

Section: **UTILITY SYSTEMS**

Effective Date: March 2003

Subject: **Policy for Construction Operations**

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Instructions to Contractors

Policy

The Naval Medical Center, Portsmouth (NMCP) is committed to providing safe, effective care to our patients at all times. During the time you are working for us, there are a number of issues you must address with our administrative, clinical, and facilities management staff. You are required to work with appropriate members of our staff to assess the potential impact of your work on our ability to meet the needs of our patients and care givers. The risks identified will be used to develop a plan designed to minimize disruption of our patient care services. We will also make every effort to minimize disruption of the construction process. However, in all cases, patient care considerations will have the highest priority. We will not compromise patient care quality or patient safety.

When you are selected to perform demolition, renovation, modification, or other construction services, a team of qualified members of your firm, sub-contractors, our design professionals, and our staff will assess the impact of your work on our operations. The assessment will consider the potential for disturbance of dust that could cause respiratory irritation, infections, or expose anyone to hazards such as asbestos or hazardous chemicals. It will evaluate the noise and vibration associated with construction operations and the potential for impact on our ability to provide patient care or perform normal business functions. It will evaluate the potential for disruption of utility services and communication systems. It will evaluate the impact on fire and life safety. It will evaluate the impact on our security program and systems. Finally, each project will be carefully reviewed to determine if there are unique problems requiring special consideration during construction.

The risk assessment will be used to develop plans to minimize the impact of construction on patient care and business operations. The risk assessment process will be repeated as often as necessary to assure effective management of the issues listed. You must recognize that the impact can vary from day to day. This will require flexibility on your part to meet our needs.

The Joint Commission (TJC) accredits NMCP. TJC requires us to document the risk assessment, the plans developed to manage the impact of construction, and implementation of the plans. You may be required to participate in the documentation of compliance. You are required to participate in implementation and enforcement of the plans. Your participation may include training of your staff and sub-contractors, supplying specialized equipment to create or maintain environmental conditions, monitoring staff behavior, and enforcing safe work practices. You are also required to cooperate when patient care considerations necessitate temporary disruption of construction.