**Assignment 7**

**List out the categories of reports and the required data to be represented with them. Also, determine the layout of the reports that may be used by individual authorities of the intended organization.**

In a hospital management system, various categories of reports are essential for different stakeholders to make informed decisions. The required data and layout of reports may vary based on the specific needs of each authority. Here are some general categories of reports along with the data and potential layouts for individual authorities:

**1. Patient Reports:**

**-Data:**

**-** Patient demographics (name, age, gender, address).

- Medical history.

- Visit and admission details.

- Prescriptions and medications.

**- Layout:**

**-** Patient summary sheet.

- Visit history.

- Medication history.

**2. Doctor Reports:**

**- Data:**

**-** Patient details for assigned cases.

- Diagnosis and treatment information.

- Lab test results.

- Prescription details.

**- Layout:**

**-** Patient list.

- Treatment summary.

- Prescription overview.

**3. Nurse Reports:**

**- Data:**

**-** List of assigned patients.

- Medication administration records.

- Nursing notes.

**- Layout:**

**-** Patient assignment sheet.

- Medication log.

- Nursing care summary.

**4. Administrative Reports:**

**- Data:**

- Hospital revenue and expenses.

- Patient admission and discharge statistics.

- Inventory levels.

**- Layout:**

- Financial summary.

- Admission and discharge report.

- Inventory status.

**8. Admission and Discharge Reports:\*\***

**- Data:**

**-** Admitted and discharged patients.

- Average length of stay.

- Discharge summaries.

**- Layout:**

**-** Admissions and discharges log.

- Length of stay analysis.

- Discharge summary details.

The layout of these reports may include tables, charts, and graphs to present data visually. Customization should be done based on the preferences and requirements of each authority within the system. Additionally, data security and privacy considerations should be taken into account when designing and distributing reports.