



**POLICY INTENT NOTICE**

**PIN: 51**

**SUBJECT**

Use of HCAI Pre-Approved Details

**Effective: 08/16/2011**  
**Revised: 01/30/2025**



**PURPOSE**

This Policy Intent Notice provides a guideline for the implementation and use of the Health Care Access and Information, Office of Statewide Hospital Planning and Development (OSHPD) Pre-Approved Details (OPDs) and Facility specific pre-approved details.

**BACKGROUND**

Health & Safety Code §129875 states, in part, *“The office shall include provisions for ... the preapproval of projects that comply with the requirements for which the office has developed standard architectural or engineering detail, or both standard architectural and engineering detail.”*

**POLICY**

- A. **OSHPD Preapproved Details** The use of the OPDs prepared by or under OSHPD’s direction will be allowed with the following conditions and requirements:
  1. The use of OPDs is at the discretion of the registered design professional(s) (DPOR) listed on the OSHPD plan review application or building permit application. The OSHPD does not mandate the use of OPDs for any condition. Use of project-specific details in lieu of OPDs is always acceptable.
  2. OPDs give no consideration to suitability for use in a specific application, compatibility with other building systems, appropriate use of materials or design, appearances, etc. The DPOR in conjunction with the registered design professional in responsible charge, listed on the plan review application or the building permit application, shall review all such qualities, features, and/or properties to ensure code compliance, appropriate integration with other building systems, and proper design for the project-specific conditions and installation.
 

The DPOR who incorporates OPDs into their project construction documents must review all qualities, features, and/or the project-specific conditions and installation. Stamping and signing of specific construction documents in which OPDs are incorporated are for this purpose only. A notation may be provided on the drawings indicating the DPOR’s role regarding incorporation of the OPDs into the construction documents.
  3. The specification and use of pre-approved details does not preempt the owner from the plan approval and building permit process. Construction documents shall be submitted to the OSHPD for review and approval and issuance of a building permit prior to the start of construction.

When OPDs are used, they shall be incorporated into the construction document plans. Incorporation by reference only is not permitted.

4. OPDs submitted as part of the construction documents during the plan review process will not be subject to additional plan review provided, they are incorporated without any modification. However, applicability of pre-approved details for specific project conditions shown on the construction documents shall be evaluated during the plan review process. Any modifications to the OPDs will void the preapproval and will subject the detail(s) to the standard plan review process.
  5. OPDs submitted after the construction documents have been approved and a building permit has been issued shall be used and/or processed in accordance with [Code Application Notice 1-7-153](#) Amended Construction Documents (ACDs). OPDs may be applied as alternates to the approved details shown on the permitted construction documents only on a one for one basis and with written consent of the DPOR and the registered design professional in responsible charge and in concurrence with OSHPD field staff. OPDs will not be subject to additional plan review provided they are incorporated without any modification. OPDs are subject to field confirmation during which the applicability of OPDs for specific project conditions shall be evaluated.
  6. OPDs to be incorporated into the work after start of construction shall be included in the construction documents, either through the ACD process, the Non-Material Alter (NMA) process, or other process agreed upon by the DPOR and OSHPD field staff. Incorporation of OPDs which would result in an addition or change to the scope of the work, use or function must be reviewed with OSHPD field staff for an ACD or NMA determination prior to construction.
  7. The use of OPDs must strictly comply with all manufacturer's instructions, conditions, special requirements, etc. which are a part of the pre- approval.
  8. Conditions not covered by an OPD shall be substantiated with calculations, drawings, specifications, etc., stamped and signed by the DPOR and signed by the registered design professional in responsible charge listed on the plan review application or building permit application and must be submitted to the OSHPD for review and approval prior to construction.
- B. Facility Specific Preapproved Details** Common details or projects to be used for a facility, or a health care provider for multiple facility locations, may be submitted to OSHPD for approval prior to incorporating those details or projects into a construction project. In addition to the conditions and requirements stated under Section A above, the following shall apply:
1. Submittals for common details and projects require a meeting with the Regional Supervisor in which the facility is located, or with a Deputy Division Chief for facilities located in multiple regions. The purpose of this meeting is:
    - a. To determine if the details/project qualifies for the preapproval program based on whether a preapproval will provide plan review and/or field observation efficiencies and can be incorporated into multiple projects at a facility or require only minor additional work to incorporate into projects at multiple facilities, where applicable.

- b. To review the proposed details/projects to determine the workload and which region, if any, has the capacity to review the submittals within a negotiated time frame.
  - c. To establish any additional requirements the Office may deem necessary for the process.
2. All plans and details submitted for preapproval must comply with the DPOR stamping and signing requirements of the California Administrative code, Title 24 Part 1.
  3. All drawings submitted for preapproval are required to identify the building, facility or healthcare system for which they are being approved.
  4. Regardless if the DPOR who incorporates OPDs into their project construction documents is different than the design professional who stamped and signed the OPDs, they must review all qualities, features, and/or the project-specific conditions and installation. In this case, stamping and signing of specific construction documents in which OPDs are incorporated are for this purpose only. A notation may be provided on the drawings indicating the DPOR's role regarding incorporation of the OPDs into the construction documents. The preapproval stamps/approvals shall remain on the preapproved drawings as well as the stamps mentioned above.

Original signed \_\_\_\_\_ 01/30/2025  
Chris Tokas, Deputy Director      Date

**REVISION HISTORY**

01-30-2025 Reduced text by using acronyms when deemed appropriate. Clarified stamping and signing requirements for design professionals when incorporating OPDs into their projects. Added Section B – Facility Specific Preapproved Details.

04-26-2022 Second Revision.

12-05-2013 First Revision.

08-16-2011 First Issued.