Please find below a guide for the Equipment and Environment Checklist for the Changing Place as recommended by [www.changing-places.org](http://www.changing-places.org) and can be found in the attached Practical Guide.

**Equipment and Environment Checklist**

**Pre-visit information**

Location and how to access the facility

Working capacity of the hoist and changing bent

Hoist compatibility with sling types

Confirm that slings are not provided

Availability of shower facilities

Above information available on the venue website, publicity, leaflets and from staff

**Door**

Visually contrasting frame, handle and Radar lock with clear CP signage

If locked, access instructions provided outside that the facility is accessible via the use of a Radar Key

Minimum of 1000mm effective clear width, outward opening if possible

Horizontal pull bar at 900mm height on the inside of the door

Easy-to-use privacy lock

Coat hooks on the inside at two heights, 1050mm and 1400mm

**Lighting**

Suntubes, to provide natural light

**Heating system**

Freezer tubes required to ensure that the facility does not freeze during cold weather

Electric water heating system for the shower and the wash basins

**Walls**

Walls to be lined with UPVC wetwall panels

**WC**

Peninsular (space both sides) at least 1000mm from the wall

Seat height 480mm from floor

Comfortable back rest

Toilet paper within reach

Retractable wall-mounted / freestanding folding screen

Colostomy shelf fixed within reach of the WC 950mm from floor

**Grabrails / Drop-down support rails**

Contrast visually with background

Drop-down support rails 320mm either side, upper rail 680mm above the floor when in horizontal position

Vertical grabrails with centre at 1100mm height

Easy to grip, minimum 600mm long, 32-35mm diameter

**Washbasin**

Height adjustable (usual range 580-1030mm) with safety stop or positioned at 7290-740mm from floor (if fixed)

Clear knee space underneath (700mm from floor)

Large bowl but taps still within reach

Level surface either side for arm rests

Level mixer tap

Soap dispenser above, easy to use and well within reach

**Hand drying**

Automatic hand dryer near basin

Paper towels supplied in addition

Hand-drying facilities contrast against surroundings without having reflective surfaces, 800mm-1000mm from floor

**Ceiling-track hoist**

Full room coverage

Minimum 200kg – greater capacity recommended

Minimum ceiling height 2.4m

Ceiling lights and alarms recessed

Sling compatibility information provided

Instructions and working load clearly visible and easy to understand

Emergency lower / stop

Return-to-charge feature and charging location instructing

**Changing bench**

Freestanding or wall-mounted

Minimum 1800mm long and 800mm wide

Adjustable in height 300mm-1000mm from floor level

Minimum working load 200kg (higher recommended)

Instructions for use and working load clearly displayed

Comfortable surface for changing r showering

Wide paper roll dispenser provided by bench, 800-1000mm from floor

**Privacy screen**

Freestanding or wall-mounted screen provided

Folds away without obstructing other equipment

**Shower**

Non-slip wetroom floor design

Step-free access, maximum slope 1:50 for water drainage

Shower unit with detachable head, located next to changing bench

**Shower seat (if provided)**

Shower seat with backrest and supporting grabrail

Adjustable height or 480mm from floor, seat edge 650mm from wall (min)

Minimum safe working load 200kg, higher capacity recommended

**Bins**

Large sanitary disposal bin (not narrow type)

Recessed where possible, not under changing bench or transfer space

Separate bins for general waste and paper towels

**Alarm system**

Audible and with indicator light linked to alarm service

Alarm pull cords should be red and have bangles at two heights: 100mm and 800-1000mm from the floor

Alarm should have at least two pull cords, one that can be reached from the WC, the other by the door (based on BS8300 layout)

Pull cords should not obstruct hoist movement or other equipment

Contrasting reset button located near alarm and easy to find