



**Designing for
Everyone**

**Primary care building
assessment tool**

easy read



Your first thoughts



When you walk in the building, is it easy to find the people you are looking for?

1	2	3	4	5
☐	☐	☐	☐	☐



Is the building clean?

1	2	3	4	5
☐	☐	☐	☐	☐



Does the way the building is decorated make you feel calm?

1	2	3	4	5
☐	☐	☐	☐	☐



Are there things in your way as you try and move around the building?

1	2	3	4	5
☐	☐	☐	☐	☐



Is it easy to find the toilets?

1	2	3	4	5
☐	☐	☐	☐	☐



Is the art on the walls interesting?

1	2	3	4	5
☐	☐	☐	☐	☐



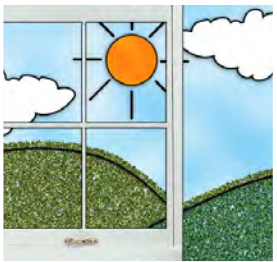
Does it smell okay?

1	2	3	4	5
☐	☐	☐	☐	☐



Is it easy to find out what time it is?

1	2	3	4	5
☐	☐	☐	☐	☐



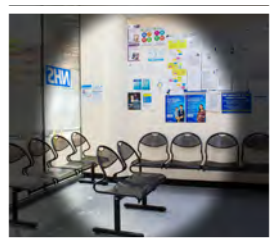
Can you see nature from a window?

1	2	3	4	5
☐	☐	☐	☐	☐



Is the amount of light okay?
For example, not too bright.

1	2	3	4	5
☐	☐	☐	☐	☐



Is there enough light?
For example, no big shadows anywhere.

1	2	3	4	5
☐	☐	☐	☐	☐



Are the fire exits easy to find?

1	2	3	4	5
☐	☐	☐	☐	☐



Are the other exits easy to find?

1	2	3	4	5
☐	☐	☐	☐	☐



You can write here anything else you want to say
about your first impressions:



Thinking about the senses



Is there a quiet space you can wait if you want to?

1	2	3	4	5
☐	☐	☐	☐	☐



Are the clocks, phones and other equipment quiet?

1	2	3	4	5
☐	☐	☐	☐	☐



Is there an **induction loop** if you need it? An **induction loop** is something that helps people with hearing aids.

1	2	3	4	5
☐	☐	☐	☐	☐



Is it bright enough?

1	2	3	4	5
☐	☐	☐	☐	☐



Is the room at the right temperature?

1	2	3	4	5
☐	☐	☐	☐	☐



Is there water available to drink if you want it?

1	2	3	4	5
☐	☐	☐	☐	☐



You can write here anything else you want to say about the senses:



Furniture and decoration



Is the furniture in good condition?

1

☐

2

☐

3

☐

4

☐

5

☐



Are the seats comfortable for you to sit in?

1

☐

2

☐

3

☐

4

☐

5

☐



Is the floor in good condition?

1

☐

2

☐

3

☐

4

☐

5

☐



Is the floor the same colour throughout the building?

1

☐

2

☐

3

☐

4

☐

5

☐



Are areas painted the same colour to help you find your way around?

1

☐

2

☐

3

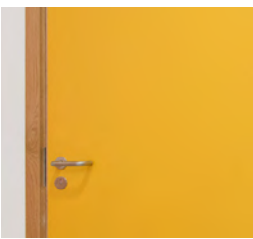
☐

4

☐

5

☐



Are things painted different colours so they are easy to spot? For example, the door handles are a different colour to the door.

1

☐

2

☐

3

☐

4

☐

5

☐



You can write here anything else you want to say about the furniture and decoration:



Finding your way



Are signs there where you need them?

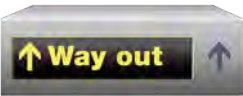
1

2

3

4

5



Are the signs easy to read?

1

2

3

4

5



Do signs use both words and pictures or symbols?

1

2

3

4

5



Is there seating on long corridors if you need it?

1

2

3

4

5



Are the handrails easy to grip?

1

2

3

4

5

You can write here anything else you want to say about finding your way:





Keeping you safe



Is the floor safe to walk on?
For example, not too slippery.

1

☐

2

☐

3

☐

4

☐

5

☐



Are the steps on the stairs easy to see?

1

☐

2

☐

3

☐

4

☐

5

☐



Do the corners of chairs and other furniture feel safe?
For example, not sharp where someone could hurt themselves.

1

☐

2

☐

3

☐

4

☐

5

☐



Are the medicines and other dangerous things all locked away?

1

☐

2

☐

3

☐

4

☐

5

☐



You can write here anything else you want to say about being safe:



Entering the building



Is the entrance easy to find?



Is it easy to use the **intercom** if there is one at the entrance?

An **intercom** is a device that people speak into when they want to communicate with someone who is inside a building.



Are the lights bright outside the building?



Is there a place to sit outside that is protected from the rain?

1	2	3	4	5
☐	☐	☐	☐	☐

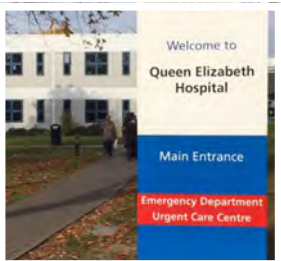
1	2	3	4	5
☐	☐	☐	☐	☐

1	2	3	4	5
☐	☐	☐	☐	☐

1	2	3	4	5
☐	☐	☐	☐	☐



Are there clear signs that point to the entrance?



Is the entrance easy to find?



Is there disabled parking with enough space for a wheelchair?



Is the entrance accessible to a wheelchair?



You can write here anything else you want to say about entering the building:

1	2	3	4	5
☐	☐	☐	☐	☐

1	2	3	4	5
☐	☐	☐	☐	☐

1	2	3	4	5
☐	☐	☐	☐	☐

1	2	3	4	5
☐	☐	☐	☐	☐



Working out where things are

Is it easy to work out where things are?

1

2

3

4

5



Is the name of the building easy to find?

1

2

3

4

5



Is it easy to see down the corridors?

1

2

3

4

5



Are the corridors wide enough?

1

2

3

4

5



Can you see a member of staff when you enter the building?

1

2

3

4

5



You can write here anything else you want to say about working out where things are:



Reception



Is it easy to find the reception?

1	2	3	4	5
☐	☐	☐	☐	☐



Is there a space to speak to someone on reception privately if you want to?

1	2	3	4	5
☐	☐	☐	☐	☐



Is the reception calm and quiet?

1	2	3	4	5
☐	☐	☐	☐	☐



Can staff turn off things that make noise if you need them to? For example, televisions or stereos.

1	2	3	4	5
☐	☐	☐	☐	☐



Are the numbers on the weighing scales easy to read?

1	2	3	4	5
☐	☐	☐	☐	☐



Is it easy to use a wheelchair at reception?

1	2	3	4	5
☐	☐	☐	☐	☐



You can write here anything else you want to say about the reception:



Checking in



Is the **check in system** accessible to people with wheelchairs?

The **check in system** is a way of using a computer to tell staff you have arrived instead of speaking to a receptionist.



Is it easy to find another way of checking in for people who do not want to use the check in system?



Is it easy to see the screen where it says who is next to see the doctor?



You can write here anything else you want to say about checking in:

1 😞	2 😞	3 😐	4 😊	5 😊★
☐	☐	☐	☐	☐

1 😞	2 😞	3 😐	4 😊	5 😊★
☐	☐	☐	☐	☐

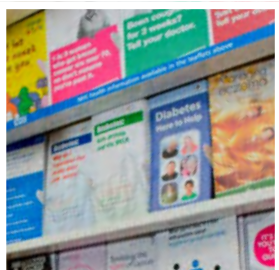
1 😞	2 😞	3 😐	4 😊	5 😊★
☐	☐	☐	☐	☐



Waiting areas



Are the noticeboards easy to read?



Are the leaflets tidy?



Can you sit with your back to the wall?



Are the signs leading to where you need to go next clear?

1 😞	2 😞	3 😐	4 😊	5 😊★
☐	☐	☐	☐	☐

1 😞	2 😞	3 😐	4 😊	5 😊★
☐	☐	☐	☐	☐

1 😞	2 😞	3 😐	4 😊	5 😊★
☐	☐	☐	☐	☐

1 😞	2 😞	3 😐	4 😊	5 😊★
☐	☐	☐	☐	☐



Are the signs showing you how to leave the waiting area clear?

1 	2 	3 	4 	5 
☐	☐	☐	☐	☐

You can write here anything else you want to say about the waiting areas:

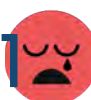


Toilets

1 	2 	3 	4 	5 
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Is there a **Changing Places** toilet or at least a toilet big enough for a wheelchair and a staff member to help with the door closed?
A **Changing Places** toilet is a toilet with a bench that is big enough for a person and their carers.

1 	2 	3 	4 	5 
☐	☐	☐	☐	☐



Are the toilet doors and floor in good condition?

1 	2 	3 	4 	5 
☐	☐	☐	☐	☐

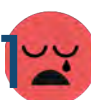


Is the toilet clean with no bad smells?

1 	2 	3 	4 	5 
☐	☐	☐	☐	☐



Is it easy to use the sink and toilet?

1 	2 	3 	4 	5 
☐	☐	☐	☐	☐



Is it easy to find the toilet?

1	2	3	4	5
☐	☐	☐	☐	☐

Is there a hoist available if you need it?

1	2	3	4	5
☐	☐	☐	☐	☐

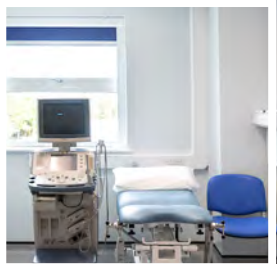
Are all the dangerous cleaning things locked away?

1	2	3	4	5
☐	☐	☐	☐	☐

You can write here anything else you want to say about the toilets:



Treatment areas



When you enter the **treatment area** is it clear where to sit down?

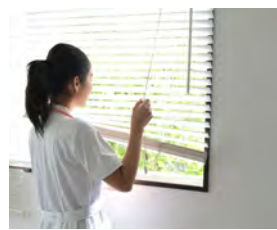
1	2	3	4	5
☐	☐	☐	☐	☐

The **treatment area** is where you see the doctor, dentist, optometrist or nurse.



Is there a quiet **treatment area** if you need it?

1	2	3	4	5
☐	☐	☐	☐	☐



Can you have the **treatment area** made darker if it is too bright?

1	2	3	4	5
☐	☐	☐	☐	☐



Is the **treatment area** a good temperature for you?

1	2	3	4	5
☐	☐	☐	☐	☐



Is there a hoist available if you need it in the **treatment area?**

☐☐☐☐☐

You can write here anything else you want to say about the **treatment areas**:

This guide is to be used with the full and summary primary care buildings assessment tools.

Find them at:

www.dimensions-uk.org/designing-for-everyone



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