

OUTPATIENT SCREENING BY NURSES

- Check BP, height and weight for all adult patients
- Also check SPO2, respiratory rate, temperature, pulse rate for patients, including pediatric patients based on the conditions of the patients.
- Direct/accompany patients to Emergency Department if the patient is clinically unstable.
- Coordinate and schedule walk-in patient's appointment if it is made prior to visiting hospital.
- Monitor patient flow in the clinic; ensure that patients receive all recommended services in a timely manner.
- Perform other assigned nursing functions as needed.
- Provide patient education: e.g. prevention of chronic disease.
- Participates in Performance Improvement activities as assigned.
- Assures that pertinent medical information is forwarded to proper departments as needed for continuity of patient care.
- Documents screening assessment, plan, implementation, evaluation and follow-up.

V. **Location of screening station**

The OPD patient screening station is located near the main reception counter. The Receptionists will direct the patients to the screening station after the registration.

VI. **Human resource requirement:**

Two nurses. Sometime we may need more than two

1 nurse will be always from ER

1 from other wards (modality of mobilization to be worked out)

Additional staff may be mobilized based on the need.

VII. **Timing:**

A. Week days (Monday to Friday)

Screening will start from 8:40 am to 3:00 pm

1 nurse will report at 8:30 am and leave at 2:30 pm

1 nurse will report at 9:00 am and leave at 3:00 pm

B. On weekend (Saturday)

Screening will start from 8:40 am to 1:00 pm

Both nurses will report at 8:30 am and leave at 1:00 PM