

## DoD Space Planning Criteria for Health Facilities

### Chapel

#### **5.7.1. PURPOSE AND SCOPE:**

This section provides guidance for the planning of military and contract chaplain offices and worship and meditation areas in medical facilities.

#### **5.7.2. DEFINITIONS:**

**Chapel:** A non-denominational gathering, worship, prayer and meditation area of one or more rooms within a medical treatment facility.

**Chancel:** The part of the chapel containing the alter, pulpit, lectern and seats for officiants.

**Chaplain:** A commissioned officer in a U.S. military service who has the mission of providing spiritual support and service to the uniformed service members, their dependents, and authorized civilians.

**Meditation Room:** A designated room where patients, family members and/or staff may meditate, pray or worship.

#### **5.7.3. POLICIES:**

Chapels and meditation rooms will not be programmed in dental clinics nor in veterinary clinics. Chapel areas will be programmed in all DoD hospitals and qualifying clinics.

Meditation rooms will not be programmed in free standing clinics with fewer than twenty providers.

A chaplain will not be programmed for hospitals with an average patient daily load (ADPL) of less than 20.

The Chapel is designed for inpatients, same day surgery patients, and their dependents and authorized civilians. It also may accommodate the medical facility staff.

It is the responsibility for the command to provide for the religious needs of its members. Hospital commanders are required to provide for the needs of both patients and members of the command.

Medical facility staff members and their dependents may also use the installation wide religious facility. Requirements for installation wide religious facilities are specified in MIL-HDBK-1190.

The Chapel is designed for average weekly or daily services and is not intended to accommodate special annual religious celebrations.

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#### **5.7.4. PROGRAM DATA REQUIRED:**

Is a free standing clinic or a hospital being programmed?  
 If this is a freestanding clinic, what is the projected number of providers?  
 What is the projected number of chaplains or civilian contract clergy assigned to the clinic or the hospital?  
 Will scheduled, weekly religious services be held in this facility?  
 Is there a training program for military hospital chaplains in this facility?  
 What is the maximum number of chaplains who are receiving hospital chaplain training at one time?  
 What is the average number of beds occupied daily, or average patient daily load (ADPL)?

#### **5.7.5. SPACE CRITERIA:**

| FUNCTION                               | AUTHORIZED     |     | PLANNING RANGE/COMMENTS   |
|--|----------------|-----|---|
|  | m <sup>2</sup> | nsf |   |
| Meditation Room                        | 11.15          | 120 | One per free standing clinic greater than 20 providers or one per hospital with fewer than 20 average daily patient load (ADPL) and no full time or part time chaplain. |
| Chapel                                 | 31.12          | 335 | Minimum. One per hospital with greater than 19 average daily patient load (ADPL), and when there is a full time or part time chaplain.<br>See formula in para. 5.7.6.   |
| Chapel Alter                           | 9.29           | 100 | Provide one altar in a chapel when weekly religious services are scheduled. Does not include chancel.   |
| Chapel Storage                         | 9.29           | 100 | Provide storage in a chapel when there are weekly religious services.   |
| Chancel                                | 9.29           | 100 | Provide one chancel per MTF.  |
| Chaplain's Office (full-time chaplain) | 13.01          | 140 | One office per MTF, plus an additional office for each projected chaplain FTE   |
| Chaplain's Office (part-time chaplain) | 11.15          | 120 | One office if a part-time chaplain provides counseling services.  |
| Chaplain's Assistant's Office          | 9.29           | 100 | One office per chaplain assistant (enlisted skill) FTE.   |
| Secretary and Waiting                  | 11.15          | 120 | One office waiting per MTF.   |
| Group Supervisor's Office              | 11.15          | 120 | One office if FTE assigned.   |
| NCOIC/Secretary/SIT's Office           | 11.15          | 120 | One office if FTE assigned.   |
| Hospital Chaplain Trainee Office       | 9.29           | 100 | Minimum, if there is one chaplain in training. Add 60 nsf for each additional chaplain in the training program.   |
| Counseling Room                        | 13.01          | 140 | One per every three chaplains in a hospital chaplain training program.  |
| CPE Training Center                    | 13.01          | 140 | Note: SEPS to verify.   |
| CPE Group Library                      | 13.01          | 140 | Note: SEPS to verify.   |

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#### 5.7.6. FORMULAS\*:

| Average Daily Patient Load (ADPL)                                    | Number of Seats Provided   |
|--|--|
| 0 - 19   | 0 (No chapel)  |
| 20 -40   | 30   |
| 41 - 45  | 35   |
| 46 - 50  | 40   |
| 51 - 60  | 45   |
| 61 - 70  | 50   |
| 71 - 80  | 55   |
| 81 - 90  | 60   |
| 91 - 100   | 65   |
| > 100  | 3 additional seats for each additional 10 ADPL. 100 seats maximum. |
| * This formula can be modified, based on actual historical workload. |  |

Chapel Area = 10.5 nsf per seat X 0.95 X No. of Seats, plus 20 nsf per seat X 0.05 X No. of Seats.

- Step 1. Project the Average Daily Patient Load (average daily beds occupied). Use the most recent annual workload data.
- Step 2. Use the table above to determine number of seats to be provided. Round up to the nearest 5 seats for hospitals with greater than 100 ADPL.
- Step 3. Insert the number of seats into the formula to calculate the chapel area.

Note: The 10.5 nsf is the space for a normal seat (95% of all seats).  
The 20 nsf is for a “handicapped” seat (5% of all seats).