



PRIVATE HEALTH SERVICES REGULATORY COUNCIL

PHSRC GUIDELINE 03

GUIDELINE FOR MEDICAL CENTRES/ SCREENING CENTRES/ DAY CARE MEDICAL CENTRES/ CHANNEL CONSULTATIONS

MEDICAL CENTRE

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 per consultation room 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. X-Ray Room

Construction in accordance to the specifications of the Atomic Energy Authority (AEA).

Equipment

Necessary equipment inspected and certified by the AEA.

5. Minor Operating Theatre (Optional)

Minimum floor area of 120 sq.ft. with suitable floor and walls for easy cleaning and adequate sterilization facilities, adequate ventilation,

lighting and air conditioning, adequate facilities to hand washing and changing facilities.

Equipment

Operating Theatre table, Theatre lights, Sucker, Sterilizer, BP apparatus, Ambubag, Laryngoscope, emergency trolley with supplies, oxygen.

6. Scrubbing Area

Adequate washing, scrubbing facilities and changing facilities.

7. Central Sterilization Supplies Department (C.S.S.D.)

Autoclave/ sterilization facilities.

8. Emergency Treatment unit

Usable floor area minimum of 100 sq.ft. per patient with suitable floor and walls for easy cleaning and adequate ventilation and illumination.

Equipment

Oxygen, ECG recorder, Nebulizer, sucker, Laryngoscope, emergency tray with supplies, emergency trolley with supplies, necessary facilities and equipment for resuscitation.

9. Laboratory Facilities

Internal and external quality controlling

Equipment

Automated or semi automated equipment depending on the capacity

10. Indoor Pharmacy/ Drug Store

Dry and clean storage facilities with provision to maintain cold chain properly.

11. Outdoor Pharmacy

Minimum floor area of 100 sq.ft. Dry and clean storage facilities with provision to maintain cold chain properly.

12. Vaccination room

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

13. Dental Surgery

Minimum Surgery area 200 sq.ft. At least 04 chairs for patient waiting area. Adequate ventilation, illumination and toilet facilities, adequate water and electricity facilities, Hygienic waste disposal, System of record keeping.

Equipment

Dental chair or unit, Sterilizer through autoclaves are preferable, basic hand instruments and trays, emergency medical tray/ kit

Disposables and accessories

Needles, Syringes, Masks, Gloves, Cups, Aprons

Consumables

Materials for basic restorative, prosthetic and surgical procedures

14. Ambulance service

Well equipped ambulances (minimum of 01 and be increased depending on the bed strengths)

15. Parking

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

16. Waste disposal

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

17. Record keeping

- System of record keeping
- System of notification

18. Access of services for differently able persons

- Structural modifications for easy movements
- Specially designed toilet facilities

19. Minimum Human Resources

- a) SLMC registered in charge Medical Officer
- b) Team of SLMC registered Medical Officers
- c) SLMC registered Nursing in charge/ Trained Nurses
- d) Female Nurse or Attendant (always present for reception)
- e) SLMC registered MLT
- f) SLMC registered Dental Surgeon (full time or part time)
- g) SLMC registered Pharmacist/ Trained Dispenser
- h) SLMC registered X-Ray technician
- i) and suitably qualified trained supportive staff

20. Other facilities

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

21. Licenses

- 1) Registration with the Private Health Services Regulatory Council
- 2) License from the Central Environmental Authority
- 3) License from the Urban Development Authority
- 4) License from the Atomic Energy Authority (AEA) – only for Medical Centers with X-Ray unit.

22. Name Board (without drug advertisements)