

Review Exemption (Desk Reviews)

Florida Statutes requires plans and specifications to be submitted to the Agency for review of all detached outpatient facilities of hospitals that provide surgical procedures requiring general anesthesia or that administer I.V. conscious sedation, that provide cardiac catheterization services, or that are to be licensed as an ASC. All other outpatient facilities of hospitals must be reviewed, except those that are physically detached from, and have no utility connections with the hospital, and that do not block emergency egress from or create a fire hazard to the hospital and do not provide services to any inpatients.

To determine if a detached outpatient facility meets this plan review exemption criteria, the licensed hospital shall submit the following information for a no-fee cursory review:

- A completed Cursory Review Application (CRA)
- A program of services to be offered in the detached facility and a statement from the licensed hospital that no inpatients will be treated or examined within the detached facility.
- A statement that there are no utility connections to the hospital.
- The address or location of the detached outpatient facility.

If the detached outpatient facility is on the campus of the licensed hospital, a dimensional site plan showing the location of the hospital relative to the location of the detached outpatient facility shall be provided. This information will help determine whether the emergency egress or fire safety of the hospital has been adversely affected. After this cursory review has been completed, and if the facility meets the exemption requirements, a letter of exemption from review by the Office of Plans and Construction will be sent to the hospital. With this exemption letter, the hospital can contact the Hospital and Outpatient Unit in the Bureau of Health Facility Regulation of the Agency to list this outpatient facility as part of the hospital's outpatient program.

New facilities which are not listed as part of the licensed facility's outpatient program but are on the same property and/or immediately adjacent to the existing licensed facility must be submitted to the Office of Plans and Construction for a no-fee cursory review to determine whether egress and fire safety of the licensed facility has been adversely affected.

A response letter should be received within 2 weeks advising of the project's exemption status or requesting more information to make a final determination.

The response to the cursory review request will be sent to the person identified as the facility contact in the CRA.

The CRA may found at:

http://ahca.myflorida.com/MCHQ/Plans/pdfs/Cursory_Review_Application.pdf

Please email cursory review requests to opcdeskreview@ahca.myflorida.com.