 <p>B.S. Aquino Drive, Bacolod City, Negros Occidental, 6100</p> <p>DR. PABLO O. TORRE MEMORIAL HOSPITAL</p>	Document Code:	DPOTMH-I-35-P01-S01
	Effective Date:	07-30-2022
	Document Type:	Standard Operating Procedure
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	Department/Section:	Wound Care Center
	Document Title:	INPATIENT SERVICES

PURPOSE:

To set guidelines for the safe and appropriate practice of wound dressing in inpatients.

SCOPE:


Applies to all Wound Care Center Staff of Dr. Pablo O. Torre Memorial Hospital (DPOTMH)

PERSON RESPONSIBLE:

Attending Physician, Wound Care Center Nurses, Wound Care Center Clerks

GENERAL GUIDELINES:

- 1 The Wound Care Center Nurses shall do wound, ostomy care and other wound-related procedures to inpatients as requested by his/her attending physician.
- 2 Services rendered and supplies used shall be directly charged to the patient as post charges through BIZBOX by the Wound Care Nurse/Clerk.
- 3 Hemodialysis central line catheters shall be only dressed by the wound care nurses as ordered by her/his attending physician
- 4 Consent shall be signed prior to the procedure.
- 5 The Wound Care Center shall operate from 8 AM to 4 PM with no noon break.
- 6 Non-dialysis access central line shall be dressed and flush with saline solution by the Wound Care Center Nurses every 3 days or as indicated by his/her Attending Physician.

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PROCEDURE:

1. The Station Nurse calls the Wound Care Center Nurse(s) for the procedure.
2. The Wound Care Center Nurse(s) verifies the procedure and get patient demographics for recording.
3. The Wound Care Center Nurse(s) schedules the patient.
4. The Wound Care Center Nurse(s) goes to the patient room, introduces themselves, explain the procedure and secure signed consent.
5. The Wound Care Center Nurse(s) performs the procedure.
6. The Wound Care Center Nurse(s) do after-care of procedure.
7. The Wound Care Center Nurse(s)/Clerk encodes the charges and supplies used during the procedure.
8. The Wound Care Center Nurse(s) accomplishes the Wound Care Center logbook for inpatient procedures.




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Approved:	GENESIS GOLDI D. GOLINGAN President and CEO		9/13/22


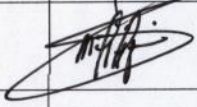
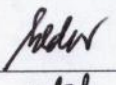


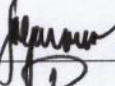

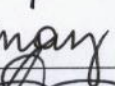

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KEY TASKS	PERSON RESPONSIBLE
1. Calls the Wound Care Center Nurses for the procedure.	Station Nurse
2. Verifies the procedure and get patient demographics for recording.	
3. Schedules the patient.	Wound Care Center Nurses
4. Goes to the patient room, introduces self, explains the procedure and secures signed consent.	
5. Performs the procedure.	
6. Does after care of procedure.	
7. Encodes the charges and supplies used during the procedure.	
8. Accomplishes the Wound Care Center logbook for inpatient procedures.	

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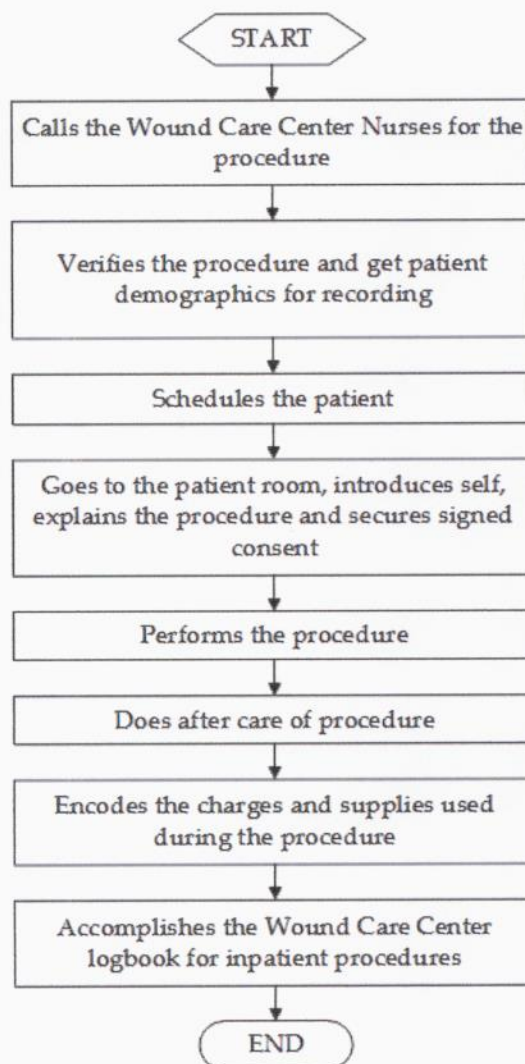



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FLOWCHART



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