

# SpaceMed Guide

## Example of Detailed Space Planning Template

EX-ED-spacetemp.xlsx - Microsoft Excel non-commercial use

Home Insert Page Layout Formulas Data Review View Acrobat

A39

Section 1  
**Emergency and Urgent Care Services**

*This Space Planning Template is protected to prevent overwriting of the formulas. Please see the note at bottom of spreadsheet for instructions on how to unprotect the template.*

**Check Preliminary Space Estimate While You Work =**  **Net Square Feet**

Version 3.0

Room/Area	Unit	NSF	Total NSF	Space Driver	
<b>1.1 Patient Intake Area</b>					
Security/Information Station	1	40	40	Optional	40 NSF minimum; allow one for every four triage/assessment bays.
Registrar/Cashier Workstation	1	80	80	Variable	80 NSF minimum; allow one for every four triage/assessment bays.
	1	100	100	Fixed	One minimum; additional for high-volume services.
	0	80	0	Optional	In lieu of triage station; depends on operational concept.
	0	10	0	Optional	One minimum; allow one for every four triage/assessment bays.
	0	55	0	Optional	One minimum; allow one for every eight triage/assessment bays.
	0	30	0	Optional	One per rapid assessment unit.
Touchdown Workstation	1	200	200	Variable	200 NSF minimum; allow 50 NSF (three to four seats) per general treatment space.
Patient/Visitor Waiting Area	1	20	20	Fixed	One minimum; depends on availability in other locations.
Visitor Communication/Work Alcove	1	120	120	Fixed	Family consultation, grieving, and conflict resolution.
Consult/Multipurpose Room	2	55	110	Fixed	Two minimum; depends on availability in other locations.
Visitor Toilet Room	1	20	20	Fixed	Accommodates two wheelchairs; additional alcove for high-volume services.
Wheelchair Alcove	0	30	0	Optional	30 NSF typical; for use by volunteer staff.
Volunteer Workstation	0	50	0	Optional	50 NSF minimum for two children sitting quietly; depends on patient population.
Child Play Area	0	20	0	Optional	20 NSF minimum; depends on amenities desired.
Refreshment Center					

**Every space is classified as either:**

- Fixed
- Workload dependant
- Variable
- Optional

**Numbers and sizes of spaces are entered in blue cells**

Ready Average: 6.66666667 Count: 6 Sum: 20 140%

# SpaceMed Guide

## Example of Quick Space Calculation Template

**Section 1: Emergency and Urgent Care Services**  
**Quick Space Calculation for an Emergency Department**  
 Version 3.0

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**Preliminary Space Estimate (DGSF) =** **LOW** 18,200 **HIGH** 21,500

Category	Calculation	Value	Notes
<b>Total ED Visits</b>	Total Annual ED Visits	42,000	Enter planned total annual emergency visits.
	Projected Total Peak Monthly Visits	4,200	Assumes peak month is 10% of annual workload.
	Projected Total Average Daily Visits	138	Peak month divided by average of 30.5 days
	<b>Projected Total Peak Daily Visits</b>	<b>165</b>	Poisson distribution
<b>Nonurgent Care/ Fast Track Area</b>	Percent Nonurgent Visits for Fast Track	35%	Generally between 30% and 40%
	Nonurgent Peak Daily Visits	58	Nonurgent care peak
	Nonurgent Peak Shift Visits	44	Assumes 80% of peak daily visits
	Average Room Turnaround Time (in minutes)	90	Average of 90 minutes
<b>Estimated Nonurgent Treatment Spaces</b>		<b>8</b>	Divide peak shift minutes by 480 minutes per peak shift.
<b>Emergency/ Urgent Care Area</b>	Emergency Care Peak Daily Visits	107	Emergency care peak
	Emergency Care Peak Shift Visits	54	Assumes 50% of peak daily visits
	Average Room Turnaround Time (in minutes)	150	Typically 120-180 minutes
	Expected Emergency Patients Per Hour	17	Divide peak-shift minutes by 480 minutes/peak shift.
	General Treatment Spaces Required	15	Excludes airborne infection isolation and bariatric treatment spaces.
	Trauma/Resuscitation Spaces	2	Generally two; additional space required for high-volume services.
	Airborne Infection Isolation (All) Room	1	One minimum is required; offsets general treatment spaces.
	Bariatric Patient Treatment Room	1	One typically; offsets general treatment spaces.
	Ob-Gyn Room	1	Optional specialty treatment space.
	Dental Room	-	Optional specialty treatment space.

1- Emergency-Quick-DGSF 2-Surgery-Quick-DGSF 3-Imaging-Quick-DGSF 4-LDR-LDRP-Quick-DGSF 4-Postpartum-Quick-DGSF 9-Pill

Quick estimate of preliminary space range

Preliminary workload projection is entered at top

Preliminary operational assumptions are entered in blue cells

Quick calculation of treatment spaces