

UNIVERSITY OF CALIFORNIA

SUMMARY OF ROOM USE CODES

000 – Assignable Areas Not in Current Use

- 010 Inactive Area
- 020 Unfinished Area
- 030 Alteration

100 – Classroom Facilities

- 110 * Classroom Scheduled > 35 hrs/week
- 125 Classroom Service
- 130 * Seminar Scheduled > 35 hrs/week

200 – Research and Teaching Laboratory Facilities

- 210 Research Laboratory or Studio
- 211 Research Office
- 225 Research Laboratory or Studio Service
- 226 Research Office Service
- 250 Scholarly Activity
- 255 Scholarly Activity Service
- 260 * Class Laboratory Scheduled > 20 hrs/week
- 261 * Special Class Laboratory
- 265 Class Laboratory Service
- 270 * Open Laboratory
- 275 Open Laboratory Service

300 – Office Facilities

- 310 Academic Office
- 320 Other Office
- 335 Office Service (includes lobby/reception)
- 340 * Conference Room
- 345 Conference Room Service

400 – Study Facilities

- 410 Study Room
- 430 Open Stack Study Room
- 440 Stack
- 455 Study Service
- 460 Processing Room
- 470 Tutorial or Training Room
- 475 Tutorial or Training Room Service

500 – Special Use Facilities

- 510 Central Computer or Telecommunications
- 515 Central Computer or Telecomm. Service
- 520 Athletics
- 525 Athletics Service
- 530 Armory
- 535 Armory Service
- 540 Clinic (Non-Health)
- 545 Clinic Service (Non-Health)
- 550 Demonstration
- 555 Demonstration Service
- 560 Media Production
- 565 Media Production Service
- 570 Field Building
- 580 Animal Quarters
- 585 Animal Quarters Service
- 590 Greenhouse
- 595 Greenhouse Service

600 – General Facilities

- 610 Food Facility
- 615 Food Facility Service
- 620 Recreation
- 625 Recreation Service
- 630 Commons
- 635 Commons Service
- 640 Merchandising
- 645 Merchandising Service
- 650 * Assembly
- 655 Assembly Service
- 660 Exhibit
- 665 Exhibit Service
- 670 Day Care
- 675 Day Care Service

700 – Support Facilities

- 710 Shop – General and Research
- 711 Shop – Teaching
- 715 Shop Service – General & Research
- 716 Shop Service – Teaching Laboratory
- 720 Storage – General & Research
- 722 Storage – Office
- 750 Vehicle Storage
- 755 Vehicle Storage Service
- 760 Central Service
- 765 Central Service Support

* A station count must be reported for these rooms.

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SUMMARY OF ROOM USE CODES

800 – Health Care Facilities

810 * Patient Bedroom – Regular
811 * Bedroom – Coronary Care
812 * Bedroom – Intensive Care
813 * Bedroom – Neonatal Intensive Care
814 * Bedroom – Hemodialysis Care
815 * Bedroom – Psychiatric Care
816 * Bedroom – Maternity Care
817 * Bedroom – Nursery Care
818 * Bedroom – Pediatric Care
819 Patient Bedroom Service
820 Patient Bath and Toilet
821 Patient Toilet
822 Patient Bath or Toilet
830 * Nurse Station
832 Nurse Station Service
834 Patient Transporting Moving Equipment
838 Staff On-Call Facility
839 Staff On-Call Facility Service
840 Surgical Operating Room
842 Surgery Service
844 Surgical Special Procedure Room
845 * Surgical Labor Room
846 Surgical Delivery Room
847 * Surgical Recovery Room
848 Surgical Cardiac Catheterization Room
850 Treatment or Examination Room
852 * Treatment – Doctor
854 Treatment Service
855 Radiological Service Diagnostic
856 Radiological Service Therapeutic
857 Radiological Control Room
858 Radiological Film Processing
859 Radiological Film Viewing
860 * Diagnostic Service Laboratory
862 Diagnostic Service Laboratory Support
870 Supplies
880 Public
890 Custodial

900 – Residential Facilities

910 * Residence Hall Bedroom
911 * Bedroom – 1 Occupant
912 * Bedroom – 2 Occupants
913 * Bedroom – 3 Occupants
914 * Bedroom – 4 Occupants
915 * Bedroom – 5 Occupants
916 * Bedroom – 6 or more Occupants
920 Residential Service
922 Bathroom – Private
924 Bathroom – Share
926 Bathroom – Gang
960 * House – Studio
961 * House – 1 Bedroom
962 * House – 2 Bedrooms
963 * House – 3 Bedrooms
964 * House – 4 or more Bedrooms
968 * House – Chief Campus Officer
980 * Apartment – Studio
981 * Apartment – 1 Bedroom
982 * Apartment – 2 Bedrooms
983 * Apartment – 3 Bedrooms
984 * Apartment – 4 or more Bedrooms
985 Apartment Service

* A station count must be reported for these rooms.

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ROOM USE CODE DEFINITIONS

A00 – SPECIAL AREAS

A10 SWIMMING POOL

Definition: The sum of all uncovered swimming pools (surface square feet) and contiguous deck area judged to be an integral part of the pool design.

Description: Includes uncovered swimming pools and adjacent paved areas which are measured from edges of pavement, fence lines, and wall lines.

A20 STADIUM

Definition: The sum of all uncovered stadia seating areas in permanent structures, whether on- or above-grade, not reported under any other type of space. Measurement of this area is based on the ground area covered by the structure underlying the seating area and is computed by measuring the area of the vertical projection.

Description: Includes permanent outdoor stadia for athletic and cultural events, structural amphitheaters. Excludes temporary, movable bleachers.

A30 SPECIAL DEVELOPED ROOF/DECK AREA

Definition: The portion of any developed roof or deck area which specifically accommodates special program-related facilities such as telescopes, radio transmitters, or other similar functional equipment.

Description: In general, developed roof or deck area consists of the uncovered roof, deck and balcony areas of the building designed for public or occupant use. Special Developed Roof/Deck Area, however, is the subset of developed roof/deck area that supports some program or mission. Developed roof or deck area is computed by measuring from the outside faces of walls, parapets, the environmentally controlled envelope, and the roof line of covered areas. For Special Developed Roof/Deck Area, record the amount of area which directly supports the program or mission.

A90 NONASSIGNABLE AREA

Definition: This room use code is used to report nonassignable utility service areas in buildings which are solely or predominantly devoted to utility service (e.g., chillers, boilers, heating plants, and public rest room structures). Although A90 is a room use code, it is synonymous with a type of building; that is, a utility service building. These buildings typically contain only nonassignable areas; however, some utility service buildings may contain a relatively small amount of assignable area incidental to the general purpose of the building.

Description: In buildings with only nonassignable areas (containing only custodial, public toilet, circulation and mechanical areas, but excluding private vehicle parking areas), record the actual measured footage within the *inside* faces of walls or partitions or shafts using Room Code A90 and assign the room to the appropriate department. These

“A90 buildings” should contain only one A90 room code in the room file. In buildings with predominantly nonassignable utility service areas, and which contain some incidental assignable area(s) (e.g., an office), record (1) the nonassignable area as described above, and (2) the assignable area as is done normally (i.e., using the appropriate room code and department name).

000 – ASSIGNABLE AREAS NOT IN CURRENT USE (Unclassified)

010 INACTIVE AREA

Definition: A room available for assignment to an organizational unit or activity but unassigned at the time of the current inventory reporting period.

020 UNFINISHED AREA

Definition: All potentially assignable areas in new buildings, shell space, or additions to existing buildings left unfinished at the time of the inventory.

Description: This category typically includes areas which are part of a larger structure, e.g., a floor or basement area which was not finished off along with the remainder of the building. Unfinished area is distinguished from projects under construction as follows: *projects under construction* implies the structural elements and the internal components of the project are under construction (i.e., not complete); *unfinished area* refers to the internal components of a completed construction project that have been deferred as part of the capital (or construction) plan. Unfinished area is reported as assignable and charged to the proprietary department. The area is measured in the same way as open-loft-type space and adjustments are made to reflect the actual construction of partitions, quarters, etc. only when the interior is finished off. If an area is being use for any assignable purpose, whether or not it is unfinished space, it is to be classified according to the appropriate primary or service code; e.g., an unfinished area used as classroom storage should be coded as Classroom Service (125).

030 ALTERATION

Definition: Rooms temporarily out of use because they are being altered, remodeled, or rehabilitated at the time of the inventory. Rooms in this category are reported in the inventory as being assigned to the proprietary department.

100 – CLASSROOM FACILITIES

110 CLASSROOM (Must appear in Schedule of Classes and be used a minimum of 30 hrs. per week)

Definition: A room used for classes and that is also not tied to a specific subject or discipline by equipment in the room or the configuration of the room, *and* which is predominantly used for regularly or formally scheduled instructional activities such as lectures, discussions, and televised instruction.

Description: Includes rooms generally used for scheduled instruction which require no special, restrictive equipment or configuration. These rooms may be called lecture

rooms, lecture-demonstration rooms (including science demonstration rooms), and general purpose classrooms. A classroom may be equipped with tablet arm chairs (fixed to the floor, joined in groups, or flexible in arrangement), or similar types of seating. These rooms may contain computer, multimedia, telecommunications, or other equipment. A classroom may be furnished with special equipment (e.g., globes, maps, pianos) appropriate to a specific area of study, *if* this equipment does not render the room unsuitable for use by classes in other areas of study. The room may have a bench or podium area where demonstrations are made to supplement the lecture activity.

Stations to be reported: Student stations only. In the case where extra chairs have been placed in the room in excess of the designed capacity of the room, count only the number of additional seats which could be added without exceeding the maximum seating capacity allowed by the appropriate building and fire codes *and which* are intended to be included in the room on a permanent basis (rather than for a single course or a single quarter or term).

125 CLASSROOM SERVICES

Definition: A room that directly serves one or more classrooms or seminar rooms as an extension of the activities in such a room.

Description: Includes projection rooms, telecommunications control booths, preparation rooms, coat rooms, closets, storage areas, etc., *if* they serve classrooms (110) or seminar rooms (130).

130 SEMINAR

Definition: A room used primarily for scheduled instructional activities (e.g., typically of the small group discussion type) and which are used for classes that are not tied to a specific subject or discipline solely by virtue of the equipment in the room or the configuration of the room.

Description: Includes rooms generally used for scheduled instruction which require no special restrictive equipment or configuration. The distinction between a classroom and seminar room is that a seminar room typically is equipped with a large table surrounded by chairs or the equivalent. A seminar room may contain computer, multimedia, telecommunications, or other equipment, or be furnished with special equipment (e.g., globes, maps, pianos) appropriate to a specific area of study, *if* this equipment does not render the room unsuitable for use by classes in other areas of study.

Stations to be reported: Student stations only. In the case where extra chairs have been placed in the room in excess of the designed capacity, count only the number of additional seats which could be added without exceeding the maximum seating capacity allowed by the appropriate building and fire codes *and which* are intended to be included in the room on a permanent basis (rather than for a single course or a single quarter or term).

200 – RESEARCH AND TEACHING LABORATORY FACILITIES

210 RESEARCH LABORATORY OR STUDIO

Definition: A room used for laboratory experimentation, research, or training in research methods; or professional research and observation; or structured creative activity within a specific program, *if* the setting requires equipment, activity areas for special performance or practice (art, dance, music, drama), or structural support beyond that of an office.

Description: A research laboratory or studio is designed or equipped for faculty, staff, and students for the conduct of research and controlled or structured creative activities. These activities are generally confined to faculty, staff and assigned students and are applicable to any academic discipline. Activities may include experimentation, application, observation, composition, or research training in a structured environment directed by one or more faculty or principal investigators. They do not include those practice or independent study projects and activities which, although delivering “new knowledge” to a student, are not intended to do so to a broader academic (or sponsorship) community (e.g., a presentation or publication). This category also includes labs which are used for experiments or “dry runs” in support of both instructional and research activities. Includes facilities for human subject observation *if* the activity in which they are participating is primarily one of research. Includes research art studios which may have requirements for high ceilings, additional ventilation, or special provisions for water or electricity. Also includes research performance facilities which require large stage or performance areas.

211 RESEARCH OFFICE

Definition: A room used for experimentation, research, or training in research methods; or professional research and observation; or structured creative activity within a specific program, and which primarily contains office-type accommodations.

Description: Includes offices or similar rooms in which professional and staff researchers and graduate students engage in desk, computer, or “table top” research and which do not require additional or specific infrastructure support such as built-in equipment, ventilation, water or electrical provisions, or additional performance space.

225 RESEARCH LABORATORY OR STUDIO SERVICE

Definition: A room that directly serves one or more primary research laboratory or studio facilities as an extension of the activities in those rooms and which is not intended as a permanent work station area.

Description: Includes only those rooms which directly serve a research laboratory or research studio. Included are projection rooms, telecommunications control booths, coat rooms, preparation rooms, closets, material storage, balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms, tissue culture rooms, locker rooms, showers, and similar facilities, if they serve research laboratories or studios. May include media production and computer facilities which primarily support research laboratories or studios.

226 RESEARCH OFFICE SERVICE

Definition: A room that directly serves one or more primary research offices as an extension of the activities in those rooms.

Description: Includes only those rooms which directly serve a research office. Included are coat rooms, supply and storage areas, records rooms, private (restricted access) circulation areas, etc. if they serve research offices.

250 SCHOLARLY ACTIVITY

Definition: A room that supports the study needs of faculty, staff, students, and others who are involved in research.

Description: Includes departmental study rooms that provide materials or study space for faculty, researchers, and students. Includes departmental libraries not associated with the campus library. May include collections for use and review by faculty, staff and students in the department, or be used for presentation and exhibit of student materials. The room may be equipped with terminals, carrels, shelved books and materials for use in the room, and audio-visual equipment for in-room use. Includes commons areas used primarily by graduate students and other researchers for informal research, individual and group study, or consultation and discussion.

255 SCHOLARLY ACTIVITY SERVICE

Definition: A room that directly serves a scholarly activity room as an extension of the activities in those rooms.

Description: Includes storage areas, records rooms, equipment issue rooms, coat rooms, closets, etc., if they serve scholarly activity rooms (250).

260 CLASS LABORATORY

Definition: A room used primarily for regularly or formally scheduled classes which requires special-purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline.

Description: A class laboratory is designed for or furnished with equipment to serve the needs of a particular discipline for group instruction in regularly or formally scheduled classes throughout the academic year. The design of the space or equipment in the room normally limits or precludes its use by other disciplines. Included in this category are rooms generally called teaching laboratories, instructional shops, typing or computer laboratories, drafting rooms, (group) studios, specialized health laboratories, and similar specially designed or equipped rooms, *if they are used primarily for group instruction in regularly or formally scheduled classes*. Computer rooms used primarily to instruct students in the use of computers are classified as class laboratories *if that instruction is conducted primarily in regularly scheduled classes*.

Stations to be reported: The number of students that can be accommodated in the room at one time.

261 SPECIAL CLASS LABORATORY

Definition: A room used primarily for regularly or formally scheduled instruction throughout the academic year for student participation, observation, experimentation, or practice in a field of study, but for which the configuration or set-up of the room, or equipment in the room, precludes the room's use for more than one or two courses, regardless of how frequently the class meets in a week.

Description: A special class laboratory is characterized by its specialized equipment, by the fact that experiments or special materials must remain in place for the duration of a course, or by the fact that, in addition to scheduled instruction held in the room, students are required to use that room for further individual practice, therefore, making the room unavailable for more than one or two scheduled courses per term. A special class laboratory is similar to a class laboratory in its use for regularly or formally scheduled instruction, but differs from a class laboratory in the degree of specialization that makes it available for use for only a very few number of courses. It is distinguished from an open laboratory (270) in that the latter is primarily used for unscheduled (but required) individual instructional practice, observation, participation, or experimentation, or for any laboratory-type instruction in the Performing Arts (Dance, Music, Drama).

Stations to be reported: The number of students that can be accommodated in the room at one time.

265 CLASS LABORATORY SERVICE

Definition: A room that directly serves one or more class laboratories or special class laboratories as an extension of the activities in those rooms.

Description: Includes any room which directly serves a class laboratory. Includes projection rooms, telecommunications control booths, coat rooms, preparation rooms, closets, material storage, balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms, etc. if they serve class laboratories.

270 OPEN LABORATORY

Definition: A laboratory used primarily throughout the academic year for individual or group instruction that is informally scheduled, unscheduled, or open; or a laboratory used for scheduled or unscheduled instruction in the Performing Arts (Dance, Music, Drama).

Description: An open laboratory is designed for or furnished with equipment that serves the needs of a particular discipline or discipline group for individual or group instruction, and which meet one of the following criteria: (1) the use of such room is not formally or regularly scheduled, or (2) the room is used for practice in the Performing Arts (Dance, Music, Drama). Included in this category are rooms generally called music practice rooms, language laboratories used for individualized instruction, studios (for music, dance, or film production), individual laboratories, self-paced computer laboratories, and self-instructional multimedia laboratories.

Stations to be reported: The number of students that can be accommodated in the room at one time.

275 OPEN LABORATORY SERVICE

Definition: A room that directly serves one or more open laboratories or special class laboratories as an extension of the activities in those rooms.

Description: Includes only those rooms which directly serve an open laboratory. Includes projection rooms, telecommunications control booths, coat rooms, preparation rooms, closets, material storage, balance rooms, cold rooms, stock rooms, dark rooms, equipment issue rooms, and similar facilities, if they serve open laboratories.

300 – OFFICE FACILITIES

310 ACADEMIC OFFICE

Definition: A room used by faculty, department chairs, deans who are equivalent to department chairpersons, other academic instructional appointees (e.g., lecturers, instructors, specialists), teaching assistants, emeriti, or postdoctoral scholars working at one or more desks, tables, or work stations for their desk-based academic work.

Description: An office is typically assigned to one or more persons as a station or work area. It may be equipped with one or more desks, chairs, tables, bookcases, filing cabinets, computer work stations, microcomputers, or other office equipment. May include a piano or work table to accommodate light boxes or artifacts, or space for other research activities that can be conducted in the faculty member's primary office. Included are offices used by academic staff which serves as an individual study for faculty members, department chairs, teaching assistants, or postdoctoral scholars. *This room is the primary office of the faculty member.* If the academic staff has an additional office, it is coded as Research Office (211), *if used for research*, or Other Office (320), if used for administrative duties. The 310 room code is also used for areas intended to cover the activities of teaching assistants, even if the room does not physically resemble or function as an office (i.e., there may be no assigned work stations or desks).

320 OTHER OFFICE

Definition: A room used by administrative staff, including academic administrative staff (e.g., administrative deans, provosts, directors) to perform their desk-based administrative work.

Description: An office is typically assigned to one or more persons as a station work area. It may be equipped with one or more desks, chairs, tables, bookcases, filing cabinets, computer work stations, or other office equipment.

335 OFFICE SERVICE

Definition: A room, usually without permanent work stations, that directly serves an office or group of offices as an extension of the activities in those rooms.

Descriptions: Includes file rooms, mail rooms, break rooms, kitchenettes serving office areas, copy and FAX rooms, vaults, closets, private rest rooms, records rooms, office supply rooms, and private (restricted access) circulation areas.

340 CONFERENCE ROOM

Definition: A room serving an office complex and used primary for staff meetings and departmental activities.

Description: A conference room is typically equipped with tables and chairs. Normally it is used by a specific organizational unit or office area for scheduled or unscheduled group meetings.

Stations to be reported: The total existing number of seats available in the room. May include a reasonable allowance for seating apart from the table within the design standard of the room.

345 CONFERENCE SERVICE

Definition: A room that directly serves one or more conference rooms as an extension of the activities in those rooms.

Description: Includes kitchenettes, supply rooms, coat rooms, projection rooms, telecommunications control booths, sound equipment rooms, etc., if they serve conference rooms.

400 – STUDY FACILITIES

410 STUDY ROOM

Definition: A room or area used by individuals to study at their convenience and which is not restricted to a particular subject or discipline by contained equipment.

Description: Includes study or reading rooms, “learning labs”, or “computer labs” located in libraries, residential facilities, study service facilities, study carrel and booth areas, and similar rooms which are intended for general study purposes. Study stations may be grouped, as in a library reading room, or individualized, as in a carrel. Study stations may include microcomputers, typewriters, computer terminals or other multimedia equipment. Study rooms are primarily used by students or staff for learning at their own convenience, although access may be restricted by a controlling unit.

430 OPEN STACK

Definition: A combination study room and stack, generally without physical boundaries between the stack and study areas.

Description: Seating areas include those types of stations and seating arrangements described under Study Room (410). The stack areas of these rooms may include any of the educational material arrangements described under Stack (440). Includes rooms generally referred to as open stack study rooms or carrels. The room would ordinarily contain multiple rows of double-faced shelving units as opposed to single-faced units against the wall or serving as partitions.

440 STACK

Definition: A room used to house arranged collections of educational materials.

Description: Stacks typically appear in central or branch libraries and are characterized by accessible, arranged, and managed collections. Collections can include books, periodicals, journals, monographs, micro-materials, electronic storage media (e.g., tapes, disks, slides, etc.), musical scores, maps, and other educational materials (e.g., soils collections). Includes circulation areas within the stacks including stairways, lifts, etc. If accessibility is relatively unimportant, the area is Storage-General and Research (720).

455 STUDY SERVICE

Definition: A room that directly serves study rooms, stacks, open-stack study rooms, or processing rooms as a direct extension of the activities in those rooms.

Description: Includes storage rooms, copy rooms, closets, locker rooms, coat rooms, and other typical service areas which support a primary study facilities room (see 410, 430, 440, 460).

460 PROCESSING ROOM

Definition: A room or area devoted to processes and operations in support of central or branch library functions.

Description: A Processing Room is intended for specific library operations which support the overall library mission. Included are card, microfiche, and on-line catalog areas; reference desk and circulation desk areas; bookbinding rooms; on-line search rooms; multimedia materials processing areas; interlibrary loan processing areas; and other areas with a specific process or operation in support of library functions.

470 TUTORIAL OR TRAINING ROOM

Definition: A room or area used primarily for tutoring or training in departments other than those in instructional programs.

Description: Includes rooms used for providing training or supplemental instruction to students and staff in departments not tied to instructional programs. May be equipped with tablet arm chairs, tables and chairs, or similar types of seating. These rooms may contain computer, multimedia, telecommunications, or other equipment. These rooms are typically used to support training programs for administrative staff (e.g., a room in an office complex or building dedicated to training staff on personnel procedures or computer applications) or for students seeking supplemental instruction outside the core curriculum, often through a student services administered program.

475 TUTORIAL OR TRAINING ROOM SERVICE

Definition: A room that directly serves one or more tutorial or training rooms as an extension of the activities in such a room.

Description: Includes projection rooms, telecommunications control booths, preparation rooms, coat rooms, closets, supply rooms, etc., if they serve tutorial or training rooms.

500 – SPECIAL USE FACILITIES

510 CENTRAL COMPUTER OR TELECOMMUNICATIONS

Definition: A room which is used as a computer-based data processing or telecommunications center with applications which are broad enough to serve the overall administrative and academic primary equipment needs of a central group of users, department, college, school, or entire institution.

Description: A central computer or telecommunications facility is often one of a group of rooms which constitute a center for delivering computer-based data processing or telecommunications services to various levels of user groups. Although the ongoing “primary activity” of this category is tied more closely to equipment than human activity, these areas require technical support staff and physical access may be restricted to these personnel. These central equipment rooms appear most frequently at the campuswide and large organizational unit levels and are generally subject to environmental and security controls and procedures limiting users to electronic terminal, telephone, or modem access. Includes rooms housing a center’s computer(s) (e.g., large mainframe, minicomputers, etc.), peripheral input (e.g., data entry terminals, input tape or disk drives, data-reading equipment, etc.), and output (e.g., printers, output tape or disk drives, etc.) devices. This category also includes rooms in a central computer complex which are primarily or exclusively dedicated to data or program code entry or job submissions through one or more terminals. Computer-based telecommunications equipment rooms, ranging from micro-driven LAN (local area) to the larger PBX (private branch) network centers, including rooms housing satellite signal reception or transmission equipment, should be assigned the 515 service code. This equipment may be dedicated to data, audio or telephone, video or any combination of these electronic transmission.

515 CENTRAL COMPUTER OR TELECOMMUNICATIONS SERVICE

Definition: A room that directly serves a central computer or telecommunications facilities as an extension of the activities in that facility.

Description: Includes paper and forms storage, off-line tape and disk storage, separate control and console rooms or booths, tool and parts rooms, bursting and decollating rooms, areas used to store only inactive support equipment (e.g., multiplexers, modems, spoolers, etc.), and separate areas used for delivering tapes or picking up printouts. Also includes the repair and assembly rooms which directly serve the central computer or telecommunications.

520 ATHLETICS

Definition: A room or area used by students, staff or the public for athletic or physical education activities.

Description: Includes gymnasias, basketball courts, handball courts, squash courts, wrestling rooms, weight rooms, racquetball courts, indoor swimming pools, indoor putting areas, indoor ice rinks, indoor tracks, indoor stadium fields, and fieldhouses. This category includes rooms used to teach dancing and bowling, only if they are part of a physical education instructional program.

525 ATHLETICS SERVICE

Definition: A room that directly serves an athletic or physical education facility as an extension of the activities in that facility.

Description: Includes locker rooms, shower rooms, non-office “coaches” rooms, ticket booths, dressing rooms, and rooms for equipment, supply, storage, first-aid, skate-sharpening, towels, etc.

530 ARMORY

Definition: A room or area equipped or designed for use by Reserve Officer Training Corps (ROTC) and ancillary units.

Description: Rooms which are obviously designed or equipped for use in a military training or instructional program, such as indoor drill areas, indoor rifle ranges, and specially designed or equipped military science rooms, are included in this category. Ancillary units may include special rifle and drill teams.

535 ARMORY SERVICE

Definition: A room that directly serves an armory facility as an extension of the activities in that facility.

Description: This category includes supply rooms, weapons rooms, and military equipment storage rooms.

540 CLINIC (Non-Health)

Definition: For use by “general campus” programs only. A room used for providing diagnosis, consultation, treatment, or other services to patients or clients in facilities other than those separately organized health care facilities related to medicine, veterinary medicine, dentistry, or student health care.

Description: Includes patient or client examination rooms, testing rooms, and consultation rooms. Clinics are typically associated with such educational areas as psychology, law, speech, hearing, and similar areas.

545 CLINIC SERVICE

Definition: A room that directly serves a clinic facility as an extension of the activities in that facility.

Description: Includes waiting rooms, observation rooms, control rooms, records rooms, equipment issue rooms, instrument rooms, and similar supporting rooms.

550 DEMONSTRATION

Definition: A room or group of rooms used to *practice*, within an instructional program, the principles of certain disciplines such as teaching, child care or development, or home management or economics.

Description: The key criterion here is *practice* activity within an instructional program which closely simulates a real-world or occupational setting. These facilities support the training of the college-level students involved as (certified) teachers. Includes demonstration day care and development centers, laboratory schools, and home economics or management houses, when these facilities are used for practice as a part of collegiate training or instruction.

555 DEMONSTRATION SERVICE

Definition: A room that directly serves a demonstration facility as an extension of the activities in that facility.

Description: Includes facilities generally called storerooms, pantries, etc., in a home-demonstration facility, and kitchens, lockers, shower rooms, etc., in a laboratory school. Similar support rooms which directly serve primary care and training areas in a demonstration day care center (550) are included in this category.

560 MEDIA PRODUCTION

Definition: A room used for the *production* or *distribution* of multimedia materials or signals.

Description: Includes rooms generally called TV studios, radio studios, sound studios, photo studios, video or audio cassette and software production or distribution rooms, and media centers. These rooms have a clearly defined production or distribution function that serves a broader area (e.g., department, entire campus) than would a typical service room.

565 MEDIA PRODUCTION SERVICE

Definition: A room that directly serves a media production room as an extension of the activities in that facility.

Description: The primary criterion here is that the room should serve a media production or distribution room and not another primary activity room. Examples include film, tape, or cassette libraries or storage areas; media equipment storage rooms; recording rooms; engineering maintenance rooms; darkrooms; preparation rooms; studio control booths; and other support areas which specifically serve a media production or origination room (560).

570 FIELD BUILDING

Definition: A barn or similar agricultural structure used for animal shelters or for the handling, storage or protection of farm products, supplies, vehicles, and implements.

Description: Includes barns, animal and poultry shelters, sheds, silos, feed units, and hay storage. Structures are typically of light-frame construction with unfinished interiors and are frequently located outside the central campus area. Also includes storage space for farm vehicles and implements. Service areas which support field buildings are classified within this category.

580 ANIMAL QUARTERS

Definition: A room that houses laboratory animals used for research or instructional purposes.

Description: Includes animal rooms, cage rooms, stalls, wards, and similar rooms used for the holding, feeding, or housing of animals which are used for instruction and research. Includes rooms generally referred to as vivaria, apiaries, aviaries, aquaria, animal holding rooms, etc.

585 ANIMAL QUARTER SERVICE

Definition: A room that directly serves an animal quarters facility as an extension of the activities in that facility.

Description: Includes field storage rooms, feed mixing rooms, cagewashing rooms, nonpatient surgery rooms, casting rooms or instrument rooms.

590 GREENHOUSE

Definition: A building or room, usually composed chiefly of glass, plastic, or other light-transmitting material, which is used for the cultivation or protection of plants or seedings for research, instructional, or campus physical maintenance or improvement purposes.

Description: The primary criterion here is the combination of structural design as a greenhouse and the use for cultivation or protection. An example would be a greenhouse that serves as a laboratory or service area for a botany or vocational (e.g., horticulture) educational program.

595 GREENHOUSE SERVICE

Definition: A room that directly serves a greenhouse facility as an extension of the activities in that facility.

Description: Includes equipment or materials storage areas and rooms generally called headhouses.

600 – GENERAL FACILITIES

610 FOOD FACILITY

Definition: A room used for eating.

Description: Includes dining halls, cafeterias, snack bars, restaurants, and similar eating areas, including such areas in residence halls, faculty clubs, etc. This category includes facilities open to students, faculty, staff, or the public at large. The primary distinction of a food facility area (610) is the availability of some form of accommodation (seating, counters, tables) for eating and drinking. This is, therefore, an area intended for the actual consumption of food and drink. Vending areas with seating, counters, or tables are included in this category.

615 FOOD FACILITY SERVICE

Definition: A room that directly serves a food facility as an extension of the activities in that facility.

Description: Includes kitchens and other preparation areas, cold storage and freezer refrigeration rooms, dishwashing rooms, food serving areas, cleaning areas, etc. Includes vending areas which directly serve food facilities, as well as vending rooms adjacent to an eating area.

620 RECREATION

Definition: A room used by students, staff, or the public for recreational purposes.

Description: Includes billiards rooms, game and arcade rooms, bowling alleys, table tennis rooms, dance or ballrooms, chess rooms, card-playing rooms, hobby rooms, TV rooms, reading (non-study) rooms, and music listening rooms which are used for recreation and amusement and not for instructional purposes. Recreation rooms and areas are used for relaxing, amusement-type activity, whereas athletic or physical education facilities (520) are typically used for the more vigorous pursuits within physical education, intercollegiate athletics, and intramural programs.

625 RECREATION SERVICE

Definition: A room that directly serves a recreation facility as an extension of the activities in that facility.

Description: Includes storage rooms, closets, equipment issue rooms, cashiers' desks, and other support areas which directly serve a recreation facility (620).

630 COMMONS

Definition: A room used for rest and relaxation which is not restricted to a specific group of people, unit, or area, and which may be used for informal discussions and gatherings.

Description: A commons lounge facility is typically equipped with upholstered furniture, draperies, or carpeting, and may include vending machines. A commons area (630) differs from an office area or "break room" lounge (335) or conference room (340) by virtue of its public availability and informal function. If a room is open for use by people visiting or passing through a building or area, it is coded as Commons (630). Such a room may have vending machines if the primary use of the room is rest, relaxation, or informal socializing and not for eating (610). Includes living rooms in residence halls.

635 COMMONS SERVICE

Definition: A room that directly serves a general use commons or lounge facility.

Description: Includes kitchenettes, storage areas, and vending rooms which directly serve a general use lounge or commons facility (630).

640 MERCHANDISING

Definition: A room used to sell products or services.

Description: Includes product and service sales areas such as bookstores, student supply stores, barber or beauty shops, post offices, campus food stores, walk-away vending machine rooms, and central ticket outlets serving multiple facilities or activities.

645 MERCHANDISING SERVICE

Definition: A room that directly serves a merchandising facility as an extension of the activities in that facility.

Description: Includes storage rooms and closets, sorting rooms, private rest rooms, and other support rooms if they directly serve a merchandising facility.

650 ASSEMBLY

Definition: A room designed and equipped for the assembly of many persons for such events as dramatic, musical, devotional, livestock-judging, or commencement activities.

Description: Includes theaters, auditoria, concert halls, arenas, chapels, and livestock-judging pavilions which are used primarily for general presentations (speakers), performances (dramatic, musical, dance), and devotional services, rather than for instruction as the primary function. Seating areas, orchestra pits, chancels, arenas, aisles, and stages (if not used primarily for instruction) are included in and usually aggregated into the assembly space. This category also includes chapels located in health, residential, or other facilities.

Stations to be reported: The audience seating capacity of the area circumscribed by the proscenium arch, and side and rear walls. For assembly facilities lacking a proscenium arch (e.g., a modern music hall), the stations equal the normal audience seating capacity for the entire room.

655 ASSEMBLY SERVICE

Definition: A room or area that directly services an assembly facility as an extension of the activities in that facility.

Description: Includes check rooms, coat rooms, ticket booths, dressing rooms, projection booths, property storage, makeup rooms, costume storage, green rooms, multimedia and telecommunications control rooms, etc.

660 EXHIBIT

Definition: A room or area used for exhibition of materials, works of art, artifacts, etc., and intended for general use by faculty, student, staff, and the public.

Description: Includes institution-wide museums, galleries, and similar exhibition areas which are used to display materials and items for viewing by *both* the institutional population *and* the public.

665 EXHIBIT SERVICE

Definition: A room that directly serves an exhibition facility as an extension of the activities in that facility.

Description: Includes preparation workrooms, storage rooms, vaults, etc. which serve general exhibition areas (660).

670 DAY CARE

Definition: A room used to provide day or night child or elderly adult care as a non-medical service to members of the institutional community.

Description: Includes all primary activity rooms which provide oversight, supervision, developmental training, and general personal care for assigned children, and adults; e.g., play areas, non-staff eating areas, and child training rooms. This type of facility serves as a central service center for faculty, staff, and students with members of the community being served as needed. Institutionally controlled space which is used to provide an elementary school for children of faculty, staff, or students (and which may also serve the community) is also to be classified with this code. This is not a medical care facility; i.e.,

medical attention is strictly limited to maintaining prescribed medication schedules and providing first aid in case of accident.

675 DAY CARE SERVICE

Definition: A room that directly serves a primary activity room in a day care facility as an extension of the activities in that room.

Description: Includes storage rooms, closets, kitchens, pantries, private or staff rest rooms, and other typical service rooms which support a primary activity area.

700 – SUPPORT FACILITIES

710 SHOP – General and Research

Definition: A room used for the manufacture, repair or maintenance of products and equipment for the central campus (i.e., physical plant) or research laboratories.

Description: Includes carpenter, plumbing, HVAC, electrical and painting shops, and similar physical plant maintenance facilities. This category is intended primarily for *centralized* shops for the construction or repair of research or instructional equipment and repair and maintenance of multimedia equipment and devices. Special purpose shops (e.g., glass blowing, machining, computer repair) supporting multiple rooms for scientific instruction and research are coded either as Research Laboratory Service (225) or Shop-General and Research (710).

711 SHOP – Teaching Laboratory

Definition: A teaching laboratory service room used for the manufacture, repair, or maintenance of products or equipment.

Description: This category is intended for shops which primarily serve the instructional activities found in teaching laboratories. These rooms may be coded as Shop-Teaching Laboratory (711) or Class Lab Service (265) or Open Lab Service (275). Shops for I&R Performing Arts programs should be coded as 275-Open Service.

715 SHOP SERVICE – General and Research

Definition: A room that directly serves a central campus (i.e., physical plant) or research laboratory shop facility as an extension of the activities in that facility.

Description: Includes tool storage rooms, materials storage rooms, similar equipment or material supply or storage rooms, locker rooms, shower areas and similar non-public areas that serve the central campus or research laboratory shop facility. Shop service areas that support research laboratories may be coded as Research Laboratory Service (225) or Shop-General and Research (715).

716 SHOP SERVICE – Teaching Laboratory

Definition: A room that directly serves a teaching laboratory shop facility as an extension of the activities in that facility.

Description: Includes tool storage rooms, materials storage rooms, similar equipment or material supply or storage rooms, locker rooms, shower areas, and similar non-public areas that serve the teaching laboratory shop facility. Shop service areas that support

teaching laboratories may be coded as Class Lab Service (265), Open Lab Service (275) or Shop Service-Teaching Laboratory (716). Shop service areas that support I&R Performing Arts programs should be coded as 275-Open Lab Service.

720 STORAGE – General and Research

Definition: A room or building used to store equipment or materials and which serves a campuswide or research laboratory service function.

Description: The concept of “central” or “general” is key to applying this code correctly. The vast majority of storage rooms on a campus are service rooms (e.g., 125, 225, 335, 455, etc.) which directly support a primary activity room or room group (e.g., a paper storage room (335) can serve several office (310, 320) in an area). Service storage rooms are relatively close to the areas they serve and are used more than occasionally, and therefore, should be classified as service to the primary room type. Central storage areas include areas commonly called warehouses, surplus storage, central campus supply or storage, and inactive or dead storage. A storage room incidentally used to store janitorial supplies would remain in this category. It also includes storage rooms in a building or building area which serve multiple room use types and which are used for general or surplus (e.g., furniture, equipment) collection or storage. This code may be used for all storage areas which do not qualify as service rooms. The typical storage area which serves a research laboratory may be coded as Research Laboratory Service (225) or Storage-General and Research (720). Stored museum collections may be coded either as Storage-General and Research (720) or Exhibit Service (665).

721 STORAGE – Teaching Laboratory

Definition: A room or building which is used to store equipment or materials serving teaching laboratories.

Description: The vast majority of storage rooms supporting teaching laboratories service rooms (i.e., 265, 275). Campuses may exercise the option to use the 721 code to distinguish storage facilities from other service room codes which support teaching laboratories. If the storage space is serving only open laboratories (e.g., costume storage for the Performing Arts), then the room should be coded as Open Laboratory Service (275).

722 STORAGE – Office

Definition: A room or building which is used to store equipment or materials serving or supporting office activities.

Description: The vast majority of storage rooms supporting offices are service rooms (i.e., 335). Service storage rooms are relatively close to the areas they serve and are used more than occasionally, and therefore, should be classified as service to the primary room type. The typical storage area which serves an office complex should be coded as Office Service (335); however, a large storage facility which may consist of several thousand square feet; contains office files, records, or furniture; and is not located in the immediate or adjacent area to the office complex it serves may be coded as Storage-Office (722).

750 VEHICLE STORAGE

Definition: A room or structure that is used to house or store vehicles which are owned or controlled by the institution.

Description: Includes structures, buildings, and rooms generally called garages, boathouses, and airplane hangers. The definition of "vehicle" is broadly interpreted here to include forklifts, moving equipment, and other powered transport devices or equipment.

755 VEHICLE STORAGE SERVICE

Definition: A room that directly serves a vehicle storage facility as an extension of the activities in that facility.

Description: Includes any areas or rooms directly serving a vehicle storage facility, such as storage rooms and areas used for maintenance and repair of automotive equipment, boats, airplanes, and other vehicles defined in Vehicle Storage (750) above. Access control areas are also included.

760 CENTRAL SERVICE

Definition: A room or area which is used for the processing, preparation testing, or delivery of a complex-central or campuswide support service.

Description: The central service delivery may be provided by special equipment, human activity, the special availability of space, or any combination of these elements. Includes centralized food stores and laundries which serve the occupants or activities of more than one building. Also includes central printing and duplicating services, central mail facilities, central shipping and receiving areas, central environmental testing or monitoring facilities, if they serve the occupants and activities of more than one building. Also includes morgues and autopsy rooms which are tied to Police, Fire, and Environmental Health and Safety departments. Most of these centralized areas have a campuswide service scope.

765 CENTRAL SERVICE SUPPORT

Definition: A room that directly serves a central service facility as an extension of the activities in that facility.

Description: Service rooms for Central Service are typically limited to extension storage rooms for supplies, parts, and moving, or non-active equipment; and adjacent, directly supporting repair and maintenance areas.

800 – HEALTH CARE FACILITIES

810 PATIENT BEDROOM – REGULAR

Definition: A room equipped with a bed and used for patient care. *If possible, use one of the more specific patient bedroom codes defined below (811-818).*

Description: This category includes general nursing care, acute care, semiconvalescent and rehabilitative adult or pediatric bedrooms, intensive care units, progressive coronary care units, emergency bed care units, observation units, infant care nurseries, incubator units, wards, etc. Connected clothes closets are included. Stalls for animal patients are also included, although specific bedding areas may not be provided. Veterinary facility areas commonly called veterinary quarters, small or large animal ward, equine stall, bovine stall, etc., are included in this category.

Stations to be reported: Bed-patient capacity.

811 BEDROOM – CORONARY CARE

Definition: A room used for coronary care patients as a bedroom.

Stations to be reported: Bed-patient capacity.

812 BEDROOM – INTENSIVE CARE

Definition: A room used for intensive care bedrooms or units, emergency bed care or observation bed care.

Stations to be reported: Bed-patient capacity.

813 BEDROOM – NEONATAL INTENSIVE CARE

Definition: A room used for neonatal intensive care patients as a bedroom.

Stations to be reported: Bed-patient capacity.

814 BEDROOM – HEMODIALYSIS CARE

Definition: A room used for hemodialysis care patients as a bedroom.

Stations to be reported: Bed-patient capacity.

815 BEDROOM – PSYCHIATRIC CARE

Definition: A room used for psychiatric care patients as a bedroom.

Stations to be reported: Bed-patient capacity.

816 BEDROOM – MATERNITY CARE

Definition: A room used for maternity care patients as a bedroom.

Stations to be reported: Bed-patient capacity.

817 BEDROOM – NURSERY CARE

Definition: A room used for special care nurseries and infant general care and incubator patients as a bedroom.

Stations to be reported: Crib, bassinet, and incubator-patient capacity.

818 BEDROOM – PEDIATRIC CARE

Definition: A room used for child patients as a bedroom.

Stations to be reported: Bed-patient capacity.

819 PATIENT BEDROOM SERVICE

Definition: A room that directly serves one or more patient bedrooms as an extension of the activities in those rooms.

Description: Included are linen closets, patient lounges, children's play rooms and any other service areas that are used primarily by patients as opposed to staff. Also includes small anterooms to the patient bedrooms if these areas are not aggregated with the 810-818 space. Veterinary facility areas commonly called ward storage and groom rooms should be classified within this category.

820 PATIENT BATHROOM AND TOILET

Definition: A room containing patient bath and toilet facilities. *If possible, use one of the more specific bathroom codes defined below (821, 822).*

Description: Included in this category are toilet and bath facilities adjoining or in conjunction with patient bedrooms. These rooms may contain various configurations of toilet, tub, shower or commode facilities; individual types of Patient Bath (820) may be distinguished through the application of extension codes (821, 822). Animal cleaning rooms in veterinary schools are included in this classification unless the cleaning rooms are specifically used for surgery preparation (842).

821 PATIENT TOILET

Definition: Rooms containing patient toilet facilities only, adjoining or in conjunction with patient bedrooms.

822 PATIENT BATH OR TOILET

Definition: All toilet, shower or tub rooms not adjoining or in conjunction with patient bedrooms. Includes all staff bathrooms and baths in treatment areas.

830 NURSE STATION

Definition: A room or area used by nurses or other patient care staff who are supervising or administering health care services.

Description: This is the primary work station area used by nurses and other patient care staff; these personnel are typically assigned to a specific ward of the facility. Includes ward reception and admissions desks and records or charting work areas.

Stations to be reported: Number of permanent work stations.

832 NURSE STATION SERVICE

Definition: A room that directly serves one or more nurse station rooms as an extension of the activities in those rooms.

Description: Includes nurse lounges or break rooms, locker rooms, private staff rest rooms, utility rooms, storage (e.g., medications, supplies, etc.), formula and medication preparation areas, equipment sterilization and other work rooms directly serving the nurse station. Also includes special tub rooms, nourishment rooms and separate storage rooms for records and charts. Animal or poultry maintenance service rooms in veterinary

institutions, including tack rooms, horseshoeing rooms, food preparation and feed storage rooms, are also included in this category.

834 PATIENT TRANSPORTING MOVING EQUIPMENT

Definition: A patient-related interim storage area used to place patient-moving equipment such as gurneys, wheelchairs, stretchers, code blue carts and other similar equipment.

838 STAFF ON-CALL FACILITY

Definition: A room or quarters used by health care staff to rest or sleep while on-call to assigned duties within a health care facility.

Description: Includes areas or rooms used by doctors, nurses, emergency medical technicians, flight care crews, etc., to rest or sleep while on-call to specific duties within the facility.

839 STAFF ON-CALL FACILITY SERVICE

Definition: A room that directly serves a staff on-call room as an extension of the activities in that facility.

Description: Includes kitchens, baths, laundry rooms, lounges, closets, and other storage areas that directly serve the on-call quarters.

840 SURGICAL OPERATING ROOM

Definition: A room used for surgery. *Where possible, use one of the more specific surgical operating room codes defined below (844, 846).*

Description: Included in this category are major and minor surgery rooms, delivery rooms and special procedures operating rooms (e.g., OB-GYN, ophthalmic operating rooms). These rooms are typically equipped with operating room tables, sterile lights, anesthesia machines and various types of monitoring equipment. Also includes rooms in veterinary facilities typically referred to as large animal surgery, small animal (includes poultry) surgery, bovine surgery, bull surgery, etc.

842 SURGERY SERVICE

Definition: A room that directly serves a surgery room as an extension of the activities in that facility. *Where possible, use one of the more specific surgery service room codes defined below (845, 847, 848).*

Description: Included are recovery rooms, labor rooms, special support equipment rooms (e.g., anesthesia, heart, lung, X-ray, etc.), dictation booths, scrub-up rooms, gown rooms, locker rooms, instrument cleanup and storage rooms, sterile supply storage rooms, patient (surgery preparation) cleaning rooms, monitor rooms, gas and gurney storage areas, postoperative and operating room repair rooms, and clean and dirty linen areas if these rooms serve the surgery facility.

844 SURGICAL SPECIAL PROCEDURE ROOM

Definition: Procedure/surgery room used for special procedures such as urology, ENT, sigmoidoscopy and similar work-ups.

- 845 SURGICAL LABOR ROOM**
Definition: Room designated as a Labor room.
Stations to be reported: Bed-patient capacity.
- 846 SURGICAL DELIVERY ROOM**
Definition: Room designated as a Delivery room.
- 847 SURGICAL RECOVERY ROOM**
Definition: Room designated as a General Surgical recovery room; does not include specialized intensive care recovery/monitoring rooms.
Stations to be reported: Bed-patient capacity.
- 848 SURGICAL CARDIAC CATHETERIZATION ROOM**
Definition: Room designated as a cardiac catheterization room.
- 850 TREATMENT OR EXAMINATION ROOM**
Definition: A room used for diagnostic and therapeutic treatment.
Description: Included are rooms used for radiology, fluoroscopy, angiography, physical and occupational therapy, dialysis, body (e.g., CAT, MRI, ultrasound) scanning, cardiac catheterization, pulmonary function and vascular testing, EEG, ECG, EMC, EMR, linear acceleration, and dental examination and treatment. In veterinary institutions, rooms commonly called isolation treatment, small or large animal treatment, swine treatment, etc., are included.
- 852 TREATMENT – DOCTOR**
Definition: Combined doctor's office and treatment/consultation room.
Stations to be reported: Professional staff only.
- 854 TREATMENT SERVICE**
Definition: A room that directly serves a treatment or examination room as an extension of the activities in that facility.
Description: Included are dressing rooms, dark rooms, work preparation areas, equipment and supply storage rooms, sound proof rooms, patient dressing rooms, and clean and dirty linen rooms if these areas directly serve the primary activity treatment or examination facility. Also includes rooms in veterinary institutions commonly called animal holding, swine holding pen, etc., if these areas serve a treatment or examination room.
- 855 RADIOLOGICAL SERVICE DIAGNOSTIC**
Definition: Rooms used away from the surgical room/suites for diagnostic X-ray procedures using radio imaging devices, chest X-raying fluoroscopy, angiography and scanners.
- 856 RADIOLOGICAL SERVICE THERAPEUTIC**
Definition: Rooms used for therapeutic treatment purposes. Will include all radiation therapy equipment with a rating above 250 kilovolts, cobalt, etc.

857 RADIOLOGICAL CONTROL ROOM

Definition: Room or area designated for principal use as operator control region for operating RX and DX X-ray equipment; patient monitoring while being X-rayed. May serve as a secondary film processing area not covered by the Radiological Film Processing Room (858) below.

858 RADIOLOGICAL FILM PROCESSING

Definition: Room designated for film processing only.

859 RADIOLOGICAL FILM VIEWING

Definition: Room designated and devoted to film viewing by Radiology staff and located directly adjacent or contiguous to the radiological area. This does not include rooms used primarily or under multifunction which are equipped with view boxes or walls.

860 DIAGNOSTIC SERVICE LABORATORY

Definition: A room used to provide diagnostic support services to an entire health care facility.

Description: Includes pathology, pharmacy, autopsy, isotope rooms or labs, etc., providing such services as hematology, chemistry tissue, bacteriology, serology, blood bank and basal metabolism. Also includes areas commonly termed canine, feline, poultry, bovine, or equine necropsy rooms in veterinary institutions.

Stations to be reported: Number of permanent work stations.

862 DIAGNOSTIC SERVICE LABORATORY SUPPORT

Definition: A room that serves a diagnostic service laboratory as an extension of the activities in that facility.

Description: Included are cadaver storage rooms, morgues, autoclave and centrifuge rooms, warm and cold rooms, locker, scrub-up and gown rooms, special processing rooms, and supply and storage areas that directly serve one or more diagnostic service laboratories. Also includes carcass refrigerators and other areas with the above service functions in veterinary institutions.

870 SUPPLIES

Definition: A room used centrally to store health care supplies in a health care facility.

Description: This classification, which serves a *central* storage or supply function similar to the central Storage – General and Research (720) classification, applies only to health care materials and supplies in a health care facility. Storage is relatively inactive in comparison to (usually smaller) standard service rooms. Included are pharmacy supply and storage rooms, dispensary areas and central linen storage rooms.

880 PUBLIC

Definition: A room used by the public to await admission, treatment, or information within a health care facility.

Description: Included are lobby areas that are specifically configured and furnished for public waiting; physical boundaries should be assigned, as needed, to define nonassignable areas of entrance lobbies which simply serve a circulation function. Also includes patient waiting rooms, reception and visiting areas, viewing rooms and ward day rooms.

890 CUSTODIAL

Definition: Rooms used for housekeeping, linen storage and handling; includes rooms used by housekeeping staff for storerooms, closets, locker rooms, etc., for building maintenance and operation. Excludes mechanical and equipment rooms.

900 – RESIDENTIAL FACILITIES

910-916 RESIDENCE HALLS AND DORMITORIES

Room Use Code and Name

- 910 RESIDENCE HALL BEDROOM**
- 911 BEDROOM – 1 OCCUPANT**
- 912 BEDROOM – 2 OCCUPANTS**
- 913 BEDROOM – 3 OCCUPANTS**
- 914 BEDROOM – 4 OCCUPANTS**
- 915 BEDROOM – 5 OCCUPANTS**
- 916 BEDROOM – 6 OR MORE OCCUPANTS**

Definition: A residential room for one or more individuals typically furnished with bed(s), wardrobe(s), desk(s), and chair(s), with or without an internally connected bath or toilet.

Description: These are the rooms typically found in dormitories or residence halls. Includes single or multiple sleep/study rooms and may contain a private toilet or bath that is accessible without having to go out to a hallway or other general circulation area. A sleep/study facility may be a room for combined sleep/study, a room exclusively for sleeping, or a room for living and study. Connected closets are considered part of the room.

Stations to be reported: The number of student occupants the room was designed to accommodate. If the room was designed to house two students, but due to campus housing shortages, the room currently accommodates three students, report the station count as '2'. For dormitory-type housing for staff (e.g., housing provided for researchers at an off-campus site), report the number of beds the room was designed to accommodate.

920 RESIDENTIAL SERVICE

Definition: A room that directly serves the occupants of residence halls and dormitories (910-916).

Description: This is the service code for the 910-916 residential facilities. Includes mail rooms, laundry and pressing rooms, linen closets, maid rooms, serving rooms, trunk storage rooms, and telephone rooms that serve the occupants of Residence Hall facilities. Kitchen or food preparation rooms that serve sleeping areas and do not serve an accompanying eating or dining area (see 610) are also classified as Residential Service (920).

922-926 RESIDENTIAL BATHROOM FACILITIES

Room Use Code and Name

- 922 BATHROOM – PRIVATE**
- 924 BATHROOM – SHARE**
- 926 BATHROOM – GANG**

Definition: A toilet or bathroom intended only for the occupants of the residential facilities (e.g., residence halls, dormitories), rather than for the public.

Description: Includes common or shared bathroom facilities which may consist of full or half-bath, shower, or toilet and shower combinations, used by the residents and accessible from a corridor or other general circulation area. Bathrooms internal to a sleep/study room are coded as Private Bathroom (922). A bathroom for use by the occupants of a suite of residential bedroom units is coded as Shared Bathroom (924). A common or shared bathroom facility which may consist of full or half-baths, showers, or toilet and shower combinations, for use by the occupants of residential facilities and which is accessible from a corridor or general circulation area is coded as Bathroom – Gang (926).

960-968 HOUSE (Single Dwelling Units)

Room Use Code and Name

- 960 HOUSE – STUDIO**
- 961 HOUSE – 1 BEDROOM**
- 962 HOUSE – 2 BEDROOMS**
- 963 HOUSE – 3 BEDROOMS**
- 964 HOUSE – 4 OR MORE BEDROOMS**
- 968 HOUSE – CHIEF CAMPUS OFFICER**

Definition: A complete living unit, with private cooking facilities, that is a separate structure.

Description: This is the basic module or group of rooms designed as a complete housekeeping unit (i.e., it contains bedroom(s), living room(s), kitchen, and toilet facilities). It is not intended that individual rooms be specifically identified within the

structure, but only that the total interior area be accounted for. Includes houses provided for faculty, staff, or students.

Stations to be reported: The number of student, staff, or guest occupants that the unit was designed to accommodate. For single student housing, report the number of students the house was intended to house. For married student housing, report a station count of '1' regardless of the number of bedrooms available in the house.

980-984 APARTMENT (Multiple Dwelling Units)

Room Use Code and Name

- 980 APARTMENT – STUDIO**
- 981 APARTMENT – 1 BEDROOM**
- 982 APARTMENT – 2 BEDROOMS**
- 983 APARTMENT – 3 BEDROOMS**
- 984 APARTMENT – 4 OR MORE BEDROOMS**

Definition: A complete living unit, with private cooking facilities, that is not a separate structure.

Description: This is the basic module or group of rooms designed as a complete housekeeping unit (i.e., it contains bedroom(s), living room(s), kitchen, and toilet facilities). It is not intended that individual rooms be specifically identified within the apartment, but only that the total interior space be included. Includes apartments provided for faculty, staff, or visiting guests. Apartments need not be located in a residential building. A duplex unit should be classified as an Apartment because it is not a separate, freestanding structure.

Stations to be reported: The number of student, staff, or guest occupants that the unit was designed to accommodate. For married student housing, report a station count of '1' regardless of the number of bedrooms in the apartment unit.

985 APARTMENT SERVICE

Definition: A room or area that directly serves an apartment or group of apartments as an extension of the activities in that facility.

Description: Includes laundry rooms, mail rooms, linen closets, maintenance, housekeeping or security rooms, trunk storage rooms, telephone rooms, and weight or exercise rooms that serve apartment facilities. Apartment service facilities may be located in a separate building that serves an apartment complex. Service rooms (laundry, storage, etc.) that are internal to an apartment unit are included in the Apartment (980-984) space.