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The Medical & Legal Speech Privacy Checklist

Office Acoustic Audit | Inaudible

Client Reference

The Medical & Legal Speech Privacy **Checklist**

In an era of strict PIPEDA compliance and heightened client expectations, assuming your office walls block sensitive conversations is a severe legal and reputational liability. Backed by industry-leading acoustic engineering expertise across Toronto and Calgary, Inaudible designed this self-audit to help you identify hidden structural sound leaks before they become costly privacy breaches.

Phase 1: The Doorway Vulnerability

Doors are consistently the weakest link in acoustic isolation. Stand outside the closed door of a consultation room while a colleague speaks at a normal volume inside.

- ☐ **The Threshold Gap:** Can you see light or slide a piece of paper under the bottom of the door? (Sound travels wherever air can).
- ☐ **Perimeter Seals:** Are the rubber or brush seals around the door frame missing, cracked, or failing to make full contact when closed?
- ☐ **Hollow Core Hardware:** Tap the door. Does it sound hollow like a standard residential interior door, rather than a heavy, solid-core commercial slab?
- ☐ **Keyhole/Hardware Leaks:** Put your ear near the handle. Is the sound noticeably louder coming directly through the hardware cutouts?

Phase 2: The Ceiling & Plenum Inspection

In many modern office builds, the walls do not extend all the way up to the true concrete ceiling, creating a shared cavity (the plenum) above the drop ceiling.

- ☐ **The "Up and Over" Effect:** Stand in an adjacent room. Does the sound seem to be coming from the ceiling tiles rather than the shared wall?
- ☐ **Missing Acoustic Insulation:** Lift a ceiling tile. Is the space above entirely empty, lacking sound-absorbing batts above the consultation room?
- ☐ **Light Fixture Bleed:** Are there unsealed, recessed lighting fixtures (pot lights) that create direct holes into the ceiling cavity?

Phase 3: HVAC & Ductwork Cross-Talk

Ventilation systems often act as high-speed acoustic tunnels, broadcasting private conversations from one room directly into the next.

- ☐ **Shared Air Returns:** Do the consultation room and the waiting room share an open air-return grille without acoustic lining?
- ☐ **The "Megaphone" Duct:** Can you hear conversations echoing distinctly through the air vents, even when the HVAC fan is turned off?
- ☐ **Vibration Rattle:** When the HVAC is running, does the metal ductwork rattle or hum, interfering with the baseline noise floor of the room?

Phase 4: Wall Structure & Flanking Paths

Sound will take the path of least resistance. Even insulated walls fail if "flanking paths" are left untreated during construction.

- ☐ **Back-to-Back Outlets:** Look at the electrical outlets on the shared wall. Are they directly aligned with the outlets in the adjacent room? (This creates a direct hole through the wall).
- ☐ **Baseboard Gaps:** Look closely at where the drywall meets the floor. Are there uncaulked gaps behind the baseboards?
- ☐ **Window Mullions:** If the room features glass walls or adjoins exterior windows, is sound leaking through the metal framing (mullions) connecting the glass panes?

STOP GUESSING WITH YOUR CLIENTS' CONFIDENTIALITY.

If you marked **two or more** checkboxes above, your office is currently suffering from structural acoustic vulnerabilities, putting your clients' sensitive data and your PIPEDA compliance at risk. Don't leave your reputation up to guesswork or DIY fixes.

Secure your space with data-driven engineering. Book a comprehensive, verifiable acoustic assessment with Inaudible's premium soundproofing team today. We will measure your exact Sound Transmission Class (STC) ratings and deliver a tailored, zero-fluff remediation plan.

Book Your Professional Assessment at inaudible.ca

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