



Appendix 6.1

Physical Structures Implementation and Project Teams

Consider including these individuals on the team implementing projects related to building or remodeling physical structures and installing accessibility features across your organization.

1. Clinic/unit manager
2. Operations team member
3. Procurement team member
4. Patient safety officer
5. Clinical engineering team member
6. Compliance or regulatory department representative
7. Disability coordinator
8. Diversity, Equity and Inclusion leader
9. Executive or chief officers
10. Facilities management or representative from the organization's architectural group
11. Materials management
12. Family and patient experience liaison
13. Patient(s) with disabilities or patient advisory board
14. Infection control
15. Nurses
16. Project managers and/or quality improvement specialists
17. Purchasing department representative
18. Workforce safety/Safe patient handling
19. Inpatient or outpatient operation leads and project managers
20. Valet/Parking team
21. Security staff

External Hires

After building your initial implementation team, you may want to contract external staff to assist with surveying your facility, planning your project, and/or for construction/installation. Below are sample roles. Many architectural firms or general contractors will have these kinds of roles on their teams. If you are part of a large health system, be sure you don't already have in-house staff before exploring external options.

1. Accessibility consultants
2. Accessibility surveyor
3. Architects
4. Mechanical engineers
5. Electrical engineers
6. Plumbing engineers
7. Fire protection engineers
8. Geotechnical engineer
9. Civil engineer
10. Traffic consultant
11. General contractor
12. Medical equipment consultant

13. Healthcare operational and workflow consultant (for designing facility layouts)
14. Laboratory planning consultant
15. Infection control consultant
16. Food service consultant
17. Environmental/hazardous materials consultant
18. Elevator vendor
19. Lighting designer and supplier
20. Signage designer and vendor (including someone who can review Braille signage)