



# **PRIVATE HEALTH SERVICES REGULATORY COUNCIL**

## **PHSRC GUIDELINE 04**

### **GUIDELINE FOR FULL TIME & PART TIME PRIVATE GENERAL PRACTICES/ DISPENSARIES/ MEDICAL CLINICS**

#### **MEDICAL CLINIC**

Institution providing safe healthcare and medical consultations with minimum diagnostic and basic surgical facilities under a registered medical professional and relevant staff.

#### **Basic requirements depending on the category**

##### **1. Consultation Room**

Usable minimum floor area 70 sq.ft. and height 8 ft. with door and windows to ensure ventilation. Easily cleanable floor and walls.

##### *Equipment (Basic –Must have – Minimum)*

Examination bed, foot stool, table and three chairs, curtain/partion, Blood Pressure (BP) apparatus, Stethoscope, Sphygmomanometer, Torch (pen torch), Tongue depressor, Knee hammer, Tape, Weighing scale (adult +babies), Auroscope, Foetal stethoscope, Vaginal speculam, Nasal Speculam, Ophthalmoscope, Tuning Fork, Vision chart, X ray illuminator (optional) Dressing and suture material/ gauze/swabs, Syringes suture needles, Adrenaline, Emergency tray with supplies, Adhesive tapes, Gloves, Glucometer, Pregnancy test kit, Wash Basin with running water supply, Fan, Waste paper basket, adequate ventilation and illumination.

*Additional facilities & equipment (Good to have)*

12ft\*10ft Room, Book shelf, Spot Light, Waiting room or waiting space with chairs, reading material and TV, Drinking water filter, treatment room for dressings, Observation bed, Peak flow meter, Microscope, Slides, cover slips, Ear syringe, Pinch Biopsy puncher, Vaginal speculum, Nebuliser, Proctoscope, IV drip stand, Sterilizing equipment, Wheelchair, Computer, Telephone

*Deluxe (Additional Features)*

Room 12ft\*10ft with attached toilet, X Ray viewer, Side Lab room with lab equipment, Refrigerator, Treatment room fully equipped with equipment for minor surgery, Instrument tray/kidney trays, Large waiting room with comfortable chairs, Magazines to read, Air conditioner, TV, Office with computer and office staff, Oxygen mask, Cylinder, Nebulizer

**2. Waiting Area**

Seating facilities for minimum of 10 persons with sanitary facilities and adequate ventilation and illumination.

**3. Sample Collection Room**

Minimum floor area 100 sq.ft. and adequate sanitary facilities.

*Equipment*

Arm chair, bed, safe waste disposal and toilet facilities and adequate illumination.

**4. Sterilization Facilities**

Autoclave/ sterilization facilities for instruments and dressings.

**5. Vaccination room (if vaccinations are being done)**

Facilities and equipment for proper cold chain management. Emergency tray with supplies, 04 chairs in waiting area, adequate ventilation and illumination.

**6. Parking**

Adequate parking spaces/slots 3-4 cars as specified by UDA norms.

## **7. Waste disposal**

Drainage system. Method of general and clinical waste disposal  
(According to the Central Environmental Authority requirements)

## **8. Minimum Human Resources**

- a) SLMC registered in charge Medical Officer
- b) and suitably qualified trained supportive staff

## **9. Record keeping**

- System of record keeping
- System of notification

## **10. Access of services for differently able persons**

- Structural modifications for easy movements
- Specially designed toilet facilities

## **11. Other facilities**

- Facility to issue receipt
- Facility to issue medical certificates
- Some form of patient scheduling (Numbers, Telephone appointment)

## **12. Licenses**

- 1) Registration with the Private Health Services Regulatory Council

## **13. Name Board** (without drug advertisements)