

Tikrit University

College of Nursing

Clinical Nursing Sciences



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Nursing Mangement

Hospital Management

by:

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Part V

Hospital Management

Hospital:

- A building in which the sick, injured, or infirm are received and treated; a public or private institution founded for reception and cure, or for the refuge, of persons diseased in body or mind, or disabled, infirm, or dependent, and in which they are treated either at their own expense, or more often by charity in whole or in part; a tent, building, or other place where the sick or wounded of an army cared for.
- Hospital is a formal institutions developed by the society for patient intended to meet the complex health needs, it is centralized medical knowledge & technology society. It protects the family from many of the disruptive effects, it care for the ill and making the problems less disruptive for the society as a whole.
- Hospital is a place for the diagnosis and treatment of human ills and restoration of health and well-beings of those temporarily deprived of these. Professionally & technically skilled people apply their knowledge and skill with the help of complicated equipment and appliances to provide quality care for the patient.

Functions of Hospitals:

1. Patient care.
2. Health personnel education.
3. Health promotion.
4. Health related research.

Classifications of Hospitals:

1. The type of service:

- A. General hospitals: They care for patients with various-disease conditions for both sexes to all ages, medical, surgical, pediatrics, obstetrics, ophthalmology, and ENT hospital etc. General hospitals may contain specialized units staffed by specialized personnel, renal unit, intensive care unit, coronary care unit, plastic surgery unit and burn unit. There may be specialization at unit level, neurological, urological, orthopedic units, etc.
- B. Special hospitals: They limit their service to a particular condition, orthopedics, maternity, pediatrics, geriatrics, etc.

2. Administration, ownership, control or financial income:

- A. Governmental or public hospital:
- Administered and controlled by the government. They provide free care for patients.
 - They may offer private accommodation for fee paying patients.
 - The governmental hospitals are owned by:
 - The Ministry of Health.
 - The University or
 - Others.
- B. Non-governmental or private:
- Proprietary: Privately owned or controlled by an individual or group of physicians or citizens or by private organization.
 - Voluntary: Owned and operated by non-profit organizations i.e. mosque or church authorities.

C. Length of stay:

- Short-term or short-stay hospitals: These are hospitals where over 90% of all patients admitted stay less than 30 days.
- Long-term or long-stay hospitals: These are hospitals where over 90% of all patients admitted stay 30 days or more, i.e. mental hospital.

D. Type of medical staff:

- Closed-staff hospital: Physicians are held responsible for all medical activities in the hospital including the diagnosis and treatment of patient.
- Open-staff hospital: This type of hospital permits other physicians in the community to admit and treat patients to the hospital' and treat them.

E: Size or bed capacity:

- ◆ Small hospital = 100 beds or less.
- ◆ Medium size hospital = 300 – 400 beds or less.
- ◆ Large hospital = 400 – 1000 beds.

Hospital Departments:

I. Professional Health Service Departments:

1. Medical departments.

The medical department has within it the various clinical services; medicine, surgery, gynecology, obstetrics, pediatrics, ophthalmology, ENT, dentistry, orthopedics, neurology, urology, cardiology, psychiatry, dermatology, plastic surgery, nuclear medicine, etc.

2. Nursing department.

The nursing department consists of nursing service and

nursing education. The primary purpose of the nursing service is to provide comprehensive, safe, effective and well organized nursing care through the personnel of the department. The primary purpose of nursing education is to raise the standard of nursing service by providing in service education to nursing service personnel in the hospital.

3. Paramedical departments.

A. Laboratory.

Laboratory includes all of the followings; pathology, bacteriology, biochemistry, hematology, parasitology, serology, and blood bank.

B. Pharmacy department.

The pharmacy department has the responsibility for selecting, purchasing, compounding, storing and dispensing all drugs for in-patients and out-patients. The pharmacy should be under the supervision of registered pharmacist.

C. Physical medicine and rehabilitation department.

This department treats patients who have functional disabilities resulting from disease conditions or injuries.

It has several specialties such as; physical therapy, occupational therapy, speech therapy and vocational training.

D. Radiology department.

This department functions under the control of radiologist and qualified technical staff. It has the diagnostic and therapeutic services for in-patients and out-patients.

E. Dietary department.

In most hospital, this department is under the direction of a trained dietician. The department is charged with ordering and preparation of food, and diet teaching.

4. Outpatient department.

This is a combination of several departments. It is a miniature of the hospital, individual may attend this department for the purpose of receiving treatment, or to enable a physician to assess their progress following discharge from hospital.

5. Accident & emergency department.

People who are classified as " emergency admission" are admitted to this department to receive life-saving services immediately needed after thorough examination by the responsible physician.

6. Operating theatre (OT).

It is a room in a hospital equipped for the performance of surgical operations; "great care should be taken to keep the operating rooms aseptic". An operating room (OR), also called surgery center, is the unit of a hospital where surgical procedures are performed.

II. Non – Professional Health Service Departments:

1. Admitting department.

This department has the responsibility for admitting the patient to the hospital. It should maintain good public relations. The patient, family, and friends must be treated with utmost respect, courtesy and tact.

2. Personnel department.

This department has the responsibility for recruitment of personnel, interviewing, promotion and transfer, termination of employment, in-service training, health programs, recreation, remuneration and incentives.

3. Purchasing department.

This department has the responsibility for purchasing all supplies and equipment for the hospital.

4. Medical records.

This is one of the important departments in the hospital. The patient's records (charts, X-Ray, etc..) are valuable not only to the patient but also to the doctor and to medical and nursing education and research.

5. Housekeeping department (Domestic Services).

The main function of this department is to keep the hospital clean. It plays an important role in hospital hygiene and infection control.

6. Laundry department.

Laundry service is responsible for providing an adequate, clean and constant supply of linen to all users. The basic tasks include: washing, drying, ironing, folding, and delivery.

7. Mechanical department.

The mechanical department looks after electricity, water supply, heat, air conditioning, etc....

8. Maintenance department.

Maintenance department keeps the hospital in good condition. enters, painters, gardeners, etc.

9. Central sterile supply department (C.S.S.D).

In modern hospitals, the trend is toward centralization of preparation and sterilization of supplies and equipment. The location should be as central as possible within the hospital with ample light, where space conditions permit, this department should adjoin the operating department since it

uses a large amount of surgical supplies.