




# Swiss Business Enterprise



SBE

Passion for Excellence



We offer innovative and cost-effective *Turnkey hospital projects* starting from concept development to commissioning and mobilization leading to full operational medical facility

SBE Healthcare System and Hospital Planning Support services are based on quality management practices that guarantee success from project commencement to project accomplishment. We specialize in developing plans that cover the Healthcare System and Hospital Planning Support process whether it's a medical facility renovation or turnkey hospital project.



## How we make your hospital project a successful story?

We start by conducting a comprehensive market analysis and needs assessment, taking into account all appropriate national, regional and local factors. Our healthcare experts, together with healthcare architects and health planners, carry out a technical feasibility study and cost/benefit analysis to evaluate the economic viability of the project.

### What we do in few Lines?

We provide turnkey solution from hospital conceptualization to operation and management. In a nutshell, we deliver a completely operational medical facility.

1. Provide project management service throughout the whole phases of the project:
  - a. Market study and needs assessment
  - b. Feasibility study and business plan
  - c. Strategic planning and business modelling
  - d. Facility design
  - e. Pre-construction and post construction services
  - f. Equipping and staffing
  - g. Commissioning & Mobilization
  - h. Support in Operation & Management
3. Coordinate the different phases of the project and synchronize activities and tasks in a cost-effective Approach
4. Represent the owner where needed
5. Ensure smooth transition from one phase to another according to the pre-set plan of action and timetable

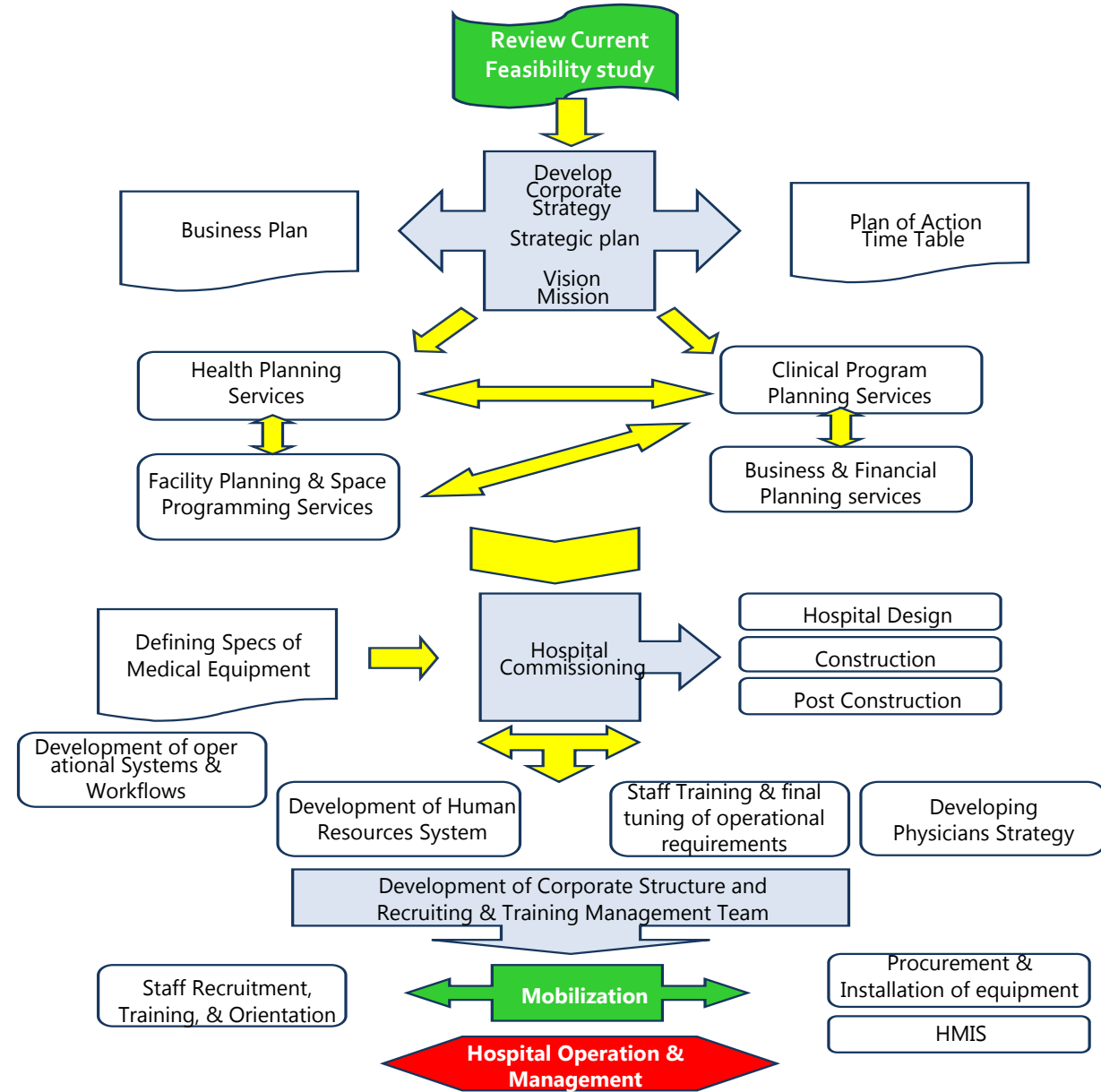
“ Our comprehensive development plans, including economic analysis, cost estimates, resource needs and alternative investment analysis lay the foundation for a technically and financially viable Business Plan. We make sure that the overall concept, concept design, financial features and requirements are aligned with the scope of services and that key achievements and milestones over a specified timeframe are charted. These exhaustive plans offer structured decision making guidance for resource allocation ”

## 1. Business Planning & Clinical Visioning

It is very crucial before starting any medical project to spend enough time to develop the project concept "Conceptualization" and the underlying clinical vision. Based on that, we move to developing a full-scale Business Plan which lays the foundation for the entire project. We then carry out a primary market and secondary market analysis on the demographics, disease patterns and trends, market segments, demand and supply dynamics, which serves as the basis for hospital planning and setting up of the facility. Then we formulate the clinical services to respond to current and future market needs. We make sure that the services are chosen based on their viability.

## 2. Conceptual Design

Having completed the feasibility study, we develop a design brief. The design brief provides a detailed outline of the spatial prerequisites of the various medical departments and the physical and logistic relationships that should exist between them. The design brief represents the essential groundwork for all architectural and construction processes.





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### 3. Health Planning Services

The primary objective at this level is to achieve the best deliverable result for the project owner. Our work in this scope covers the following services:

1. Define the scope of medical services in harmony with market needs
2. Study and analyze the strategic, operational & financial issues confronting the project
3. Address challenges by mapping-out a strategic plan that is operationally and financially feasible
4. Use our strategy-based experience to develop strategic initiatives and transmute strategy into practical action plans.
5. Develop other relative services, including but not limited to:
  - a. Market and Bed Need Analysis
  - b. Volume Projections
  - c. Business Plan Development
  - d. Master Facility Planning
  - e. Operations Improvement
  - f. Space Programming and Planning
  - g. Equipment master planning

### 4. Business & Financial Planning Services

At this stage we perform effective business and financial planning to ensure that the medical facility will perform well under adverse conditions. Our scope of service within this domain shall include:

1. Development of a relative business plan via a phased approach that cover the whole stages of the project
2. Prepare financial plans to address a wide variety of strategic considerations
3. Develop sensitivity analyses, contingency planning, and projection of multiple scenarios.



## Hospital Design

### 5. Hospital Planning & Design

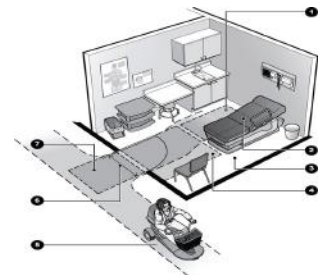
SBE is affiliated with international hospital design companies who have tangible experience in the field of hospital design and construction. As such, we work closely with these companies to help you in formulating the most practical and efficient hospital design in accordance with international standards and up-to-date design parameters.

We utilize the conceptual design, that we developed in early stages of the project, to review hospital designs and drawings based on the departments, patient flow, adequateness for other services and management ease. We place at your disposal our vast experience to ensure that the design enhances the effectiveness and efficiency of the facility at optimal cost. We develop Room Specific Equipment Datasheets to identify on a room-by-room basis all the fixed and moveable items: as well as, minor equipment typically required for effective delivery of patient care.

### 6. Developing Specs of Medical Equipment & Furniture

SBE has developed the capability to perform a wide spectrum of services for the planning, management and coordination of equipment for construction projects. Our knowledge of standardized medical equipment allows us to identify and provide appropriate services at the right time, with special emphasis on equipment management including equipment programming, technology assessment and budget control. SBE's focus on equipment costs, time factors, standardization and quality will assure the maximum value for every dollar spent.

This phase entails providing you with equipment specifications and budget analysis together with the needed details and advice regarding the best & most efficient equipment, instruments & furniture that are needed for hospital operations. We ensure to provide you with guiding-generic technical specs of equipment. We specify the building service requirements for medical equipment to ensure that the equipment installation and operational details are accounted for in the design phase.





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# Hospital Commissioning

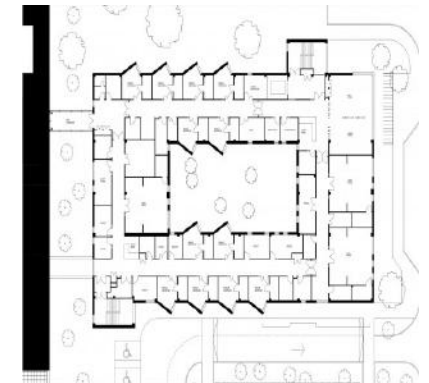
## 7. Medical Equipment Planning

During the design phase we will help you in defining the quantity, sizes, and capacity of all medical equipment required for the project. We will also provide the project's architect and electromechanical engineers with all the technical data and drawings required to prepare the electromechanical design, such as equipment dimensions, weights, power consumption, heat loss, water and drainage connections, etc. Moreover, we will help you to select the equipment, specify them, and coordinate them with the hospital building.

## 8. Hospital Architectural Drawings

This phase includes developing the conceptual design of the hospital architectural drawings, but it does not include drawing of maps or any engineering aspects related to it. It encompasses only the schematic drawings based on conceptual & work-flow concepts. It shall also entails working hand-in-hand with the engineering/contracting company to finalize the hospital design in accordance with generally accepted hospital engineering and local regulatory requirements.

We review all schematic designs and make sure it complies with local and international hospital design standards. Additionally, we define commissioning specifications that will match and be incorporated into the ultimate construction project specifications. The commissioning conditions outline the commissioning accountabilities of the commissioning provider, owner, design team, and contractor.





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## 9. Post-Construction Phase

In the post construction phase we test and validate that the building premises, equipment, and systems (such as HVAC, ventilation, fire alarm, emergency power systems, etc.) are fully operational, comply with the pre-defined specifications, and are ready for operation use. This phase also entails of an on-site examination of systems operations and their facility operator. As a result of this review, we will generate a written report stating any warranty issues that need to be handled and/or any other outstanding issues.

This stage also include coordinating the training of the facilities operation staff after all operation and maintenance manuals have been submitted and approved. We make sure that The Operating and Maintenance manuals are specific to the exact type and model of the equipment installed.

## 10. Development of Operational Workflows

This phase encompasses defining and designing the work-flow concepts & strategies that are related to Hospital operations. This phase is considered as the basic skeleton for the remaining phases and should be developed carefully. Therefore, detailed analysis is to be conducted at this phase. The analysis results will be then translated into operational work- lows & operational systems.

- A. Develop governing policies and procedures for each department
  - B. evelop operating manuals and medical protocols
  - C. Develop orientation manuals
  - D. Devise a materials management system
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## 11. Human Resources Systems & Recruitment

Set-up of a Human Resources Department and all the relative operational policies, procedures, and forms. This phase ensures the development of all the operational requirements of the HR Department. The scope of services covers the following:

1. Development of organizational structure
2. Development of HR policies & procedures / HR Manuals
3. Development of Job Descriptions
4. Employee Performance Appraisal

It shall also entail providing assistance in the recruitment of medical staff, paramedical staff, nursing, and administrative and support staff and providing them with the needed training and job orientation.

## 12. Staff Training & Fine Tuning of Operational Requirements

This phase entails providing the following scope of work:

1. Basic training for the staff with regard to the developed policies, procedures, job descriptions, and operational work-flow.
2. Fine tuning of developed policies, procedures, & work-flows
3. Manage and coordinate all the requirements for the pre-operational training so that staff becomes fully ready for live operations

## 13. Monitoring of Implementation

This Final phase encompasses monitoring the flow of work operations & making sure that operational systems and work activities are carried out as planned and according to predefined policies & procedures. It also entails making the necessary adjustments and fine tuning according to operational requirements. This phase covers only the first three months of live operations.





*Make a difference with us !*

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