

CLINIC WITH OTORHINOLARYNGOLOGY SERVICES

Template for Minimum standards for Clinics/ Polyclinics	Minimum Standards	Remarks
1 Definition	Specialist	
2 Scope		
Services Provided	OPD Diagnostics, syringing, wax, epistaxis management, laryngoscopy and simple nasal and ear foreign body removal	
3 Physical Infrastructure		
a. Space requirement		
i. Reception	Yes	M-Mandatory
ii. consultation/waiting area	Yes	M-Mandatory
iii. OPD Area	Yes	M-Mandatory
4 Human resources		
Med person incharge	MS/DNB/DLO ENT	M
Tech staff	Nurse-1	optional
Non Tech staff	Attendant-1	M
Duty and salary roster	Yes	D-Desirable
OTHER REQUIREMENT LIKE PERIODIC HEALTH CHECK UPS	yes	D
5 Equipment		
Stethoscope	Yes	M
Thermometer	Yes	Yes (Non Mercury)
BP Apparatus	Yes	Yes (Non Mercury)
Glucometer	Yes	M
Weigh machine	Yes	M
	Speculum, ENT Tray, Portable light, suction machine-1	M-mandatory; ENT Tray -Tongue depressor-10, Thudiculum nasal speculum-10 , Aural speculum-10(different sizes), Tilley's forcep, Indirect laryngoscopy mirror-5, posterior rhinoscopy mirror-5, wax

	Emergency kit and medicine	Emergency Kit ; medicine saline and xylometazolidine nasal drops, antibiotic and anti -fungal ear drops,betadine gargle, antihistamine, 10% xylocaine spray,betadine solution. For epistaxis-Killian's nasal speculum,Tilley's forcep,Tongue depressor, Bowl, Nasal packs-anterior/posterior	Emergency Kit- Killians Nasal speculum-1, Tilley's Forcep-1,Tongue depressor-1, Bowl-1,Nasal packs-anterior-2,
	Drugs,Medical devices and consumables	sterile gauze pieces, gloves, dressing,adhesive	M
	List of disposables	Yes	M
	Annual Maintenance records of equip	Yes	D-Desirable
	6 support services		
	a.sterlization/CSSD	Table top/boiler-1	M
	b. security	Yes	D
	c. BMW management	Yes	M
	d. Laundry	Yes	own/outsourced
	7 Standard on basic processes		
	a. Receiving patients,privacy for patients while examining especially females	Yes	M-Mandatory
	b. Infection control practices	Yes	M
	soap and water	Yes	M
	facilities for hand washing and disinfection	Yes	M
	Disinfection of work Area	Yes	M
	Use of disposable services	Yes	M
	small autoclave	Yes	M
	c. Policy on outsourced services	Yes	D