Surveys

Some surveys will be performed in person and some surveys will be performed virtually due to COVID-19. AHCA/OPC’s Virtual Surveys will be performed as follow:

**Before the virtual meeting:**

1. The team scheduling coordinator will send invitations to the project construction coordinator
2. The project construction coordinator will be asked to forward the invitation to the appropriate personnel
3. Each virtual meeting will have the AHCA reviewer, AOR or EOR, facility’s representative, the GC, and the appropriate subcontractors as needed
4. Typically, surveys will consist of three separate virtual meetings, one for each discipline: Architectural, Mechanical, and Electrical. Depending on the size and complexity of the project a pre-survey meeting and a post-survey briefing may be conducted. See diagram below.
5. The required documents shall be available in a PDF format at least two business days prior to the inspection. See below

**Required documents:**

Please be prepared to share the following documents to the appropriate AHCA reviewer (some of these documents may be requested by the surveyor prior to the survey):

I. **Architectural reviewer:**
   1. Floor plan(s)
   2. Life safety plan(s)
   3. NOA/PA documentations, any pictures for the hurricane protected elements showing the anchorage.
   4. We may ask the AOR to share the screen to show other drawings/documents.
   5. Provide a shielding report during the survey

II. **Electrical reviewer:**
   1. Equal Potential Grounding Test (Ground Integrity) as per NFPA 99 in Critical Care Areas
   2. Equipment Installation report in any equipment replacement project or new installation.
   3. Lightning Protection Test report.
   4. Main Grounding System Test report for new construction or Switchboard replacement.
   5. Generator Load bank Test report when necessary.
   6. Nurse Call System Certification.
   7. Coordination Study and Fault Current analysis where applicable.
   9. Inspection Acceptance Report in Mobil Unit within 1 year.
III. **Mechanical reviewer:**
   1. HVAC Test and Balance Report including differential pressure testing for Duct Smoke Detectors
   2. Medical Gas Certification
   3. NOA documentation for all exterior mounted mechanical equipment located at or below 30 feet above ground level (Hospitals and Nursing Homes).
   4. Water Purification Certification for New Wings or New Facilities.

**During the virtual meeting:**

1. All participants for each discipline will access a separate Microsoft Teams meeting using the link in the emailed invitation.
2. Each AHCA reviewer will start the virtual meeting for his discipline
3. The AOR or the EOR will present the scope of work using the appropriate drawing
4. Q & A as needed
5. The AHCA reviewer will proceed with the inspection
6. Provide a ladder, strong flashlight, and portable camera equipped device (smart phone, tablet etc.)
7. A member of the onsite survey team will be asked to use the smart phone or tablet to display items for inspection.
Architectural Survey Meeting

All pre-survey attendees (Architect, MEP Engineers, Facility Reps)

Electrical Survey and Pre-survey/Close-out Meeting

Architects and Mechanical engineers leave meeting and electrical contractor joins, Facility rep. free to join any meeting; Electrical portion of the survey begins

Architectural Survey Meeting

Architects and GC join meeting and begin survey

Architectural survey concludes and participants leave meeting and rejoin Electrical Survey and Pre-survey/Close-out Meeting

Close briefing is conducted when all surveys are completed and attendees are present; OPC surveyors read and explain citations

Architects and Mechanical engineers leave meeting and electrical contractor joins, Facility rep. free to join any meeting; Electrical portion of the survey begins

Mechanical Survey Meeting

Mechanical engineers and mechanical contractor join meeting and begin survey

Mechanical survey concludes and participants leave meeting and rejoin Electrical Survey and Pre-survey/Close-out Meeting