

## Illinois Department of Public Health

### Procedure for emergency repair/replacement of like equipment

Effective 09/01/06: IDPH Licensed Facilities

Under Title 77 Illinois Administrative Code Parts 205, 210, 250, 300, 350, 390,

For emergency repair or replacement of like equipment, the facility shall submit a letter to the Division of Life Safety and Construction, explaining the emergency situation, describe the equipment to be repaired or replaced, and any other construction required to bring the equipment/system back in working order. The letter shall request approval to start repair/replacement prior to plan review.

The Division Chief will review the request to determine if the project qualifies as a reviewable project under the applicable code. If the project is not reviewable a letter will be issued based on the request received. The facility may then proceed with the repair/replacement. If the Division Chief determines a review is required and that a delay in correction, due to a plan review, could be detrimental to patients, residents, and staff. A letter will be issued to the facility to begin the work and the required project submission and review shall follow.

The facility will proceed with the repair/replacement and have their architect/engineer submit the project for full review. Reviews will be completed and all comments will be required to be responded to by the architect/engineer. The project submission after the repair/replacement work is completed does not alleviate the facility from full compliance with rules and regulations governing the work.

When the project is complete, the architect/engineer will submit the Final Occupancy Request for Inspection packet with all applicable matrices. The Department will review the inspection packet and conduct an onsite inspection in accordance with the applicable code section for the facility type.