

**OFFICE OF THE MEDICAL DIRECTOR
DEEN DAYAL UPADHAYAY HOSPITAL
HARI NAGAR , NEW DELHI – 110064.**

MANUAL - 4

Norms set for the discharge of functions

Section 4(1)(b)(iv)

OPD			Emergency		
1	Registration	3-5 minutes	1	The patient comes in casualty	1-2 minutes
2	Doctor will attend to the patient	5-10 minutes	2	He is either treated by the CMO on duty and disposed off or is referred to the concerned Specialist on Duty	5 – 10 minutes
3	Will either give a prescription or advice investigations to confirm the diagnosis	10-15 minutes	3	The patient is thereafter examined by the concerned specialist and is provided the requisite treatment	10-15 minutes
4	If the patient needs to be admitted, he/she admitted, he/she is sent to indoor/emergency unit; otherwise he is sent back and is asked to return with the investigation report for further treatment	10-15 minutes	4	if the patient is serious and requires admission he is admitted accordingly. In case the patient needs to be operated, he/she is sent to the Emergency OT for Operation	10-30 minutes
5	Pharmacy counter	5-10 minutes	5	Referred to higher center if facility for treatment not available after stabilizing the patients	15-30 minutes