

SPACE AUDIT

A Space Audit is the fundamental activity supporting the majority of a Facility Manager's reporting responsibilities. It is more than a simple measurement and as-built exercise, or even a validation of a department's current holdings. It is a visual map of every space, its exact measurements, and an accurate description of the purpose for which it is being used and who is using it.

RSP i-SPACE's Space Audit can help you discover situations such as:

- Executive offices being used as conference rooms
- Cubicles used for storage of marketing materials
- Conference rooms used as HR libraries
- Hallways filled with overflow files from medical records
- Licensed patient rooms being used as administrative offices
- Janitor's closets co-opted for research equipment storage

There's no such thing as a mis-use of space; you use it because you need it! But these are all potential mis-categorizations of space. Through accurate categorization and measurement of these spaces, RSP i-SPACE can help to:

- Improve the accuracy of Strategic Occupancy Planning, saving organizations from making costly mistakes by leasing more space when they don't really need it.
- Increase the speed and accuracy of Medicare Cost Reporting, justifying all the reimbursement you deserve, and allowing you to serve patients better.
- Decrease errors in internal rent and chargeback systems, preventing facilities from bearing excessive costs, and building trust between facilities and accounting.
- Recover more indirect costs for research institutions, allowing you to increase your profitability and your competitive edge.

