



National Health Service in Scotland
Management Executive

St. Andrew's House
Edinburgh EH1 3DG

Dear Colleague

**SCOTTISH HOSPITAL PLANNING NOTE 20:
MORTUARY AND POST-MORTEM ROOM**

Summary

1. This letter announces the publication of Scottish Hospital Planning Note (SHPN) 20. A copy is enclosed for your information and use. Further copies are available through HMSO priced at £20.

2. Annex 1 to this letter describes the scope of SHPN 20 and provides an explanation of the appropriate cost allowances. Annex 2 is a table showing the appropriate Departmental Cost Allowances.

3. Activity Data Sheets appropriate to SHPN 20 do not form part of this Note, but their code numbers are listed in Chapter 8 of the SHPN. The sheets are being prepared at present and will be published in a separate document (Supplement A). Copies of the printed sheets will be issued to Health Boards and Trusts.

Action

4. Health Boards and NHS Trusts should ensure that the guidance in SHPN 20 is taken into account when briefing and planning hospital projects.

Yours sincerely

H R McCALLUM
Director of Estates

19 October 1993

Addressees

For action:
General Managers,
Health Boards

Unit General Managers

Chief Executives,
NHS Trusts

For information:
General Manager,
State Hospital

General Manager,
Common Services Agency

Enquiries to:

F Elliott
Estates Division
NHS Management
Executive
Room 347
St Andrew's House
EDINBURGH EH1 3DE
Tel: 031-244 2430
Fax: 031-244 2323

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ANNEX 1

SCOTTISH HOSPITAL PLANNING NOTE 20: MORTUARY AND
POST-MORTEM ROOM

Scope

1. Scottish Hospital Planning Note (SHPN) 20 is a self contained note which gives guidance on the planning and design of comprehensive mortuary facilities. The guidance may also be used where the full facilities are not necessary, eg where a body store with viewing only is required.

Inclusions

2. This SHPN gives specific guidance on the design of accommodation for NHS work and Procurator Fiscal's work incidental to the hospital services. It covers also guidance on body storage, body viewing, examination by post-mortem and the demonstration of post-mortem findings in cases of clinical interest.

Cost Allowance & Guide to Areas

3. The Departmental cost guide associated with this note is given in Annex 2 and is calculated on the basis of SPSBTP Index Value 129.

4. Schedules of accommodation used in the preparation of cost allowances are given in chapter 7 of the Planning Note. The figures are published purely as background information to assist project managers at the earliest design stages when rooms and spaces require to be grouped in their correct relationships. As indicated in chapter 7 of the note, the areas DO NOT represent recommended room sizes, maximum or minimum allowances, nor are they to be regarded in any way as specific individual entitlement.

5. The accommodation will rely on central hospital services for all facilities not encompassed within the guidance.

6. The new cost allowances cannot be directly compared with those which they replace, but will be generally higher. This is because they reflect rationalisation of practices which have already taken place and also new regulations and requirements which appear in the new Guidance such as:-

Energy conservation measures;

health and safety at work regulations, particularly the Code of Practice for the Prevention of Infection in Clinical Laboratories and Post-Mortem Rooms (HMSO 1978);

More stringent fire regulations;

more stringent building regulations.

7. The guidance is intended to contribute to the overall improvement in efficiency and reduction in running costs sought by Ministers. The Scottish Office is satisfied that the guidance will lead to better value

for money, particularly if the functional size of the accommodation is kept to the minimum necessary to provide the planned level of service. Health Boards and Trusts should be aware that if they decide to provide accommodation and services at a greater level, penalties in the form of excessive capital and running costs may well be considerable.

ANNEX 2

DEPARTMENTAL COST ALLOWANCES

SPSBTPI VALUE

SERVICE	DEPARTMENT	ACCOMMODATION	FUNCTIONAL SIZE	COST ALLOWANCE £
Diagnostic and Treatment Facilities	Mortuary and Post-Mortem			29,000
		Body Store	6 Stores	56,000
		Body viewing facilities	12	89,000
			18	108,000
			1 Suite	
		Deep Freeze Store	3 Stores	12.8
		Post-Mortem Suite	1 Suite	202000
		Technician's Office/ Rest Room	1 Office	8.2
		Optional Accommodation and Services: Post-Mortem Table	1 Table	26.5
		Steam Generating Room		} Included within } communications } space

Note: Steriliser plant room reference in Schedule of Accommodation Pg 43 is a functional area and is not to be included with Communications spaces.