



## DoD SPACE PLANNING CRITERIA

### CHAPTER 560: VETERINARY SERVICES

JULY 1, 2017

---

**Originating Component:** Defense Health Agency Facilities Division

**Effective:** July 1, 2017

**Releasability:** No Restrictions

---

**Purpose:** This issuance: To provide space planning criteria guidance in support of planning, programming and budgeting for DoD Military Health System (MHS) facilities.

# ***SUMMARY of CHANGE***

This revision, dated 1 July 2017 includes the following:

- On page 12, section 4.6. FA6: STAFF AND ADMINISTRATION, deleted room 14 “Copy / Supply (RPR01)”.
- On page 13, section 4.8. FA8: FIRST YEAR GRADUATE VETERINARY EDUCATION (FYGVE) room 4, correct room title to read “Conference / Classroom (CRA01)”.
- On page 15, changed section title to read: “FUNCTIONAL DIAGRAM (INTRADEPARTMENTAL): VETERINARY SERVICES”; added description that reads “6.1. FUNCTIONAL DIAGRAM. The diagram below illustrates intradepartmental relationships among key areas / spaces. The diagram is necessarily generic. The planner shall use this as a basis for design only and shall consider project-specific requirements for each Military Treatment Facility.”

## **TABLE OF CONTENTS**

SECTION 1: PURPOSE AND SCOPE.....	4
SECTION 2: OPERATING RATIONALE AND BASIS OF CRITERIA .....	5
SECTION 3: PROGRAM DATA REQUIRED.....	7
3.1. Input Data Statements.....	7
SECTION 4: SPACE PLANNING CRITERIA .....	8
4.1. FA1: Reception.....	8
4.2. FA 2: Animal Holding.....	8
4.3. FA 3: Animal Procedure.....	9
4.4. FA 4: Animal Support.....	10
4.5. FA 5: Food Defense Laboratory .....	11
4.6. FA 6: Staff and Administration.....	11
4.7. FA 7: Support.....	12
4.8. FA 8: First Year Graduate Veterinary Education (FYGVE).....	13
SECTION 5: PLANNING AND DESIGN CONSIDERATIONS .....	14
SECTION 6: FUNCTIONAL DIAGRAM (INTRADPARTMENTAL).....	15
GLOSSARY .....	16
G.1. Definitions.....	16

## **SECTION 1: PURPOSE AND SCOPE**

**1.1. PURPOSE AND SCOPE** This chapter outlines space planning criteria for Veterinary services and programs provided within the Military Health System (MHS).

The space planning criteria in this chapter apply to all Military Veterinary Services, except for the training functions of Dog Centers, and are based on current DoD policies and directives, established and/or anticipated best practices, industry guidelines and standards, and input from DoD Subject Matter Experts (SME) and Defense Health Agency (DHA) Service contacts. As directed by the DHA, these space criteria are primarily workload driven; additional drivers are staffing and mission. Room Codes (RCs) in this document are based on the latest version of DoD UFC 4-510-01, Appendix B.

Dog Centers are facilities for significant training and comprehensive veterinary care of military working dogs (MWD). This criterion does not cover the types of spaces in support of MWD training requirements. However, the medical needs of that canine population are covered in this chapter. Care includes, but is not limited to, routine examinations, vaccinations, dental cleanings, diagnostics procedures and treatments, and examinations and treatment for sick or injured animals. The medical space needed for Dog Centers are primarily workload driven as in non-Dog Center facilities; additional drivers are staffing and mission as appropriate.

This chapter also does not address marine, equine or other exotic Government owned animals. Specialized environmental conditions, beyond the scope of this chapter, must be provided depending on the specific nature of the animal. Seek other sources of information to cover these unique requirements.

## **SECTION 2: OPERATING RATIONALE AND BASIS OF CRITERIA**

### **2.1. OPERATING RATIONALE AND BASIS OF CRITERIA.**

- A. Workload projections expressed in MWD / Government Owned Animals (GOA) / Privately Owned Animals (POA) Exam Room encounters for a specific MHS facility project shall be sought by the planner in order to develop a project based on these Criteria. Planners working on veterinary facilities shall utilize and apply the workload-based criteria set forth herein for identified services and modalities to determine space requirements for the project.
- B. Space planning criteria have been developed on the basis of an understanding of the activities involved in the functional areas required for Veterinary. These criteria are predicated on established and/or anticipated best practice standards, as adapted to provide environments supporting the highest quality veterinary care.
- C. These criteria are subject to modification relative to equipment, veterinary practice, vendor requirements, and subsequent planning and design. The final selection of the size and type of medical equipment is determined during the design process.
- D. Calculation of the number and, in some cases, the area (NSF) of rooms is performed in one of the following methods:
  - a. The directly workload-driven rooms are based on workload projections entered in response to the Workload Input Data Statements (IDSs) in Section 4. The directly workload driven room type in this chapter is the Exam / Treatment Room which accommodates POAs, GOAs and MWDs.
  - b. The indirectly workload-driven rooms are derived from the preceding group. They are typically in the Reception and Support Functional Areas. Examples are Waiting, Clean or Soiled Utility Rooms, etc.
  - c. The mission / staffing-driven rooms are created based on Boolean 'yes/no' or numeric responses to the Mission and Staffing Input Data Statements (IDSs).
- E. The Net Square Feet (NSF) and Room Code (RC) for each room in Section 4: Space Planning Criteria of this chapter was provided by or approved by the Defense Health Agency (DHA) Template Board.
- F. Calculation of each of the directly workload-driven room types is implemented in SEPS based on the following formula:

Formula 1: Annual Room Workload Capacity

$$\frac{(\text{Operating Days per year})(\text{Hours of Operation per Day})}{\text{Average Length of Encounter (ALOE)in Minutes} \div 60 \text{ Mintues}} (\text{Utilization Factor})$$

User defined Value:

1. Average Length of Encounter (ALOE) : User input

Fixed Values:

- a. Operating Days per Year: 240
- b. Hours of Operation per Day: 8
- c. Utilization Factor: 80%

2. Calculation: Annual Workload for one MWD / GOA Exam / Treatment Room:

Given:

Average Length of Encounter (ALOE): 60 Minutes

$$\frac{(240 \text{ Operating Days per Year})(8 \text{ Hours of Operations per Day})}{\text{Average Length of Encounter (ALOE)in Minutes} \div 60 \text{ Mintues}} (0.80) = 1,536$$

- J. Minimum Annual Workload to generate an additional Exam / Treatment Room: 20% of Annual Workload for one Exam / Treatment Room.

TABLE 1: WORKLOAD PARAMETER CALCULATION

<b>560: VETERINARY</b>			
<b>PATIENT ROOM</b>	<b>AVERAGE LENGTH OF ENCOUNTER (ALOE) (minutes)</b>	<b>ANNUAL WORKLOAD PER EXAM / PROCEDURE ROOM</b>	<b>MINIMUM ANNUAL WORKLOAD TO GENERATE ONE ROOM (20%)</b>
POA Exam / Treatment Room	25	3,686	737
MWD/GOA Exam / Treatment Room	60	1,536	307

## **SECTION 3: PROGRAM DATA REQUIRED**

**3.1. INPUT DATA STATEMENTS.** Input Data Statements are based on questions about Workload (W), Mission (M), Staffing (S) and Miscellaneous (Misc) information.

1. Is a VC authorized? (M)
2. Is a VTF authorized? (M)
3. Is a VETAC authorized? (M)
4. Is a VETCEN authorized? (M)
5. Is treatment of MWD / GOA authorized? (M)
6. How many annual MWD / GOA exam / treatment encounters are projected? (W)
7. How many annual POA exam / treatment encounters are projected? (W)
8. Is an ICU Room authorized? (Misc)
9. Is an Imaging Room authorized? (Misc)
10. Is a Digital Reading Room authorized? (Misc)
11. Is a Necropsy Room for the VC authorized? (Misc)
12. Is a Laboratory for the VC authorized? (Misc)
13. Is Food Defense Laboratory authorized? (M)
14. How many Reception FTE positions are authorized? (S)
15. How many FTE staff positions are authorized to have a private office? (Misc)
16. How many FTE positions are authorized to have a shared office? (Misc)
17. How many FTE positions are authorized to have a cubicle? (Misc)
18. How many Veterinary Services male FTE positions on peak shift? (Misc)
19. How many Veterinary Services female FTE positions on peak shift? (Misc)
20. Is a Male Staff Locker / Changing Room authorized? (Misc)
21. Is a Female Staff Locker / Changing Room authorized? (Misc)
22. Is a Male Toilet / Shower authorized? (Misc)
23. Is a Female Toilet / Shower authorized? (Misc)
24. Is a FYGVE Program Authorized? (M)

## SECTION 4: SPACE PLANNING CRITERIA

For calculation of the number of Vending Machine areas, Public Toilets, Communication Closets, and Janitor Closets for this Chapter, please refer to DoD Space Planning Criteria Chapter 610: Common Areas.

### 4.1. FA1: RECEPTION.

1. **Lobby / Waiting Area (WRC01)** **240 NSF**  
Minimum NSF if a VC, VTF, VETAC or VETCEN is authorized; provide an additional 30 NSF per each Exam / Treatment Room greater than two.
2. **Reception (RECP1)** **120 NSF**  
Minimum NSF if a VC, VTF, VETAC or VETCEN is authorized; provide an additional 30 NSF per each Administrative FTE position, greater than two, authorized.  
  
Minimum allocated NSF accommodates two FTEs.
3. **Toilet, Public (TLTU1)** **60 NSF**  
Provide one if a VC, VTF, VETAC or VETCEN is authorized.
4. **Kiosk, Patient Check-In (CLSC1)** **30 NSF**  
Provide one if a VC, VTF, VETAC or VETCEN is authorized.

### 4.2. FA 2: ANIMAL HOLDING.

1. **Isolation, Canine POA (VKEN2)** **120 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.
2. **Isolation, Feline POA (VKEN3)** **90 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.
3. **Isolation, Ante Room POA (VHAU1)** **60 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.  
  
This room will be shared by both Canine and Feline Isolation.
4. **Isolation, MWD / GOA (VKEN2)** **120 NSF**  
Provide one if treatment of MWDs / GOAs is authorized.
5. **Isolation, Ante Room MWD / GOA (VHAU1)** **60 NSF**  
Provide one if treatment of MWDs / GOAs is authorized.
6. **Holding, Canine POA (VKEN1)** **120 NSF**  
Minimum NSF if a VTF, VETAC or VETCEN is authorized; provide an additional 60 NSF for every increment of six Exam / Treatment rooms greater than six.

7. **Holding, Feline POA (VKEN3)** **90 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.
8. **Holding, MWD / GOA (VKEN1)** **120 NSF**  
Provide one if treatment of MWDs/GAOs is authorized if a VTF, VETAC or VETCEN is authorized.

#### **4.3. FA 3: ANIMAL PROCEDURE.**

1. **Exam / Treatment Room, MWD / GOA (VEX01)** **140 NSF**  
Minimum two if a VC, VTF, VETAC or VETCEN is authorized and if treatment of MWDs / GAOs is authorized; provide an additional one for every increment of 1,536 projected annual MWD / GOA exam / treatment encounters greater than 1,536; minimum number of encounters to generate a room is 307.
2. **Exam / Treatment Room, POA (VEX01)** **140 NSF**  
Minimum two if a VC, VTF, VETAC or VETCEN is authorized; provide an additional one for every increment of 3,686 projected annual POA exam / treatment encounters greater than 7,373; minimum number of encounters to generate a room is 737.
3. **ICU Room (VLAH1)** **140 NSF**  
Provide one if an ICU Room for the VTF, VETAC or VETCEN is authorized.
4. **Procedure Room (VEX02)** **180 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.  
  
Procedures performed include: ultrasound, minor wound and laceration treatment, and minor procedures.
5. **Pharmacy (VPH01)** **60 NSF**  
Minimum NSF if a VC is authorized; provide an additional 30 NSF if a VTF, VETAC or VETCEN is authorized.
6. **Imaging Room (VXER1)** **150 NSF**  
Provide one if an Imaging Room for the VC, VTF, VETAC or VETCEN is authorized.
7. **Digital Reading Room (XVC01)** **90 NSF**  
Provide one if a Digital Reading Room for the VC, VTF, VETAC or VETCEN is authorized.
8. **Instrument Prep (VCSS1)** **120 NSF**  
Minimum NSF if a VTF or a VETAC is authorized; provide an additional 120 NSF if a VETCEN is authorized.

9. **Surgery Prep (VSPD1)** **120 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.
- In addition to preparing patients for surgery, this space can be used for emergency patient treatment.
10. **Operating Room (OR) (VS001)** **480 NSF**  
Provide one if a VTF or a VETAC is authorized; provide an additional one if a VETCEN is authorized.
- Abdominal surgery is performed in this room in a VTF. Additional procedures such as spinal, orthopedic, and major reconstructive surgery are performed in a VETAC or VETCEN.
11. **Scrub / Gown Area (VSSG1)** **60 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.
12. **Central Medical Supply (SRS01)** **120 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.
13. **Dental Treatment Room (VS001)** **150 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.
14. **Necropsy Room (VNEC1)** **200 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized or if a Necropsy Room for the VC is authorized.
15. **Storage, Freezer (SRF01)** **90 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized, or if a Necropsy Room for a VC is authorized.
16. **Laboratory (VLB01)** **90 NSF**  
Minimum NSF if a Laboratory for the VC is authorized; provide an additional 30 NSF if a VTF is authorized; provide an additional 60 NSF if a VETAC or VETCEN is authorized.
17. **Janitor Closet (JANC1)** **60 NSF**  
Provide one if a VC or a VTF is authorized; provide an additional one if a VETAC or VETCEN is authorized.

#### **4.4. FA 4: ANIMAL SUPPORT.**

1. **Food Preparation Room (VFP01)** **90 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.

- |   |                |
|---|----------------|
| 2. <b>Storage, Consumables (SRS01)</b>  | <b>60 NSF</b>  |
| Minimum NSF if a VC is authorized; provide an additional 60 NSF if a VTF is authorized; provide an additional 120 NSF if a VETAC or VETCEN is authorized. |                |
| 3. <b>Wash Room (VCWA1)</b>   | <b>90 NSF</b>  |
| Provide one if a VTF, VETAC or VETCEN is authorized.  |                |
| 4. <b>Storage, Equipment (SRE01)</b>  | <b>120 NSF</b> |
| Provide one if a VTF, VETAC or VETCEN is authorized.  |                |

#### **4.5. FA 5: FOOD DEFENSE LABORATORY**

- |   |                |
|---|----------------|
| 1. <b>Lab, Food Inspection (VLBF1)</b>                  | <b>120 NSF</b> |
| Provide one if a Food Defense laboratory is authorized. |                |
| 2. <b>Kitchen, Food Testing (VLBF2)</b>                 | <b>120 NSF</b> |
| Provide one if a Food Defense laboratory is authorized. |                |

#### **4.6. FA 6: STAFF AND ADMINISTRATION.**

- |   |                |
|---|----------------|
| 1. <b>Office, OIC (OFA04)</b>   | <b>120 NSF</b> |
| Provide one if a VTF, VETAC or VETCEN is authorized.  |                |
| 2. <b>Office, NCOIC (OFA04)</b>   | <b>120 NSF</b> |
| Provide one if a VTF, VETAC or VETCEN is authorized.  |                |
| 3. <b>Office, Private (OFA04)</b>   | <b>120 NSF</b> |
| Provide one per each VC, VTF, VETAC or VETCEN FTE staff position authorized to have a private office.                   |                |
| FTE positions include: Veterinarian, Food Inspector, Instructor, etc.   |                |
| 4. <b>Office, Shared (OFA05)</b>  | <b>120 NSF</b> |
| Provide one for every increment of two VC, VTF, VETAC or VETCEN FTE staff positions authorized to have a shared office. |                |
| FTE positions include: Veterinarian, Food Inspector, Instructor, etc.   |                |
| 5. <b>Cubicle (OFA03)</b>   | <b>60 NSF</b>  |
| Provide one per each VC, VTF, VETAC or VETCEN FTE staff position authorized to have a cubicle.                          |                |

FTE positions include: Technician, NCO / LCPO, Food Inspector, Student. These cubicles may be collocated in shared space or dispersed as required.

6. **Copy / Supply (RPR01)** **120 NSF**  
Provide one if a VC, VTF, VETAC or VETCEN is authorized.
7. **Storage, Files (FILE1)** **60 NSF**  
Minimum NSF if a VC is authorized; provide an additional 30 NSF if a VTF is authorized; provide an additional 60 NSF if a VETAC or VETCEN is authorized.
8. **Conference Room (CRA01)** **240 NSF**  
Provide one if a VTF, VETAC or VETCEN is authorized.
9. **Lounge, Staff (SL001)** **120 NSF**  
Minimum NSF if a VC, VTF, VETAC or VETCEN is authorized and if the number of FTEs working on peak shift is ten; provide an additional 60 NSF for every increment of five FTEs working on peak shift greater than ten; maximum 360 NSF.
10. **Toilet, Staff (TLTU1)** **60 NSF**  
Minimum one if a VC, VTF, VETAC or VETCEN is authorized and if the number of FTE positions working on peak shift is between five and fifteen; provide an additional one for every increment of fifteen FTE positions working on peak shift greater than fifteen.
11. **Locker / Changing Room, Male Staff (LR002)** **120 NSF**  
Provide one if a Male Staff Locker / Changing Room for the VC, VTF, VETAC or VETCEN is authorized.
12. **Locker / Changing Room, Female Staff (LR002)** **120 NSF**  
Provide one if a Female Staff Locker / Changing Room for the VC, VTF, VETAC or VETCEN is authorized.
13. **Toilet / Shower, Staff (TLTS1)** **60 NSF**  
Provide one for each type of Staff Locker / Changing Room authorized.

#### **4.7. FA 7: SUPPORT.**

1. **Loading Dock (DOCK1)** **110 NSF**  
Provide one if a VC, VTF, VETAC or VETCEN is authorized.
2. **Receiving / Staging Area (MMRP1)** **60 NSF**  
Provide one if a VC, VTF, VETAC or VETCEN is authorized.
3. **Utility, Clean (UCCL1)** **120 NSF**  
Provide one if a VC, VTF, VETAC or VETCEN is authorized.
4. **Utility, Soiled (USCL1)** **90 NSF**  
Provide one if a VC, VTF, VETAC or VETCEN is authorized.

- |   |                |
|---|----------------|
| 5. <b>Storage, Cylinder (SRGC2)</b><br>Provide one if a VTF, VETAC or VETCEN is authorized.           | <b>60 NSF</b>  |
| 6. <b>Recycling (UTR01)</b><br>Provide one if a VC, VTF, VETAC or VETCEN is authorized.               | <b>60 NSF</b>  |
| 7. <b>Laundry Room (LAUN1)</b><br>Provide one if a VTF, VETAC or VETCEN is authorized.                | <b>90 NSF</b>  |
| 8. <b>Utility, Linen, Clean Linen (LCCL2)</b><br>Provide one if a VTF, VETAC or VETCEN is authorized. | <b>120 NSF</b> |

**4.8. FA 8: FIRST YEAR GRADUATE VETERINARY EDUCATION (FYGVE).**

- |  |                |
|--|----------------|
| 1. <b>Office, FYGVE Clinical Instructor (OFA04)</b><br>Provide one if a FYGVE Program is authorized. | <b>120 NSF</b> |
| 2. <b>FYGVE Collaboration Room (WRCH1)</b><br>Provide one if a FYGVE Program is authorized.          | <b>240 NSF</b> |
| 3. <b>Office, Private (OFA04)</b><br>Provide one if a FYGVE Program is authorized.                   | <b>120 NSF</b> |
| 4. <b>Conference / Classroom (CRA01)</b><br>Provide one if a FYGVE Program is authorized.            | <b>240 NSF</b> |

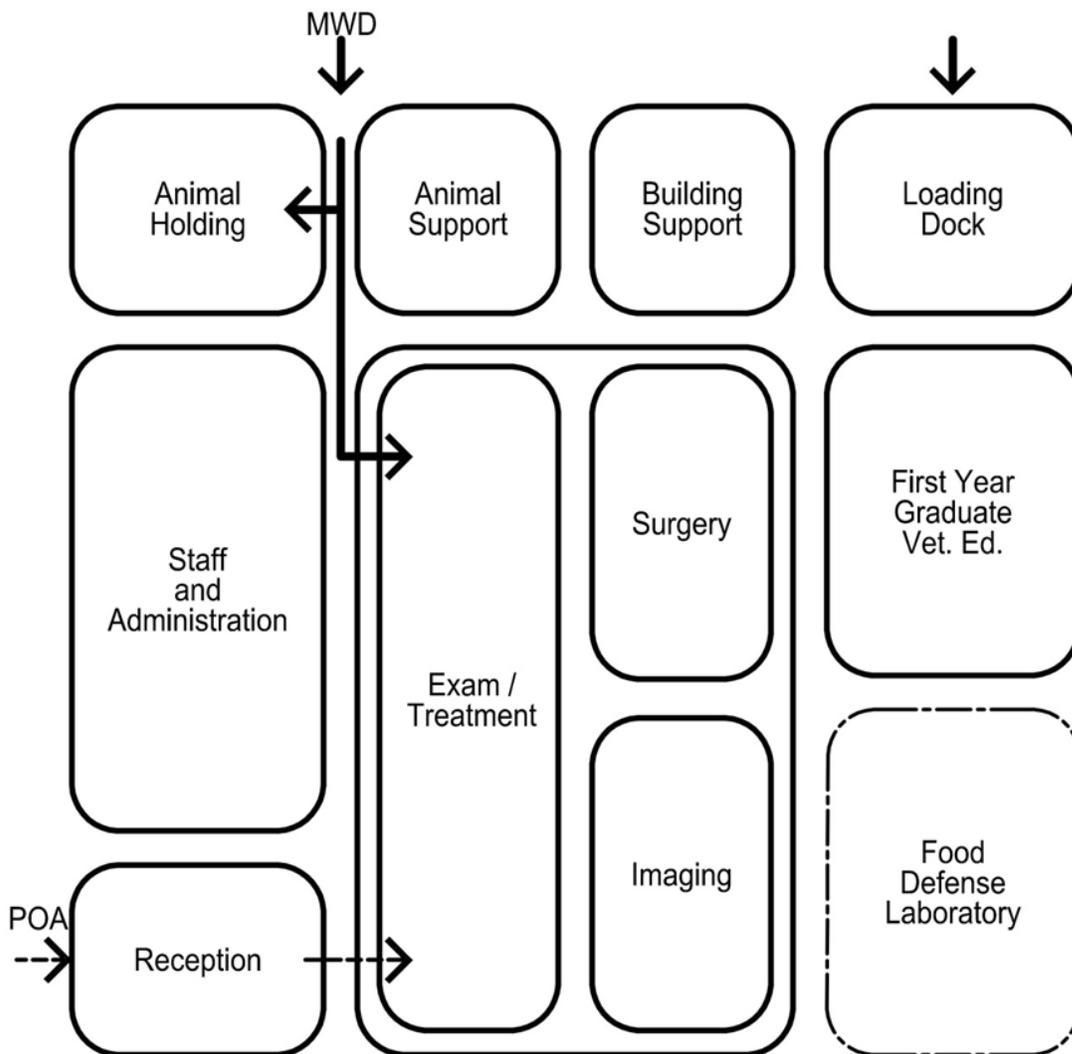
## **SECTION 5: PLANNING AND DESIGN CONSIDERATIONS**

The following design considerations are intended to provide planners and designers with guidance on world-class and evidence-based design strategies for new healthcare facilities and renovation of existing ones. Please refer to the World Class Checklist (<https://facilities.health.mil/home/>).

1. The net-to-department gross factor (NTDG) for Veterinary is 1.35. This number when multiplied by the programmed net square foot (NSF) area determines the departmental gross square feet. This factor accounts for the space occupied by internal department circulation and interior partitions another construction elements not defined by the net square foot area. Refer to UFC 4-510-01, Section 2-3.4.2.2 and DoD Space Planning Criteria Chapter 130: Net to Gross Conversion Factors.
2. Due to their potentially aggressive nature, MWDs must be separated from POAs and other GOAs. The facility must be designed to accomplish this requirement. Provide separate entrances for MWDs and POAs.
3. Consider separating Canine and Feline waiting areas for POAs.
4. Consider sharing the Isolation Anteroom between Canine and Feline Holding Rooms. The MWD Isolation Anteroom must be dedicated to the MWD Isolation Holding only.

## SECTION 6: FUNCTIONAL DIAGRAM (INTRADEPARTMENTAL): VETERINARY SERVICES

**6.1. FUNCTIONAL DIAGRAM.** The diagram below illustrates intradepartmental relationships among key areas / spaces. The diagram is necessarily generic. The planner shall use this as a basis for design only and shall consider project-specific requirements for each Military Treatment Facility.



**LEGEND**

- MWD Circulation
- - - - - POA Circulation

NOTE: Size and shapes of spaces do not reflect actual configuration or square foot area of departments.

## **GLOSSARY**

### **G.1. DEFINITIONS.**

**Authorized:** This document uses the term “authorized” to indicate that, during a project’s space plan development, a planner shall seek approval from the appropriate official in the chain of command to activate certain spaces or certain groups of spaces. Typical components that may require authorization are certain programs or services that activate Functional Areas (e.g., FYGVE); office spaces (e.g., FTE position) or specialized rooms (e.g., Operating Room) Typically, Mission, Staffing and Miscellaneous Input Data Statements require authorization, while directly and indirectly workload driven rooms / spaces do not.

**Average Length of Encounter (ALOE):** An encounter defined as a face-to-face professional contact between a patient and a provider vested with the responsibility for diagnosing, evaluating, and treating the patient’s condition. The Length of Encounter is the time between set-up and clean-up of the Veterinary Treatment space. The Average Length of Encounter is used to capture variations in Length of Encounter among similar clinical encounters that will take place in a Veterinary Treatment space.

**Canine Holding:** A kennel inside a building with an attached, partially covered, outdoor run for temporary canine care. A door to allow isolation of the animals during cleaning operations attaches the indoor and outdoor areas. Holding areas for POAs must be separated from MWDs.

**Clean Utility Room:** This room is used for the storage and holding of clean and sterile supplies. Clean linen may be stored in a designated area in the clean utility room if space is not provided in a separate room or in an alcove.

**Cubicle:** A cubicle is a partially enclosed workspace, separated from neighboring workspaces by partitions. Managers and other staff with no supervisory responsibilities as well as part-time, seasonal, and job-sharing staff may qualify for a cubicle.

**Dental Treatment Room:** This space supports the management of dental care in patients. Specific dental treatment provided in this space is adjusted to the patient’s medical condition. It supports the diagnosis, prevention, and treatment of diseases, disorders, and conditions of the oral cavity, particularly the teeth, and to an extent related conditions in the maxillofacial (jaws and face) area. A properly outfitted Veterinary dental room includes a dental table, dental unit, dental light, and equipment to support general anesthesia.

**Encounter:** A contact between an eligible beneficiary and a credentialed provider. An encounter may consist of examination, diagnosis, treatment, evaluation, consultation or counseling or a combination of the above. The encounter may take place in any Veterinary type facility by telephone, computer, or in other treatment or observation areas. Encounter volume used to generate exam room requirements should not include telephone encounters.

Feline Holding: A kennel inside a building to temporarily house cats awaiting treatment, under observation, or in post-surgery recovery.

Food Inspection Lab: Space equipped for the performance of food inspection, examination, and pretesting. Food inspection and safety focuses on the handling, preparation, and storage of food to prevent foodborne illnesses. Food safety considerations include food labeling, hygiene, additives, pesticide residues, and biotechnology policies and guidelines for import and export inspections and certifications for food. In considering market to consumer practices, the expectation is that food ought to be safe for human consumption and the concern is safe delivery and preparation of the food. Food samples are shipped to alternate testing labs for further analysis. Lab space may include a hood, incubator, small refrigerator, stainless steel table, portable hot plate, and biosafety cabinet.

Full-Time Equivalent (FTE): A staffing parameter equal to the amount of time assigned to one full time employee. It may be composed of several part-time employees whose total time commitment equals that of a full-time employee. One FTE equals a 40-hour per week workload. The FTE measure may also be used for specific workload staffing parameters such as a clinical FTE; the amount of time assigned to an employee providing clinical care. For example, a 0.5 clinical FTE for a healthcare worker would indicate that the healthcare worker provides clinical care half of the time during a 40-hour work week.

Functional Area (FA): The grouping of rooms and spaces based on their function within a clinical service. Typical Functional Areas are Reception, Animal Holding, Animal Procedure, Animal Support, Food Lab, Staff and Administration.

FYGVE: First Year Graduate Veterinary Education.

FYGVE Collaboration Room: This space provides FYGVE students with an environment conducive to collaboration and support of their GVE program. The room contains one cubicle per student, a table with chairs to hold team meetings, and bookcases.

Government Owned Animals (GOA): A government-owned animal includes those owned and taken care of by the DoD military services (Army, Air Force, Navy, Marine Corps) and/or a Federal agency or activity. Unit mascots, on approved orders, are GOA. Complete Veterinary medical and surgical services are authorized for GOA. GOAs receive priority of care over privately owned animals.

Hours of Operation per Day: These are the hours of operation within a department. For example, a hospital nursing unit and an emergency department will operate 24 hours per day; whereas a clinic may be operational 8 hours or more, depending on the clinic.

Input Data Statement: A set of questions designed to elicit information about the vetcare project in order to create a Program for Design (PFD) (see definition below); based on the space criteria parameters (refer to Section 4) set forth in this document. Input Data Statements are defined as Mission, Workload, Staffing or Miscellaneous.

Intensive Care Unit (ICU): This unit is a special space providing intensive care medicine for working and privately owned animals. ICUs cater to veterinary patients with the most severe, life-threatening illnesses and injuries, which require constant, close invasive monitoring and support from specialist equipment and medication in order to ensure normal bodily functions.

Isolation Holding: Isolation space for hospitalized patients with known or suspected infectious or zoonotic diseases who require treatment. Provide separate isolation holding spaces for canine and feline. However, one Isolation Anteroom may connect two isolation holding spaces of different species.

Isolation Ante Room: Preparatory space leading into Isolation Holding Room to allow medication preparation as well as personal protective equipment donning by Veterinary personnel prior to treatment and handling of patients.

Laboratory: The laboratory provides diagnostic services to aid in the analysis, testing, and treatment of Military Working Dogs, Privately Owned Animals, and other Government Owned Animals.

Lobby / Waiting Area: A space permitting the entry of animals and their owners without physically contacting or disturbing other animals / owners already present. This space is primarily for POAs. Military working dogs enter the Veterinary facility in an alternate area away from POAs. MWDs must be handled in such a way that there is no physical contact between military and civilian animals.

Military Working Dog (MWD): MWDs are required by the using DoD component for a specific purpose, mission or combat capability. MWDs are trained to perform the following functions: patrol, patrol and narcotic / contraband, and patrol and explosive / contraband detector, mine detection, specialized search dogs and any other DoD recognized capability that is used to save lives.

Necropsy: An autopsy performed on an animal to determine cause of death.

Net Square Feet (NSF): The area of a room or space derived by multiplying measurements of the room or space taken from the inside surface of one wall to the inside surface of the opposite wall.

Net-to-Department Gross Factor (NTDG): A parameter used to calculate the Department Gross Square Foot (DGSF) area based on the programmed Net Square Foot (NSF) area. Refer to DoD Chapter 130 for the NTDG factors for all Space Planning Criteria chapters.

Office, Private: A single occupancy office provided for confidential communication.

Office, Shared: An office that accommodates two workstations.

Operating Days per Year: The number of days per calendar year a facility is operational for patient care (refer to Section 2).

Pharmacy: An area designed and equipped for the storage and dispensing of Veterinary pharmaceutical supplies. This is a staff support space during the care of animals within the Veterinary facility. Individual prescriptions are not filled from this area.

Picture Archiving and Communication System (PACS) Viewing Room: A digital radiology reading room that consists of workstations for interpretation.

Privately Owned Animal (POA): Pets owned by personnel authorized care at Veterinary Treatment Facilities for primary care, disease control and prevention.

Program for Design (PFD): A listing of all of the rooms / spaces generated based on answers to the Input Data Statements (see Section 3) and the space planning criteria outlined in this document (Section 4) in SEPS. The list is organized by Functional Area and includes the Room Quantity, Room Code, Room Name, generated Net Square Feet (NSF), Construction Phase and Construction Type.

Project Room Contents (PRC): A listing of the assigned contents (veterinary equipment, FF&E, etc.) for each room in a PFD generated by SEPS.

Provider: A medical professional, such as a physician, nurse practitioner, or physician assistant, who examines, diagnoses, treats, prescribes medications, and manages the care of patients within the scope of their practice as established by the governing body of a healthcare organization.

Soiled Utility Room: This space provides an area for cleanup of medical equipment and instruments, and for disposal of medical waste material. It provides temporary holding for material that will be picked up by Sterile Processing or similar service. It should be readily accessible to staff.

Space and Equipment Planning System (SEPS): A digital tool developed by the Department of Defense (DoD) and the Department of Veterans Affairs to generate a Program for Design (PFD) and a Project Room Contents list (PRC) for a DoD healthcare project based on approved Space Planning Criteria, the chapter and specific project-related Mission, Workload and Staffing information entered in response to the Program Data Required - Input Data Statements (IDSs).

Utilization Factor: Also known as capacity utilization rate, this factor provides flexibility in the utilization of a room to account for patient delays, scheduling conflicts and equipment maintenance. A room with an 80% utilization factor provides a buffer to assume that this room would be available 20% of the time beyond the planned operational practices for this room.

Veterinary Activity Facility (VETACT): This facility conducts Level 3 care which includes the same medical and surgical capabilities as the VETACT, but it does not include the FYGVE mission. Most, but not all of these facilities will include a public health mission. Specialized VETACT facilities with a high MWD workload will fall into this category. In addition, the VETACT may have a public health mission in terms of food safety, defense, disease prevention, and control.

Veterinary Center (VETCEN): This facility also conducts Level 3 care, similar to a VETACT, and is supported by a First Year Graduate Veterinary Education (FYGVE) program. Appropriate facilities and state-of-the-art technology and equipment to accommodate students in larger exam, treatment, and surgery rooms are required. The VETCEN functions as a regional referral center for medical and surgical cases, and is capable of performing advanced surgical procedures such as orthopedic and thoracic surgery. In addition, the VETCEN has a public health mission in terms of food safety, defense, disease prevention, and control.

Veterinary Clinic (VC): This facility is the equivalent of Level 1 Veterinary Care. This facility conducts primarily disease prevention, control and limited sick calls for POAs and MWDs. Although they are generally limited to outlying or satellite locations, they may have a large POA workload with small numbers of MWDs assigned, if any. In general, a Veterinary Corps Officer may or may not be assigned full-time to a Veterinary Clinic, but performs Veterinary services on a variable schedule based on workload. In addition, the VC may have a public health mission in terms of food safety, defense, disease prevention, and control.

Veterinary Examination / Treatment Room: A space designed and equipped for non-surgical treatment of non-human animals.

Veterinary Food Preparation Room: A room equipped for the performance of preparing food for the testing and examination process.

Veterinary Treatment Facility (VTF): This facility conducts Level 2 care, which includes sick call, preventive medicine, disease control and prevention, surgery (to include major abdominal surgery), and is expected to provide limited overnight care to GOAs or MWDs as needed. The patient may be referred to a VTF for advanced procedures or cases. In addition, the VTF may have a public health mission in terms of food safety, defense, disease prevention, and control.

Workload: Space Planning Criteria per DHA Policy shall be workload driven. Workload projections divided by the throughput determined in this document for each workload driven room determines the quantity of rooms needed to satisfy the projected workload demand.