**20th dec 2022**

**DAILY OCCURRENCE REPORT**

Daily patient’s statistics were as follows;

**Total patients – 51**

**UPI – 7**

**CASH- 5**

**Dentist –**

**Optical –**

**Physiotherapy –2**

**X- Ray –3**

I ensure proper custody of the tv remotes and the main back door key.

I followed up on patients’ services on all levels of treatment.

I guided all our patient to respective offices where they obtained the necessary help they each needed.

I followed up on patients visit hours and ensure they were adhered to.