

1. ENQUIRY OR RECEPTION

Modules

- Admitted Patients
- Doctors Reports
- Appointment Fixing
- New Registration
- OP billing Birth registration
- Death Registration
- Room Booking

Admitted Patients

This process undergoes if any patients get admitted. Admission form will be issued in that patients name, age, sex ,doctors name, admission date etc, will be mentioned.

Doctors Report

This Process undergoes for doctors particular patients only. doctor will write complete details of the patients from the date of admission to discharge like medicines, if diet necessary etc,

Appointment Fixing

This process undergoes for the patients who needs appointment to their particular doctors. That means they call by phone to hospital

book appointment with doctor directly or particular person who handle it. Like time of coming, day. etc.,

Birth Registration

This process undergoes while the birth of new baby in the hospital. While the new baby born that should be registered in the form like, Mother name ,Father Name, Particular Doctor. Birth time etc.,

Death Registration

This Process Undergoes if any person dies in the hospital. The particular staff will register the death report like Person's name cause of death, etc.,

Room Booking

This process under goes if the patient need room. The Room Booking form will be issued if room available like patients name. floor No., Ward name, Doctor's name etc.,

New Registration

This process will undergoes while the patient is coming first time to hospital. So the patient should register his name, age, sex, doctor's name etc.,

OP Billing

This process undergoes the patient will come as out -patient to see the doctor. In that way they will issued OP bill.

The Help Desk Module automates the day-to-day functions of the Front office management of a hospital. This module helps in assisting patient with accurate information and supports in handling patient related enquiries efficiently. This module having excellent features and advanced search facilities improves the quality of services rendered to the user.

It provides for queries relating to the following:

- a) Patient related enquiries
- b) Bed Allotment
- c) Admission Details
- d) Demographic Details
- f) Payment Details
- g) Discharge Details
- h) Doctor related enquiries
- i) Bed Allotment

2. SEARCH

Modules

- Patients
- Doctors

Patients Search

This Process undergoes while if any person needs to see the particular patients then search the patients by telling the patient's name and particular doctor's name etc,.

Doctors Search

This process undergoes while if anybody wants to Know the details of Particular doctor's name by searching doctor's name, department etc,.

The Registration module is an integrated patient management system, which captures complete and relevant patient information. The system automates the patient administration functions to have better and efficient patient care process. Appointment scheduling deals with scheduling of physician appointments for the patients. The user can view the schedule for a particular doctor; the appointments scheduled for the doctor, the free slots available, blocked slots. Based on the slot availability, the appointment can be fixed. The appointment can be rescheduled and Cancelled based on the scenario. The hospital can track and manage Scheduled Visits, Emergency Visits, and Visit cancellations. The user can view all patients' previous visitations to the hospital and also No- show patients list. Telephonic appointments for unregistered patients can also be scheduled.

Patient Registration Details

a) Inpatient and Outpatient Registration

b) Medical Alerts Details

c) Appointment Scheduling (Patient / Doctor wise)

d) Doctor's Schedule Summary

e) Doctors Daily Schedule List

f) Patient Visit History

g) Medical Record Movements

h) Patient Visit Slip

It provides for enquiries about the patient, the patient's location, admission, and appointment scheduling and discharge details. Furthermore, this system even takes care of package deals for a patient for a fixed cost. Medical Record keeps an abstract of clinical data about patients. It allows easy retrieval of medical records on patients.

3. INPATIENT (IP)

Modules

- New IP Entry
- IP Discharge Sheet

New IP Entry

This Process undergoes the entry of new IP's which had admitted in the hospital like at which department, under which doctor etc,.

IP Discharge

This process undergoes while IP Patient get discharge. In that sheet mentioned like IP Patients Name, Sex, Age, From which department, doctor's name, Taken test details etc,.

Inpatient Management Modules handles the Admission Discharge and Transfer Functions, Ward management Functions and Operation Theatre Management Functions. This module automates the day-to-day administrative actives and provides instant access to other modules, which leads to a better patient care. It provides comprehensive data pertaining to Admission of Patients & Ward Management: Availability of beds, Estimation, Agreement preparation, Collection of advance, Planned admission, Emergency admission and so on. The Inpatient module also deals with Ward Management: Shifting from one ward to the other, Bed availability, Surgery, Administration of drugs, nursing notes, charge slip and so on.

a) Admission Cost Estimation

b) Admission Approval

c) Admission Request

d) Doctor Transfer Details

e) Nursing Notes

f) IP Medical Observation

g) Pending Drug Request

4. LAB

Modules

- **Lab Testing Billing**

Lab Testing Billing

This Process undergoes of the billing of lab Results of the particular patients like test name, amount, doctor's name etc,.

The Patient Billing module handles all types of billing for long-term care. This module facilitates cashier and billing operations for different categories of patients like Outpatient, Inpatient and Referral. It provides automatic posting of charges related to different services like bed charges, lab tests conducted, medicines issued, consultant's fee, food, beverage and telephone charges etc. This module provides for credit partly billing and can be seamlessly integrated with the Financial Accounting Module. The billing module is extensively flexible by which each of your billing plans can be configured to automatically accept or deny. The system is tuned to capture room and bed charges along with ancillary charges based on the sponsorship category. The Billing Screens is used for In-patient and Outpatient Billing and Invoicing. Furthermore the charges for various services rendered can be recorded through service module and this can be used for billing purposes.

Patient Billing Details

Possibility to apply Sponsorship conditions to pharmacy drugs and any other department and services as required The system supports

multiple reports utilizing various print options with user-defined parameters.

5. Pharmacy

Modules

- Sales
- sales returns
- Procedure Bill
- Pharmacy Reports
- View Stock
- Issue Medical Equipments.

Sales

This Process undergoes for selling the medicines for particular patients like Patients name, ward, doctor's name and medicine name etc,.

Sales Returns

This Process undergoes whiled the sold goods returning.

Procedure Bill

This Process undergoes Procedures done the department of pharmacy and issue the bill.

Pharmacy Reports

This process undergoes for the reports of pharmacy's about sold or purchase goods.

View Stock

This process undergoes to know the complete stock details of pharmacy.

Issue Medical Equipments

This process undergoes for issuing the medical equipments report. Pharmacy module deals with the automation of general workflow and administration management process of a pharmacy. The pharmacy module is equipped with bar coding facility, which makes the delivery of medical items to the patient more efficient.

This module deals with the activities such as:

- a) Purchase order
- b) Online approval
- c) Pharmacy drug configuration
- d) Pharmacy stores configuration
- e) Drug issue to patients and billing
- f) Unit dosage facility
- g) Supplier information
- h) Maintenance of drug inventory

- i) Automatic reorder level setting**
- j) Purchase Requisitions**
- k) Purchase Order**
- l) Online request for stock from various sub-stores**
- m) Online stock transfer**
- n) Maintenance of stock at different sub-stores**
- o) Return of items nearing expiry**
- p) Destruction of expired items**
- q) Physical stock verification and adjustment**
- r) Goods receipt**
- s) Stock Transfer (inter store stock transfer)**
- t) Stock Adjustment**
- u) Stock in Hand reports**

In addition the Online prescription facility assists and facilitates the physicians to track the patient's prescription details and as well reflects the medication billing details in the Billing module.

6. Employee

Modules

- **Employee Information**
- **Employee Search**

Employee Information

This process undergoes for keeping the information's of employees in the hospital records as name of employee, age, sex, department, position, etc.,.

Employee Search

This process undergoes to help for searching the employee like type in hospital records as name, department, position, etc.,.

Nursing module is a tool provided in the hospital management system software to the nurses to manage their routine tasks with the objective of improving patient care. It is tightly integrated with the Inpatient module and other clinical modules for smooth flow of information.

Some of the features of this module are

a) Patient Charting:

A patient's vital signs, admission and nursing assessments and nursing notes can be entered into the system. These are the stored in a central repository and retrieved when needed.

b) Staff Schedules:

Nurse can self schedule their shifts using scheduling rules provided in shift modules. The shifts can later be confirmed or changed by a scheduling coordinator or manager.

Clinical Data Integration: Here clinical information from all the disciplines can be retrieved, viewed and analyzed by nursing staff.

Improved workload functionality: Staffing levels and appropriate skill mix per shift can be more easily determined by the shift modules.

Better care planning: Time spent on care planning is reduced, while the quality of what is recorded is improved. This makes for more complete care plans and more complete assessments and evaluations.

Better drug administration: Electronically prescribed drugs are more legible, thus making it less likely that drugs would be wrongly administered to patients.

The Nursing module comprises of the following features, via:

- a) Nurse duty roster
- b) Change in duty roster
- c) Medical observations
- d) Patient activity charting
- e) Task Allocation (general)
- f) Recording vitals, nursing notes
- g) Recording dispensing of medicine
- h) Admission, Discharge and Room Transfer

7. GENERAL ENTERIES

General entries mainly deals with the general information about

Modules

- Consultation Charges
- Employee information
- Department
- Room Type
- Floor Type, Block
- Add Rooms
- General Settings
- Add Procedures.

Consultation Charges

This process undergoes for consultation charges which the patient seen by doctor then consultation is charged as name of doctor, patient consultation charge, department, etc.,.

Employee Information

This Process undergoes to know the information of employee at particular department by name of employee, department, position etc.,.

Employee Department

This Process undergoes for knowing the department of particular employee.

Room Type

This Process undergoes to know the room type like Deluxe, Super Deluxe etc.,

Floor Type

This Process under goes to know the floor type Like B-Block, C-Block Etc.,

Add Procedure

This process undergoes to add procedures of hospital.

8.REPORTS

The General Reports Hospital Managements are

Modules

- Daily Closing Reports
- Sales Reports
- Sales Returns Reports
- Procedure Billing Reports
- Procedure Reports

Daily Closing

This Process Undergoes for closing the daily reports.

Sales Reports

This Process undergoes for knowing the reports of daily sales.

Sales Returns Reports

This Process undergoes for knowing the reports of daily sales returns goods.

Procedure Billing Reports

This Process Undergoes for knowing producers of hospital Billing.