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## **Regulations**

### MINIMUM REQUIREMENTS FOR A PRIVATE PRACTICE PART 1- FOR A PRIVATE PRACTICE PROVIDING OUT-PATIENT SERVICE ONLY

**NOTE:** THE EQUIPMENT LISTED BELOW DOES NOT REQUIRE LICENCE TO BE PURCHASED BUT ARE NEEDED DURING INITIAL INSPECTION IN THE CLINIC.

#### A. MEDICAL PRACTITIONERS

##### 1. The Clinic should have:

- i. Premises
  - a. a waiting room;
  - b. a consulting room with examination bed which should be reasonably sound-proofed so that conversations taking place therein are not easily audible outside the consulting room;
  - c. an examination room with examination couch which should be either a separate room or a curtained off part of a consulting room;
  - d. a treatment room with Examination bed in which such procedures as the giving of medications and the carrying out of minor surgical operations can be undertaken;
  - e. Adequate toilet facilities.
- ii. All rooms should be clean and adequately furnished, and-
  - a. there should be sufficient sitting accommodation in the waiting room for the size of the practice;
  - b. the consulting room should have a desk for the practitioner, a chair for the practitioner and at least two or three chairs for the patient and persons accompanying the patient; and further, a consulting room should have a facility for the practitioner to wash his hands. For example, where there is no running water there should be a wash-basin with a jug of water which is periodically drained, cleaned and topped up;
  - c. there should be an examination couch in the consulting or examination room and another couch in the treatment room

and the couches ought to be so designed that it is easy for an infirm patient to get on to them, and further there should be adequate lighting, either daylight or artificial light, to enable the practitioner to see his patient fully.

## **2. EQUIPMENT**

The practitioner shall have the following equipment available at his private practice-

- a. diagnostic instruments such as stethoscope, sphygmomanometer, fetal stethoscope, torch, patella hammer, full diagnostic set, ophthalmoscope, proctoscope, vaginal speculum, disposable tongue depressors; tonometer, Eye vision testing snellen chart, weighing scales, thermometers,
- b. instruments for carrying out certain procedures, for example, draining abscesses and stitching wounds;
- c. sterilizers for surgical instruments and containers, etc;
- d. Facility to examine urine on the premises, as for example, by the use of "labstix" or equivalent reagents;
- e. a cabinet for patients' records.
- f. Emergency tray
- g. Resuscitation equipment
- h. Infection Prevention and Control facilities (3 buckets for disinfection, 3 buckets for wastes disposal in consultation/examination, dressing, procedure, and treatment rooms)
- i. Hand washing sinks or buckets with tap in consultation/examination, dressing, procedure and treatment rooms.
- j. Lockable cupboard for drug storage or drug store with ventilation.
- k. Refrigerator
- l. Screen/curtain in consultation/examination, treatment, dressing, and procedure rooms)
- m. Examination bed/couch
- n. Floor standing Examination light (Angle poise)
- o. Suction machine
- p. Oxygen Concentrator
- q. Nebulizer
- r. Intravenous drip stand double hook
- s. Cheatle forceps
- t. Surgical and utility gloves
- u. Syringes (100 each of the following sizes: 2mls, 3mls, 5mls and 10mls)
- v. Cleaning utensils, Gumboots, heavy duty gloves, and heavy duty aprons.
- w. Waste disposal facilities (Incinerator and refuse pit)
- x. Chlorine
- y. Spatula disposable
- z. Health Passports
- aa. Out Patient Register and reporting forms
- ab. Receipt Book for fees charged

- ac. Receipts of drugs purchased
- ad. Medical reference books
- ae. Treatment Guidelines
- af. Infection Prevention and Control guidelines

### **3. STOCKING OF DRUGS**

1. Subject to the relevant provisions of the Pharmacy, Medicines and Poisons Act, 1988, the practitioner should attempt to keep in his premises a stock of those essential drugs which he considers should be administered to his patients in his premises and especially if his practice is not in a location where there may be dispensing pharmacy. The range of drugs that he should have is wide, but he ought to have at least the following-
  - a. Injections of analgesics (for example, pethedine, morphine, etc); and
  - b. Antibiotics, antihistamines, brochodilators, antienetics, antispasmodics, local anesthetics and cortisteroids.
2. For the purpose of administering injections, a practitioner should have sterile syringes and needles, or standard and surgical spirit or other appropriate skin antiseptic.
3. The practitioner should provide himself with a bag which he can carry with him when visiting patients or when traveling or to be available for him to use whenever his services may be needed. The bag should contain, as a minimum, the following-
  - a. Such drugs as injections of analgesics, antibiotics, bronchodilators, tranquilizers, local anaesthetics antispasmodics, antiemetics and similar drugs.
  - b. Oral preparations such as antipyretics, analgesics, gastro-intestinal sedatives, antihistamines, bronchodilators, antibiotics, muscle relaxants, and others.
4. For the purpose of the doctor's bag, it should be the practice to carry disposable syringes and needles rather than steel and glass syringes which require sterilization. The bag will be adequately furnished if it carries a supply of 2 ml disposable syringes and 25g(1 in.) and 21 g (1) all disposable equipment to avoid their possible re-use.