

<b>Preconstruction Risk Assessment (PCRA)</b>	EC 70-01	Published: 08/01/22
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**PURPOSE:**

The policy is designed to eliminate or reduce risks associated with construction operations. Protecting the environment of care including patient and employee safety is paramount. Parkland Health is committed to providing safe, effective care to our patients at all times and will make every effort to mitigate disruption and the impact of construction related activities on patients, staff and business operations.

**SCOPE:**

This policy applies to all Parkland Health (“Parkland”) Workforce members in demolition, construction or renovation projects.

Work that requires a Preconstruction Risk Assessment (PCRA) is, in general, construction that materially affects fire protection/life safety, impacts infection control, or affects some other aspect of direct patient care. A PCRA usually involves a construction period of more than three days and may involve major demolition and utilities changes. It is the responsibility of the Program Manager or the person designated to manage the work, to collaborate with the PCRA team, which includes the Infection Prevention department and Engineering department to determine if a PCRA, infection control risk assessment, or interim life safety measure is required.

An infection control risk assessment (ICRA), generated by the Infection Prevention Department and an interim life safety measure (ILSM), generated by the Engineering Department, when applicable, are to be considered in conjunction with the PCRA process.

Emergent general routine building maintenance activities shall be exempt from the PCRA unless it is determined by the Engineering Manager that such a risk assessment should be prepared. This decision is governed by the engineering Containment Procedures and identification of high risks areas highlighted in Planning, Design and Construction (PDC) floor plans for Parkland’s Acute Care Hospital. For areas

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highlighted in yellow or red, a consultation with IP on call is required to determine need for ICRA based on level of activity planned.

Planned Engineering projects, beyond routine maintenance and repair shall require a PCRA.

This policy includes all projects that may create significant risks to the facility, patients, employees or guests. For low-risk projects the PCRA cover sheet may suffice.

Work will not begin until the PCRA, when required, is completed unless prior written approval stating otherwise is granted by the Infection Prevention Department designee or the PCRA team.

### **PROCEDURE:**

1. When planning new, altered, or renovated space, Parkland uses one or more of the most current applicable editions of the following design criteria:
  - A. Hospital Licensing Rules: 25 TAC Chapter 133, Texas Health and Human Services
  - B. TDLR Texas Accessibility Standards, Texas Government Code, §469, (2012)
  - C. When building rehabilitation occurs, the hospital incorporates NFPA 101-2012: Chapters 18, 19, and 43.
  - D. Other reputable standards and guidelines that provide the equivalent design criteria.
2. When demolition, renovation, modification, or other construction activities are planned, a team of qualified members selected from Parkland will assess the impact of the work on the facility.

This may include representatives from the following groups as appropriate:

- A. Facilities.
- B. Engineering.

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- C. Safety.
- D. Police.
- E. Infection Prevention.
- F. Risk management.
- G. Contractors.
- H. Appropriate clinical department affected by construction or renovation.
- I. Information Technology (IT).

3. The assessment will consider the potential impact for the following:

- A. Evaluate the potential air quality in the areas of the activities which may include dust, moisture, temperature, or humidity.
- B. Evaluate the impact of infectious control requirements, including protection of patients and minimizing the spread in potentially infectious organisms. (Infection Control Risk Assessment, ICRA).
- C. Evaluate the noise and vibration associated with construction operations and the potential for impact on the ability to provide patient care or perform normal business functions.
- D. Evaluate the potential for disruption of utility services and communication systems requirements.
- E. Evaluate other hazards that could impact on patient treatment, care, and services.
- F. Evaluate the impact on life safety as part of the fire protection features of the facility. (Ceiling permit & Hot work permit). Refer to the ILSM policy LS 01-01
- G. Evaluate Security risks that could impact the area or the facility.

4. Responsibility:

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- A. The Director of Planning, Design & Construction or his designee shall manage the Pre-Construction Risk Assessment (PCRA) policy and shall keep bi-weekly PCRA meeting notes. A construction project may be undertaken by the Parkland Planning, Design and Construction, Engineering, or by other departments.
- B. The Program Manager or the person designated to manage the work will be responsible for generating the PCRA document and obtaining the required signatures.
- C. The Program Manager and Foreman will be responsible for mitigating or eliminating identified risks.
- D. The Program Manager and the Foreman will be responsible for keeping a copy of the PCRA document on site along with all conducted inspections.
- E. The Director of Infection Prevention will assure ICRA's are completed as necessary and will sample construction areas for compliance.
- F. The Engineering department will assist in modifying space air flow and temperature within the project work area, as appropriate.
- G. The Engineering department will assist in identifying exhaust, supply and return air systems within the project work area.
- H. The Hospital Safety Office will participate in periodic performance reviews of the program and report deficiencies to the Environment of Care Committee for consideration.

## 5. Procedure

- A. The risk assessment criteria will be used to develop plans to mitigate the impact of construction on patient care and business operations of Parkland. The risk assessment process will be repeated as often as necessary to assure effective management of the issues listed throughout the life of each project, from the design phase up to and including the time of completion (occupancy & operation). Regular reporting of all project assessments and ongoing activities will be communicated to the Environment of Care® Committee.

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B. The PCRA process involves the following:

- 1) Indicate the potential impact of construction activity on patient services, patient care, or treatment, on the attached forms. The criteria includes:
  - a) Life safety protection features.
  - b) Infection control activities.
  - c) Air quality.
  - d) Noise & Vibration.
  - e) Utility requirements.
  - f) Asbestos Hazard.
  - g) Security Risks.
  - h) Other hazards.

C. If a risk exists, conduct the appropriate risk specific assessment.

D. Implement the control measure (e.g., equipment, procedure, training) that will mitigate or eliminate the identified risk.

E. Document the effectiveness of the control measure through monitoring or inspection process.

F. Re-assess the construction activities to determine new controls at various points in the program.

G. Summarize the assessment process and use the result in planning future construction activities.

## 6. Inspection

Inspections will be based on criteria of project PCRA which includes the Infection Control Risk Assessment (ICRA).

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- A. Inspections will be conducted by the Infection Prevention Department as deemed necessary. Inspection findings will be reported in writing to the PCRA team.
- B. A team consisting of the Parkland Fire Marshall, for Life Safety, Planning, Design & Construction, the Environmental Safety Department and Infection Prevention (IP) will conduct jointly project inspections on a bi-weekly basis or as needed.
- C. Inspection deficiencies will be reported by the Infection Prevention Department and the Environmental Safety Department.
- D. The bi-weekly inspection findings will be presented verbally to the PCRA team in the PCRA meeting following the inspection and will be recorded as part of the PCRA minutes. The Environmental Safety and the IP departments may elect to distribute written reports to respective Project Manager and/or the PCRA team.
- E. The Program Manager or assigned designee will be responsible for the corrective action of deficiencies noted by the inspection team and will inform the inspection team in writing after the deficiencies are corrected to be reflected in the PCRA minutes.
- F. On weekends and/or days when no work is performed on a project, the project site should be appropriately secured to eliminate potential hazards. Alternately, daily security inspections may be performed by the Police Department.
- G. The Program Manager will maintain inspection reports, required permits, inspections forms and other applicable documents in the project file and will make them available for review when requested. The Program Manager will ensure that hard copies are digitized and saved in the project folder in the network I drive and in Prolog where appropriate
- H. The Program Manager and the Foreman will ensure that staff and contractor are aware of the PCRA requirements. Contractor representatives will participate in the daily compliance and PCRA documentation and may be asked to participate in the assessment, implementation, monitoring, and enforcement of the requirements. Contractor participation may include training of construction workers, supplying specialized equipment to create and maintain safe environmental conditions, monitoring construction staff behavior, enforcing safe

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work practices and maintaining diligent assurance of all necessary records and documentation.

#### 7. Performance Measures and Reporting

- A. The Director, Planning, Design & Construction or designee will report deficiencies to the bi-weekly Pre-Construction Risk Assessment (PCRA) Committee. Program Managers will assure timely corrective actions.
- B. The Director, Planning, Design & Construction or designee will report construction project status to the Environment of Care Committee or designated sub-committee.

#### 8. Forms:

- A. PCRA Cover Page.
- B. Air Quality.
- C. Noise & Vibration.
- D. Utility Interruption.
- E. Daily Inspection Checklist.
- F. Weekly Inspection Checklist.
- G. Fire Watch Log.

#### **EQUIPMENT:**

N/A

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**DEFINITIONS:**

**Workforce member:** An officer, board member, employee, volunteer, member of the medical staff, contractor, vendor, trainee, or other person whose conduct, in the performance of work for Parkland, is under the direct control of Parkland, whether or not he or she is paid by Parkland.

**REFERENCES:**

Hospital Licensing Rules: 25 TAC Chapter 133, Texas Health and Human Services

TDLR Texas Accessibility Standards, Texas Government Code, §469, (2012)



# Document Information

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