Implementing a Timely Hospital Planning Project: *Tips and Resources From the Experts*

December 16, 2008

New Jersey Hospital Association
760 Alexander Road, Princeton, NJ

Sponsored by:
New Jersey Hospital Association
PROGRAM OBJECTIVES
In today's competitive marketplace, it is imperative that providers move quickly on the development and implementation of construction projects. And yet, there are challenges that providers, architects, engineers and state regulators face with the architectural plan review and facility inspection and licensure process that can create unnecessary and frustrating obstacles. This program is intended to identify those issues, discuss solutions and to utilize resources that have been developed to help all parties involved in facilitating the implementation of an architectural project.

Representatives from the state departments of Community Affairs and Health and Senior Services will provide an extensive overview of their operations, how they interact with each other's agency, what fail points they experience in working with providers and architects and how those problems may be overcome.

Hospital engineers, a professional architect and a consultant with experience from the state regulatory agency side will participate in a panel discussion regarding the practices they have developed that have allowed them to successfully move projects through the architectural review process, through inspection and ultimately to licensure.

Attendees will obtain knowledge and resources to:
- Identify all appropriate staff at the Department of Community Affairs and Department of Health and Senior Services that could be involved in the plan review, inspection and licensure process;
- Understand the roles and responsibilities of the various state regulatory agencies that providers and architects must work with to ultimately license their facilities (from plan review through licensure);
- Engage in a dialogue with representatives from the state regulatory agencies regarding issues or concerns that have been identified with the process; and
- Assist in the selection of an architectural firm, including a checklist of what to know when utilizing the architectural review process, a form to be filed to facilitate communication between an architect, state regulatory agency and appropriate staff at the hospital, among other resources.

WHO SHOULD ATTEND
COOs, hospital engineers, facility plant managers, hospital planning executives, hospital architects and architects from firms representing or seeking to represent clients in New Jersey

PROGRAM SCHEDULE
9:00  Registration/Continental Breakfast

9:30  Welcome and Introduction
Valerie Sellers
Senior Vice President, Health Planning and Research, NJHA

9:45  DCA Overview of the Architectural Review Process
The purpose of this session is to acquaint or affirm an understanding of the roles and responsibilities of the Division of Codes and Standards, to learn expectations when reviewing architectural plans and to understand how that process can be improved.
- Overview of DCA structure and staffing—areas of responsibility
- Current process and time frame
- Common pitfalls
- Authority of the local reviewers

10:15  DHSS Licensure Review
The relationship between DCA and DHSS and how it relates to a provider/architect attempt to bring a project to completion can sometimes be confusing. This session will clearly define the role of DHSS from architectural review through licensure and how current CN and licensure rules fit within that process.
- Overview of DHSS structure and staffing—areas of responsibility
- Status of certificate of need and licensure
- Role and responsibilities of CN, licensure and hospital and healthcare facility inspection staff
- Relationship between DCA and DHSS
• How licensure affects the architectural review process
• How to successfully file waiver requests

10:45 The Architectural Perspective
An architect from a firm that has represented numerous hospitals throughout the state and has successfully completed the plan review process will provide his perspective on how that process can be facilitated to meet the needs of the architect, the hospital or healthcare facility and state agency representatives.
• Common challenges in the architectural review process
• Helpful hints

11:00 The Hospital Perspective
Hospital planners, engineers and consultants have a unique perspective on how the process can and should work. They will share their insights regarding how to select an architectural firm and how to work successfully with state regulatory agencies, from the plan review process up to inspection and licensing.
• Utilizing the functional review option
• Common challenges in the architectural review process
• Selecting the right architectural firm
• Helpful hints

11:30 Panel Discussion and Questions and Answers

12:00 Adjournment/Networking Luncheon

FACULTY
Cynthia Wilk
Director, Division of Codes and Standards
Department of Community Affairs

David B. Uhaze, RA
Chief, Bureau of Construction Project Review
Department of Community Affairs

Frank Kiani
Supervisor, Health Care Plan Review
Department of Community Affairs

John Calabria
Director, Certificate of Need and Healthcare Facility Licensure
Department of Health and Senior Services

Bill Lohman
Department of Health and Senior Services

Alison Gibson
Director, Office of Health Facilities Assessment & Survey
Department of Health and Senior Services

Kurt Baur, AIA, ACHA
Principal, Director of Healthcare Architecture
Fletcher Thompson Architecture Engineering, LLC

Americo Crincoli, AIA
Director of Planning and Design
Saint Barnabas Health Care System
Directions To The New Jersey Hospital Association
760 ALEXANDER ROAD
PRINCETON, NJ
609-275-4000

IMPORTANT NOTE: Alexander Road Bridge 90-Day Road Closures July 11 until Mid-December please be advised that beginning Friday, July 11, 2008, the New Jersey Department of Transportation (NJ DOT) will begin a permanent detour around the Alexander Road Bridge effectively closing Alexander and North Post Roads in the area of the bridge (map). This detour is currently scheduled to continue until mid-December due to unforeseen delays.

Via New Jersey Turnpike: NJ Turnpike to Exit 8 (Hightstown/East Windsor). Take Route 33 West into Hightstown. At second traffic light make a left (Main Street). Make first right onto Stockton Street (which turns into Route 571-Princeton Hightstown Road). Stay on Route 571 approximately 8 miles. After traffic light at Clarksville Road turn left at the next traffic light (between 2 gas stations) onto Alexander Road. Follow Alexander Road making a right over the railroad tracks. After crossing over the railroad tracks continue on Alexander Road approximately 1/2 mile. New Jersey Hospital Association is on left. Park in rear.

From Hightstown: Take Stockton Street (which turns into Route 571 west for approximately 8 miles). Go straight through the traffic light at Clarksville Road, turn left at the next traffic light (between 2 gas stations) onto Alexander Road. Follow Alexander Road making a right over the railroad tracks. After crossing over railroad tracks continue on Alexander Road approximately 1/2 mile. New Jersey Hospital Association is on left. Park in rear.

From New Brunswick Area: U.S. Route 1 South (approximately 15 miles) to Alexander Road East/Princeton Junction exit. Take exit and turn right onto Alexander Road. Hyatt Regency Princeton is on your right. Go through 3 lights. New Jersey Hospital Association is on right. Park in rear.

From Philadelphia Area: Take I-95 north from Philadelphia; continue on I-95 across the Delaware River into New Jersey. That road becomes I-295 south approximately 5 miles into New Jersey. Continue on I-295 south to Exit 67 for Route 1 north. Proceed on Route 1 North approximately 3 miles. Turn right onto Alexander Road East (Princeton Junction) exit. Turn right onto Alexander Road. New Jersey Hospital Association is approximately mile on right. Park in rear.

From Southern NJ: Take Route I-295 North to exit 67A onto Route 1 North (sign says Trenton/New Brunswick). Proceed on Route 1 for approximately 3 miles. Turn right onto Alexander Road East (Princeton Junction) exit. Turn right onto Alexander Road. New Jersey Hospital Association is approximately on right. Park in rear.

Via Route 31: Route 31 South to Route I-95 North. I-95 North becomes Route I-295 South. Continue to Exit 67A (New Brunswick) for U.S. Route 1 North.

Bear left at exit ramp fork and follow signs to Route 1 North. Proceed on Route 1 North for approximately 3 miles. Take Alexander Road East (Princeton Junction) exit. Turn right onto Alexander Road. New Jersey Hospital Association is approximately mile on right. Park in rear.

REGISTRATION INFORMATION
Fees: NJHIA Hospital, Institutional and Associate Members: $135 ea
Non-members: $195
Fee includes continental breakfast, lunch and materials.
- Payment by credit card or check along with the registration form is required at enrollment.
- Registrations will be accepted by FAX at 609-275-4271 ONLY IF ACCOMPANIED BY credit card information (MasterCard, VISA or American Express).
- Make checks payable to: HRET of NJ
- Mail to: Educational Services
HRET of NJ
P. O. Box 828691
Philadelphia PA 19182-8691

If your check is being processed you may use a credit card to hold your registration. Please write “HOLD ONLY” by the credit card information. Credit card will be charged if check is not received by the date of the conference.

I AGREE TO THESE TERMS
- Cancellations received by Dec. 5 will receive a refund minus a $35 per person service fee. Cancellations received after that date will not be eligible for a refund.
- Registrants unable to attend may send an alternate.
- No confirmation will be sent.

Please note: Parking is in rear of the building.

For more information, or if you have a disability and need a special accommodation, please call, 609-275-418 or 4181.

Please note: Parking is in rear of building.