

PLANS AND SPECIFICATIONS MUST BE APPROVED BEFORE CONSTRUCTION AND RENOVATION

(Louisiana Administrative Code Title 51, Part XX, Chapter 1, §103. Advanced Approval of New Construction or Major Alteration of Existing Nursing Homes is Mandatory)

Rev. 2/2025

Nursing Home Plan Review Questionnaire

1. Name of facility: _____
2. Physical address: _____
3. Telephone number of facility: _____
4. Mailing address (if different from physical address):

5. Owner of business: _____
(If corporation, partnership, LLC, or LLP; provide copy of the page of articles of organization or incorporation naming agent with agent's contact information)
6. If partnership, list partner name (s):

7. Contact person for facility:
Name: _____ Phone #: (_____) _____
Cell phone #: (_____) _____ Email address: _____
(Used for inspection reporting, boil water advisories, and other pertinent information.)
8. Owner of the real property (land and building):
Name: _____ Phone #: (_____) _____
9. Check all that apply and complete blank as necessary:
 - New construction
 - Existing building; year constructed _____
 - Existing building-occupancy classification will remain the same
 - Change of existing business ownership only
 - Change of real property ownership
 - Renovation/remodel of existing facility
 - Addition to existing facility
10. How many clients will reside at the facility? _____

11. Is this facility connected to a public water system?
 Yes, name of public water system: _____
 No; must submit water well plans.
12. Is this facility connected to a public sewer system?
 Yes, name of system: _____
 No; must submit sewage system plans.

Louisiana Administrative Code, Title 51, Part XX.

The following code requirements are specific for nursing home facilities. The completed questionnaire must be signed and dated by the prospective facility owner or designated agent.

13. Is the nursing home provided with equipment adequate to maintain, in every room used by patients, a temperature of not less than 76 degrees Fahrenheit in the coldest weather? **Yes** **No**
("All homes shall be provided with heating equipment adequate to maintain, in every room used by patients, a temperature of not less than 76 degrees Fahrenheit in the coldest weather." Chapter 1, §105. A.)
14. Does each room having a bathtub, or shower, or toilet have a heater or a duct to it from a heating system? **Yes** **No**
("Each room having a bathtub, or shower, or toilet shall have a heater, or a duct to it from a heating system. Chapter 1, §105. A)
15. Are the combustion chambers of all heating systems, and other fired equipment vented to the atmosphere? **Yes** **No**
("The combustion chambers of all heating systems, and other fired equipment shall be vented to the atmosphere." Chapter 1, §105. A)
16. Are other parts of the heating, cooling, and ventilating system designed, built, and maintained as to ensure that the pressure in the space from which combustion air is drawn does not become negative with respect to the atmosphere? **Yes** **No**
("Other parts of the heating, cooling, and ventilating system shall be so designed, built, and maintained as to ensure that the pressure in the space from which combustion air is drawn does not become negative with respect to the atmosphere." Chapter 1, §105. A)
17. Are isolation rooms with negative air pressure and either at least six changes of room air per hour accomplished by exhaust ventilation, or equivalent circulation and treatment by ultraviolet light treatment, "air scrubber", or equivalent provided for the care of persons with tuberculosis in a communicable state or suspected of having tuberculosis in a communicable state?
 Yes **No**
("Persons with tuberculosis in a communicable state or suspected of having tuberculosis in a communicable state shall be cared for in isolation rooms with negative air pressure and either: a. at least six changes of room air per hour accomplished by exhaust ventilation; or b. equivalent circulation and treatment by ultraviolet light treatment, "air scrubber", or equivalent." Chapter 1, §105. B.1.)
18. Are proper masks, which are able to filter all particles larger than 1 micron, provided to exposed persons in cases where the tuberculosis patient is not in a room with proper ventilation and is unable or unwilling to cover their cough, in order to prevent the spread of infectious respiratory droplets?
 Yes **No**
("If the patient is not in a room with proper ventilation and is unable or unwilling to cover their cough, then exposed persons shall wear proper masks, which filter all particles larger than 1 micron, in order to prevent the spread of infectious respiratory droplets." Chapter 1, §105. B.2.)

19. Are stairs provided where needed and for easy use by patients? **Yes** **No**
("Stairs shall be provided where needed which may be easily used by the patients." Chapter 1, §107. B.)
20. Are the surfaces of stair treads of a non-slip type of surface? **Yes** **No**
("Stair treads shall have non-slip surfaces." Chapter 1, §107. B.)
21. Are the floor, walls, and ceilings of every occupied room smooth, in good repair, and finished as to enable satisfactory cleaning? **Yes** **No**
("Every occupied room shall have a smooth floor, walls, and ceilings in good repair and so finished as to enable satisfactory cleaning." Chapter 1, §107. C.)
22. 27. Is adequate illumination provided to all rooms as follows: (a) a minimum of 10 foot-candles over the entire stairway, halls, and occupied rooms at an elevation of 30 inches above the floor; and (b) a minimum of 30 foot-candles over areas used for reading or close work? **Yes** **No**
("All rooms shall be provided with adequate illumination to provide: (a) a minimum of 10 foot-candles over the entire stairway, halls, and occupied rooms at an elevation of 30 inches above the floor; and (b) a minimum of 30 foot-candles over areas used for reading or close work." Chapter 1, §107. D.)
23. Is each patient provided with an individual bed equipped with clean bed linens? **Yes** **No**
("Each patient shall be provided with an individual bed which shall be equipped with clean bed linens." Chapter 1, §109. A.)
24. Are moisture-proof covers and rubber sheets provided as necessary to keep mattresses and pillows dry? **Yes** **No**
("Moisture-proof covers and rubber sheets shall be provided as necessary to keep mattress and pillows dry." Chapter 1, §109. A.)
25. Are provisions made for laundering household linens and personal clothing of patients when necessary? **Yes** **No**
("Provisions shall be made when necessary for laundering household linens and personal clothing of patients." Chapter 1, §109. A.)
26. Are windows that open to the outside atmosphere provided in each patient's bedroom? **Yes** **No**
("Each patient's bedroom shall have windows opening to the outside atmosphere." Chapter 1, §109. B.)
27. Are toilets, lavatories and bathtubs or showers provided on each floor occupied by patients. **Yes** **No**
("Every nursing home shall have toilets, lavatories and bathtubs or showers on each floor occupied by patients." Chapter 1, §111 A.)
28. Is one lavatory provided in or immediately adjacent to each patient room? **Yes** **No**
("There shall be one lavatory in each room, or immediately adjacent thereto, one toilet for each eight patients and one tub or shower for each 10 patients." Chapter 1, §111 A.)
29. Are bedpans and urinals provided in sufficient number for patients needing them? **Yes** **No**
("There shall be bedpans and urinals in sufficient number for patients needing them and facilities for sanitization thereof are required." Chapter 1, §111 B.)

30. Is a clinic service sink with flush rim or a water closet with bedpan lugs provided, with a bedpan washing attachment with a foot operated valve for washing and a deep sink suitable for immersing the bedpans in a sanitizing solution? **Yes** **No**
("There shall be a clinic service sink with flush rim or a water closet with bedpan lugs, and a bedpan washing attachment with a foot operated valve for washing and a deep sink suitable for immersing the bedpans in a sanitizing solution." Chapter 1, §111 B.)
31. Is a soiled utility area or a separate room provided for the safe storage of the equipment and chemicals and bedpans along with a drying rack for the bedpans? **Yes** **No**
("The equipment shall be in the soiled utility area or a separate room with a safe storage place for chemicals and a rack for draining and storing the bedpans." Chapter 1, §111 B.)
32. Are bathrooms easily accessible and conveniently located? **Yes** **No**
("Bathrooms shall be easily accessible, conveniently located, well lighted and ventilated to the outside atmosphere." Chapter 1, §111 C.)
33. Are bathrooms well lighted and ventilated to the outside atmosphere? **Yes** **No**
("Bathrooms shall be easily accessible, conveniently located, well lighted and ventilated to the outside atmosphere." Chapter 1, §111 C.)
34. Are the fixtures of substantial construction, in good repair, and of such design to enable satisfactory cleaning? **Yes** **No**
("The fixtures shall be of substantial construction, in good repair, and of such design to enable satisfactory cleaning." Chapter 1, §111 C.)
35. Are tub and shower bath bottoms of non-slip material? **Yes** **No**
("Tub and shower bath bottoms shall be of non-slip material." Chapter 1, §111 D.)
36. Are grab bars provided to prevent falling and to assist in getting in and out of the tub or shower?
 Yes **No**
("Grab bars shall be provided to prevent falling and to assist in getting in and out of the tub or shower." Chapter 1, §111 D.)
37. Are lights controlled by wall switches which are placed so that they cannot be reached from the bathtub or the shower? **Yes** **No**
("Lights shall be controlled by wall switches, which shall be so placed that they cannot be reached from the bathtub or shower." Chapter 1, §111 E.)
38. Are institutional grab bars provided at all patient water closets? **Yes** **No**
("Institutional grab bars shall be provided at all patient water closets." Chapter 1, §111 F.)
39. Is a nurses' station provided with a sink, adequate work space, and storage for medicine?
 Yes **No**
("A nurses' station shall be provided and shall include a sink, adequate work space, and storage for medicine." Chapter 1, §113 A.)
40. Will food be stored, prepared, and/or served at the facility for patient/visitor consumption?
 Yes **No**
Will food be transported from a kitchen or dining hall to other areas? **Yes** **No**
NOTE: Please provide details in the Retail Food Plans Review Questionnaire.
(Food preparation, storage and handling shall meet all the requirements of Part XXIII of Title 51.)

41. Does plumbing meet the requirements of Part XIV of Title 51, Louisiana Administrative Code, Public Health Sanitary Code? **Yes** **No** (“Plumbing shall meet the requirements of Part XIV of this Code.” Chapter 1, §121 A.)
42. Do employee and patient health meet the requirements of Part 1, §117 and Part II, §§501-505 of Title 51, Louisiana Administrative Code, Public Health Sanitary Code? **Yes** **No** (“Employee and patient health shall meet the requirements of Part 1, §117 and Part II, §§501-505 of this code.” Chapter 1, §123 A.)
43. A copy of the plans review approval letter from the State Fire Marshall will be provided upon receipt of the letter.
Applicant’s Initials _____
44. **A floor plan is required (hand-drawn or professionally drafted). Label all equipment and fixtures. Please provide the finish schedule for walls, ceilings, and floors.**

Signature of person preparing this questionnaire

Date of signature: _____

Printed name and title of person preparing this questionnaire

Contacts and important information:

State Sanitarian located in the Parish you wish to operate: <https://ldh.la.gov/page/3745>

It is recommended that you obtain a copy of Louisiana Administrative Code, Title 51, Public Health-Sanitary Code, Part XX. Nursing Homes at <http://www.doa.la.gov/Pages/osr/lac/books.aspx>

(Effective January 1, 2016, due to Legislative Act 836 of 2014, the Louisiana Department of Health no longer has authority over sizing of grease traps or interceptors, or restroom fixture counts. This responsibility now lies with the local Certified Building Official, CBO, for your geographical location. Contact your local town, city, or parish office for plumbing information, review, and permitting. Information for the CBO is available at 225-922-0817 or at this site: <https://lasfm.louisiana.gov/searchLSUCCC.aspx>

PLEASE BE AWARE THAT OTHER AGENCIES WILL NEED TO BE CONTACTED. THESE AGENCIES INCLUDE, BUT ARE NOT LIMITED TO, THE LOUISIANA STATE FIRE MARSHAL AND THE LOCAL CERTIFIED BUILDING OFFICIAL (CBO).