

**GOVERNMENT OF ANDHRA PRADESH  
HEALTH MEDICAL & FAMILY WELFARE DEPARTMENT**

**Order No** ~~32~~/COVID-19/2020

**Date:** 20.04.2020

**Sub:** HMFWD- COVID-19 – Designating GGH Kurnool as State Covid Hospital – Reg

**Ref: 1)** Covid Instant Order- 7/COVID-19/2020, dated:27.03.2020 of Health Medical & Family Welfare Department.

**COVID INSTANT ORDER - 32**

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1. In continuation to the reference cited above Government General Hospital Kurnool is also designated as State Covid Hospital.
2. The District Collector is directed to inspect the Hospital along with senior medical officers to ascertain the status and take instant action to make it fully ready to treat patients.
3. The Collector is directed to refer to Covid instant order No.7 for further guidelines.

Encl: Covid instant order No.7, dated:27.03.2020

  
**SPECIAL CHIEF SECRETARY TO GOVERNMENT**

To  
The Collector & District Magistrate, Kurnool.  
The Director, Medical Education  
Commissioner, AP Vaidya Vidhan Parishad  
Director, Health  
Copy to :  
The Joint Collector & additional district magistrate, Kurnool  
All the DM&HO / DCHS, Kurnool

GOVERNMENT OF ANDHRA PRADESH  
HEALTH MEDICAL & FAMILY WELFARE DEPARTMENT

Order No.7/COVID-19/2020

Date: 27.3.2020

Sub: HMFWD – COVID-19 – Hospital readiness – instructions & checklist issued – reg;

COVID INSTANT ORDER - 7

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1. In order to effectively treat the Covid-19 patients, Government has designated following Four hospitals as State Covid Hospitals (SCH):
  - a. VIMS Visakhapatnem
  - b. GGH, Vijayawada
  - c. GGH, Nellore
  - d. Padmavathi Hospital, Tirupathi.
2. Further, Dt level Govt hospitals and hospitals attached to the private medical colleges have been designated in three layers (in order of priority), as District Covid Hospitals (DCH) to provide medical services to the Covid suspect/positive cases (List attached).
3. In this regard, all the Dt collectors are directed to inspect the SCH and DCH hospitals along with the senior medical officers to ascertain the status and take instant action to make them fully ready to treat patients.
4. The following action to be action to make the hospitals ready:
  - (A) Assessment of beds availability-
    - (1) Criteria to be taken -2-meter distance between two beds.
    - (2) Numbering of beds to be done ward wise and for entire Hospital in format as per checklist.
    - (3) Oxygen supply is to be ensured for beds.
  - (B) Appointment of Nodal Officers by District Collector for 4 SCHs-
    - a. Hospital Superintendent as Special Officer (Medical)
    - b. Dt Collector to appoint a senior officer of Dy Collector rank as Special Officer – Coordination
    - c. Appoint three Nodal officers for 1-Personnel & Trainings, 2- Logistics & Material management and 3- Patient Case & Data Management, out of the available medical staff in the hospital.
    - d. Appoint one Special officer of Dy Collector rank from district administration cadre for Private hospitals requisitioned & Govt Dt hospitals, designated for Covid patients.



**(C) Manpower & training -**

- (1) Manpower requirement: Standard requirement for 400 non-ICU & 100 ICU bedded hospital is enclosed (Annexure 1) which may be modified as per requirement of the hospital.
- (2) Nodal Officer (Personnel and Training) is to ensure availability of entire manpower – Specialist/Doctors, Nurses, Technicians, Hospital Assistants etc.
- (3) For Manpower requirement, internal arrangement is to be done within O/o the DME through DME Mr K. Venkatesh (Mob: 9849902961) or within O/o the Commissioner, APVVPDr Ramakrishnarao (Mob 8008553300), preferably locally within the district.
- (4) In case of continued deficiency, local recruitment be taken up immediately by the District Collector concerned as per Covid Instant order – 5 and GO 215 Medical & Health Dept dt. 24.3.2020
- (5) Trainers to be appointed as per list of Master trainers obtained from state HQ (Annexure 2). Trainers must impart training to all staff members with the support of Program Officer District Training Team in each district.
- (6) Nodal officer (Personnel and Training) shall be responsible for conducting training and submit Certificate to District Collectors & submitting training proforma as per checklist to state HQ.

**(D) Utilities-**

Electric Power, Water Supply, Computers / Internet, Laundry, Waste disposal & sanitation have to be taken care of in hospital premises duly assigning responsibilities. It is to be ensured that Sanitation teams, Food supply teams, Bio-medical waste teams are in place as per protocol.

**(E) Logistics & Material / Equipment supply-**

- (1) Nodal Officer (Logistics and Material) is to ensure availability of entire Material and Equipment.
- (2) A detailed movement plan for moving the materials & equipment, particularly for ventilators is to be followed (Annexure 3). Persons appointed & vehicles readiness has to be ensured for movement & shifting purposes.
- (3) Standard requirement for 400 non-ICU bedded and 100 ICU bedded hospital is enclosed (Annexure 4)
- (4) Nodal Officer Logistics and Material has to list down all the vendors/bio medical engineers for ventilators and other equipment in district, where repairs for equipment is feasible and time bound. In case of deficiency of repair technicians State Control Team/ MSIDC to be contacted
- (5) After repair, Fitness Certificate to be given to Special Officer COVID Hospital
- (6) In case of still gap existing, sourcing from DME is to be done, followed by sourcing from APVVP is to be done within the District within the District.



**(F) Safety protocols-**

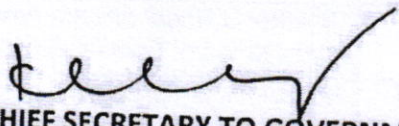
All protocols including admission protocol, sample collection protocol, patient handling protocol have to be briefed & enforced onto the hospital staff. They are being issued in separate Covid instant Orders.

**(G) Technical support-**

Technical Sub-Group (TSG) has to be set up by proceedings by District Collector, with following constitution, which shall be in contact with Technical Advisory Group (TAG) at state-level, headed by Mr. (Dr) Venkatesh K. (Mob: 9849902961)-

- i. Head representative of D.M.E in district (chairman)
- ii. Head representative of APVVP in district
- iii. Senior Professor (Pulmonologist)
- iv. Senior Professor (Anaesthesiologist)
- v. Senior Professor (Medicine)
- vi. Senior Professor (ENT Surgeon)
- vii. Senior Professor (Microbiologist)
- viii. Any other specialist (all members).

**All the District Collectors are directed to complete inspections and submit the filled in checklist by 28/3/2020.**

  
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To  
All the Collector & District Magistrates  
Copy to :  
All the Joint Collector & additional district magistrates  
All the DM&HOs / DCHSs in the State



## COVID – Hospital Readiness Plan

### A. Basic Details

1	Name of Hospital & Address	
2	Priority level of hospital (SCH/ DCH – I Line or II line or III line)	
3	Hospital Catchment Area i.e. region of service	
4	Name of Hospital Superintendent & contact details:	
5	Whether Hospital Superintendent has taken charge in writing & in person; date & time:	
6	Whether Special Officer by District Collector appointed through proceedings; name & contact details:	
7	Whether 3 Nodal officers have been appointed by Hospital Superintendent in consultation of Special Officer for:	
7.1	Nodal Officer for Logistic and Material, Name and contact details	
7.2	Nodal Officer for Patient Case Management, Name and contact details	
7.3	Nodal Officer for Personnel Management and Training, Name and contact details	
<b>A. Rooms &amp; Beds plan</b>		
8	Whether bed capacity plan – (Floor wise, ward wise, ICU & non ICU plan) prepared?	
8.1	No. of Non-ICU beds	
8.1	No. of ICU beds with ventilators & oxygen supply	
8.2	Total No. of beds	
8.3	Is the Isolation ward separate from rest of the facility?	
8.4	Does the isolation ward has separate entry & exit?	