



HEALTH HOLDING

HAFER ALBATIN HEALTH
CLUSTER
MATERNITY AND
CHILDREN HOSPITAL

Department:	Leadership		
Document:	Administrative Policy and Procedure		
Title:	Scope of Service		
Applies To:	All MCH Employees		
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1. POPULATION SERVED:

- 1.1 Maternity and Children Hospital, Hafer Al Batin is a 300 bedded hospital, operating under Ministry of Health serving the population of Eastern province (Hafer Al Batin), with the following scope of service:
 - 1.1.1 Neonates 0 – 28 days delivered in the hospital, home delivery and referred from other government and private hospitals included Neonatal Intensive Care Unit.
 - 1.1.2 Pediatrics 29 days to 14 years of age, Male and Female included Pediatric Intensive Care Unit.
 - 1.1.3 Female populations 14 years and above seeking healthcare services related to Obstetrics and Gynecology.
 - 1.1.4 All trauma cases will be referred to Hafar Central Hospital.
 - 1.1.5 Maternal intensive care cases to be referred to King Khalid Hospital with in 24-48 hours

2. WORKING HOURS:

- 2.1 Administrative Employees – Sunday – Thursday – 07:30am – 03:30pm
- 2.2 Emergency Department – 24/7 without holidays
- 2.3 Radiology Department – 24/7 without holidays
- 2.4 Pharmacy Department – 24/7 without holidays
- 2.5 OPD Clinics 07:30am – 04:00pm except on official holidays

3. STAFFING:

- 3.1 Medical & Paramedical
 - 3.1.1 Consultants – 43
 - 3.1.2 Specialists – 88
 - 3.1.3 Residents – 69
 - 3.1.4 Nurses – 679
 - 3.1.5 Midwife - 20
 - 3.1.6 PCT - 29
 - 3.1.7 Technicians – 201
- 3.2 Administrative Employees
 - 3.2.1 Hospital Director – 1
 - 3.2.2 Hospital Directors Assistant – 1
 - 3.2.3 Administrative Employees – 118

4. STATISTICS (YEAR 2024)

- 4.1 Total number of patients seen annually in the hospital – (268, 020)
- 4.2 Total number of patients seen annually in the ER:
 - 4.2.1 PER – 141,178
 - 4.2.2 OBS – GYNE ER – 75, 810
- 4.3 Total number of patients seen annually in the OPD – (51, 032)

- 4.4 Total number of live births – (6,727).
 - 4.4.1 Caesarean – 2, 797
 - 4.4.2 Normal – 3, 930
- 4.5 Total number of radiology scan – 41,315
- 4.6 Total number of operations – (5, 176)
- 4.7 Total number of patients admitted annually in the hospital – (17, 086)

5. PRINCIPAL DIAGNOSTICS AND THERAPUETIC MODALITIES:

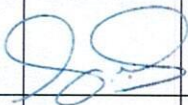




- 5.1 Neonatology and Pediatrics
 - 5.1.1 Diagnostics
 - 5.1.1.1 2D ECHO
 - 5.1.1.2 ROP
 - 5.1.1.3 CCHD Screening
 - 5.1.1.4 Newborn Screening
 - 5.1.1.5 Hearing Assessment
 - 5.1.1.6 Cranial Ultrasound (to diagnose IVH)
 - 5.1.2 Therapeutics
 - 5.1.2.1 Vascular Catheterization (UAC and UVC)
 - 5.1.2.2 Body Cooling (TecoTherm)
 - 5.1.2.3 Surfactant Administration (Survanta and Infasurf)
 - 5.1.2.4 Nitric Oxide Therapy
 - 5.1.2.5 Thoracostomy (Pnuemothorax)
- 5.2 Obstetrics and Gynecology
 - 5.2.1 Diagnostics
 - 5.2.1.1 Ultrasound
 - 5.2.1.2 CTG
 - 5.2.2 Therapeutics
 - 5.2.2.1 Nitrous Oxide Inhalation
 - 5.2.2.2 Central Line Insertion
 - 5.2.2.3 Thoracostomy
 - 5.2.2.4 Laparoscopy
- 5.3 Others:
 - 5.3.1 MRI
 - 5.3.2 CT – SCAN
 - 5.3.3 X – RAY
 - 5.3.4 EEG
 - 5.3.5 ECG
 - 5.3.6 Mamography
 - 5.3.7 Flouroscopy
 - 5.3.8 Laboratory Test
 - 5.3.9 Rehabilitation Centre (IN-PATIENTS newborn up to 14 years of age and patients that are admitted in Maternal Side, OUT-PATIENT newborn up to 14 years of age).
 - 5.3.10 Home Health Care

6. EQUIPMENTS AND MACHINES:

- 6.1 Ventilators (Conventional, High Frequency, Bubble CPAP)
- 6.2 ECG Machines
- 6.3 Echocardiogram Machines
- 6.4 Incubators
- 6.5 Radiant Warmers
- 6.6 Blood Warmer
- 6.7 Milk Warmer

- 6.8 Phototherapy (Single, Double and Capsule)
- 6.9 Pulse Oximeter
- 6.10 Syringe and Infusion Pumps
- 6.11 Defibrillators
- 6.12 Suction Apparatus
- 6.13 Cardiac Monitors
- 6.14 Tecoterm
- 6.15 Pneumatic Compression Device
- 6.16 Portable Nebulizer Machine
- 6.17 Weighing Scales
- 6.18 Portable X – ray Machines
- 6.19 Thermometers
- 6.20 Apnea Monitor

7. APPROVALS:

	Name	Title	Signature	Date
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