

DR. BABA SAHEB AMBEDKAR HOSPITAL
(GOVT. OF NCT OF DELHI)
SECTOR VI, ROHINI, DELHI-85

F. No.16(20)/2019/Misc correspondence//BSAH/Part file 1

17730-750

Dated:

11/11/19

CIRCULAR

In pursuance to NQAS Internal Assessment, conducted in June 2019, some of the standards with respect to drugs and equipment management are either partially compliant or non compliant, which require immediate corrective measures for the closing the gaps. All Senior Nursing Officers are directed to implement the following improvement steps in their respective area/department.

1. Drugs Management:

❖ Senior Nursing Officers must:

- ✓ Prevent stock outs of drugs and maintain the drug stock out register
- ✓ Maintain proper buffer stocks of all drugs.
- ✓ Maintain proper records for expiry and near expiry drugs
- ✓ Maintain temperature record charts for the pharmaceutical refrigerators used in their area (for each shift).
- ✓ Ensure compliance to Narcotics policy.
- ✓ Maintain proper records for narcotics in the standard format, wherever, Narcotics are used.
- ✓ Follow high alert medication identification and cautious administration.

2. Equipment Management:

❖ Senior Nursing Officers to ensure:

- ✓ Proper labelling of all empty and filled cylinders in their respective ward.
- ✓ Breakdowns of equipments are to be timely addressed with proper maintenance of log books & equipment history.
- ✓ Display of authorised repair person's contact number (at prominent location).

❖ Hospital Manager (Equipment & Stores) to ensure:

- ✓ All equipments are covered under AMC (including preventive maintenance) in coordination with MOI/C- Repair and Maintenance, to reduce downtime.
- ✓ Compliance is maintained for all equipment related NQAS standards and verify the same during routine rounds as well.

DR. BABA SAHEB AMBEDKAR HOSPITAL
(GOVT. OF NCT OF DELHI)
SECTOR VI, ROHINI, DELHI-85

3. Others:

- ✓ Senior Nursing Officers to place requirement of TV for their wards in pursuance to NQAS standard, to display educative and informational content for patients.

All Senior Nursing Officers to ensure that the gaps observed are filled on priority basis, as these are being monitored by NABH team.

This issues with prior approval of MD.

Ashok
8/7/19

Dr Ashok Jaiswal

Add. Medical Superintendent(I)

F. No.16(20)/2019/Misc correspondence//BSAH 17739-750

Dated: 11/7/19

Copy to:-

1. PS to MD for information
2. AMS(A)/AMS(P)/AMS(I)/AMS(OPD)/DMS(S)/DMS(A)/DMS(M)
3. MS(A&E)/ MS(Surg & Allied)
4. All Clinical HODs
5. MOI/C- Repair & Maintenance
6. Nodal Officer-NQAS, Nodal Officer-NABH
7. DNS/ ANS
8. All Senior Nursing Officers through DNS
9. Hospital Manager-Indoor & Hospital Manager- Equipment & Stores.
10. Notice Board Display
- ✓ 11. Asstt. programmer to upload on hospital website
12. Guard File

Incharge
✓ Equipment & Store

Dr Ashok Jaiswal
Add. Medical Superintendent(I)