

1ST DEC 2022

DAILY OCCURRENCE REPORT

As observes on 30th Nov 2022 the toilets were messy, no toilet had toilet papers until 11:00am when I asked the support staff to put some on those toilets. They however did the routine cleaning all day until evening and the administrator and I took part in cleaning the back tile for about an hour, on this I would recommend the tiles cleaning acid as it would give better results to the tiles sparkling.

I cover the reception during the lunch hour as they went in turns for lunch and ensured there was no shortage. I become better every day with the hospital systems. I also understand the filling system well enough to handle it alone with any class of files be it the inpatient, outpatient, maternity or even the special files not forgetting the schools record.

The facility however experienced shortage with the COs as others had gone out for the outreach. It was the same case with the pharmacy but those present did well.

On my case, I registered a good number in the care point, guided every patient or visitor I came across, reach out to doctor for patient cases that I came across and assisted staffs where they needed assistance like a doctors in need a file, I got it for them.

Total number of patients statistics are as follows:

TOTAL NUMBER-57

UPI-1

CASH-0