

F. No.16(20)/2019/Misc correspondence//BSAH 15545

Dated:

12/6/19

CIRCULAR

It was observed during routine rounds that there were deficiencies in the following areas, which need to be addressed on priority basis.

Biomedical & Solid Waste Management

- It is reiterated that segregation of both biomedical & solid waste should be done strictly as per the guidelines/norms as improper segregation was observed in several areas of the hospital. Senior Nursing Officer of the concerned area will be held accountable for non compliance of the norms.
- Further concerned ANSs/ Senior Nursing Officers & Hospital managers are requested to take frequent surprise rounds of their areas to ensure compliance to the same.

Fire Safety Measures

- In the wake of increasing number of fire incidents it is imperative that all sort of inflammable materials like cardboard boxes/papers/waste material/ condemned material be removed from the department as they pose a potential fire threat.
- All concerned senior nursing officers need to ensure that regular maintenance of electrical fittings/appliances and fire safety devices is done through PWD. There should not be any loose/hanging, broken switches in the department and all the expired fire extinguishers need to be replaced immediately.
- Further trainings (code red, use of fire extinguisher, fire exits etc.) and mock drills related to fire safety need to be conducted. The same to be arranged through PWD.Action MOI/C PWD
- Fire Exit Doors should not be locked in pursuance of fire safety norms. Keys must be readily available at designated places (known to all) if required otherwise.

Prevention of Vector Borne Diseases

- In order to prevent vector borne diseases; all nursing officers to ensure that their respective department/area is free of stagnant water.
- Proper cleanliness (including removal of cobwebs) and sanitation needs to be maintained for all areas particularly near the coolers and in toilets.
- All nursing officers to ensure that housekeeping checklists are displayed near the toilets and are regularly signed off by the respective housekeeping supervisors.

Infection Control

- Visitor's Policy is to be followed strictly i.e. issuing of one attendant pass per patient and visit only during the visiting hours to be ensured.
- Compliance to Hand hygiene protocol is mandatory for all the Doctors, Nursing Officers and other Paramedics.
- It was observed that patient bed sheets were stained/torn in several areas. Nursing officers to ensure that bed sheets are changed on daily basis/as and when required. Torn bed sheets must be either mended or replaced.
- Seepage in toilets and other areas need to be addressed upon; on urgent basis through PWD (Civil).

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General Safety Measures

- Proper monitoring of medical gas alarm panel is to be done by nursing officers in their respective areas.
- PWD team must ensure that there are adequate safety measures in place in all the in-patient care/day care areas to prevent escape of patients/any untoward incident.

Others

- It is observed that some of the wards are not sending patient feedback forms on regular basis. Senior nursing officers to ensure the same.

* Hospital Managers Care taking/Facilities to coordinate for improvement in their respective area of concern.

[Signature]
11/06/19
Dr Ashok Jaiswal

Add. Medical Superintendent(I)

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8. Supervisor HKS/NO/Security
9. Hospital Managers Indoor, Facilities and Care taking.
10. Notice Board Display
11. Asst. Programmer to upload on hospital website
12. Guard File

[Signature]
11/06/19
Dr Ashok Jaiswal

Add. Medical Superintendent(I)