**Section 225.7020 Administration and Public Areas**

a) Facilities for persons with physical disabilities (public, staff and residents) shall be provided in administration and public areas as well as in resident areas.

b) The lobby shall include a reception and information counter or desk, waiting space, and public telephones. Drinking fountains and toilet facilities for staff and visitors shall be provided in accordance with the Illinois Plumbing Code.

c) The offices shall have sufficient space to accommodate the following functions: Administrative, Business/Financial Transactions, Professional Staff (Supervisory Nurse, Food Service Supervisor, Activity Director, Social Service Director), and Professional Consultants (Medical Director, Pharmacist, Dietician, Social Worker).

d) A multipurpose room shall be provided for conferences, meetings, interviews, and educational purposes.

e) Adequate space for recording, reviewing and storing resident records shall be provided.