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Principal C.S.M.S.S. Ayurved Mahavidyalaya, Kanchanwadi, Aurangabad.

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### **AMENDMENT SHEET**

Sr. No.	Section no & page	Details of the amendment	Reasons	Signature of preparatory authority	Signature of the approval authority
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## **CONTROL OF THE MANUAL**

The holder of the copy of this manual is responsible for maintaining it in good and safe condition and in readily identifiable and retrievable.

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The amendment sheet, to be updated (as and when amendments received) and referred for details of amendments issued.

The manual is reviewed once a year and is updated as relevant to the hospital policies and procedures. Reviewand amendment can happen also as corrective actions to the non-conformities raised during the self-assessment assessment audits by NABH.

## The authority over control of this manual is as follows:

Preparation	Approval	Issue
ROM Incharge	Principal	Accreditation coordinator

The procedure manual with original signatures of the above on the title page is considered as 'Master Copy', and the photocopies of the master copy for the distribution are considered as 'Controlled Copy'.

### Distribution List of the Manual:







## **CONTENTS**

S.No	Торіс	Page Number
1.0	Purpose	6
2.0	Scope	6
3.0	Responsibility	. 6
4.0	Abbreviations .	6
5.0	Reference	6
6.0	Policy	6-7
7.0	Procedures	8-9

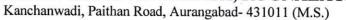


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Principal C.S.M.S.S. Ayurved Mahavidyalaya, Kanchanwadi, Aurangabad.



Chhatrapti Shahu Maharaj Shikshan Sanstha's AYURVED MAHAVIDYALAYA, RUGNALAYA





## SUMMARY OF STANDARDS

1	The responsibilities of the management are defined.
2	The hospital complies with the laid down and applicable
3	The Services provided by each department are documented.
4	The Hospital is managed by the leaders in an ethical Manner.
5	The hospital displays professionalism in management of affairs.
6	Management takes care of patient safety & Risk.



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C.S.M.S.S. Ayurved Mahavidyalaya, Kanchanwadi, Aurangabad.

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## Chhatrapti Shahu Maharaj Shikshan Sanstha's AYURVED MAHAVIDYALAYA, RUGNALAYA

Kanchanwadi, Paithan Road, Aurangabad- 431011 (M.S.)



#### 1.0 PURPOSE:

- 1.1 To define the responsibilities of those responsible for governance.
- 1.2 To ensure that the organization is managed in an ethical manner.
- 1.3 To define responsibilities of multi-disciplinary committees for overseeing specific aspects of quality and patient safety.

#### 2.0 SCOPE:

2.1 Hospital-wide.

#### **3.0 RESPONSIBILTY:**

3.1	Top Management.
3.2	Chairman, MS, DMS, RMO, MO, Matron, All functional Heads, HR
	Manager, Accounts Manager.

#### 4.0 ABBREVIATION:

4.1 NABH	: National Accreditation for Hospitals and Healthcare Providers		
4.2 ROM	: Responsibilities of Management		

#### **5.0 REFERENCE:**

5.1

Pre Accreditation Entry Level Standards for Hospitals, First Edition, August 2020

#### 6.0 POLICY:

- 6.1 The hospital has a documented Organogram, defining clearly the responsibilities of keypersonnel.
- 6.2 The persons responsible for management shalt support the quality improvement and patientsafety plans of the organization.
- 6.3 The hospital is registered with (appropriate authorities) Municipal corporation, Aurangabad (Under Bombay Nursing Act-1949) Ayurved Hospital with 220 beds.
- 6.4 The Hospital has identified Dr. J.S. Deshmukh (Professor & H.O.D. Streerog and Prasutitantra) as a NABH co-ordinator to oversee the hospital wide quality and safety programme.
- 6.5 The hospital's Board of Directors has defined, documented and established the following in the organization:



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- Kanchanwadi, Paithan Road, Aurangabad- 431011 (M.S.)
- c) Quality policy
- d)
- 6.6 The hospital has displayed the following:
  - a) C.S.M.S.S. Ayurved Mahavidyalaya, Rugnalaya
  - b) The services it provides- Medical (Avurved)
  - c) Standard billing according to organization policy.
- 6.7 The leaders / Management guide the Hospital to function in an ethical manner.
- 6.8 The organization has documented agreements for all the outsourced services such as those given below and monitor them periodically:
  - a) Diagnostic tests-
  - b) Investigations
  - c) Maintenance —lifts
- The Hospital has set up multi-disciplinary committees covering Quality & 6.9

Safety, Infection Control, Pharmacy & Therapeutics, Medical Records and periodicity of meetings of each has defined.

7.0 CSMSS Ayurved Mahavidyalaya & Rugnalaya, Kanchanwadi, Aurangabad has established the following Vision, Mission and Quality Policy:

#### Vision:

Our vision is to be known for ethical and comprehensive quality care for all types of patients in region.

#### **Mission:**

To adopt the best practices in providing the highest quality care and treatment to every patient.

#### Our quality Policy:

We hereby assure quality healthcare to patients through reliable health care services, available medicines.

We will ensure efficiency of operations and effectiveness of treatment through our competent human resources.

We will review this policy for continuing suitability, adequacy and effectiveness.

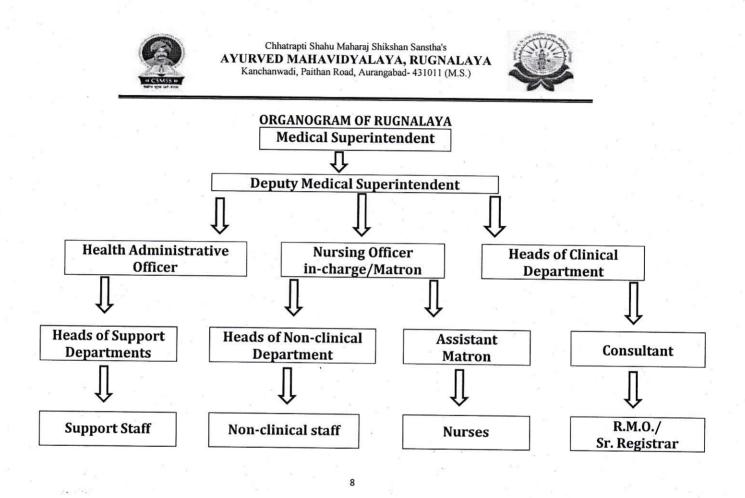
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### Housekeeping

1	Plumber	a di sa
2	Laundry	11
3	Electrical	2
4	Kitchen	R . 1
5	Driver	
6	Disaster Mgmt.	÷
7	Facility Mgmt.	<i>E</i> .



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