

**YOGA STANDARDS FOR**

- **CLINICS/OPD,**
- **MINIMUM 10 BEDS,**
- **11 TO 25 BEDS,**
- **26 TO 50 BEDS,**
- **51 TO 100 BEDS,**
- **MORE THAN 100 BEDS**
- **TEACHING HOSPITAL**



5.	Yogic Sukshma Vyayama	Yogic Sukshma Vyayama	Yogic Sukshma Vyayama	Yogic Sukshma Vyayama	Yogic sukshma Vyayama	Yogic sukshma Vyayama	Yogic Sukshma Vyayama	Yogic sukshma Vyayama
6.	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar
7.	Yogasanas	Yogasanas	Yogasanas	Yogasanas	Yogasanas	Yogasanas	Yogasanas	Yogasanas
8.	Yoga Nidra	Yoga Nidra	Yoga Nidra	Yoga Nidra	Yoga Nidra	Yoga Nidra	Yoga Nidra	Yoga Nidra
9.	Breathing Practices	Breathing Practices	Breathing Practices	Breathing Practices	Breathing Practices	Breathing Practices	Breathing Practices	Breathing Practices
10.	Bandha	Bandha	Bandha	Bandha	Bandha	Bandha	Bandha	Bandha
11.	Pranayamas	Pranayama	Pranayama	Pranayama	Pranayama	Pranayama	Pranayamas	Pranayamas
12.	Mudra	Mudra	Mudra	Mudra	Mudra	Mudra	Mudra	Mudra
13.	Mantra chanting	Mantra chanting	Mantra chanting	Mantra chanting	Mantra chanting	Mantra chanting	Mantra chanting	Mantra chanting
14.	Dharana	Dharana	Dharana	Dharana	Dharana	Dharana	Dharana	Dharana
15.	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana
16.	Dhyana	Dhyana	Dhyana	Dhyana	Dhyana	Dhyana	Dhyana	Dhyana

### **Indoor patient's facilities:**

The indoor department of the hospital shall have separate male and female wards and distribution of beds at the rate of 65 sq. ft. area per bed ward as under:

S. No.	Services	Minimum 10 beds	11 to 25 beds	26 to 50 beds	51 to 100 beds	More than 100 beds	Teaching Hospital
<b>Minimum Clinical Services to be provided</b>							
1	Yogic Counseling	Yogic Counseling	Yogic Counseling	Yogic Counseling	Yogic Counseling	Yogic Counseling	Yogic Counseling
2	Yogic diet	Yogic diet	Yogic diet	Yogic diet	Yogic diet	Yogic diet	Yogic diet
3	Shatkarma	Shatkarma	Shatkarma	Shatkarma	Shatkarma	Shatkarma	Shatkarma
4	Nabhi/ Nadi Pareeksha	Nabhi/ Nadi Pareeksha	Nabhi/ Nadi Pareeksha	Nabhi/ Nadi Pareeksha	Nabhi/ Nadi Pareeksha	Nabhi/ Nadi Pareeksha	Nabhi/ Nadi Pareeksha
5	Yogic Sukshma Vyayama	Yogic Sukshma Vyayama	Yogic sukshma Vyayama	Yogic sukshma Vyayama	Yogic Sukshma Vyayama	Yogic sukshma Vyayama	Yogic sukshma Vyayama
6	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar	Yogic Surya Namaskar
7	Yogasanas	Yogasanas	Yogasanas	Yogasanas	Yogasanas	Yogasanas	Yogasanas
8	Yoga Nidra	Yoga Nidra	Yoga Nidra	Yoga Nidra	Yoga Nidra	Yoga Nidra	Yoga Nidra
9	Breathing Practices	Breathing Practices	Breathing Practices	Breathing Practices	Breathing Practices	Breathing Practices	Breathing Practices
10	Bandha	Bandha	Bandha	Bandha	Bandha	Bandha	Bandha
11	Pranayama	Pranayama	Pranayama	Pranayama	Pranayama	Pranayamas	Pranayamas
12	Mudra	Mudra	Mudra	Mudra	Mudra	Mudra	Mudra
13	Mantra chanting	Mantra chanting	Mantra chanting	Mantra chanting	Mantra chanting	Mantra chanting	Mantra chanting
14	Dharana	Dharana	Dharana	Dharana	Dharana	Dharana	Dharana
15	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana	Practices leading to Dhyana
16	Dhyana	Dhyana	Dhyana	Dhyana	Dhyana	Dhyana	Dhyana

### **B.2 Auxiliary Functions** (support services for ex – diagnostic)

(Central Laboratory for clinical diagnosis and investigations).

1. There shall be a laboratory in the hospital complex of more than 100 beds with proper infrastructure and manpower for carrying out routine, pathological, biochemical and hematological investigations on the patients referred from outdoor and indoor departments of the hospital.

**Support Services:**

1. Accounting,
2. Ambulance services
3. Billing
4. Dietary services/ Canteen
5. Essential commodities like water supply, electric supply etc.
6. Finance
7. Financial accounting and auditing
8. Housekeeping and Sanitation
9. Inventory Management
10. Laundry services
11. Medical records
12. Office Management (Provision should be made for computerized medical records with anti-virus facilities whereas alternate records should also be maintained)
13. Personnel Department
14. Purchase
15. Reception
16. Security services
17. Stores
18. Waste management Housekeeping/ sanitation,

**C. Physical Facilities****C.1 Space requirement**

This entails the minimum space required for carrying out the basic functions of the facility which includes:

**C.1.1 Minimum area required for establishing the facility,**

<b>Type of Health Care Organization</b>	<b>Requirements</b>
<b>Clinic</b>	If a stand-alone building then as permitted under Development control rules, Floor Space Index, Local regulations, etc. If located as a part of another building then minimum area should be adequate to accommodate table for consultancy, consultation chair, two stools/ chairs, examination bed of the size 6 ft X 2.5 ft., step stool, privacy screen around examination area while having free mobility
<b>Minimum 10 Beds</b>	If hospital exists as a stand-alone building, the structure will follow Development control rules, Floor Space Index, Local regulations, etc. If it is a part of another building, local regulations related to building structures, occupancy, etc. will be followed.
<b>11 to 25 Beds</b>	If hospital exists as a stand-alone building, the structure will follow Development control rules, Floor Space Index, Local regulations, etc. If it is a part of another building, local regulations related to building structures, occupancy, etc. will be followed.
<b>26 to 50 Beds</b>	If hospital exists as a stand-alone building, the structure will follow Development control rules, Floor Space Index, Local regulations, etc. If it is a part of another building, local regulations related to building structures, occupancy, etc. will be followed.
<b>51 to 100 Beds</b>	If hospital exists as a stand-alone building, the structure will follow Development control rules, Floor Space Index, Local regulations, etc. If it is a part of another building, local regulations related to building structures, occupancy, etc. will be followed.
<b>More than 100 Beds</b>	If hospital exists as a stand-alone building, the structure will follow Development control rules, Floor Space Index, Local regulations, etc. If it is a part of another building, local regulations related to building structures, occupancy, etc. will be followed.
<b>Teaching Hospital</b>	If hospital exists as a stand-alone building, the structure will follow Development control rules, Floor Space Index, Local regulations, etc. If it is a part of another building, local regulations related to building structures, occupancy, etc. will be followed.

### **C.1.2 Functional space** planning of the facility like reception area, waiting area etc.

#### **1. Yoga hall:**

- a. Space should be available for minimum 30 people to practice Yoga (minimum space requirement per person would be approximately 20 sq. ft.)
- b. The hall should be approximately 600 sq.ft area. As per the bed capacity the no. of Yoga Halls shall be increased.
- c. Separate Yoga Halls are proposed for male & female with attached dressing room, toilet and bathroom.
- d. Shatkarma sthal with clean water facility (hot and cold)
- e. Dhyana kaksh

#### **2. Yoga Therapy Treatment rooms:** Minimum 50 sq.ft area per Treatment room

#### **3. Consultation & Examination room**

- a. Minimum 10ft. x 8 ft.
- b. Consultation room should be adequate to accommodate:
  - ii. Table for Consultancy
  - iii. Consultation chair,
  - iv. Two stools/ chairs,
  - v. X-Ray viewing screen,
  - vi. Examination bed of the size 6 ft X 2.0 ft.,
  - vii. Privacy screen around examination area while having free mobility,
  - viii. Wash Basin for hand wash

#### **4. Entrance hall with reception area, enquiry counter, cash counter and record area:** Preferably 100 sq. ft per 25 beds

#### **5. Waiting area in entire organization:** Preferably 100 sq. ft per 25 beds i.e. 10% seats of average number of patients visiting daily to hospital

#### **6. Kitchen/ Canteen area:**

- a. Providing food is mandatory for hospitals of having indoor facility.
- b. Kitchen area should be sufficient size to prepare food for inpatients as per diet advised by the physician.
- c. Kitchen layout and functioning should follow the flow of materials as: Entry> washed> cutting> cooking> loading → To Serve.
- d. Utensil washing area is separate from the cooking area.

#### **7. Yoga Therapist Quarters:**

Minimum 1 room with attached bathroom & WC, per 2 therapist with separate rooms for male & females with separated sleeping facility with ceiling fan, drinking water facility, intercom, mattress, pillows, blankets, bed sheets. Cupboards/ wardrobes.

#### **8. Clinical laboratory specifications:**

- a. Laboratory services can be outsourced or can be optional for hospitals upto 100 beds.
- b. Laboratory services are mandatory for hospitals above 100 beds for quick diagnosis of blood, urine, etc., a small sample collection room facility shall be provided.
- c. Separate Reporting Room for doctors should be there.

#### **9. Laundry (optional)**

- a. Laundry services can be outsourced or can be optional.
- b. If it is provided in house, it should have necessary facilities for drying, pressing and storage of soiled and cleaned linens.
- c. If outsourced, disinfection of linen is carried out by the hospital before handing over the linen to the out-sourced organization.

#### **10. House-Keeping:**

- a. Housekeeping services should be made available for effective cleanliness.
- b. Housekeeping services can be outsourced.

- c. Designated areas within functional areas for housekeeping materials has to be in hospital more than 30 beds

**11. Security Services:**

There is a designated location for each security staff on duty.

**12. Medical record-room:**

- a. Medical record-room should be of adequate size as per the load of the documents of the hospital (Minimum of 50 sq feet).
- b. Tamperproof material and locking facility Cabinets/ cupboards/ Boxes will be used.
- c. Fire extinguishers of correct type should be made available nearby all locations.

**13. Store rooms:**

- a. Store room should be lockable & of adequate size with exhaust fan.
- b. Area should be clean, well ventilated, well lit, without any dampness or fungal growth on walls.

**14. Wards:**

- a. Treatment areas for male and female patients shall be segregated if managed as wards and there should be privacy for individual patients. Alternatively individual or sharing rooms can be used to segregate patients of different gender.
- b. The ward planning will address minimization of the work for the nursing staff and shall provide basic amenities to the patients located within an area or unit.
- c. Ward unit will include nursing station, preferably a treatment/ procedure room, nursing store and toilets as per the norms.
- d. At the minimum one nursing station per ward of upto 45 beds will be provided.
- e. There should be minimum 50 ft. area per bed with 7 ft. distance between the mid-points of adjoining beds and at least 3 feet distance between the beds and 8 inch distance between the bed and the wall.
- f. Width of the door to be at least 4 feet.
- g. Permanent, semi-permanent or temporary partition should be present between two beds.
- h. Ward store area with lockable wall or steel cupboard(s).

**15. Duty rooms for Yoga Therapist**

- a. To accommodate 1 bed of 6 feet X 3 feet and a side table.
- b. Separate beds if sharing for same gender.
- c. Separate rooms for separate genders will be provided.

**16. Duty rooms for nurses:**

- a. To accommodate 1 bed of 6 feet X 3 feet and a side table.
- b. Separate beds if sharing for same gender.
- c. Separate rooms for separate genders will be provided.

**17. Dirty utility room:**

Separate area of minimum 15 sq feet.

**C.1.3 Dimensions of the sub areas** of the facility, including the flow of the processes which in turn will give a layout of the department /unit.

**C.1.4 Basic signage**

- 1. A signage within or outside the facility should be made available containing the following information.
- 2. All signage meant for patients and visitors shall be bilingual – Local language and Hindi/ English.

**C.1.4.1 Name of the care provider with registration number,**

- 1. Name of organization.
- 2. Display of Registration under Clinical Establishment Act

**C.1.4.2 Fee structure**

- 1. Display of tariff list at OPD/ IPD (wherever applicable) etc.
- 2. Display of citizen charter in OPD/ IPD (wherever applicable)







		between the beds	between the beds	between the beds	between the beds	between the beds	between the beds
7.	Bucket Plastic			6	12	24	24
8.	Ceiling Fans	As per requirement	As per requirement	As per requirement	As per requirement	As per requirement	As per requirement
9.	Clock 1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
10.	Containers for kitchen	As needed	As needed	As needed	As needed	As needed	As needed
11.	Consultant's chair for OP & ward,	As needed	As needed	As needed	As needed	As needed	As needed
12.	Consultant's or Office table	1	2	3	4	6	8
13.	Dressing trolley-1 per floor/ ward depending on layout	As per need	As per need	As per need	As per need	As per need	As per need
14.	Dust bins in each ward & consultation room	As per need	As per need	As per need	As per need	As per need	As per need
15.	Duty table for Yoga therapists	As per need	As per need	As per need	As per need	As per need	As per need
16.	Fire extinguisher	ABC 1 per ward/ floor based on layout	ABC 1 per ward/ floor based on layout	ABC 1 per ward/ floor based on layout	ABC 1 per ward/ floor based on layout	ABC 1 per ward/ floor based on layout	ABC 1 per ward/ floor based on layout
17.	Foot stools	As per need	As per need	As per need	As per need	As per need	As per need
18.	Fridge	1 Per Area/ Ward	1 Per Area/ Ward	1 Per Area/ Ward	1 Per Area/ Ward	1 Per Area/ Ward	1 Per Area/ Ward
19.	Heavy duty Torchlight	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
20.	Hospital Cots	10+2	30+5	50+5	100+10	150+15	200+20
21.	Hot Water geyser	2 per ward	2 per ward	2 per ward	2 per ward	2 per ward	2 per ward
22.	Intercom System	2 per ward	2 per ward	2 per ward	2 per ward	2 per ward	2 per ward
23.	Kitchen utensils,	Adequate	Adequate	Adequate	Adequate	Adequate	Adequate
24.	Office chairs	Adequate	Adequate	Adequate	Adequate	Adequate	Adequate
25.	Office Table	Adequate	Adequate	Adequate	Adequate	Adequate	Adequate
26.	patient Beds with side rails	20% of total beds	20% of total beds	20% of total beds	20% of total beds	20% of total beds	20% of total beds
27.	Patient call Bell System	1 per bed	1 per bed	1 per bed	1 per bed	1 per bed	1 per bed
28.	Patient locker	1 per bed	1 per bed	1 per bed	1 per bed	1 per bed	1 per bed
29.	Patients examination table- 1 per ward/ floor a per the profile of patients & layout of facility	- 1 per ward/ floor a per the profile of patients & layout of facility	- 1 per ward/ floor a per the profile of patients & layout of facility	- 1 per ward/ floor a per the profile of patients & layout of facility	- 1 per ward/ floor a per the profile of patients & layout of facility	- 1 per ward/ floor a per the profile of patients & layout of facility	- 1 per ward/ floor a per the profile of patients & layout of facility
30.	Patients side table	1 per bed	1 per bed	1 per bed	1 per bed	1 per bed	1 per bed
31.	Steel or Wooden cup board	Adequate	Adequate	Adequate	Adequate	Adequate	Adequate
32.	Steel rack	Adequate	Adequate	Adequate	Adequate	Adequate	Adequate
33.	Stool 1Per Bed	As needed	As needed	As needed	As needed	As needed	As needed
34.	Stools revolving – 1 per ward	2 per ward	2 per ward	2 per ward	2 per ward	2 per ward	2 per ward
35.	Stretcher/ Patient trolley – 1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
36.	waiting chairs / benches for patients relatives	50% of bed strengths	50% of bed strengths	50% of bed strengths	50% of bed strengths	50% of bed strengths	50% of the bed strengths
37.	Weighing Machine	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
38.	Wheel chair	2 per 50 beds	2 per 50 beds	2 per 50 beds	2 per 50 beds	2 per 50 beds	2 per 50 beds
39.	X-ray viewer	one per ward	one per ward	one per ward	one per ward	one per ward	one per ward

## C.2.2 Sundry Articles Requirement

Furniture/Fixture Requirements								
Hospital Fittings & Necessities								
Sr. No	Name of the Equipment	Clinic	Minimum 10 bedded Hospital	11- 25 bedded Hospital	26 - 50 bedded Hospital	51-100 bedded Hospital	More than 100 bedded hospital	Teaching Hospital
1.	Air conditioners Central A/C	Optional	Optional	Optional	Optional	Minimum 1	Minimum 1	Minimum 1
2.	Ambulance	Optional	Optional	Optional	Optional	Optional	Minimum 1	Minimum 1
3.	Ceiling / wall Fans	As needed	As needed	As needed	As needed	As needed	As needed	As needed
4.	Clock	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
5.	Computer with modem with UPS, printer with internet connection	As needed	As needed	As needed	As needed	As needed	As needed	As needed
6.	Coolers	As per need	As per need	As per need	As per need	As per need	As per need	As per need
7.	Drinking Water purifier	As needed	As needed	As needed	As needed	As needed	As needed	As needed
8.	Emergency lamp	2 Per Area/ Ward	2 Per Area/ Ward	2 Per Area/ Ward	2 Per Area/ Ward	2 Per Area/ Ward	2 Per Area/ Ward	2 Per Area/ Ward
9.	Exhaust Fan	As needed	As needed	As needed	As needed	As needed	As needed	As needed
10.	Fire extinguishers	As needed	As needed	As needed	As needed	As needed	As needed	As needed
11.	Geyser	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
12.	Refrigerator	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
13.	Storage Geyser	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
14.	Tables & Chairs	As needed	As needed	As needed	As needed	As needed	As needed	As needed
15.	Telephone/ cell phone	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
16.	Tube lights	As needed	As needed	As needed	As needed	As needed	As needed	As needed
17.	Vacuum cleaner	As needed	As needed	As needed	As needed	As needed	As needed	As needed

## C.2.3 Others

Furniture/Fixture Requirements								
Administration								
Sr. No.	Name of the Equipment	Clinic	Minimum 10 bedded Hospital	11- 25 bedded Hospital	26 to 50 bedded Hospital	51-100 bedded Hospital	More than 100 bedded hospital	Teaching Hospital
1.	Computer with Modem with UPS, Printer with Internet Connection	As needed	As needed	As needed	As needed	As needed	As needed	As needed
2.	Xerox Machine	As needed	As needed	1 per ward	1 per ward	1 per ward	1 per ward	1 per ward
3.	Intercom (10 lines)	As needed	As needed	As needed	As needed	As needed	As needed	As needed
4.	Fax Machine	-	As needed	As needed	As needed	As needed	As needed	As needed
5.	Telephone	One per organization	One per organization	One per organization	One per organization	Two per organization	One per organization	One per organization

6.	Public Address System	-	Covering Indoor and OPD Areas	Covering Indoor and OPD Areas	Covering Indoor and OPD Areas	Covering Indoor and OPD Areas	Covering Indoor and OPD Areas	Covering Indoor and OPD Areas
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### C. 3 Engineering Services Requirements

This will include the detail information about the basic requirements including

#### C.3.1 Electrical Requirements

1. At least 3 hours backup or generator for critical areas
2. Primary electrical Supply is available as provided by the local utility provider. Lighting back up for at least 1 hour covering all functional areas must be available during the functioning time.
3. Primary electrical Supply as supplied by utility provider. Emergency backup for at least 3 hours backup for electricity & for lighting and critical equipment must be available during the functioning time. Take over time must be less than 30 seconds. Electric supply to lighting will be backed up with UPS/ Inverter/ Battery.
4. The illumination in the hospital is provided as per the prescribed standards.
5. Shadow less lights should be provided in operation theatres and delivery rooms.
6. Emergency portable light units should be provided in the wards and departments.

#### C.3.2 Plumbing Requirements

1. **Number of Wash basins**
  - a. 1 for every 20 persons or part there
  - b. Consultant, Therapist, staff, patients and visitors have an access to wash basin(s) 1 for every 50 persons or part there.
  - c. Dirty utility & surgical / procedural hand wash basin will be separate from general use & one each.
2. **Number of Water closets**
  - a. 1 for every 20 beds or part thereof.
  - b. Consultant, Therapist, staff, patients and visitors have an access to wash closet(s) 20 beds or part thereof.
3. **For in-patient department**
  - a. No. of Wash basins
    1. 1 for every 12 beds or part thereof
    2. Consultant, Therapist, patients and visitors have an access to wash basin(s);
    3. Procedure hand wash basins are separate and located close to procedure area. 1 for every 12 beds or part thereof
  - b. No. of Water closets
    - i. 1 for every 6 beds or part thereof
    - ii. Separate water closets are available for use for outpatient and in-patient areas.
    - iii. For in-patient areas the water closets are provided in the ratio of 1 per 6 beds and are located close to patient care areas.
  - c. No. of bathrooms
    - i. Minimum 1 bathroom per 6 beds/ one for each ward rooms
    - ii. Minimum 1 bathroom per 6 beds/ one for each therapy rooms
  - d. WC
    - i. Minimum 1 WC per 6 beds/ one for each Male & Female wards
    - ii. Average size of toilet : 810 mm X 1800mm with grab bars
    - iii. Minimum 1 WC per 6 beds/ one for each Male & Female wards
    - iv. At least one wheel chair friendly toilet of dimensions 2200mm X 1800mm must be provided.

#### C.3.3 Civil Requirements

1. Space between 2 rows of beds in a ward should be minimum 5 ft.
2. Distance between 2 beds should be minimum 3.5 ft. if more than one bed is present
3. If clinic has beds then: measured between the facing borders of adjoining beds there shall be at least 3







<b>1. Laboratory Equipment (wherever service is provided)</b>								
<b>Sr. No</b>	<b>Name of the Equipment</b>	<b>Clinic</b>	<b>Minimum 10 bedded Hospital</b>	<b>11- 25 bedded Hospital</b>	<b>26 - 50 bedded Hospital</b>	<b>51-100 bedded Hospital</b>	<b>More than 100 bedded hospital</b>	<b>Teaching Hospital</b>
14.	Hot plates	As needed	As needed	As needed	As needed	As needed	As needed	As needed
15.	Lab Incubator*	As needed	As needed	As needed	As needed	As needed	As needed	As needed
16.	Laboratory Auto Claves	As needed	As needed	As needed	As needed	As needed	As needed	As needed
17.	Micro pipette of different volumes	As needed	As needed	As needed	As needed	As needed	As needed	As needed
18.	PH meter	As needed	As needed	As needed	As needed	As needed	As needed	As needed
19.	Refrigerator	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1
20.	Rotor / Shaker	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1
21.	Simple balances	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1
22.	Spirit lamp	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1	Minimum 1
23.	TCDC count apparatus	As needed	As needed	As needed	As needed	As needed	As needed	As needed
24.	Test tube holders	As needed	As needed	As needed	As needed	As needed	As needed	As needed
25.	Test tube rack	As needed	As needed	As needed	As needed	As needed	As needed	As needed
26.	Test tube stands	As needed	As needed	As needed	As needed	As needed	As needed	As needed
27.	Timer stop watch	As needed	As needed	As needed	As needed	As needed	As needed	As needed
28.	Water bath	As needed	As needed	As needed	As needed	As needed	As needed	As needed

## **E. Manpower**

This includes the Designation, minimum qualification & number of people required in the facility.

### **E.1 Medical practitioners**

- Category:** Yoga Physician/ Medical Officer
- Minimum Qualifications:**  
A graduate of Bachelor of Naturopathy & Yogic Science (BNYS) (of 5 or 5½ years regular course) from a recognized University **OR** A medico with a full time regular PG Diploma/ Diploma in Yoga (after degree) of minimum one year duration from a recognized University/ Institute of repute with experience in treating the patients through Yoga in a Hospital or Institute of repute.
- Registration:** (if applicable): with State Governments
- Trained/ skilled:** Trained

**Strength (The minimum number of staff required as per the function.)**

<b>Sr. no.</b>	<b>Medical Officer/ Yoga Physicians</b>	<b>Hospital Superintendent / Administrator</b>	<b>Medical Officer/ Yoga Physicians</b>
1.	Clinics	-	2 (1 Male/ 1 Female)
2.	Minimum 10 beds	1	4 (2 Male/ 2 Female)
3.	11 to 25 beds	1	2 (Male) + 2 (Female)
4.	26 to 50 beds	1	3 (Male) + 3 (Female)
5.	51 to 100 beds	1	4 (Male) + 4 (Female)
6.	More than 100 beds	1	6 (Male) + 6 (Female)
7.	Teaching Hospital	1	6 (Male) + 6 (Female)







5.	Curtain cloth windows and doors	As per need	As per need	As per need	As per need	As per need	As per need	As per need
6.	Overcoat for consultant	one per consultant	one per consultant	one per consultant	one per consultant	one per consultant	one per consultant	one per consultant
7.	Mats (Nylon)	As per need	one per bed	one per bed	one per bed	one per bed	one per bed	one per bed
8.	Mattress (foam) adults	-	one per bed	one per bed	one per bed	one per bed	one per bed	one per bed
9.	Pediatric Mattress	-	one per bed	one per bed	one per bed	one per bed	one per bed	one per bed
10.	Patient house coat (for female)	-	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed
11.	Patients pajama (for male) shirts	-	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed
12.	towels	10	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed
13.	Pillow covers	10	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed
14.	Pillows	4	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed	Two per bed
15.	Table cloth	adequate quantity	adequate quantity	adequate quantity	adequate quantity	adequate quantity	adequate quantity	adequate quantity
16.	Uniform / Apron	As per need	As per need	As per need	As per need	As per need	As per need	As per need

### G.6 Stationary

Sr. no.	Items
1.	Consents Forms
2.	Continuation Sheets for IPD
3.	Continuation sheets for OPD
4.	Diet Cards
5.	Diet Sheets
6.	Discharge cards
7.	Indoor Admission Form & Case Sheets
8.	Intake Output Charts
9.	Nursing Monitoring Forms
10.	OPD Forms
11.	Pathological Books
12.	Registers
13.	Registration Card
14.	Sentinel Event Form
15.	Supplementary Sheets
16.	Temperature Charts
17.	Treatment Cards
18.	White Papers
19.	X-ray Forms

### H. Licenses

This includes the minimum statutory compliance applicable as per the central or state government along with licensing body.

S. No.	Name of the Act	Department/Area	Licensing body
1.	Registration under Shops and Establishment Act	Organization	Jurisdictional Authorities like Panchayat/ Nagarpalika/ Mahanagarpalika/ Municipality/ Municipal Corporation
2.	Registration under Clinical Establishment Act	Organization	Jurisdictional Authorities like Panchayat/ Nagarpalika/ Mahanagarpalika/ Municipality/ Municipal Corporation
3.	AERB clearances for CT/ MRI/ X ray & Radiation	Imaging	Atomic Energy Regulatory Board

4.	Agreement for Common Biomedical Waste Collection, Transportation, Treatment, Storage and Disposal Facility	Organization	Local Pollution Control Board
5.	Registration under Air (prevention and control of pollution) Act, 1981.	Organization	Local Pollution Control Board
6.	Approval of Radiation Safety Officer	Imaging	Atomic Energy Regulatory Board
7.	Boiler license under Indian Boiler Act, 1923	Boiler	Concerned regulatory Body
8.	Building Permit (From the Municipality).	To be obtained from	Jurisdictional Revenue Authorities like Panchayat/ Nagarpalika/ Mahanagarpalika/ Municipality/ Municipal Corporation
9.	Certificate for Narcotics & Psychotropic Substances	Pharmacy and / Hospital	Drug Controller
10.	Certificate of Registration under society act 1860	Organization	Registrar of societies/ Charity Commissioners office
11.	Certificate u/s 80-G of IT Act	Organization	If applicable.
12.	Class clearance certificate issued to manufacturer/ importer of mobile X ray equipment	Imaging	AERB Class Clearance issued to Manufacturer/ dealer of imaging equipment
13.	Commissioning approval of Linear Accelerator	Radiation Therapy	AERB
14.	ESIS registration in case of >20 employees	Organization	Employee State Insurance Company
15.	Excise permit to store Spirit.	Organization	Excise department
16.	Generator Exhaust air Quality Report	Generator	Authorized Air Testing Laboratory
17.	License to sale or distribute drugs Form 20, 21, 21C	Pharmacy	FDA
18.	License for lift	Lift	Mobile Electric Vehicles Department
19.	License to play music for public use	Organization	Indian
20.	No objection certificate from the Chief Fire Officer.	Organization	Fire Department
21.	Obtaining clearances for weighing equipments in all the hospital units under The Standards of Weights and Measures Act, 1976.	Weights and measures	Department of Weights and Measures
22.	Occupation Certificate	To be obtained from	Jurisdictional Revenue Authorities like Panchayat/ Nagarpalika/ Mahanagarpalika/ Municipality/ Municipal Corporation
23.	PNDT Act, 1996.	Sonography	Health Department of Regulatory Body assigned with the responsibility
24.	Registration of births and deaths Act, 1969.	Organization	Health Department of Regulatory Body assigned with the responsibility
25.	SMPV License for Storage of Liquid Oxygen, Form III (License to compressed gas in pressure vessel or vessels)	Medical Gases in Pressurized Vessels	Licensing Authority
26.	TAN Number	Organization	Income Tax Department
27.	PAN Number	Organization	Income Tax Department
28.	Vehicle Registration certificates for Ambulance	Ambulance and Vehicles owned by the organization	Road Traffic Authority
29.	Water Prevention and control of pollution Act	Organization	Pollution Control Board

## I. Basic Processes

### I.1 Registration (This will help in developing a database at State / Central level).

1. Name,

2. Age,
3. Gender ,
4. Address with PIN code,
5. Marital Status,
6. Contact Number,
7. Type of Diet (Veg, Non-veg),
8. OP/ IP Number,
9. Date & Time of visit for OP/ admission for IP,
10. Name of Treating Consultant / Therapist

### **I.2 Assessment**

1. Primary Complaint of the guest:
2. History of Primary Complaint:
3. History of Medication:
4. History of Implants/ Pacemaker/ Surgery:
5. Past History
6. History of allergies
7. Diet and Lifestyle History
8. Family History
9. Personal History
10. General Examination
11. Systemic Examination
12. Physical Examination
13. Pain Scoring
14. Nutritional Assessment
15. Diagnosis Provisional / Final
16. Preventive Aspects
17. Plan of Care
18. Treatment

### **I.3 Infection Control**

1. Cleaning: to be done with defined solution with dilution as advised by the manufacturer. Defined schedule with full cleaning at least once a day.
2. Disinfectants: Defined solution with dilution as advised by the manufacturer. Defined schedule with full cleaning at least once a day.
3. Advisable to have designated Infection Control Officer for hospital more than 50 beds.
4. Advisable to have designated Infection Control Committee for hospital more than 50 beds.
5. Infection control activities should be monitoring by define method & schedule.

### **I.4 Safety considerations**

**(Surgical safety, infection control, biomedical waste, first aid & basic life support, disaster preparedness)**

#### **1. Following physical safety aspects shall be taken care in the hospital**

1. AERB safety rules shall be followed in Radiology and other radiation areas.
2. All areas where a physical hazards may occur, like near DG set, transformer, Cylinder storage, electric panels, steep slope etc. shall be provided with safety signage and safety instructions
3. All balconies and opening on higher floors shall have grills
4. All bottles containing acids or alkalis shall be stored on cupboards at height below the shoulder level to prevent them from falling while taking out. It shall never be stored on height above the head level
5. All electric panels shall be enclosed in insulated and nonflammable box and shall be kept locked
6. All entry doors, windows and furniture shall be maintained in good maintained condition
7. All equipments, furniture awaiting condemnation shall be stored in separate condemnation area
8. All stretchers and wheelchairs shall have safety belts for fastening the patient
9. Anti-skid mats shall be placed on entrance of bathrooms
10. Boundary wall of the hospital's campus shall be of sufficient height with metal fencing on top. Entire boundary wall shall be kept in intact condition
11. Corridors and passages shall not be blocked by chairs, tables or equipments

12. Displays of 'floor is wet' or 'under repair' or similar precautions in required areas and time shall be available with the hospital
13. Doors height shall be at least of 8 feet
14. Electric rooms shall not be used as store room or for any other purpose
15. Emergency exit routes shall be kept clear all the times
16. Hospitals ground shall be properly maintained. There shall be no openings, or pits in the ground. The surfaces shall be kept even
17. Lab shall be provided with safety equipments like eye wash cups
18. Material safety data sheet shall be available for all hazardous materials
19. No door shall open towards public areas like crowded lobby etc. (the door shall preferably open towards the inside of room)
20. No inflammable materials like, diesel, LPG, acids etc. shall be stored near electrical panel
21. Personal protective gears shall be available everywhere and in adequate quantity. These include gears like, gloves, masks, gowns, boots, caps, goggles etc. Earplugs shall be provided to staff in areas where there is continuous noise, like AC plant.
22. Protection from stray dogs and other animals shall be ensured in the hospital campus
23. Rubber matting shall be placed on the floors below electric panels
24. Seepage shall not be allowed in areas where electric panels or wires are present
25. Terrace should have side walls of at least 4 feet height
26. The beds shall have provision for providing side guardrails.
27. There should be no losing of electrical wiring. All electrical wiring shall be concealed and kept intact

## **2. Infection control:**

1. Biological safety assessment is done for all areas of patient care and risks defined for the same.
  - a. Needle Stick Injury and related Transmissions
  - b. Patient to staff, patient to patient and staff to patient risk of transmission of diseases is addressed and preventive measures are instituted.
  - c. Procedure site and surgical site infections are monitored.
2. Preventive measures and remedies for correction are kept available wherever such risk exists.
3. Hand washing practices as per WHO recommended criteria are followed and monitored regularly.
4. Facility and consumables for hand washing are available at convenient locations in the healthcare facility.
5. Adequate equipment and disposables related to personal safety for infection transmission are available to staff and patients in the organization. E.g. equipment like fogging machine, UV sterilizers, Insect Killer Machines and consumables such as Gloves, hand washing materials/ hand gels, surgical Masks, N95 Masks, industrial gloves, etc.

## **3. Biomedical waste:**

1. Biomedical waste is collected, segregated, packed, transported and disposed according to the regulatory guidelines.
2. Biological Waste Management is monitored on regular basis.
3. Biomedical waste disposal is a part of infection control activities.

## **4. First aid & basic life support**

1. At all times there is a staff member who is adequately qualified and is trained in giving at least Basic Life Support System.
2. Adequate qualifications will include qualified nurse or therapist from any specialization who has undergone training on Basic Life Support.
3. There will be a full resuscitation set maintained for use exclusively during such events, irrespective of existence of similar equipment anywhere else in the hospital.

## **Disaster preparedness: Mandatory for all hospitals of all sizes.**

1. Healthcare organization must identify various possible disasters and prepare for the same by stocking necessary consumables, training adequate staff and conducting drills regularly.
2. Keeping equipment in a state of readiness for use during such events.
3. Separate stock is maintained as per the risk perceived for the anticipated disorder(s).
4. Keeping a back-up of consumables at all times in usable condition for use during disaster.
5. Personnel are trained for disaster management
6. Disaster drills are carried out at least once in six months for various disaster anticipated.
7. Anticipated list of disasters can include and is not restricted to any of:
  - a. Fire
  - b. Terrorist attack

- c. Invasion of swarms of insects and pests.
- d. Earthquake.
- e. Civil disorders effecting the Organization.
- f. Sudden failure of supply of electricity. (Disaster)

### **I.5 Clinical Records (including consents)**

<b>Sr. no</b>	<b>Records</b>
1.	OPD/ IPD Records
2.	Treatment Orders
3.	Medication Records
4.	Procedure Records
5.	Nursing Monitoring Records
6.	Nursing Treatment Records
7.	Reports of investigations
8.	Consents: General Consent at admission, Procedure consents

### **I.6 Discharge**

1. Discharge Summary should have following details:
  - a. Primary data of Name, Gender, Age, Address with PIN code, Marital Status, Contact Number, Type of Diet (Veg, Non-veg), OP/ IP Number, Date of visit for OP/ admission for IP, Treating Consultant/ Therapist
  - b. Primary Complaint of the guest
  - c. History of Primary Complaint:
  - d. History of allergies
  - e. Salient Examination Findings
  - f. Pain Relief Advice
  - g. Nutritional Advice
  - h. Diagnosis – Final
  - i. Preventive Aspects
  - j. Treatment Given
  - k. Details of procedures performed
  - l. Treatment advised
  - m. Contact number in case of emergency

### **J. References/Bibliography**

### **K. Appendix/Annexure**

Various Tools

### **L. Abbreviations**