

## HOSPITAL HOUSEKEEPING

Basic principles of sanitation and peculiarity to hospital environment. Basic principles of personal hygiene. Basic knowledge about different detergent and disinfectants. Different cleaning procedures applicable to different hospital areas. Basic knowledge about cleaning equipments - Their operation techniques and maintenance. Different processes of Water treatment & purification, removing bacteria.

Basic principles of ventilation, composition of Air, Air flow, Humidity and temperature. Common types of odours and their sources of origin. Removal and control technique of different types of odours. Various equipments and materials used for odour control operations.

Hospital Waste - Source and generation of waste Hazards of hospital waste to hospital population and community. Principles of collection of different types of hospital.

Classification of fire, importance of fire in hospital. Basic methods of extinction of fire. Principles of working of different types of Fire Extinguishers. Principles of working of different Fire Fighting Equipment. Awareness of tackling dangerous situation e.g. Earthquake, Cyclones, Floods etc.

Basics of life cycles of pastes, Rodents. Vulnerable areas of paste and Rodent nuisance. Disease transmission by pastes and Rodents and other animals. Prevention, control and eradication of paste, Rodents and other animals.

Understand different colour scheme. Selection of colours for various purposes. Materials used for different hospital areas. Acquire knowledge of types and arrangement of soft furnishing and their maintenance. Have knowledge of flower arrangements and their importance. Colour of flowers and effects on patients' mind. Acquire knowledge of preservation methods of flower for longer period. Basic knowledge about adverse effect of flower on health. Quantitative and qualitative requirement of lightings in different hospital areas.

Acquire basic knowledge in: Linen and their importance in hospital. Classification of linen. Characteristics of linen of different types. Nature of fabrics and uses. Linen selection, procurement, storing, physical facilities required for linen rooms. Preparation Mending Security, safety & control Collecting of dirty and clean linen. Processing. Condemnation & incineration Replacement.

Role of good material management in effective linen service. Acquire basic knowledge of the different types of equipment in use. Operational procedures of equipments. Safety measures in operation to have working knowledge in preventive maintenance of the housekeeping equipments which includes - Maintenance scheduling & AMC. Maintenance processes. Fault detection. Minor repair.

Types of environment. Factors effecting the environment in hospital. Lay out, configuration work, flow of men, material and equipment in different hospital areas. Air, water, noise, pollution, causes of pollution and their control and prevention in hospital.

Acquire basic understanding on : Definition of hospital infection. Hospital infection and its importance. Epidemiology of hospital infection. Basic disease process. Common factors responsible for hospital infection. Type of disinfections and their practices. Method of sterilization and their practices. Other aseptic procedures practiced in a hospital. Prevention and control of hospital infection. Role of Hospital Housekeeper in controlling hospital infection.

Personal hygiene. Principles of management and their applications in housekeeping.

Basic computer awareness for Hospital Management. Study on Windows & MS Office. Objectives of Hospital computerization.

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