

**e-Services
Portal
User
Guide**

**HOSPITAL
SERVICES
REPORTING**

VERSION 1.0

**Section
25**

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1 Introduction

Welcome to HCAI Electronic Services Portal Client Access (eCA) User Guide

This section provides users with step-by-step instructions for creating and submitting a Hospital Services Reporting using eCA.



Remember: This user guide provides step-by-step help to submit the application. For help with submitting an application, user account, or other, contact us at eserv@hcai.ca.gov or 916-440-8400.

What should you know about submitting a Hospital Services Reporting application.

- A Hospital Services Reporting application is for all buildings at a facility. Submit one application for all buildings.
- If after initial submission, the applicant is requested to edit submitted information, see Appendix A for instructions.

2 Hospital Services Report

2.1 Page Flow Overview

Users must follow the predefined steps to create and submit Hospital Services Report. Below is an illustration of the page flow steps.

Table 1: eCA Pageflow

Page No.	Page Title	Description
Hospital Services Reporting		
1	Record Type	User must select Hospital Services Reporting on this step.
2	Select Facility	User selects the facility from HCAI’s facility database. eCA auto-populates the facility, address, and facility owner information. Only General Acute Care facilities are required to submit Services reporting.
3	Contact(s)	User enters facility authorized agent that HCAI/OSHPD will communicate with while reviewing the submittal.
4	Building Services	User identifies the services for each building at the facility. Visit the Facility Details web page for detailed information of the buildings being reported.
5	Facility Authorization	User enters a valid Facility PIN code. Usually entered by Facility Representative but may be entered by any user with the valid PIN.
6	Review	User reviews the data entered on the application for accuracy; edits can still be made if necessary.
7	Confirmation	Application submitted to HCAI. eCA issues a record ID number. User prints summary sheet.
8	Post Submittal Edits	If services at a facility require editing, you will be prompted to Edit the record post submission. See Appendix A.

2.2 Basic rules of page flow

Below are some basic rules of submitting an application using the eCA page flow:

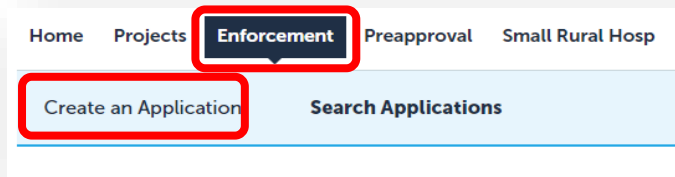
- ✓ To start creating an application for a new services reporting, or to resume an existing in-progress application, user must start from the first page flow step.
- ✓ User can navigate back and forth within the completed pages.
- ✓ User must click on “Continue Application” or “Save and Resume Later” button to save the data entered on the page.
- ✓ It is recommended that user clicks the “Save and Resume Later” button as needed to prevent data loss due to data entry errors.
- ✓ If any required data is missing from the page, when the “Continue Application” button is clicked, an error message is displayed on the top of the page. User must correct any errors before continuing to the next page flow screen.

2.3 Create and Submit a Hospital Services Reporting

The following information will guide users through the steps necessary to create an application for an Hospital Services Reporting application.

If you do not have an eClient Access login, click the “Register for an Account” link on the eClient Access site at <https://esp.oshpd.ca.gov>.

Step 1. Start Create a Hospital Services Reporting



Only registered users may create an Application for Hospital Services Reporting. Begin under **Enforcement** module by clicking on the “**Create an Application**” link.

Online Application

Welcome to the HCAI eServices Portal Client Access online project tracking system. Using eCA you can submit project applications, pay fees, and track the status of your projects - all from the convenience of your home or office, 24-hours a day.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the HCAI Privacy Policy below before beginning your application.

HCAI Privacy Policy
 By continuing, I have read and accept the HCAI privacy policy.
<https://hcai.ca.gov/home/privacy-policy/>

I have read and accepted the above terms.

[Continue Application >](#)

Step 2. Accept HCAI Privacy Policy

Click on the link in the window to review the privacy policy. Check “I have read and accepted the above terms” then click on “**Continue Application**” button.

Step 3. Select Record Type

Select the “Hospital Services Reporting” then click on “Continue Application” button.

- ▶ Compliance Enforcement Applications
 - Re-Open Closed Project
- ▶ Hospital Reporting
 - Hospital Services Reporting
 - Hospital Signage Reporting
- ▶ SNF/ICF Assessments
 - SNF Backup Power Assessment

Step 4. Enter Facility Information

Enter the HCAI Facility ID or Facility Name then click on “Search” button. If the facility is found, the facility information, address, and owner fields will be automatically populated and become read-only.

Step 1: Facility Information > Facility Details

Facility

Enter the HCAI Facility ID for this Project (or select 'Auto-fill' if available) and facility from the returned list. Both the Address and Owner sections will be automatically populated with information from our database. **Please verify that this information is correct.** If the facility information is incorrect or to add a new facility.

* Facility ID Facility Name

Type of Facility:

County Code:

To search for another facility or reset and start over, click on “Clear” button in Facility, Address and Owner section (shown below). This clears the previous entered facility. Once the correct facility is selected, to advance to the next page flow step, click on “Continue Application”.

Step 1: Select Facility > SNF or ICF * indicates a required field.

Facility

Enter the HCAI Facility ID of the Skilled Nursing Facility / Intermediate Care Facility for this application and then click on the Search button (or select 'Auto-fill' if available). Select the correct facility from the returned list. Both the Address and Owner sections will be automatically completed with the current information from our database. **Please verify that this information is correct.** Contact HCAI at eserv@hcai.ca.gov if the current facility information is incorrect or to add a new facility.

Only Skilled Nursing and Intermediate Care Facilities are required to submit an assessment. If your facility is not a Skilled Nursing or Intermediate Care Facility, you will not be permitted to continue.

* Facility ID: 20005 Facility Name: Windsor Chico Care Center

Responsible Region: North Region Type of Facility: Skilled Nursing and Interm. Care Fac

Geographic Region: North Region County Code: 04 - Butte

RCO: JLABRIE ACO: CCERVANTES DSE: NSTEPT Field FLSO: JTRUMBAUER

Senior Architect: DHARRIS Plan Review PT: SACPT1 Closure PT: SACPT2

Address

* Street No.: 188 * Street Name: Cohasset Ln City: Chico State: CA * Zip: 95926

Owner

Auto-fill with: 10039 - THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

Owner Name: 20005 - WINDSOR CHICO CARE CENT

Address Line 1: 9200 W SUNSET BLVD., SUITE 725 City: WEST HOLLYWOOD State: CA Zip: 90069

Phone: E-mail:

Clearing Searched Results

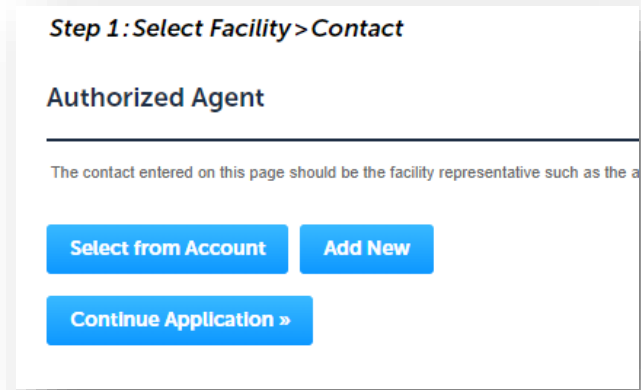
Step 5. Enter Contact

A Contact is the individual representing the Facility to whom correspondence will be copied.

- If the logged in user is the contact, click **“Select from Account”** to add the contact.
- If the logged in user is not the contact, click **“Add New”** to enter the information. Click **Continue** to return to application.

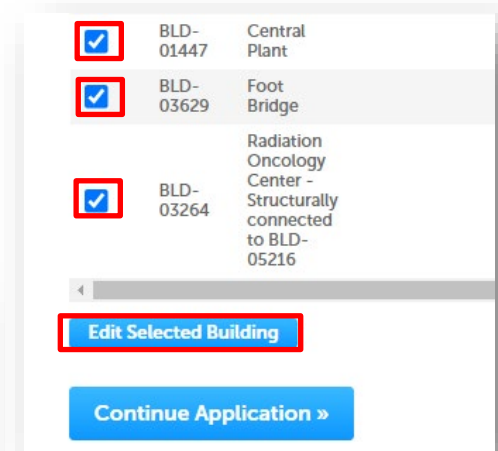
Missing data from required fields must be completed to continue the application.

When entered, click on **“Continue Application”**.



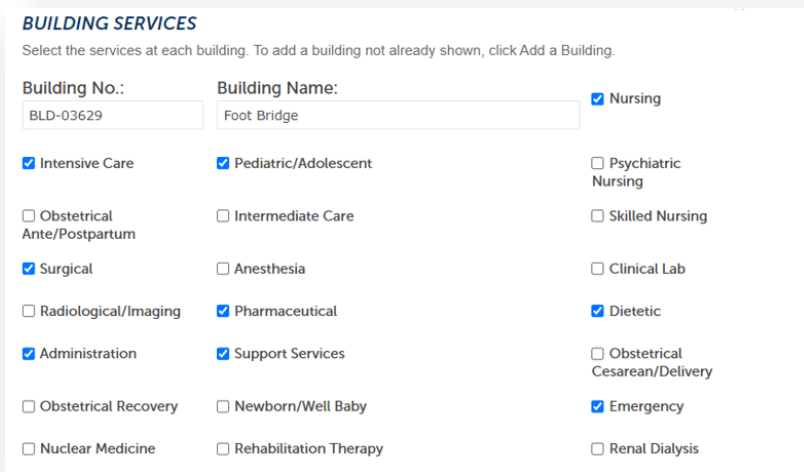
Step 6. Services

To enter services at a building listed on the page, check the box next to the building number and click **Edit Selected Building**.



The building with all potential services is listed. Check the box next to each service at the building.

When complete, click **Submit**.



Note: If a building has no General Acute Care Services, enter the use in the text box named Non-GAC Uses. Also, if you cannot submit when you select Canopy or other non-service containing building, enter a response in the Non-GAC Uses field.

BUILDING SERVICES

Select the services at each building. To add a building not already shown, click Add a Building.

Showing 1-8 of 8

<input type="checkbox"/>	Building No.	Building Name	Nursing	Intensive Care	Pediatric/Adolescent	Psychiatric Nursing	Obstetrical Ante/Postpartum	Intermediate Care
<input type="checkbox"/>	BLD-01447	Central Plant	No	Yes	Yes	No	No	No
<input type="checkbox"/>	BLD-03629	Foot Bridge	Yes	Yes	Yes	No	No	No
<input type="checkbox"/>	BLD-03264	Radiation Oncology Center - Structurally connected to BLD-05216	No	No	No	No	No	No

[Edit Selected Building](#)

Repeat for each building listed until all buildings have services selected.

When finished entering services for all buildings, click **“Continue Application”**.

Step 7. Enter Facility PIN code

Before entering the Facility PIN Code, it is recommended that you have clicked on “Save and Resume Later” at least once!

If you are authorized by the facility and have obtained a valid Facility PIN, enter it on the screen, then click on **“Continue Application”** button to proceed to the next page flow screen.

Step 3: Security and Payment > PIN Security * indicates a required field.

PIN

SECURITY
 Please enter your Facility's six digit PIN below. **You will not be able to complete this project without a valid PIN.** If you do not know your Facility's PIN, click "Save pending submittal" now. This will save your record and issue a temporary project number (e.g. 17TMP-00014); a confirmation email will be sent to you.

If you do not know the PIN but a PIN has been issued, forward the confirmation email to the PIN holder.

If your facility has not been issued a PIN, or you having other access issues, please contact the eCA Access Manager at eCA.Access.Manager@oshpd.ca.gov or call (916) 440-8400.

[Continue Application »](#)
[Save and resume later](#)

If user enters an invalid Facility PIN, eCA displays an error message and prevents user from proceeding to the next screen. The application will be locked. Click **“Save and Resume Later”** and when resumed, select **“Start from Beginning”**

If you do not have a valid Facility PIN code, click on **“Save and Resume Later”** button to save the record.

If you click the **“Save and Resume Later”** button, the application process stops, and user is redirected to the record List page. eCA issues a temporary Record ID and displays the application in user’s record list.

Your partial application (23TMP-GAC-00005) has been successfully saved.
To resume the application(s), go to the Records section and click the Resume Application link.

Showing 1-10 of 25 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Date	Record Number	Record Type	Project Name	Status	Action
<input type="checkbox"/>	01/23/2023	23TMP-GAC-00005	Hospital Services Reporting			Resume Application

Users can **“Resume Application”** at a later time.

Step 8. User reviews the data entered and makes edits if needed.

On this screen, user can click on **“Edit”** button in each application step to make necessary changes.

Hospital Services Reporting

1 Hospital Services Reporting

Apply use PIN code

4 Review

5 Pay Fees

6 Record Issuance

Step 4: Review

Continue Application »

Save and resume later

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.

Record Type

Hospital Services Reporting

Facility

Edit

Facility ID 10625
 Facility Name Sutter Medical Center, Sacramento
 Responsible Region: North Region
 Type of Facility: General Acute Care
 Geographic Region: North Region
 County Code: 34 - Sacramento
 RCO: PMOHAN
 ACO: CCERVANTES
 DSE: ABASHARK
 Field FLSO: JTRUMBAUER
 Closure PT: SACPT2
 Senior Architect: DHARRIS
 Plan Review PT: SACPT1

Once all data is verified, click on **“Continue Application”** to proceed to the next page flow screen.


Step 9. Submission confirmation.

On this final screen, eCA displays a project submission confirmation including the record number. User can print a record summary from this screen. The document is in PDF format and may be saved or emailed. User can view the detailed information about the application by clicking on “**View Record Details**” button.

Hospital Services Reporting

1	2 Hospital Services Reporting	IN	4 Review	5 Pay Fees	6 Record Issuance
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Step 6: Record Issuance

 Your application has been successfully submitted. Please print your record and retain a copy for your records.

Thank you for using our online services.

Your Record Number is **GACSERV-2023-00001**

[View Record Details »](#)

Email confirmation is automatically sent to the public user that started the application and to the public user that approved the application (Owner Representative).

Congratulations! You have successfully submitted an application for Hospital Services Reporting to HCAI!



If corrections are required, the applicant will be notified and a prompt to edit the services report will be visible in your project list in eCA. See Appendix A for more.

Appendix A – Post Submission Edits

During review of the submittal, it is determined that remarks need correction, the application will be made editable to record creator.

As the following image shows, the **Edit** link will open the record for editing.

Records

To pay invoices, click the Pay Fees link, or click [Shopping Cart Payment Portal](#).
 You must be logged in to eCA to access the payment portal.
 See eCA Online Payment Instructions for more information.

Showing 1-10 of 39 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Date	Record Number	Record Type	Project Name	Status	Action
<input type="checkbox"/>	02/07/2023	GACSERV-2023-00004	Hospital Services Reporting		Open - Remarkd	Edit

Click the Edit link shown above and you will be taken to the record. Click the Edit button on the section you wish to edit shown below. This will take you to another page where you can edit the individual rows.

BUILDING SERVICES

Building No.	Building Name	Nursing	Intensive Care	Pediatric/Adolescent	Psychiatric Nursing	Obstetrical Ante/Postpartum	Intermediate Care	Skilled Nursing	Surgical	Other
BLD-03622	Sutter Capital Pavilion	No	No	Yes	No	No	No	No	No	No
BLD-05908	Main Hospital Utility Tunnel	No	No	Yes	No	No	No	No	No	No

[Edit](#)

Custom Fields

SECURITY

[Submit Updated Information](#)

The next image shows the list of buildings with a check box next to each one. Check the box next to the buildings you want to edit and click **'Edit selected buildings'** button.

The image below shows the rows checked and the Edit Selected Buildings button.

Showing 1-6 of 6

<input type="checkbox"/>	Building No.	Building Name	Nursing - General Medical / Surgical	Surgical	Anesthesia, Post-Anesthesia Care Unit	Clinical Lab	Imaging, Radiological / Diagnostic Imaging	Pharmacy	Dietetic	Administrative	Sterile Processing
<input checked="" type="checkbox"/>	BLD-03622	Sutter Capital Pavilion	No	No	No	No	No	No	No	No	No
<input checked="" type="checkbox"/>	BLD-05216	Women's & Children's Center	No	No	No	No	Yes	No	No	No	No
<input checked="" type="checkbox"/>	BLD-01446	Main Hospital	No	No	No	No	No	No	No	Yes	No
<input type="checkbox"/>	BLD-03629	Foot Bridge	No	No	No	No	No	No	No	No	No
<input type="checkbox"/>	BLD-05907	Sutter Capital Pavilion Utility Tunnel	No	No	No	No	No	No	No	No	No
<input type="checkbox"/>	BLD-05908	Main Hospital Utility Tunnel	No	No	No	No	No	Yes	No	No	No

[Edit Selected Building](#)

[Continue Application »](#)

Click the Edit Selected Buildings button to open the Edit page with the select buildings. All selected buildings are in a long page. Edit each building and click Submit when complete.

Note: If a building has no General Acute Care Services, enter the use in the Non-GAC Uses text box. Also, if you cannot submit when you select Canopy or other non-service containing building, enter a response in the Non- GAC Uses field.

BUILDING SERVICES x

To edit the building services, check the box next to the building number/name and click Edit Selected Building.
To edit all buildings, select the box at top of the list of building and click Edit Selected Buildings

Building No.: BLD-03622	Building Name: Sutter Capital Pavilion	<input type="checkbox"/> Nursing - General Medical / Surgical
<input type="checkbox"/> Surgical	<input type="checkbox"/> Anesthesia, Post-Anesthesia Care Unit	<input type="checkbox"/> Clinical Lab
<input type="checkbox"/> Imaging, Radiological / Diagnostic Imaging	<input type="checkbox"/> Pharmacy	<input type="checkbox"/> Dietetic
<input type="checkbox"/> Administrative	<input type="checkbox"/> Sterile Processing	<input type="checkbox"/> General Storage
<input type="checkbox"/> Morgue	<input type="checkbox"/> Employee Dressing	<input type="checkbox"/> Housekeeping
<input checked="" type="checkbox"/> Laundry	<input type="checkbox"/> Special Procedures	<input type="checkbox"/> Intensive Care / Coronary Care / Pediatric ICU
<input type="checkbox"/> Burn Unit	<input type="checkbox"/> Neonatal Intensive Care Unit	<input type="checkbox"/> Pediatric / Adolescent Nursing Unit
<input type="checkbox"/> Psychiatric Nursing	<input type="checkbox"/> Obstetrics / Perinatal Unit	<input type="checkbox"/> Emergency
<input type="checkbox"/> Nuclear Medicine	<input checked="" type="checkbox"/> Rehabilitation Therapy	<input type="checkbox"/> Physical Rehabilitation

Building No.: BLD-05216	Building Name: Women's & Children's Center	<input type="checkbox"/> Nursing - General Medical / Surgical
<input type="checkbox"/> Surgical	<input type="checkbox"/> Anesthesia, Post-Anesthesia Care Unit	<input type="checkbox"/> Clinical Lab
<input checked="" type="checkbox"/> Imaging, Radiological / Diagnostic Imaging	<input type="checkbox"/> Pharmacy	<input type="checkbox"/> Dietetic
<input type="checkbox"/> Administrative	<input type="checkbox"/> Sterile Processing	<input type="checkbox"/> General Storage
<input type="checkbox"/> Morgue	<input type="checkbox"/> Employee Dressing	<input type="checkbox"/> Housekeeping
<input type="checkbox"/> Laundry	<input type="checkbox"/> Special Procedures	<input type="checkbox"/> Intensive Care / Coronary Care / Pediatric ICU
<input type="checkbox"/> Burn Unit	<input type="checkbox"/> Neonatal Intensive Care Unit	<input type="checkbox"/> Pediatric / Adolescent Nursing Unit
<input type="checkbox"/> Psychiatric Nursing	<input type="checkbox"/> Obstetrics / Perinatal Unit	<input type="checkbox"/> Emergency
<input type="checkbox"/> Morgue	<input type="checkbox"/> Employee Dressing	<input type="checkbox"/> Housekeeping
<input type="checkbox"/> Laundry	<input type="checkbox"/> Special Procedures	<input type="checkbox"/> Intensive Care / Coronary Care / Pediatric ICU
<input type="checkbox"/> Burn Unit	<input type="checkbox"/> Neonatal Intensive Care Unit	<input type="checkbox"/> Pediatric / Adolescent Nursing Unit
<input type="checkbox"/> Psychiatric Nursing	<input type="checkbox"/> Obstetrics / Perinatal Unit	<input type="checkbox"/> Emergency
<input type="checkbox"/> Nuclear Medicine	<input type="checkbox"/> Rehabilitation Therapy	<input type="checkbox"/> Physical Rehabilitation Nursing Unit
<input type="checkbox"/> Renal Dialysis	<input type="checkbox"/> Respiratory	<input type="checkbox"/> Intermediate Care
<input type="checkbox"/> Outpatient Services	<input type="checkbox"/> Skilled Nursing Unit	<input type="checkbox"/> Central Plant / Utility Building

Non-GAC Uses:
xx

Submit
Cancel

Clicking Submit will take you back to the previous page on the record.

Services at Building

BUILDING SERVICES

To edit the building services, check the box next to the building number/name and click Edit Selected Building. To edit all buildings, select the box at top of the list of building and click Edit Selected Buildings

Showing 1-6 of 6

<input type="checkbox"/>	Building No.	Building Name	Nursing - General Medical / Surgical	Surgical	Anesthesia, Post-Anesthesia Care Unit	Clinical Lab	Imaging, Radiological / Diagnostic Imaging	Pharmacy	Dietetic	Administrative	Sterile Processing
<input type="checkbox"/>	BLD-03622	Sutter Capital Pavilion	No	No	No	No	No	No	No	No	No
<input type="checkbox"/>	BLD-05216	Women's & Children's Center	No	No	No	No	Yes	No	No	No	No
<input type="checkbox"/>	BLD-01446	Main Hospital	No	No	No	No	No	No	No	Yes	No
<input type="checkbox"/>	BLD-03629	Foot Bridge	No	No	No	No	No	No	No	No	No
<input type="checkbox"/>	BLD-05907	Sutter Capital Pavilion Utility Tunnel	No	No	No	No	No	No	No	No	No
<input type="checkbox"/>	BLD-05908	Main Hospital Utility Tunnel	No	No	No	No	No	Yes	No	No	No

Click Continue Application to go back to the Record. Now, just click Submit Updated Information to complete the Edits.

Services at Building

BUILDING SERVICES

Building No.	Building Name	Nursing - General Medical / Surgical	Surgical	Anesthesia, Post-Anesthesia Care Unit	Clinical Lab	Imaging, Radiological / Diagnostic Imaging	Pharmacy	Dietetic	Administrative	Sterile Processing	Ge Stc
BLD-03622	Sutter Capital Pavilion	No	No	No	No	No	No	No	No	No	No
BLD-05216	Women's & Children's Center	No	No	No	No	Yes	No	No	No	No	No
BLD-01446	Main Hospital	No	No	No	No	No	No	No	Yes	No	No
BLD-03629	Foot Bridge	No	No	No	No	No	No	No	No	No	No
BLD-05907	Sutter Capital Pavilion Utility Tunnel	No	No	No	No	No	No	No	No	No	No
BLD-05908	Main Hospital Utility Tunnel	No	No	No	No	No	Yes	No	No	No	No

Enter PIN

SECURITY

After you click Submit Updated Information, you should be back at the record list in eCA and your revision of the GACServ record is complete.

Appendix B – Printing Services Report

Within the [Facility Detail dashboard](#) is the Building Services link which will allow you to view and print the Services Report for each year.

To search for a facility, type the facility number or name in the search box and select the facility in the results.

Facility Detail

Click on the **Facility List Drop-down** below and scroll to find and select a facility. Or click the drop-down and begin typing a facility name or number to filter the list. Data is updated every 2 weeks.

New: AB 2190 Quarterly Reports are now available.

For accessible copies of facility site plans [email Seismic Compliance Unit](#).

Facility Info | Building List/Seismic Info | Building Services | Instrumented Buildings | AB2190 Report | Unauthorized C...

Show facilities:

- (All)
- Do not have AB 2190 Extensions
- Have AB 2190 Extensions

12364 Sharp Memorial Hospital
(HCAI ID: 106370694)
7901 Frost St.
San Diego, CA-92123
County: San Diego
License Type: General Acute Care
MSSA Designation: Urban
HCAI Geographic Region: South Region

Plan Review Supervisor:

Facility List Drop-down

- 12364 Sharp Memorial Hospital
- 10006 Orchard Hospital
- 10009 Enloe Medical Center - Cohasset
- 10013 Enloe Health
- 10019 Oroville Hospital
- 10022 Kaiser Foundation Hospital Sacramento
- 10025 UC Davis Rehabilitation Hospital
- 10027 California Northstate University Medical Center
- 10028 Kaiser Foundation Hospital - San Marcos
- 10029 Mark Twain Medical Center
- 10030 River Vista Behavioral Health
- 10032 Colusa Medical Center
- 10034 Antelope Valley Specialty Hospital, LLC
- 10035 Stanford Health Care
- 10036 City of Hope National Medical Center Orange County
- 10037 Southern Humboldt Community Healthcare District
- 10039 University of California Irvine Medical Center - Irvine
- 10040 Harvest Medical Complex
- 10041 John George Psychiatric Hospital

Enter facility number or facility name and select the resulting facility displayed.



Building List/Seismic Information

Building Services

AB2190 Attestation Not Required

Navigate to the Building Services link.

Scroll down and select the Building Services button to be taken to the Building Services tab.

Appendix B – Services Report (Continued)

On the Building Services tab, select the Applicable Year.

Click on the **Facility List Drop-down** below and scroll to find and select a facility. Or click the drop-down and begin typing a facility name or number to filter the list. Data is updated every 2 weeks.

New: AB 2190 Quarterly Reports are now available.
For accessible copies of facility site plans email [seismic@hcai.ca.gov](#)

Building Services tab

Facility Info | Building List/Seismic Info | **Building Services** | Instrumented Buildings | AB2190 Report | Unauthorized Construction | Building Operational Plan

Applicable Year: 2023

Select the year that you would

Back to Main

10035 Stanford Health Care

Bldg Num	Bldg Name	Applicable Year	Nursing Med Surg	Surgical	Anesthesia PACU	Clinical Lab	Imaging Radiological Diagnostic Imaging	Pharmacy	Dietetic	Administrative	Sterile Processing	General Storage	Morgue	Employee Dressing	Housekeeping EVS	Laundry Linen	Special Procedures	ICU CCU PICU	Burn Unit	Neonatal Intensive Care Unit	Pediatric/Adolescent Nursing Unit	Psychiatric Nursing	Obstetrics Perinatal Unit	Emergency	Nuclear Medicine	Rehabilitation Therapy	Physical Rehabilitation Nursing Unit	Renal Dialysis	Respiratory	Intermediate Care	Outpatient Services	Skilled Nursing Unit	Central Plant Utility Bldg	Canopies Corridor Buildings Tunnels	Non GAC Uses	SPC/NPC	
BLD-02865	New Stanford Hospital - Generator Building	2023																																			SPC: 5 NPC: 5 Earthquake Resilient
BLD-05260	New Stanford Hospital	2023	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					X	X			X									SPC: 5 NPC: 5 Earthquake Resilient
BLD-05880	New Stanford Hospital - Elevator / Stair Enclosure	2023																													X					SPC: 5 NPC: 5 Earthquake Resilient	
BLD-05881	New Stanford Hospital - Utility Tunnel	2023																													X					SPC: N/A NPC: 5	

Scroll down and select the Hospital Services Report (where available) button, and the report should download as a pdf document.

Select the Hospital Services Report

SPC = Structural Performance Category
 NPC = Nonstructural Performance Category
 SPC and NPC are applicable to Hospital Buildings only
 3s, 4s and 5s indicate SPC/NPC rating self-reported by the hospital and not verified by OSHPD

Hospital Services Report (where available) **Download PDF**

To create a PDF of this table, use the Download PDF above button. Select "Specific sheets from this dashboard" and select the "Building Serv" sheet. For best results, use "Landscape" orientation.

Appendix B – Services Report (Continued)

**2023 Hospital Seismic Performance Report
AB 1882**

AB 1882 Purpose – Services and Performance Ratings

Assembly Bill 1882 requires each general acute care hospital operator to annually report the structural and non-structural performance ratings for each individual hospital building used for providing care, and services housed in each. Hospital operators are responsible to provide their report to specific public entities and hospital stakeholders until seismic compliance is achieved for all buildings.

This document includes a brief explanation of Structural and Non-structural Performance Ratings, along with details about services offered by the hospital. Additionally, it outlines the specific entities and stakeholders to whom the facility is required to submit the report. Furthermore, the document contains the facilities' site plan, building numbers and names, and a comprehensive table detailing the ratings of acute care services housed within each building.

Structural and Non-structural Performance Ratings: The Structural Performance Category (SPC) of a hospital building, akin to bones and muscles in the human body, signifies its primary strength and stability, ranging from the strongest SPC-5 to the weakest SPC-1. Non-structural Performance Category (NPC), like organs in the human body, includes systems and equipment vital to daily operations, rated from functional NPC-5 to system risk to life NPC-1. Both SPC and NPC are crucial, collectively defining a hospital's effectiveness and quality of care.

Acute Care Services: General acute care services are grouped into four categories:

- Required clinical services: Anesthesiology, Surgery, Anesthesia, Imaging, Laboratory, Pharmacy, Dietetic
- Required support services: Administration, Environmental Services, General Stores, Linen, Morgue
- Supplemental services – Additional services requiring special licensure: Critical Care, Emergency, Pediatric, Geriatric, Obstetrics, Rehabilitation, Skilled Nursing, others
- Infrastructure – Buildings that provide utilities and support circulation: Central Plants, canopies, corridor buildings, elevators, skybridges

Report Distribution: Hospitals are required to issue reports to the following organizations and stakeholders:

- Local county board of supervisors
- Local city council, if applicable
- Any labor union representing employees working in buildings not fully conforming
- Special district or joint power agencies providing fire and emergency medical services district, if applicable
- Department of Health Care Access and Information
- Board of directors of the hospital
- Local office of emergency services or equivalent
- Office of Emergency Services
- Medical health operational area coordinator

Appendix B – Services Report (Continued)

1xxxx Health Care Facility

Bldg Num	Bldg Name	Applicable Year	Nursing Med Surg	Surgical	Anesthesia PACU	Clinical Lab	Imaging Radiological Diagnostic Imaging	Pharmacy	Dietetic	Administrative	Sterile Processing	General Storage	Morgue	Employee Dressing	Housekeeping EVS	Laundry Linen	Special Procedures	ICU / CCU / PICU	Burn Unit	Neonatal Intensive Care Unit	Pediatric Adolescent Nursing Unit	Psychiatric Nursing	Obstetrics Perinatal Unit	Emergency	Nuclear Medicine	Radiotherapy	Local Rehabilitation Nursing Unit	Renal Dialysis	Respiratory	Intermediate Care	Outpatient Services	Skilled Nursing	Central P	Buildings Tunnel	Specialty GAC Uses
BLD 01235	New Stanford Hospital - Generator Building	2023																														X			SPC: 5 NPC: 5 Earthquake Resilient
BLD 05225	New Stanford Hospital	2023	X	X	X	X	X	X	X	X	X	X		X	X	X		X										X							SPC: 5 NPC: 5 Earthquake Resilient
BLD 05215	New Stanford Hospital - Elevator / Stair Enclosure	2023																														X			SPC: 5 NPC: 5 Earthquake Resilient
BLD 05288	New Stanford Hospital - Utility Tunnel	2023																														X			SPC: N/A NPC: 5

Appendix B – Services Report (Continued)

General Acute Care Hospital Building Services – Glossary

Service Category	Description
<u>Basic Clinical Services</u>	<u>Required for hospital licensure</u>
Nursing - General Medical/Surgical	General inpatient nursing bed units. <ul style="list-style-type: none"> • Includes post-intensive care or transitional care/telemetry units • Excludes specialty nursing units
Surgical	Surgery Department <ul style="list-style-type: none"> • Includes patient preparation unit and operating rooms • Hybrid operating rooms (in-room CT, MRI, other intraoperative surgery modalities)
Anesthesia, Post Anesthesia Care Unit	Post-surgery recovery unit
Clinical Laboratory	Laboratory services
Imaging, Radiological/Diagnostic Imaging	X-Ray, Fluoroscopy, CT, MRI, Ultrasound, Mammography
Pharmacy	Main Pharmacy <ul style="list-style-type: none"> • Excludes in-unit medication rooms
Caterer	Patient meal preparation kitchen, servery & dining <ul style="list-style-type: none"> • Includes emergency food storage location • Excludes snack bars, unit food storage & break rooms

Appendix B – Services Report (Continued)

<u>Basic Support Services</u>	<u>Required for hospital operations</u>
Administration	Main hospital administration location <ul style="list-style-type: none"> Excludes department administration
Sterile Processing	Main instrument sterilization, reprocessing and storage
General Storage	Main Materials Management single location <ul style="list-style-type: none"> Includes loading docks, storage and similar general storage locations Excludes unit and special storage
Morgue	Includes morgue, autopsy, pathology and body holding. Not required for all facilities.
Employee Dressing	Locker rooms
Waste Management/Environmental Services	Main Environmental Services Office location
Laundry/Linen	Laundry, or Main Linen Storage location if using offsite laundry services
<u>Supplemental Services</u>	<u>Optional clinical services</u>
Special Procedures	Cardiac Catheterization Labs, Interventional Radiology, Angiography
Intensive Care/Coronary Care/Pediatric ICU	Critical care inpatient nursing units for general, cardiovascular or pediatric patients

Appendix B – Services Report (Continued)

Burn Unit	Specialized inpatient critical care unit with specialized capability to treat burns
Neonatal Intensive Care Unit (NICU)	Specialized intensive care unit for newborns
Pediatric/Adolescent Nursing Unit	Principal bed type of Children's' Hospital or specialized unit in a general acute care hospital
Psychiatric Nursing	Specialized inpatient unit for acute psychiatric patients
Obstetrics/Perinatal Unit	Specialized inpatient units for birthing. Includes labor rooms, delivery rooms, C-Section rooms, post-partum rooms, Labor, Delivery and Recovery Rooms (LDR's), Labor, Delivery, Recovery & Post-Partum Rooms (LDRP's) and well-baby nurseries
Emergency	Emergency Departments <ul style="list-style-type: none"> • Includes Trauma Rooms
Nuclear Medicine	Specialized inpatient and outpatient imaging and cardiac testing
Rehabilitation Therapy	Therapy services for inpatients and outpatients <ul style="list-style-type: none"> • Includes Physical Therapy (PT), Occupational Therapy (OT) and Speech Therapy
Physical Rehabilitation Nursing Unit	Specialized inpatient unit for Acute Rehabilitation patients with therapy to support return to normal daily living

Appendix B – Services Report (Continued)

Renal Dialysis	<p>Centralized inpatient/outpatient unit for providing dialysis care.</p> <ul style="list-style-type: none"> Excludes bedside dialysis care
Respiratory Care	<p>Respiratory Care department's main office and specialized storage</p>
Intermediate Care	<p>Specialized long-term inpatient care for developmentally disabled persons or those not requiring skilled nursing. Uncommon in general acute care hospitals.</p>
Outpatient Services	<p>Unspecified inpatient/outpatient services provided in a hospital building</p>
Skilled Nursing Care	<p>Post-acute long term skilled nursing units</p>
<u>Infrastructure</u>	<u>Support for site operations</u>
Central Utility Buildings	<p>Buildings providing principal utility origination</p> <ul style="list-style-type: none"> Includes central plants, boiler, electrical and chiller buildings, utility yards, bulk oxygen vessels, pump houses, etc. Includes main computer server rooms Excludes distributed utility closets
Canopies/Corridor Buildings/Tunnels	<p>Hospital buildings supporting circulation. Includes</p> <ul style="list-style-type: none"> structurally free-standing canopies buildings that only house connecting corridors underground tunnels <p>Excludes:</p> <ul style="list-style-type: none"> Canopies attached to other structures Corridors in buildings with other occupiable uses