

## Proforma for IPHS Facility Survey of Category III (301-500 Bedded) District Hospital

### Identification

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

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

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.)	
1.1.c.	Kayakalp Score (Peer Assessment) in percent	
1.1.d.	Quality Score of Health facility in percent, as validated by SQAU (State Quality Assurance Unit)	
1.2.1.	<b>Specialist services available (0 - yes &amp; 1 - No)</b>	
a.	General Medicine	
b.	General Surgery	
c.	O&G services	
d.	Paediatrics including Neonatology (as required for level II SNCU)	
e.	Emergency (Accident & other emergency) (Casualty 24X7 basis)	
f.	Critical care (ICU)	
g.	Anaesthesia	
h.	Ophthalmology	
i.	ENT	
j.	Dermatology and Venerology (Skin & VD) RTI/STI	
k.	Orthopaedics	
l.	Dental care	
m.	Public Health Management	
n.	Radiology including ultrasonologist	
o.	Radiotherapy	
p.	Psychiatry	
q.	Plastic Surgery	
r.	Allergy	
1.2.2.	<b>Super Specialties(0 - yes &amp; 1 - No)</b>	
a.	Cardiology	
b.	Cardio-thoracic Vascular Surgery	
c.	Gastro-enterology	
d.	Surgical Gastro-enterology	
e.	Nephrology	
f.	Urology	
g.	Neurology	
h.	Neurosurgery	
i.	Oncology	
j.	Endocrinology/Metabolism	
1.3.	<b>Diagnostic and other Para Clinical Services (0 - yes &amp; 1 - No)</b>	
a.	Laboratory services	
b.	ECG	
c.	Physiotherapy	
d.	Dental Technology (Dental Hygiene)	

e.	Drugs and Pharmacy	
f.	Imaging services	
g.	CT Scan services	
h.	Sonography	
i.	EEG	
j.	Echocardiography	
k.	Endoscopy	
l.	Angiography	
m.	Echocardiography	
n.	Pathology	
o.	Blood Bank	
1.4.1.	<b>Support Services (0 - yes &amp; 1 - No)</b>	
i.	Medico-legal/postmortem	
ii	Ambulance services	
iii	Dietary services for patient	
iv	Laundry services	
v	Security services	
vi	Counseling services for domestic violence, gender violence, adolescents, etc. Gender and socially sensitive service delivery be assured.	
vii	Waste management including biomedical waste	
viii	Ware housing/central store	
ix	Maintenance and repair	
x	Electric Supply (power generation and stabilization)	
xi	Water supply (plumbing)	
xii	Heating, ventilation and air-conditioning	
xiii	Transport	
xiv	Communication	
xv	Medical Social Work	
xvi	Nursing Services	
xvii	Sterilization and Disinfection	
xviii	Horticulture (Landscaping)	
xix	Lift and vertical transport	
xx	Refrigeration	
1.4.2.	<b>Administrative Services(0 - yes &amp; 1 - No)</b>	
i	Finance (Financial accounting and auditing; timely submission of SOEs / UCs)	
ii	Medical records (Provision should be made for computerized medical records with anti-virus facilities whereas alternate records should also be maintained)	
iii	Procurement	
iv	Personnel	
v	Housekeeping and Sanitation	
vi	Education and Training	
vii	Inventory Management	
1.4.3.	Services under various National Health and Family Welfare Programmes	
1.4.4.	Epidemic Control and Disaster Preparedness	
<b>1.4.5.</b>	<b>Is Hospital Information System (atleast OPD, IPD and Pharmacy Module) implemented</b>	
1.4.5.1	OPD	
1.4.5.2	IPD	
1.4.5.3	Pharmacy	
1.4.5.4	Complete HIS	
<b>1.5.</b>	<b>Service Mix of Procedures in Medical and Surgical Specialities(0 - yes &amp; 1 - No)</b>	
<b>1.5.1</b>	<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	Endoscopic Specialised Procedures and Diagnostic	
1.5.1.6	Psychiatry Services	
1.5.1.7	Physiotherapy Services	

1.5.1.7.1	With Electrical Equipments		
1.5.1.7.2	With Mechanical Gadgets/Exercises		
1.5.1.8	Eye Specialist Services (Ophthalmology)		
1.5.1.8.1	OPD Procedures		
1.5.1.8.2	IPD Procedures		
1.5.1.9	ENT Services		
1.5.1.9.1	OPD Procedures		
1.5.1.9.2	Minor Procedures		
1.5.1.9.3	Nose Surgery		
1.5.1.9.4	Ear Surgery		
1.5.1.9.5	Throat Surgery		
1.5.1.9.6	Endoscopic ENT Procedures		
1.5.1.9.7	General ENT Surgery		
1.5.1.10	Audiometry		
1.5.1.11	Obstetric & Gynecology Specialist Services		
1.5.1.12	Dental Services		
1.5.2	Surgical		
1.5.2.1	Breast		
1.5.2.2	Hernia		
1.5.2.3	Abdomen		
1.5.2.4	Appendix		
1.5.2.5	Small Intestine		
1.5.2.6	Liver		
1.5.2.7	Biliary System		
1.5.2.8	Colon, Rectum and Anus		
1.5.2.9	Penis, Testes, Scrotum		
1.5.2.10	Other Procedures		
1.5.2.11	Urology		
1.5.2.12	Plastic Surgery		
1.5.2.13	Paediatric Surgery		
1.5.2.14	Orthopaedic Surgery		
1.5.2.14.1	Fractures		
1.5.2.14.2	Closed Reduction		
1.5.2.14.3	Open Reduction		
1.5.2.14.4	Hip Surgery		
1.5.2.15	Spleen and Portal Hypertension		
1.5.2.16	Pancreas		
<b>II. Physical Infrastructure</b>			
			<b>Current Availability in the Hospital</b>
2.1.	Size (Area) of the Hospital (In Sq. Meters)		<b>Rem</b>
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(0 - yes & 1 - No)		
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?(Yes / No)		
e.	Ultrasound Room		
f.	Is Ultrasound room accessible to OPD, Wards and Operation Theatre?(Yes / No)		
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 (As per Drug and Cosmetic Act 1945)		
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		
g.	Clean Utility Area		
h.	Equipment Room		
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(0 - yes & 1 - No)		
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(0 - yes & 1 - No)		
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.	Facilities in Delivery Suit Unit(0 - yes & 1 - No)		
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.	Facilities(0 - yes & 1 - No)		
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.	Central Sterile and Supply Department (CSSD)(0 - yes & 1 - No)		
b.i.	CSSD located		
b.ii.	Easily accessible to OT		
b.iii.	Provision of hot water supply		
c.	Hospital Laundry		
d.	Medical and General Stores		
e.	Mortuary		

2.32.	<b>Engineering Services(0 - yes &amp; 1 - No)</b>		
a.	<b>Electric Engineering</b>		
a.i.	Electirc 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(0 - yes &amp; 1 - No)</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(0 - yes &amp; 1 - No)</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(0 - yes &amp; 1 - No)</b>		
1	Proper drainage and sanitation system for waste water, surface water, sub soil water and sewerage		
c.iii.	<b>Waste Disposal System(0 - yes &amp; 1 - No)</b>		
1	Proper waste disposal system as per National Guidelines		
c.iv.	<b>Trauma Centre(0 - yes &amp; 1 - No)</b>		
d.	<b>Fire Protection(0 - yes &amp; 1 - No)</b>		
e.	<b>Telephone and Intercom(0 - yes &amp; 1 - No)</b>		
f.	<b>Medical Gas(0 - yes &amp; 1 - No)</b>		
g.	<b>Cooking Gas(0 - yes &amp; 1 - No)</b>		
h.	<b>Laboratory Gas(0 - yes &amp; 1 - No)</b>		
i.	<b>Office-cum-store for maintenance work(0 - yes &amp; 1 - No)</b>		
j.	<b>Parking place(0 - yes &amp; 1 - No)</b>		
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	InPosition
1	Chief Medical Superintendent	1		
2	Medical Specialist	4		
3	Surgery Specialists	3		
4	O&G specialist	8		
5	Psychiatrist	1		
6	Dermatologist / Venereologist	2		
7	Paediatrician	4		
8	Anesthetist (Regular / trained)	8		
9	ENT Surgeon	2		
10	Ophthalmologist	2		
11	Orthopedician	2		
12	Radiologist	5		
13	Microbiologist	1		
14	Pathologist and Blood Bank In-charge	1		
15	Casualty Doctors / General Duty Doctors	24		
16	Dental Surgeon	1		

17	Forensic Specialist	1		
18	Public Health Manager <sup>1</sup>	1		
19	AYUSH Physician <sup>2</sup>	4		
20	Environmental Officer	1		
21	Waste Management Officer	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	InPosition
1	Staff Nurse	200-250		
2	Infection Control Nurse	2		
3	Hospital worker (OP/ward +OT+ blood bank)	50		
4	Sanitary Worker	30		
5	Ophthalmic Assistant / Refractionist	2		
6	Social Worker / Counsellor	2		
7	Dermatology/STD/Leprosy Technician – Lab	1		
8	AIDS/STD Counselor cum field Support	2 Dedicated		
9	Cytotechnician	1		
10	ECG Technician	1		
11	ECHO Technician	1		
12	Audiometrician	1		
13	Laboratory Technician ( Lab + Blood Bank)	6+3		
14	Laboratory Attendant (Hospital Worker)	2+1		
15	Dietician	2		
16	PFT Technician	1		
17	Maternity assistant (ANM)	4		
18	Radiographer	12		
19	Dark Room Assistant	8		
20	Pharmacist <sup>1</sup>	10		
21	Matron	9		
22	Physiotherapist	2		
23	Statistical Assistant	1		
24	Medical Records Officer / Technician	2		
25	Electrician	2		
26	Plumber	2		

\* 1 Staff Nurse for every eight beds with 25% reserve

<sup>1</sup> Two may be from AYUSH

**C. Administrative Staff**

S.No.	Personnel	IPHS Norm	Sanctioned	InPosition
1	Hospital Superintendent	1		
2	Manager (Administration & Procurement)	1		
3	Manager (Finance)	1		
4	Manager (HR)	1		
5	Account Officer	1		
6	Accountant	4		
7	Assistant cum Computer Operator	6		
8	Driver	4		
9	Peon	2		
10	Security Staff*	2		

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

**D. Operation Theatre**

S.No.	Staff	IPHS Norm		Sanctioned	InPosition
		Emergency / FW OT	OPHT. / ENT		
1	Staff Nurse	5	2		
2	OT Assistant	4	2		
3	Sweeper	2	1		

**E. Blood Bank / Blood Storage**

S.No.	Staff	IPHS Norm	Sanctioned	InPo
		Blood Bank		
1	Blood Bank In-charge (Doctor - Pathologist)	1		
2	Staff Nurse	3		
3	MNA / FNA	1		
4	Blood Bank Technician	3		
5	Sweeper	1		

**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)			
a.	PAP smear	1		
b.	Sputum	1		
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.	ENT(0 - yes & 1 - No)			
4.9.	RADIOLOGY(0 - yes & 1 - No)			
4.10.	Endoscopy(0 - yes & 1 - No)			
4.11.	Physiology (Pulmonary function test)(0 - yes & 1 - No)			
4.12.	Blood Bank (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)			
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
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9.1.	Citizen's charter (0 - yes & 1 - No)				
9.2.	Constitution of Rogi Kalyan Samiti (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)				