 <p>B.S. Aquino Drive, Bacolod City, Negros Occidental, 6100</p> <p>DR. PABLO O. TORRE MEMORIAL HOSPITAL</p>	Document Code:	DPOTMH-E-57-P01
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PURPOSE:

The Dr. Pablo O. Torre Memorial Hospital (DPOTMH) Hematology Section provides routine hematology assays for patients and specialty hematology testing. The testing utilizes the latest technologies to provide the most accurate results.

LEVEL:

Hematology Section of Laboratory Department, Nursing Services Division, Medical Staff

SERVICES OFFERED:


The Hematology Section performs routine and special tests on the components of whole blood such as the red blood cells, white blood cells, and platelets.

The section also performs cell counts, differential counts, and other microscopic examination of cerebrospinal fluid (CSF) and other body fluids. Standard consultative diagnostics in the Hematology Laboratory include:

1. "Reflex" analysis of blood smears and cytopathologic examination of body fluids
2. Directed blood screening for parasites,
3. Laboratory evaluation of coagulopathies and hypercoagulability,
4. Identification of abnormal hemoglobins/thalassemia,
5. Cytochemistries on blood and bone marrow,
6. Specialty testing for hematologic and related diseases such as chronic granulomatous disease; hereditary spherocytosis; chronic lead poisoning; and sickle cell disease.

HOURS OF OPERATION

Operates 24 hours a day and 7 days a week

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POPULATION SERVED

Dr. Pablo O. Torre Memorial Hospital (DPOTMH) Hematology Section serves all age groups seen in the inpatient, outpatient and clinic populations, including premature babies, neonates, infants, children, adolescents, adults and geriatric patients.

STAFFING

Laboratory employees work on assigned shifts in specific laboratory areas and sections as scheduled by Section Heads, Laboratory Supervisor and Laboratory Manager. Appropriate staffing levels (both Professional and Support Staff) for each section in the Department are monitored and tailored to meet the number of patients the Department is serving. Ongoing changes in test volumes and testing services are used to adjust the department's staffing levels and changes in work activity. Staffing is sufficient to assure that assigned functions are completed, patients and employees' safety are maintained and the integrity of results is maintained.


IN-SERVICES/CONTINUING EDUCATION PROGRAMS

To uphold the commitment to produce well trained and competent workforce, the Department takes part in the development of its new and existing staff by ensuring that they have undergone trainings, orientations and passed the competency programs set by the Department. In addition, education is provided to facilitate professional development.

QUALITY IMPROVEMENT PROGRAM


The Laboratory operates within the regulatory requirements and/or accreditation standards of the following organizations in order to preserve both patient safety and hospital accreditation.:

1. Department of Health (DOH)
2. Philhealth Insurance Corporation (PHIC) policies
3. Food and Drug Administration (FDA)

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The Department is also conducting periodic evaluation and assessment of laboratory indicators and quality controls in all aspects of its operations. The results of which are then utilized to further improve the quality of services being offered.

All personnel wear appropriate level of PPEs in each areas.

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APPROVAL:

	Name/Title	Signature	Date
Prepared by:	REDABELLE DIONE-SEGOVIA, RMT Section Head, Hematology	<i>[Signature]</i>	08-01-2022
Verified:	MONICA B. VILLANUEVA, RMT, PhD Laboratory Manager	<i>[Signature]</i>	7-11-2022
	MELANIE ROSE B. ZERRUDO, MD, FPSP Chair, Department of Pathology	<i>[Signature]</i>	07-22-2022
Reviewed:	DENNIS C. ESCALONA, MN, FPSQua Quality Assurance Supervisor	<i>[Signature]</i>	08-03-2022
Recommending Approval:	ROSARIO D. ABARING, MAN, PhD Ancillary Division Officer	<i>[Signature]</i>	07-22-2022
	FREDERIC IVAN L. TING, MD OIC - Total Quality Division	<i>[Signature]</i>	7/23/22
Approved:	GENESIS GOLDI D. GOLINGAN President and CEO	<i>[Signature]</i>	9/11/22