

GOVERNMENT OF ANDHRA PRADESH
HEALTH MEDICAL & FAMILY WELFARE DEPARTMENT

Order No.72/ COVID-19/2020,

Date:31.07.2020

COVID Instant Order- 72

- Ref: 1. COVID Instant Order 67, Date: 17.7.2020
2. Proc.No.244/CHFW/2020, Date: 27.7.2020 from O/o CHFW, AP

It has now become critical that admission and discharge at hospitals are managed efficiently to ensure quick admission as well as discharge and provision of minimum basic services to the patients. We should also ensure that hospital beds are efficiently managed. Instructions were already issued at reference 1st cited to setup Help Desk in each COVID hospital in the State wherein one responsible officer nominated by the Hospital Superintendent along with Volunteer who is designated as Help Desk Manager were asked to be deputed.

Joint Collector (Development) of the District have furnished the list of such help desk managers and combined proceeding was issued at reference 2nd cited. To further strengthen this help desk system the following additional instructions are issued.

- a. District level officer shall be designated as Nodal Officer for each COVID Hospital. He / She shall supervise the hospital representative and the Help desk managers who will be working round the clock in 3 shifts
- b. He/she shall ensure that
 - i. Hospital representative is appointed by the hospital superintendent in three shifts
 - ii. Help desk managers are in place in three shifts
 - iii. If hospital representative or help desk manager does not attend the duty, he/she shall immediately put in place a suitable replacement to ensure that the help desk is manned on a 24 X 7 basis.
- c. He/she shall monitor whether the admissions discharges and any unfortunate deaths are updated every four hours and that information is shared by the hospital superintendent or any officer nominated by Superintendent.
- d. He/she shall ensure that a black / white board is placed with the following information and written visibly and updated every four hours

మొత్తం ఐసియూ పడకలు	<input type="text"/>
అందుబాటులో వున్న ఐసియూ పడకలు	<input type="text"/>
మొత్తం ఆక్సిజన్ కలిగి ఐసియూ కానీ పడకలు	<input type="text"/>
అందుబాటులో వున్న ఆక్సిజన్ కలిగి ఐసియూ కానీ పడకలు	<input type="text"/>
మొత్తం ఆక్సిజన్ లేని పడకలు	<input type="text"/>
అందుబాటులో వున్న ఆక్సిజన్ లేని పడకలు	<input type="text"/>
దగ్గరలో వున్న వైద్యశాల -1	<input type="text"/>
అందుబాటులో వున్న పడకలు	<input type="text"/>
దగ్గరలో వున్న వైద్యశాల -2	<input type="text"/>
అందుబాటులో వున్న పడకలు	<input type="text"/>

- e. The help desk shall ensure that any person who comes for admission is admitted in the hospital with in 30 minutes, if the condition of the persons seeking admission is such that he does not require hospital admission, he / she shall be admitted in the nearest Covid Care Center center within 1 hour. Helpdesk nodal officer shall have information about the bed availability in the district and shall coordinate with District control room which deals with hospital admissions.
- f. Discharge process also needs to be smoothened to ensure the entire process is completed within 30 minutes.
- g. Help desk should be visible prominently and shall be located at main entrance of the COVID hospital.

To monitor the compliance of this order and to ensure that the help desks are functioning smoothly the following officers are tasked to coordinate with the nodal officers of the hospitals in the following districts

District	Name of the Officer	Contact No.
SRIKAKULAM	Sri G. Srinivasulu, Deputy Director	9849928780
VIZIANAGARAM		
VISAKHAPATANAM		
EAST GODAVARI	Sri B. Rajasekhara Reddy, Addl CEO, YSRAHCT	9100108474
WEST GODAVARI		
KRISHNA		
GUNTUR	Dr. Nageswara Rao Spl. Officer, APVVP	9440072231
PRAKASAM		
SPSR NELLORE		

CHITTOOR	Smt. Surya Padma Kumari, Secretary APVVP	8008553304
ANANTAPUR		
Y.S.R KADAPA		
KURNOOL		

They shall submit a daily compliance report at 9 AM to the Commissioner, Health & Family Welfare.



Spl. Chief Secretary to Govt.,

To
All the Collector & District Magistrates
All the DM&HOs in the State