**HOSPITAL MANAGEMENT DOCUMENT**

* **Cots and room avvaiblity management:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Ward no. 1 | Ward no. 2 | Ward no. 3 | Ward no. 4 | Ward no 5 | ICU |
| 101-01 | 102-01 | 201-01 | 202-01 | 301-01 | 302-01 |
| 101-02 | 102-02 | 201-02 | 202-02 | 301-02 | 302-02 |
| 101-03 | 102-03 | 201-03 | 202-03 | 301-03 | 302-03 |
| 101-04 | 102-04 | 201-04 | 202-04 | 301-04 | 302-04 |
| 101-05 | 102-05 | 201-05 | 202-05 | 301-05 | 302-05 |
| 101-06 | 102-06 | 201-06 | 202-06 | 301-06 | 302-06 |
| 101-07 | 102-07 | 201-07 | 202-07 | 301-07 | 302-07 |
| 101-08 | 102-08 | 201-08 | 202-08 | 301-08 | 302-08 |
| 101-09 | 102-09 | 201-09 | 202-09 | 301-09 | 302-09 |
| 101-10 | 102-10 | 201-10 | 202-10 | 301-10 | 302-10 |

* **Patient profile registration includes:**

Patient name:

Address:

Gender:

Blood group:

Age:

Disease:

In Date and time :

Out date and time:

* **Online appointment :**

Name:

Address:

Disease:

Doctor name:

Date:

Time:

* **Billing and account management:**
* Cot or room per day charge: 1000rs
* Icu room charge per day : 5000rs
* Doctors visiting charge :300rs
* Tax: 18% of total charge
* Operation charge: 2lakh
* Medicine:charge as per quantity and medicine type
* Ventilator and oxygen charge per day:300rs
* **Doctors profile section and avaiblity:**

|  |  |
| --- | --- |
| Name :  Speciality:  Achievement:  Doctor fee:  Education:  Awards: | Available Monday to Saturday  Time :9am to 12pm |
| Name :  Speciality:  Achievement:  Doctor fee:  Education:  Awards: | Available Monday to Saturday  Time :12pm to 2pm |
| Name :  Speciality:  Achievement:  Doctor fee:  Education:  Awards: | Available Monday to Saturday  Time :9am to 12pm |
| Name :  Speciality:  Achievement:  Doctor fee:  Education:  Awards: | Available Monday to Saturday  Time :3pm to 7pm |
| Name :  Speciality:  Achievement:  Doctor fee:  Education:  Awards: | Available Monday to Saturday  Time :7am to 7pm |
|  |  |

* **Attendance management for doctors:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Doctors name | Day and date | Login time | Logout time |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |

* **Attendance management for other nurse and other staff:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| name | profession | Date and day | Login ime | Logout time |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

* **Other facility:**
* **Ambulance availability:**

|  |  |
| --- | --- |
| Name | Ambulance number: |
|  |  |
|  |  |
|  |  |
|  |  |

* **Ventilator available :**

|  |  |
| --- | --- |
| Oxygen cylinder | ventilator |
| 01 | 01 |
| 02 | 02 |
| 03 | 03 |
| 04 | 04 |
| 05 | 05 |

* **Payment management of doctors and all staff:**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Present days | leave | Monthly payment |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |