



**ATHARV AYURVED
MULTISPECIALITY HOSPITAL**

112/29, Vasant Vihar, Sonapat
Road, Rohtak Pin-124001

**Quality Operating
Process**

**Manual of
Operations
Care of Patients**

Document No :AAMH/03

**Date of Issue : 05/11 /2021
Issue No. : AAMH/I//03
Date of Revision: 05/11 /2022
Revision No. : 01**

SERVICE NAME :	CARE OF PATIENTS
DATE CREATED :	05/11 /2021
APPROVED BY :	DR. PRINCE GIROTRA
RESPONSIBILITY UPDATING :	OF Nutan

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112/29, Vasant Vihar, Rohtak-124001 (Hr.)

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AMENDMENT SHEET

No.	Section and Page	Date	Amendment	Signature

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A. Purpose:

To provide guideline instruction for ensuring uniform care of the patient.

B. Scope: Hospital Wide

C. Policy:

- All patients approaching the hospital for medical treatment will receive care appropriate to their healthcare need and scope of services provided by the hospital.
- Quality of medical care will be same in all care settings of the hospital and no discrepancy of any sort will be followed in the provision of medical care.
- All treatment orders would be signed, dated and timed by the concerned clinician.(Refer to Medical Record Policy).
- Any treatment order initiated by a hospital's clinician different from the primary treating consultant of the patient will be countersigned by the primary treating consultant within 24 hours.

<p style="text-align: center;">ATHARV AYURVED MULTISPECIALITY HOSPITAL 112/29,Vasant Vihar,Sonepat Road,Rohtak Pin-124001</p>	Quality Operating Process	Document No :AAMH/03
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- In case required the primary treating consultant of the patient may consult other care providers available within the hospital for patients care related issues.
- Patients response to treatment ,his /her health status , further treatment plan etc will be discussed among the clinical and nursing staff involved in provision of care to the patient
- The primary treating consultant can refer the patient to other clinical specialty either within the hospital or to the identified external healthcare institutions if the patients medical need demand the same (Refer Policy on Referral of Patients).
- The clinicians may resort to evidence based medicine which is the conscientious, explicit and judicious use of current best evidence in making clinical decisions about the care of individual patients.

Clinicians are encouraged to consider the following points in using evidence based medicine for the provision of optimum care to the patients which are:

- a. Convert information need into answerable questions.
- b. Track down the best evidence to answer the question (with maximum efficiency).
- c. Critically appraise the evidence for its validity and usefulness.
- d. Integrate appraisal results with clinical expertise and patient values.
- e. Evaluate outcomes.

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RESPONSIBILITY PERSON

Doctors, Panchkarma In-charges, Therapy
Coordinators, Minor Procedure room in-charges

1. Qualification of staff:

All procedures will be performed by qualified doctors and trained staff under supervision of doctors..

2. Pre-procedure Assessment: All patients shall go a pre procedure examination which would include vital signs, general well being intake output etc. – by a Junior doctor and whenever required by Senior doctors.

3. Pre-procedure Preparations and Medications Panchkarma therapy section – in charge consultant will maintain written instruction for pre-preparation of patients required for each type of procedure.

Therapy Co-ordinator in association with the Panchkarma In charge will prepare the indent of medicines which are required for the procedures for next day and the Medicine preparation Therapist / Nurseing Staff will prepare as per the requirement and will keep it labelled with date & time of preparation along with patient identifiers & details of the medicines.

The medicines thus prepared will be issued to the corresponding therapy team and the same shall be documented.

Anusastra Karmas – The HOD or other members of the department will conduct the pre-procedure screening of the patient

The consent is obtained from the patient and or the surrogate (Refer Informed consent Policy) as per the hospital's policy a day prior to the scheduled date for the procedure.

4. Transfer of Patient to Procedure Area: The patient is accompanied and

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directed to treatment room by Therapists in case of panchakarma and nurses in case of Anusastra karmas. In case of specific mobility requirements, a wheel chair or stretcher is used.

5. Prevention of Wrong Procedure/Side/Site and Wrong Patient: The prevention of wrong site/side/procedure and patient begins with the pre procedure evaluation of the patient.

The same is strengthened adhering to Safe Panchkarma procedure checklist for therapist and Anushastra karma checklist by assisting nurses or assisting doctors.

A formulary is a list of drugs (both generic and brand name) that are selected by your health plan as the drugs they prefer to treat certain health conditions.

How to give medicine/ Proceduer

- Right drug / Proceduer
- Right route
- Right dose
- Right patient with UHID
- Right documentation
- Right Anupana
- Right time or kala

5. Post Procedure process:

- a) Post procedure patient is observed for any adverse events/Vyapats. Eg: giddiness or weakness.
- b) The Monitoring Doctors/consultants shall be informed and required medical aid shall be provided.
- c) The vitals are checked and noted

Once the patient is found stable he/she is transferred to room
In case of Anushastra karmas patient is transferred to post operative room/Ward based on instructions of the Consultant.
If Sedation of anaesthesia is given then the patient transfer and further care shall be decided by the Anaesthetist.

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112/29, Vasant Vihar, Sonapat Road, Rohtak Pin-124001
Phone No : 01262-257211, 8053988881

DAILY SLOT REGISTER

S. No	UHID No.	Name of the Patient	Time	Treatment	Therapist Name	Date
402	AAM221907	Anita	9am	Agnikarma	Dr. Pankaj Chakraborty	17/11/22
403	AAM221911	Anita Malhotra	11:30am	Shirodhara	Dharmendra	22/11/22
404		Sukhpal	11:30	Shirodhara		
405		Savitri Devi				
406	AAM221912	Sukhpal	11:30am	Agnikarma	Dr. Pankaj Chakraborty	23/11/22
407	AAM221911	Anita Malhotra	12 noon	Shirodhara	Dharmendra	23/11/22
408	AAM221913	Sonali	10:30AM	Shirodhara	Nazkiya	24/11/22
409	AAM221911	Anita Malhotra	12 noon	Shirodhara	Dharmendra	24/11/22
410	AAM221911	Anita Malhotra	10:30AM	Shirodhara	Dharmendra	25/11/22
411	AAM221913	Sonali	11:45AM	Shirodhara	Dharmendra	25/11/22
412	AAM221911	Anita Malhotra	10:30AM	Shirodhara	Dharmendra	26/11/22
413	AAM221914	Sonali	10:30AM	Shirodhara	Nazkiya	26/11/22
414	AAM221911	Anita Malhotra	10:30AM	Shirodhara	Dharmendra	27/11/22
415	AAM221911	Anita Malhotra	10:30AM	Shirodhara	Dharmendra	28/11/22
416	AAM221922	Savitri Devi	10:30AM	Kati vasti Taila vasti	Nazkiya	29/11/22
417	AAM221922	Savitri Devi	10:30AM	Kati vasti Taila vasti	Nazkiya	29/11/22

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