HOSPITAL – ITS FUNCTIONS, TYPES AND ORGANIZATION

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OF HOSPITAL :

► HOSPITAL is defined as:

"An INSTITUTION of COMMUNITY HEALTH/ a SPECIALIZED COMPLEX ORGANIZATION, that makes use of PHYSICIANS, SURGEONS & team of TECHNICAL STAFF, in order to provide facilities for DIAGNOSIS, THERAPY, REHABILITATION, PREVENTION, EDUCATION & RESEARCH........"



- 1. TO UPLIFT QUALITY OF LAW and GENERAL STANDARDS of MEDICAL PRACTICE
- 2. To PROVIDE FACILITIES & GUIDANCE , by which persons can work in GROUPS, with the intention of BETTERMENT of HOSPITAL DEPARTMENT, PATIENT & COMMUNITY
- 3. TO REDUCE DISEASE OCCURRENCE by early DIAGNOSIS and TREATMENT
- 4. TO ESTIMATE needs for FACILITIES, SUPPLIES & EQUIPMENTS, and their UTILIZATION for EVALUATION, CONTROL & MAINTENANCE
- 5. TO ESTIMATE DEPARTMENTAL NECESSITIES

6. To PROVIDE a COMMON LINK between GENERAL PUBLIC & POLICY MAKERS

7. To **SUGGEST POLICIES** & **PROCEDURES** to maintain **ADEQUATE** &

COMPETENT STAFF

8. To **DEVELOP & MAINTAIN** an effective system of **CLINICAL &**

ADMINISTRATIVE RECORDS & REPORTS

9. To HARNESS growth of MEDICAL SCIENCE, by PROPER TRAINING of

DOCTORS & NURSES in large training hospitals

10. To CREATE & DEVELOP FINANCIAL PLAN for the OPERATION OF HOSPITAL



11. To provide facilities for continuing **EDUCATION** of all the people

12. To PARTICIPATE & IMPLEMENT SAFETY PROGRAMMES of HOSPITAL

13. To **INITIATE, UTILIZE & PARTICIPATE** in **RESEARCH PROJECTS**, aimed at **IMPROVEMENT** of **PATIENT CARE**, and other hospital services.....

☺ CLASSIFICATION OF HOSPITALS ☺

Classification is mainly based on :

- 1. CLINICAL GROUNDS
- 2. NON-CLINICAL GROUNDS
- 3. SIZE
- 4. COST
- 5. SYSTEM OF MEDICINE

1. BASED ON CLINICALGROUNDS:

Classified as :

A. <u>MEDICINE-BASED:</u>

- Pediatrics
- Psychiatric and other nervous diseases
- General medicine

B. SURGERY-BASED:

- Orthopedics
- Gynecology & obstetrics
- ENT



C.<u>MATERNITY:</u>

- Short-term
- Long term

2. Based on non-clinical grounds:

Classified as :

A. <u>GOVERNMENTAL HOSPITALS:</u>

Army hospital

- City hospital
- Navy hospital Civil hospital

B. NON-GOVERNMENTAL HOSPITALS:

- Private hospitals(for profit)
- Non-profit hospitals (Church hospital, Community hospital, hospital, Charitable hospital).....



Classified as :

- A. LARGE HOSPITALS: Beds : 1000 and above
- B. MEDIUM HOSPITALS: Beds : 500-1000
- C. SMALL HOSPITALS: Beds : 100-500
- D. VERY SMALL HOSPITALS: Beds : less than 100

4. BASED ON COST:

Classified as :

A. <u>ELITE HOSPITALS:</u>

- Consist of HIGH TECHNOLOGY & MEDICAL SCIENCE ADVANCEMENTS
- Comprise DELUXE ROOMS, with T.V, TELEPHONES & REFRIGERATOR
- Room rate : Rs. 500-1,200/ day
- Also known as "5-STAR HOSPITALS"
- Example : **APOLLO HOSPITAL**

B. BUDGET HOSPITALS:

-Meant for **MODERATE-LOW BUDGET** people (Example: **CHARITABLE & CIVIL HOSPITALS**)



Classified as :

- **A. ALLOPATHIC HOSPITALS**
- **B. AYURVEDIC HOSPITALS**
- **C. HOMEOPATHIC HOSPITALS**
- D. UNANI HOSPITALS.....

☺ ORGANIZATION OF HOSPITALS ☺ :

- 1. ORGANIZATION is defined as "A DYNAMIC PROCESS, in which various MANAGERIAL ACTIVITIES bring & bind people together, for the ACHIEVEMENT of COMMON GOALS & OBJECTIVES"
- 2. Most important BODY of a hospital is the GOVERNING BODY/ BOARD OF DIRECTORS/ BOARD OF TRUSTEES
- 3. GOVERNING BODY → Consists of various eminent personalities in the field of :
- a. MEDICAL EDUCATION

c. ADMINISTRATION

b. RESEARCH

d. POLITICS (Optional)

4. Function of GOVERNING BODY is to FRAME all major POLICIES, PLANS & PROGRAMMES of hospital



5. GOVERNING BODY -> Appoints a HOSPITAL ADMINISTRATOR to get

various functions performed like **CLINICAL SERVICES**, **NURSING**, **PHARMACY SERVICES**, etc

SERVICES PERFORMED BY HOSPITAL ORGANIZATION:

Include:

A. NURSING SERVICES:

- LARGEST part of a hospital
- Functions all **24 hours** attention to patients

Nurses are train ed for **PRENATAL CARE, OBSERVATION, PATIENT COMFORT DURING**righted specific number of beds \rightarrow have to give personal

- NURSING DIRECTOR is the in-charge of NURSING SERVICES......



B. <u>OUT-PATIENT SERVICES:</u>

- Focus on COMFORT for OUT-PATIENTS, as the approach for major/minor illnesses
- These services \rightarrow make a hospital an IDEAL COMMUNITY INSTITUTION
- Hospital is duty-bound to provide DIAGNOSTIC, PREVENTIVE & CURATIVE measures to the OUT-PATIENTS.....



3. <u>RADIOLOGICAL SERVICES:</u>

- Performed under direction of a competent RADIOLOGIST
- CHIEF RADIOLOGIST \rightarrow assisted by various TECHNICIANS
- Services include UTILIZATION of EQUIPMENTS like:
- a. SONOGRAPHY
- b. X-RAY
- c. ECG
- d. CT-SCAN, etc.....

4. <u>CENTRAL SUPPLY SERVICES:</u>

- Refers to MEDICAL & SURGICAL SUPPLY SERVICES
- Meant for DIAGNOSIS, TREATMENT, PREVENTION, EDUCATION & RESEARCH
- Involves their COLLECTION, PROCESSING, STORAGE & ISSUANCE against proper INDENT FORM
- Qualified & skilled staff personnel are responsible for its maintenance.....



5. <u>HOSPITAL PHARMACY SERVICES:</u>

- Controls PHARMACY OPERATION in any hospital
- FILLS PRESCRIPTION & no. of NECESSITIES from wards
- Functions begin from DRUG PROCUREMENT to DISTRIBUTION to I.P and O.P
- Responsible for :
- a. PROPER DRUG DELIVERY
- b. INFORMATION SYSTEM
- c. DRUG STORAGE

d. MANUFACTUREe. STERILIZATIONf. ADVICING PATIENT ON DRUG USE



6. MEDICAL RECORD SERVICES:

- VALUABLE MATERIALS, as they help MEDICAL & PARA-MEDICAL STAFF for EVALUATION
- Also used for EDUCATION, RESEARCH & TRAINING
- Consists of :
- a. PATIENT HISTORY

b. LAB- TEST REPORTS

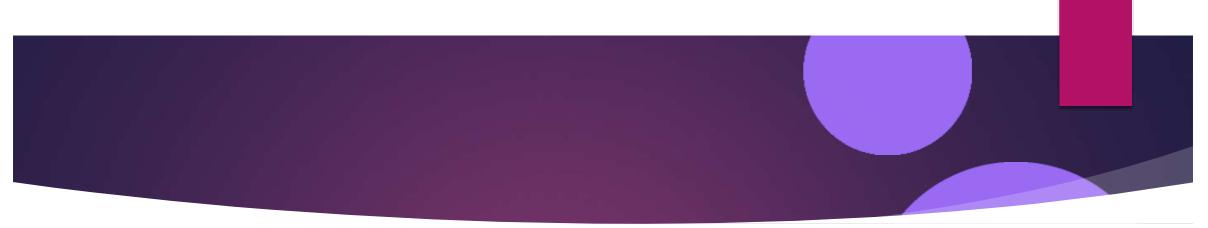
c. PHYSICAL EXAMINATION DETAILS d. PHYSICAN'S ADVICE, etc.

- It is mandatory to store medical records properly to FACILITATE EASY ACCESS on requirement.....



7. <u>STORE SERVICES:</u>

- RECEIVE, STORE & ISSUE materials against REQUISITION FORMS of various DEPARTMENTS & WARDS
- Hospital consists of:
- a. MEDICAL STORE
- b. STORE FOR GENERAL ITEMS
- c. SURGICAL STORES, etc
- Maintain a BUFFER STOCK of certain materials, including LIFE-SAVING DRUGS.....

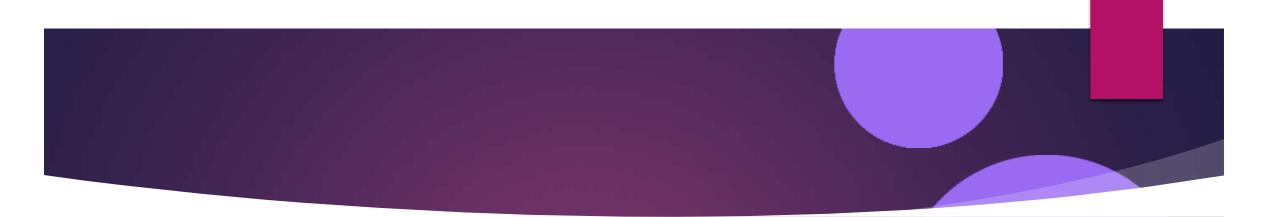


8. <u>MISCELLANEOUS SERVICES:</u>

- Aimed at overall BENEFIT & PATIENT CARE
- Include:
- a. DIETARY SERVICES
- b. AMBULATORY SERVICES
- c. LAUNDRY SERVICES
- d. TRANSPORT SERVICES
- e. MORTUARY SERVICES
- f. LIBRARYSERVICES.....



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THANK YOU!!! ③ ③