replacement or upgrading of equipment that should be scheduled as corrective or preventive maintenance. See [PIN 72 – Emergency Work Authorization](#).

## **Emergency Work**

Work necessary, due to permanent equipment failure, natural or human-made disaster, or other occurrences that require immediate repair or replacement to ensure jobsite or building occupant health or safety. See [PIN 72 – Emergency Work Authorization](#).

**Enforcing Agency:** The legal entity having jurisdictional authority for the enforcement of applicable regulations and standards. This term includes the authority of the building official, authority having jurisdiction, fire code official, and other governmental officials granted jurisdiction over their respective areas of responsibility. OSHPD is the enforcing agency for OSHPD 1, OSHPD 1R, OSHPD 2, and OSHPD 5 buildings. OSHPD is also the enforcing agency for OSHPD 6 services when they are located in a building under its jurisdiction.

## **Engineering Judgment (EJ)**

An alternative protection method for determining fire resistive assemblies. See [CAN 2-703.3 – Engineering Judgements](#).

## **Engineer of Record or Engineer in Responsible Charge**

See Architect/Engineer in Responsible Charge (ARC/ERC) and/or Design Professional of Record (DPOR).

## **eServices Portal (eSP)**

OSHPD Internet based project tracking database program found at the [eServices Portal](#).

## **Essential Electrical System**

A system comprised of on-site sources of power and associated distribution equipment configured in 2 branches (life safety and equipment for SNFs) or 3-branches (life safety, critical and equipment for hospitals) capable of supplying a limited amount of lighting and power service, which is considered essential for life safety and orderly cessation of procedures during the time that normal electrical services is interrupted for any reason.

## **Essential Equipment [OSHPD 1, 2, 4 & 5]**

Means equipment whose failure will significantly impair operations during or after a disaster. The facility shall determine which equipment is essential. Essential equipment shall also include equipment that is required to provide the eight basic services of the hospital as defined in the CBC, Section 1224.3 Definitions.

## **Excluded (E)**

(FR-E-ER) A project that consists of minor work that may be excluded from OSHPD plan review, building permit, and payment of any fees to OSHPD.

**NOTE:** For Excluded projects, submission of the HCAI-OSH-102 form **may or may not** be required as indicated in the FREER Project Table located in Section IX. HCAI-OSH-102 form is available for download from the HCAI website at [HCAI-OSH-102 – FREER Manual Request for Excluded Work](#).

### **Expedited Building Permit (Originally AB 2632) Project**

A project in a single-story OSHPD 2 Skilled Nursing Facility (SNF) or Intermediate Care Facility (ICF) that is of wood-frame or light gauge steel frame construction and excluded from the definition of "Hospital Building" of the CAC, Article 2, Section 7-111 Definitions, that utilizes Expedited Building Permit Guides to facilitate repair, maintenance, minor renovation/remodeling, or installation of certain equipment projects. The Guides for an Expedited Building Permit may be found on HCAI's website at [Training and Education - Guides and Manuals](#).

### **Expedited Review (ER)**

(FR-E-ER) An accelerated review conducted in the office for projects of limited scope and complexity. To be eligible for Expedited Review, the estimated review effort for each plan review discipline must be less than two hours.

### **Field Compliance Unit (FCU)**

The Unit of OSHPD that oversees the construction inspections of health facilities within the geographic boundary of their respective region. This oversight enhances the construction quality of hospital facilities and fosters better lines of communication between OSHPD, and the architects, geologists, engineers, inspectors, and contractors involved in hospital construction. A Regional Compliance Officer, Health Facilities Construction (HFC) supervises a staff comprised of Compliance Officers, District Structural Engineers, and Fire and Life Safety Officers.

### **Field Confirmation**

A process performed by the field staff in coordination with other OSHPD staff, when applicable. The process is intended to guide and assist owners and operators of health facilities in determining the classification of projects. The process also provides owners and operators with a written confirmation that the project is a lawful undertaking in compliance with applicable laws, regulations, and OSHPD's policies.

### **Field Review (FR)**

(FR-E-ER) Projects that are reviewed in their entirety in the field by the OSHPD FCU. To be eligible for Field Review, the field staff must have availability, and the project must be capable of being reviewed by OSHPD field staff within one hour. Structural review of Field Review projects may be extended to two hours, depending on the DSE's availability.

### **Field Visit/Observation (FV)**

A visit to a construction project by FCU staff to enforce applicable codes and regulations for health facility construction, to verify the work is in conformance with the approved construction documents, and to monitor the performance of the Inspector(s) of Record (IOR).

### **Field Visit Report (FVR)**

A report of the general construction progress and may include a summary and/or status, as applicable, of the IOR's daily field records, daily reports, outstanding items, seeming errors, deviations, non-conformances, verification of the Testing Inspection and Observation (TIO) program to ensure they are in alignment with the general progress of the work and the approved plans and specifications, etc. The report shall indicate whether it is based on an on-site visit or whether the information was obtained remotely. If it is based on an on-site visit, it should identify all participants present during the visit. If the information was obtained remotely, it shall identify all sources of the information and how it was obtained. As applicable, the report should include the next anticipated

scheduled field visit/observation, a summary of the Non-Material Alterations reviewed for concurrence, and additional project specific comments. Refer to CAC, Section 7-147 Observation by the Office.

**Fire Department Connection (FDC)**

A component found on most sprinkler and standpipe systems. When a fire sprinkler system activates, the FDC provides a means for firefighters to connect hose lines to supplement the fire sprinkler system's domestic water supply.

**Fire Life Safety Officer (FLSO)**

A member of OSHPD's Field Compliance Unit that observes construction projects for healthcare facilities, usually within an assigned geographical area, in regards to fire and life safety systems and construction requirements including exiting systems, smoke removal systems, automatic fire/smoke detection and alarm systems, automatic fire sprinkler/suppression systems, fire resistive/rated building construction and all related fire and life safety work as necessary to enforce applicable construction standards, regulations and substantial conformance with the approved construction documents approved by OSHPD and in compliance with Title 24 (including all referenced codes and standards therein), OSHPD Code Application Notices and other applicable regulations. An FLSO may also refer to a member of OSHPD's Architecture and Engineering Unit who reviews plans and specifications, usually within an assigned geographical area, for compliance with applicable fire and life safety building standards and requirements in Title 24, Title 19, NFPA Standards, and others.

**FREER Manual (FM)**

A Guide for Field Review (FR) Projects, Excluded (E) from OSHPD Plan Review, and Expedited Review (ER) for projects under OSHPD's jurisdiction. See [FREER Manual](#).

**Frequently Asked Questions (FAQs)**

Questions asked by individuals who are doing business with OSHPD in various roles that are usually related to its adopted building codes and standards and its processes. Responses to FAQs may be found on the HCAI website at [Codes and Regulations](#).

**(GACH) General Acute Care Hospital**

Hospital that provides acute care services.

**Geotechnical Engineer of Record (GEOR)**

See Design Professional of Record (DPOR).

**Health Facility (HF)**

As used in OSHPD documents, any facility providing healthcare and that is licensed pursuant to Section 1250 of the Health and Safety Code under the jurisdiction of OSHPD. Refer to CAC, Section 7-111 Definitions.

**Heating Ventilation and Air Conditioning System (HVAC)**

A system that provides heating, cooling, and ventilation to maintain the environment of a building or structure at or above minimum levels as prescribed by Title 24.

**Hospital Building:** Any building used for a health facility of a type required to be licensed pursuant to Section 1250 of the Health and Safety Code.

**NOTE:** A Skilled Nursing Facility or Intermediate Care Facility of single story, wood frame or light steel frame construction is not considered a hospital building. See Title 24, Part 1, Section 7-111 Definitions, for further information.

### **Hospital Inspector of Record (IOR)**

An individual who is:

- (a) An OSHPD certified Hospital Inspector, pursuant to the provisions of CAC, Section 7-144 Inspection and Section 7-200 Administration of hospital inspector examination and certification, and
- (b) Employed by the hospital governing board or authority, and
- (c) Approved by the architect and/or engineer in responsible charge and the Office as being satisfactory to inspect a specified construction project.

### **Inspection Services Unit (ISU)**

A unit within OSHPD that is charged with the review of all matters relative to the quality assurance and quality control of building projects. Standards of care and practices by project inspection personnel and Approved Agencies are established and monitored by the unit. Practices associated with the onsite management of the Test, Inspection, and Observation (TIO) Programs are evaluated and modified as needed to improve the statewide application of hospital building construction. This unit also exams and certifies hospital construction inspectors and provides training for those seeking to be certified as well as those seeking to renew their certification. This unit is supervised by a Regional Compliance Officer, HFC.

### **Integrated Project Delivery**

A project delivery approach that integrates key parties involved in the design, fabrication, and construction aspects of a project to optimize project results, increase value to the owner, reduce waste, and maximize efficiency together under a single collaborative agreement.

### **Intermediate Care Facility (ICF)**

A health facility that provides the following basic services: 24-hour care to residents who have a recurring need for skilled nursing supervision and need supportive care, but who do not require availability of continuous skilled nursing care.

### **Jurisdiction**

The practical authority granted to various legal entities, such as OSHPD, local building official, county health department, etc., to act as the enforcing agency, and to oversee and make binding decisions regarding the review, construction, remodeling, and alteration of buildings and structures. While there are geographic boundaries to the extent of some jurisdictions, there are also “boundaries” associated with the scope of regulations that fall within the jurisdiction of any specific enforcing agency. This is what can cause “overlap” of authority for a project or portions thereof.

### **Load Capacity**

This term refers to the maximum demand load (ampacity) that electrical equipment, wiring and devices can safely carry based the equipment nameplate rating and listing.

### **Load Capacity Verification**

Verification that adequate capacity exists at points in the existing electrical distribution system to support proposed additional loads. Refer to the CEC, Article 220 Branch-Circuit, Feeder, and Service Load Calculations and [PIN 38 – Electrical Load Capacity Verification Guideline](#) to see documentation requirements.

### **Maintenance**

The routinely recurring work required to keep a facility (plant, building, structure, utility system, etc.) in such condition that it may be continuously utilized, at its original or designed capacity and efficiency, for its intended purpose. Actions necessary for retaining or restoring an existing element or component of a building, piece of equipment, machine, or system to the specified operable condition to achieve its maximum useful life, including corrective maintenance and preventative maintenance. See [FREER Manual](#) – Section X(f) Maintenance Criteria.

### **Materially Alter**

Any change, alteration, or modification, as determined by OSHPD, that alters the scope of a project, could cause the project to be in noncompliance with Title 24, or causes an unreasonable risk to the health and safety of patients, staff, or the public. Refer to CAC, Section 7-153 Changes to the approved work.

### **Means and Methods**

The techniques, procedures, resources, tools, equipment, materials, approaches, etc., that a contractor or builder uses to construct various parts of a construction project while meeting the project scope, desired outcomes, functional requirements, design intent, etc., and that does not materially alter the project.

### **Method of Procedure (MOP)**

A step-by-step sequence for performing maintenance, replacement, removal, remodel, etc., of equipment or a system in a hospital building. MOPs that affect operations and/or patient care are under the jurisdiction of CDPH and require their review and approval. Plans and specifications for a project related to the MOP must show the actual construction work involved in achieving the outcomes as given in the MOP.

### **National Fire Protection Association (NFPA)**

A global self-funded nonprofit organization, established in 1896, devoted to eliminating death, injury, property, and economic loss due to fire, electrical and related hazards. The NFPA publishes more than 300 consensus codes and standards, including but not limited to NFPA 70 the National Electrical Code, and other reference standards such as NFPA 13, 72, 99 and 110 used for health care.

### **Non-essential Electrical System**

A system comprised of off-site and/or on-site sources of power and all connected distribution equipment designed to provide electrical power for a health care facility. Under normal operating conditions the non-essential electrical system will provide power for the entire load of a given facility.

### **Non-Materially Alter (NMA)**

Any change that does not materially alter the approved construction plans and specifications. See [CAN 1-7-153\(b\) – Non-Material Alterations \(NMA\)](#).

### **Office of Statewide Hospital Planning and Development (OSHPD)**

The building department for healthcare facility construction in California. OSHPD is an office within HCAI.

### **OSHPD Preapproval of Manufacturer's Certification (OPM)**

A voluntary program for review and preapproval of seismic design of supports and attachments for nonstructural components. See [PIN 62 – OSHPD Preapproval of Manufacturer's Certification \(OPM\)](#).

### **OSHPD Preapproved Standard Details (OPD)**

Standard architectural and engineering details developed by OSHPD, or reviewed and approved by OSHPD if developed by others, for use in California health facilities construction, at the discretion of Registered Design Professionals (RDP). See Preapprovals programs at [OSHPD Preapproved Details \(OPD\)](#). See [PIN 51 – Use of HCAI Pre-Approved Details](#).

### **OSHPD Special Seismic Certification Preapproval (OSP)**

A voluntary program for review and preapproval of Special Seismic Certifications to be used in healthcare facilities construction in California. See Preapprovals programs at [OSHPD Preapproved Details \(OPD\)](#). See [PIN 55 – Special Seismic Certification Preapproval \(OSP\)](#).

### **Outstanding Items List (OIL)**

A list of comments on a project approved with comments that are outstanding items that the Design Professional of Record (DPOR) must resolve. All comments must be cleared before construction can occur in the area affected by the comments.

### **Panelboard**

A single panel or group of panel units, including buses and automatic overcurrent devices, and designed to be placed in a cabinet or enclosure placed in or against a wall, partition, or other support; and accessible only from the front.

### **Policy Intent Notice (PIN)**

OSHPD's policy on a specific subject. OSHPD may develop a PIN in cases where no specific code or applicable code section exists, but where industry standards or guidelines provide for a consistent method of application to ensure adequate health and safety. A PIN may also be used to implement a new statutory program or requirement until regulations can be written and adopted. PINs are not enforceable; however, they will usually ensure success if followed. PINs are linked on the HCAI website at [Codes and Regulations](#).

### **Post Approval Document (PAD)**

Submittals such as Amended Construction Documents (ACD), Deferred Submittal Items (DSI), and Non-Materially Altered (NMA) that are submitted after the original project is approved.

### **Previous Code**

An applicable code under which an existing condition was constructed or installed. It may be a previous edition of the California Building Standards Codes, the Uniform Building Codes, the Life Safety Code, or other nationally recognized standards.

### **Regional Compliance Officer (RCO)**

The supervisor of the Field Compliance Unit specific to the geographical region. The RCO monitors and evaluates the work activities of District Structural Engineers, Compliance Officers, Fire and Life Safety Officers and ensures OSHPD's standards of performance and quality are met. The RCO makes determinations regarding Alternate Methods of Compliance for projects under construction and approves extensions of projects with no activity when justified and requested. The RCO issues building permits and makes determinations regarding qualifications and workload of Inspectors of Record (IOR). The RCO is involved with the process of issuing stop work orders for unsafe, unauthorized, or non-complying construction work as necessary. The RCO provides Emergency Authorization when requested by facilities. See [PIN 72 – Emergency Work Authorization](#).

### **Renovation or Remodel**

Alteration to existing area or space. Any construction or renovation to an existing space that is not a repair or addition is considered a renovation for use in the document.

### **SB 1838 Project (Exempt from Plan Review)**

Senate Bill 1838 (Perata, Chapter 693, Statutes of 2006) provided for a special type of project that allows exemption from the OSHPD plan review process if certain criteria are met. SB 1838 projects are limited to \$50,000 in construction value and may have fixed equipment costs in addition to that amount. Refer to CAC, Section 7-127 Projects exempt from plan review process. Code compliance is verified in the field by OSHPD staff. These projects shall be submitted to the Office for processing in accordance with [PIN 36 – Projects of \\$50,000 or less - Exempt from Plan Review Process](#). Exempt from plan review projects are different than Excluded projects that may be part of the FREER process.

### **Skilled Nursing Facility (SNF)**

A healthcare facility that provides the following basic services: skilled nursing care and supportive care to patients whose primary need is for availability of skilled nursing care on an extended basis.

### **Special Seismic Certification Preapproval Program (OSP)**

A voluntary program to streamline special seismic certifications. The OSP expedites hospital construction for facility owners, consultants, contractors, and manufacturers by providing preapproval of equipment and components that have been tested to assure structural stability and functionality. See [PIN 55 – Special Seismic Certification Preapproval \(OSP\)](#).

### **Standard Building Permit**

A building/construction permit issued for projects of any construction value that is valid for the total period the project is under construction. There is no predetermined expiration date as long as project construction remains active per CAC, Section 7-129 Time Limitations.

Information on applying for plan review and obtaining a standard building permit may be found at: [HCAI- Building and Construction Projects](#).

### **State Fire Marshal (SFM) or Office of the State Fire Marshal (OSFM)**

The Office of the State Fire Marshal (SFM) is responsible for promulgating regulations in Title 24 and Title 19. In addition, they provide statewide direction for fire prevention within wildland areas, regulate hazardous liquid pipelines, and provide training and education in fire protection methods and responsibilities.

### **Substantial Compliance (SC)**

A form issued by the CO for a stage(s) of a construction or building project, or a designated portion of the project, that is sufficiently complete in accordance with the approved construction plans and Title 24 such that the owner may use or occupy the building project, or designated portion thereof, for the intended purpose. Substantial compliance does not include a Certificate of Occupancy.

### **Title 24**

See California Building Standards Code.

### **Temporary Equipment**

Equipment that is necessary to accommodate replacement or maintenance of existing equipment. See [CAN 2-108 – Temporary Structures and Uses](#).

### **Testing, Inspection, and Observation (TIO)**

A program required by Title 24 for all hospital building projects in California that identifies all tests, inspections, and observations required for a particular hospital construction project, and the individual or entities to provide the required testing, inspections, and observations. In this way it performs a similar function of a “Job Card” on a non-OSHPD construction project under a local jurisdiction. See [Testing, Inspection, and Observation \(TIO\) Program](#).

### **Unpermitted Work**

Work performed without benefit of a plan review and/or permit. Refer to CAC 7-128.

### **WOW (Workstation on Wheels)**

Compact, mobile computer carts designed to provide nurses and healthcare professionals with a portable workspace equipped with a computer, monitor, keyboard, and sometimes additional peripherals, such as barcode scanners and medication dispensing systems. See [PIN 68 – Support and Attachment Requirements for Fixed, Interim, Mobile, Movable, Other, and Temporary Equipment](#).

## **REVISION HISTORY**

Version 1.0      First Issued, May 14, 2024