

**Proforma for IPHS Facility Survey of Category II (51-100 Bedded) Sub-District / Sub-Divisional Hospital**

**Identification**

Name of the State: \_\_\_\_\_

District: \_\_\_\_\_

Sub District / Sub Division \_\_\_\_\_

Location Name of Hospital: \_\_\_\_\_

**Date of Data Collection**

Day

Month

Year

Name and Signature of the Person Collecting Data

**I. Services**

S.No.		
1.1.a.	Population covered (in numbers)	
1.1.b.	Total Coverage Area (Sq. Kms.)	
1.2.	<b>Specialist services available (0 - yes &amp; 1 - No)</b>	
a.	General Medicine	
b.	General Surgery	
c.	Obstetric & Gynaecology	
d.	Paediatrics	
e.	Anaesthesia	
f.	Orthopaedics	
g.	ENT	
h.	Radiologist and Ultra-sonologist	
i.	Ophthalmology	
j.	Community Health	
k.	Dermatology and Venereology (Skin & VD) RTI / STI	
l.	Dental Care	
m.	Ayush	
n.	Emergency / A&E	
o.	Critical Care	
1.3.	<b>Diagnostic and other Para Clinical Services (0 - yes &amp; 1 - No)</b>	
a.	Laboratory	
b.	X-Ray	
c.	Ultrasound	
d.	ECG	
e.	Blood Transfusion and Storage	
f.	Physiotherapy	
1.4.	<b>Support Services (0 - yes &amp; 1 - No)</b>	
a.	Finance (Financial accounting and auditing; timely submission of SOEs / UCs)	
b.	Medico legal / postmortem	
c.	Ambulance Services	
d.	Dietary Services	
e.	Laundry Services	
f.	Security Services	

g.	Housekeeping and Sanitation	
h.	Inventory Management	
i.	Waste Management	
j.	Office Management (provision for computerized medical records)	
k.	Counseling Services for Domestic Violence, Gender Violence, Adolescents, etc.	
<b>1.5.</b>	<b>Service Mix of Procedures in Medical and Surgical Specialities (0 - yes &amp; 1 - No)</b>	
1.5.1.	<b>Medical</b>	
1.5.1.1	OPD Procedures (Including IPD)	
1.5.1.2	Skin Procedures	
1.5.1.3	Paediatric Procedures	
1.5.1.4	Cardiology Procedures and Diagnostic Tests	
1.5.1.5	Physiotherapy Services	
1.5.1.6	<b>Eye Specialist Services (Ophthalmology)</b>	
1.5.1.6.1	OPD Procedures	
1.5.1.6.2	IPD Procedures	
1.5.1.7	<b>ENT Services</b>	
1.5.1.7.1	OPD Procedures	
1.5.1.7.2	Minor Procedures	
1.5.1.7.3	Nose Surgery	
1.5.1.7.4	Ear Surgery	
1.5.1.7.5	Throat Surgery	
1.5.1.7.6	Endoscopic ENT Procedures	
1.5.1.7.7	General ENT Surgery	
1.5.1.8	Audiometry	
1.5.1.9	Obstetric & Gynecology Specialist Services	
1.5.1.10	Dental Services	
1.5.2	<b>Surgical</b>	
1.5.2.1	Breast	
1.5.2.2	Hernia	
1.5.2.3	Abdomen	
1.5.2.4	Paediatric Surgery	
1.5.2.5	Appendix	
1.5.2.6	Small Intestine	
1.5.2.7	Liver	
1.5.2.8	Biliary System	
1.5.2.9	Colon, Rectum and Anus	
1.5.2.10	Penis, Testes, Scrotum	
1.5.2.11	Other Procedures	
1.5.2.12	Urology	
1.5.2.13	Plastic Surgery	
1.5.2.14	<b>Orthopaedic Surgery</b>	
1.5.2.14.1	Fractures	
1.5.2.14.2	Closed Reduction	

## II. Physical Infrastructure

				Current Availability in the Hospital	Remarks
2.1.	Size (Area) of the Hospital (In Sq. Meters)				
2.2.	Number of indoor beds available				
<b>Location</b>					
2.3.	Is the hospital located near residential area? (0 - yes & 1 - No)				
2.4.	Is the hospital building free from danger of flooding? (0 - yes & 1 - No)				
2.5.	Is the hospital located in an area free from pollution of any kind including air, noise, water and land pollution? (0 - yes & 1 - No)				

2.6.	Is necessary environmental clearance obtained? (0 - yes & 1 - No)		
2.7.	Whether hospital building is disabled friendly as per provisions of Disability Act? (0 - yes & 1 - No)		
<b>Building Status</b>			
2.8.	What is the present stage of construction of the building (34 - Construction Complete; 35 - Construction Incomplete)		
2.9.	Compound Wall / Fencing (37-All around; 38-Partial; 25-None)		
2.10.	Condition of plaster on walls(8- Well plastered with plaster intact every where; 9- Plaster coming off in some places; 10- Plaster coming off in many places or no plaster)		
2.11.	Condition of floor (11- Floor in good condition; 12- Floor coming off in some places; 13- Floor coming off in many places or no proper flooring)		
<b>Building Requirements (Availability to be recorded in (0 - yes &amp; 1 - No)</b>			
2.12.	Administrative Block		
2.13.	Circulation Area		
2.14.	Entrance Area		
2.15.	Ambulatory Care Area (OPD)		
2.16.	Waiting Spaces adjacent to each consultation and treatment room		
2.17.	Registration Counter		
2.18.	Assistance and Enquiry Counter		
2.19.	<b>Departments / Clinics(0 - yes &amp; 1 - No)</b>		
a.	General		
b.	Medical		
c.	Surgical		
d.	Ophthalmic		
e.	ENT		
f.	Dental		
g.	Obstetric & Gynaecologist		
h.	Paediatrics		
i.	Dermatology & Venereology		
j.	Psychiatry		
k.	Neonatology		
l.	Orthopaedic		
m.	Social Service		
n.	Infectious & Communicable Diseases located in remote corner with independent access		
o.	National Health Programmes		
2.20.	Nursing Stations		
2.21.	<b>Diagnostic Services(0 - yes &amp; 1 - No)</b>		
a.	X-Ray Room		
b.	Dark Room for X-Ray film developing and processing		
c.	X-Ray Reporting Room for Doctor		
d.	Is X-Ray room accessible to OPD, Wards and Operation Theatre?		
e.	Ultrasound Room		
f.	Is Ultrasound room accessible to OPD, Wards and Operation Theatre?		
g.	Ultrasound Reporting room for Doctors		
2.22.	<b>Clinical Laboratory(0 - yes &amp; 1 - No)</b>		
a.	Fully equipped laboratory		
b.	Sample Collection Room with facility for quick diagnosis of blood, urine, etc.		
c.	Separate reporting room for Doctors		
2.23.	<b>Blood Bank(0 - yes &amp; 1 - No)</b>		
a.	Fully equipped Blood Bank		

b.	Is the blood bank located in close proximity to pathology department and at an accessible distance to Operation Theatre, ICU, Emergency and Accident department? (Yes / No)		
c.	Separate reporting room for Doctors		
2.24.	<b>Intermediate Care Area (Inpatient Nursing Units)</b>		
a.	General Wards (Number to be given)		
a.i.	Male		
a.ii.	Female		
a.iii.	Total		
b.	Private Wards (Number to be given)		
c.	Wards for Specialities (Number to be given)		
d.	Nursing Stations (Number to be given)		
e.	Doctors' Duty Room(0 - yes & 1 - No)		
f.	Pantry(0 - yes & 1 - No)		
g.	Isolation Room(0 - yes & 1 - No)		
h.	Treatment Room(0 - yes & 1 - No)		
i.	Nursing Store(0 - yes & 1 - No)		
j.	Toilets(0 - yes & 1 - No)		
2.25.	<b>Pharmacy (Dispensary)(0 - yes &amp; 1 - No)</b>		
a.	Medical Store facility for indoor patients		
b.	Separate pharmacy with accessibility for OPD patients		
2.26.	<b>Intensive Care Unit (ICU) &amp; High Dependency Wards</b>		
a.	Number of beds available in ICU		
b.	Number of beds available in High Dependency Wards		
c.	Changing Room(0 - yes & 1 - No)		
d.	Is the unit located close to OT, X-Ray and Pathology department? (0 - yes & 1 - No)		
e.	Essential Specialised Services(0 - yes & 1 - No)		
e.i.	Piped Suction		
e.ii.	Medical Gases		
e.iii.	Uninterrupted Electric Supply		
e.iv.	Heating		
e.v.	Ventilation		
e.vi.	Central Air Conditioning		
f.	Nurses' Station(0 - yes & 1 - No)		
g.	Clean Utility Area(0 - yes & 1 - No)		
h.	Equipment Room(0 - yes & 1 - No)		
2.27.	<b>Critical Care Area (Emergency Services)(0 - yes &amp; 1 - No)</b>		
a.	Critical Care Area with independent entry		
b.	Adequate space for free passage of vehicles		
c.	Covered area for alighting patients		
2.28.	<b>Operation Theatre(0 - yes &amp; 1 - No)</b>		
a.	Fully equipped Operation Theatre		
b.	Location of OT in close relation to ICU, Radiology, Pathology, Blood Bank		
c.	Specialized Services in OT		
c.i.	Piped suction and medical gases		
c.ii.	Uninterrupted Electric Supply		
c.iii.	Heating		
c.iv.	Air Conditioning		
c.v.	Ventilation		
c.vi.	Efficient Life Service		
d.	Other Rooms adjoining OT		
d.i.	Preparation Room		
d.ii.	Pre-operative Room		
d.iii.	Post-operative Room		
d.iv.	Scrub-up Room for washing and scrubbing		
d.v.	Sub-sterilizing Unit		

2.29.	<b>Delivery Suit Unit(0 - yes &amp; 1 - No)</b>		
a.	Fully equipped Delivery Suit Unit located near OT		
b.	<b>Facilities in Delivery Suit Unit</b>		
b.i.	Reception and admission		
b.ii.	Examination and Preparation Room		
b.iii.	Labour Room (clean and a septic room)		
b.iv.	Delivery Room		
b.v.	Neo-natal Room		
b.vi.	Sterilizing Rooms		
b.vii.	Sterile Store Room		
b.viii.	Scrubbing Room		
b.ix.	Dirty Utility		
2.30.	<b>Physiotherapy(0 - yes &amp; 1 - No)</b>		
a.	Physiotherapy department located at a convenient access to both outdoor and indoor patients		
b.	<b>Facilities(0 - yes &amp; 1 - No)</b>		
b.i.	Physical and electro-therapy rooms		
b.ii.	Gymnasium		
b.iii.	Office		
b.iv.	Store		
b.v.	Separate toilets for male and female		
2.31.	<b>Hospital Services(0 - yes &amp; 1 - No)</b>		
a.	Hospital Kitchen (Dietary Service)		
b.	<b>Central Sterile and Supply Department (CSSD)</b>		
b.i.	CSSD located		
b.ii.	Easily accessible to OT		
b.iii.	Provision of hot water supply		
c.	Hospital Laundry(0 - yes & 1 - No)		
d.	Medical and General Stores(0 - yes & 1 - No)		
e.	Mortuary(0 - yes & 1 - No)		
2.32.	<b>Engineering Services(0 - yes &amp; 1 - No)</b>		
a.	<b>Electric Engineering</b>		
a.i.	Electric Sub Station and standby generator room		
a.ii.	Emergency Lighting (shadowless light in OT and Delivery Rooms and portable light units in Wards and Departments)		
a.iii.	Call Bells		
a.iv.	Ventilation (Natural or mechanical exhaust)		
b.	<b>Mechanical Engineering</b>		
b.i.	AC and Room Heating in OT and Neo-natal units		
b.ii.	Air coolers or hot air convectors		
b.iii.	Water coolers and Refrigerators		
c.	<b>Public Health Engineering</b>		
c.i.	<b>Water Supply</b>		
1	Round the clock piped water supply		
2	Overhead water storage tank with pumping and boosting arrangements		
3	Separate provision for fire fighting and water softening plants		
c.ii.	<b>Drainage and Sanitation</b>		
1	Proper drainage and sanitation system for waste water, surface water, sub soil water and sewerage		
c.iii.	<b>Waste Disposal System</b>		
1	Proper waste disposal system as per National Guidelines		
c.iv.	<b>Trauma Centre</b>		
d.	Fire Protection(0 - yes & 1 - No)		
e.	Telephone and Intercom(0 - yes & 1 - No)		
f.	Medical Gas(0 - yes & 1 - No) (0 - yes & 1 - No)		
g.	Cooking Gas(0 - yes & 1 - No)		
h.	Laboratory Gas(0 - yes & 1 - No) (0 - yes & 1 - No)		
i.	Office-cum-store for maintenance work(0 - yes & 1 - No)		
j.	Parking place(0 - yes & 1 - No) (0 - yes & 1 - No)		
k.	<b>Administrative Services(0 - yes &amp; 1 - No)</b>		
i.	General Section(0 - yes & 1 - No)		
ii.	Medical Records Section(0 - yes & 1 - No)		
l.	Committee Room(0 - yes & 1 - No)		
m.	Residential Quarters for all medical and para medical staff(0 - yes & 1 - No)		

### III. Manpower

#### A. Doctors

S.No.	Personnel	IPHS Norm	Sanctioned	InPostion
1	Hospital Superintendent	1		
2	Medical Specialist	2		
3	Surgery Specialists	2		
4	O&G specialist	2		
5	Dermatologist / Venereologist	1		
6	Paediatrician	2		
7	Anesthetist	2		
8	Ophthalmologist	1		
9	Orthopedician	1		
10	Radiologist	2		
11	Casualty Doctors / General Duty Doctors	9 (At least 4 female allopathy doctos)		
12	Dental Surgeon	1		
13	Forensic Specialist	1		
14	ENT Surgeon	1		
15	Public Health Manager <sup>1</sup>	1		
16	AYUSH Physician <sup>2</sup>	2		
17	Pathologist with DCP/MD(Micro) / MD (Patho) / MD(Biochemistry)	1		

<sup>1</sup> May be a Public Health Specialist or management specialist trained in public health

<sup>2</sup> Provided there is no AYUSH hospital / dispensary in the district headquarter

#### B. Para-Medicals

S.No.	Personnel	IPHS Norm	Sanctioned	InPostion
1	Ophthalmic Assistant / Refractionist	50 (including 5 ward incharge)		
2	ECG Technician	1		
3	Laboratory Technician* ( Lab + Blood Storage Unit)	1		
4	Physiotherapist	1		
5	Statistical Assistant	1		
6	Medical Records Officer / Technician	5		
7	Electrician	3		
8	Plumber	3		
9	Staff Nurse	5		
10	Laboratory Attendant (Hospital Worker)	2		
11	Radiographer	1		
12	Pharmacist	1		
13	Matron	1		
14	Attendant	1		
15	Audiometry Technician	1		

#### C. Administrative Staff

S.No.	Personnel	IPHS Norm	Sanctioned	InPostion
1	Accountant	1		
2	Computer Operator	2		
3	Peon	6		
4	Security Staff*	2		
5	Junior Administrative Officer	2		
6	Driver	2		

**Note:** Drivers post will be in the ratio of 1 Driver per 1 vehicle. Driver will not be required if outsourced

\* The number would vary as per requirement and to be outsourced.

#### D. Operation Theatre

S.No.	Staff	IPHS Norm		Sanctioned	InPostion
		Emergency / FW OT	General OT		
1	Staff Nurse	4	1		
2	OT Assistant	4	2		
3	Safai Karamchari	2	1		

#### E. Blood Storage

S.No.	Staff	IPHS Norm	Sanctioned	InPostion
1	Staff Nurse	1		
2	MNA / FNA	1		
3	Blood Bank / Storage Technician	5		
4	Attendant	3		
5	Safai Karamchari	2		

### IV. Investigative & Laboratory Services

S. No.	Speciality / Diagnostic Services / Tests	Current Availability at Hospital (Yes / No)		Remarks / Suggestions / Identified Gaps	
4.1.	CLINICAL PATHOLOGY(0 - yes & 1 - No)				
a.	Haematology				
b.	Urine Analysis				
c.	Stool Analysis				
4.2.	PATHOLOGY(0 - yes & 1 - No)				
4.3.	MICROBIOLOGY(0 - yes & 1 - No)				
4.4.	SEROLOGY(0 - yes & 1 - No)				
4.5.	BIOCHEMISTRY(0 - yes & 1 - No)				
4.6.	CARDIAC INVESTIGATIONS(0 - yes & 1 - No)				
4.7.	OPHTHALMOLOGY(0 - yes & 1 - No)				
4.8.	RADIOLOGY(0 - yes & 1 - No)				
4.9.	ENT(0 - yes & 1 - No)				
4.10.	Endoscopy (Laparoscopy - Diagnostic)(0 - yes & 1 - No)				
4.11.	Phvsiology (Pulmonarv function test)(0 - yes & 1 - No)				

### 5. Capacity Building

5.1.	Whether medical and paramedical staff undergoing Continuing Medical Education (CME) at intervals? (0 - yes & 1 - No)				
5.2.	Whether medical and paramedical staff working in the institutions below sub-district level provided training such as Skill Birth Attendant and other skill development / management training? (0 - yes & 1 - No)				

### Equipment Drug & Furniture

6	Are Equipment Available As per the prescribed list (31 - Available & 32 - Partially Available & 33 - Not Available)				
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7	Are Drugs Available As per the prescribed list (31 - Available & 32 - Partially Available & 33 - Not Available)				
8	Are Furniture Available As per the prescribed list (31 - Available & 32 - Partially Available & 33 - Not Available)				

## 9. Quality Control

S.No.	Particular	Whether functional / available as per norms			Remarks
9.1.	Citizen's charter (0 - yes & 1 - No)				
9.2.	Constitution of Rogi Kalyan Samiti (Yes/No) (give a list of office order notifying the members) (0 - yes & 1 - No)				
9.3.	Internal monitoring (Social audit through Panchayati Raj Institution / Rogi Kalyan Samitis, medical audit, technical audit, economic audit, disaster preparedness audit, monitoring of accessibility and equity issues, information exchange etc. (Specify) (0 - yes & 1 - No)				
9.4.	External monitoring (Monitoring by PRI (Zila Parishad)/ Rogi Kalyan Samitis, service / performance evaluation by independent agencies (0 - yes & 1 - No)				
9.5.	Monitoring of Laboratory (Internal & External Quality Assessment Scheme (0 - yes & 1 - No)				
9.6.	Record Maintenance (Use of computers with connectivity to District Health System, State and National Level (0 - yes & 1 - No)				