**16th dec 2022**

**DAILY OCCURRENCE REPORT**

Daily patient’s statistics were as follows;

**Total patients –42**

**UPI – 3**

**CASH- 4**

**Dentist –**

**Optical –**

**Physiotherapy –**

**X- Ray –**

I ensured proper organization and neatness at the outpatient as well as patients entertainment on the screens. I guided patients at all stages of treatment. I also linked patients and inpatient relatives to the respective offices and doctors. I also ensured patients visit hours were honored.