Facility	CSP Corcoran
Date	10/14/2008
Type	UHR's
Location	Medical Record Department
Manager	Connie Perez RHIA

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
88	36	12			0	0
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
Subtotal	0	0	0

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1		0	0
Boxes	24	12	1			
			Subtotal	0	0	0

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
2	0	0	0
3	6	39	702
Subtotal	6	39	702

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	0	0	NA	
Lateral Cabinets	702	441		
Boxes Storage	0		0	
Shelving Area		0		
TOTALS	702	441	0	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
			0
21	21	1	441
			0
			0

COMMENTS	Need more space; pull approximatlery 1000 charts per day and stack by Doctor on tables in the room waiting to put into bins for transport
Shelving	Lateral receeding door cabinets; adequate condition
Mobile	NA
Boxes	NA
Folders	Fairly good condition; department audits and replaces charts on poor shape

Facility	CSP Corcoran
Date	10/14/2008
Type	UHR's
Location	Medical Record Department (area 2)
Manager	Connie Perez RHIA

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
84	36	12			0	0
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
6	17	3672	306
		0	0
		0	0
		0	0
		0	0
Subtotal	17	3672	306

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1		0	0
Boxes	24	12	1			
			Subtotal	0	0	0

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
2	0	0	0
3			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	306	216	NA	
Lateral Cabinets	0	0		
Boxes Storage	0		0	
Shelving Area		0		
TOTALS	306	216	0	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
18	12	1	216
			0
			0
			0

COMMENTS	Across the Medcial record department; would be better if the two rooms were combined
Shelving	Nut and bolt industrial shelving
Mobile	NA
Boxes	NA
Folders	Fairly good condition; department audits and replaces charts on poor shape

Facility	CSP Corcoran
Date	10/14/2008
Type	Volumes
Location	Connex 1
Manager	Connie Perez RHIA

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
84	36	15			0	0
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
6	24	5184	432
		0	0
		0	0
		0	0
		0	0
Subtotal	24	5184	432

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1	25	33	30
Boxes	24	12	1			
			Subtotal	0	33	30

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
2	0	0	0
3			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	432	400	NA	
Lateral Cabinets	0	0		
Boxes Storage	33		30	
Shelving Area		0		
TOTALS	465	400	30	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
50	8	1	400
			0
			0
			0

COMMENTS	Good condition; shelving in good shape
Shelving	Rubber Maid
Mobile	NA
Boxes	NA
Folders	Boxes and charts are kept in good order and condition

Facility	CSP Corcoran
Date	10/14/2008
Type	Volumes
Location	Connex 2
Manager	Connie Perez RHIA

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
84	36	15			0	0
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
6	24	5184	432
		0	0
		0	0
		0	0
		0	0
Subtotal	24	5184	432

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1	47	63	56.4
Boxes	24	12	1			
			Subtotal	0	63	56.4

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
2	0	0	0
3			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	432	400	NA	
Lateral Cabinets	0	0		
Boxes Storage	63		56.4	
Shelving Area		0		
TOTALS	495	400	56.4	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
50	8	1	400
			0
			0
			0

COMMENTS	Good condition; shelving in good shape
Shelving	Rubber Maid
Mobile	NA
Boxes	Good condition
Folders	Boxes and charts are kept in good order and condition

Equipment Analysis Spreadsheet

Facility	CSP Corcoran
Date	10/14/2008
Type	Volumes
Location	Connex 3
Manager	Connie Perez RHIA

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
84	36	15			0	0
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
6	24	5184	432
		0	0
		0	0
		0	0
		0	0
Subtotal	24	5184	432

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1	688	917	825.6
Boxes	24	12	1			
			Subtotal	0	917	825.6

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
2	0	0	0
3			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	432	400	NA	all storage is in boxes on shelves
Lateral Cabinets	0	0		
Boxes Storage	917		825.6	
Shelving Area		0		
TOTALS	1349	400	825.6	only cubic feet of storage on the shelves

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
50	8	1	400
			0
			0
			0

COMMENTS	Good condition; shelving in good shape
Shelving	Rubber Maid
Mobile	NA
Boxes	Boxes are stored on shelves in good order
Folders	Boxes and charts are kept in good order and condition

Facility	Deuel Vocational Institute DVI
Date	10/7/2008
Type	Out Patient UHR's
Location	Medical Record Department
Manager	Annie Scott HRTII Supervisor

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
88	36	12	7	6	1512	126
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24	7	12	8064	672
			Subtotal	0	9576	798

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
Subtotal	0	0	0

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1		0	0
Boxes	24	12	1			
			Subtotal	0	0	0

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
24			0
36			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	798	170	NA	
Stationary Shelving	0	0	NA	
Lateral Cabinets	0	0		
Boxes	0		0	
Shelving Area		0		
TOTALS	798	170	0	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
10	17	1	170
			0
			0
			0
			0

COMMENTS	Medical Record Department is moving; this equipment will not go to the new location; very poor use of the shelving; it is not maintained in a neat, orderly fashion
Shelving	4-post shelving in good condition; should be used as stationary shelving in new location
Mobile	Old Kardex mobile system; obsolete
Boxes	Only used for sending UHR's to transport or to Record Center
Folders	very poor condition; need to conduct an audit for obsolete jackets

Facility	Deuel Vocational Institute DVI
Date	10/7/2008
Type	Volumes
Location	Medical Record Department
Manager	Annie Scott HRTII Supervisor

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
88	36	12	7	2	504	42
88	42	12			0	0
88	48	12			0	0
88	36	24	7	4	2016	168
88	48	24			0	0
			Subtotal	0	2520	210

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
Subtotal	0	0	0

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1		0	0
Boxes	24	12	1			
			Subtotal	0	0	0

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
24			0
36			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	210	91	NA	
Stationary Shelving	0	0	NA	
Lateral Cabinets	0	0		
Boxes Storage	0		0	
Shelving Area		0		
TOTALS	210	91	0	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
7	13	1	91
			0
			0
			0
			0

COMMENTS	
Shelving	4-post shelving in good condition; should be used as stationary shelving in new location
Mobile	Old Kardex mobile system; obsolete
Boxes	Only used for sending UHR's to transport or to Record Center
Folders	very poor condition; need to conduct an audit for obsolete jackets

Facility	CSP-LA County
Date	10/16/2008
Type	Medical Records UHR's
Location	Main Medical Record Department
Manager	Cheryl Haley HRTII

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	30	12	6	1	180	15
76	36	12	6	3	648	54
76	48	12			0	0
76	30	24	6	6	1080	90
76	36	24	6	18	3888	324
76	48	24			0	0
84	36	13			0	0
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24			0	0
			Subtotal	0	5796	483

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
Subtotal	0	0	0

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1		0	0
Boxes	24	12	1			
			Subtotal	0	0	0

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
2	0	0	0
3			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	483	276	NA	
Stationary Shelving	0	0	NA	
Lateral Cabinets	0	0		
Boxes Storage	0		0	
Shelving Area		0		
TOTALS	483	276	0	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
12	23	1	276
			0
			0
			0
			0

COMMENTS	Very limited space with high activity
Shelving	Decent Shape
Mobile	Spacesaver Mobile Filing System
Boxes	NA
Folders	Charts are in poor condition

Facility	CSP-LA County
Date	10/16/2008
Type	Volumes; Death Charts
Location	Warehouse
Manager	Cheryl Haley HRTII

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	30	12			0	0
76	36	12			0	0
76	48	12			0	0
76	30	24			0	0
76	36	24			0	0
76	48	24			0	0
84	36	13			0	0
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
6	44	9504	792
7	21	7056	588
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
Subtotal	65	16560	1380

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1		0	0
Boxes	24	12	1			
			Subtotal	0	0	0

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
2	0	0	0
3	6	4	72
Subtotal	6	4	72

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	1380	850	NA	
Lateral Cabinets	72	0		
Boxes Storage	0		0	
Shelving Area		0		
TOTALS	1452	850	0	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
17	50	1	850
			0
			0
			0

COMMENTS	
Shelving	A combination of Hon cabinets in good shape and Home made shelveing not recommended for files
Mobile	NA
Boxes	NA
Folders	