



HEALTH HOLDING

HAFER ALBATIN HEALTH  
CLUSTER  
MATERNITY AND  
CHILDREN HOSPITAL

<b>Department:</b>	Leadership		
<b>Document:</b>	Administrative Policy and Procedure		
<b>Title:</b>	Scope of Service		
<b>Applies To:</b>	All MCH Employees		
<b>Preparation Date:</b>	January 01, 2025	<b>Index No:</b>	LD-APP-001
<b>Approval Date:</b>	January 15, 2025	<b>Version :</b>	2
<b>Effective Date:</b>	February 15, 2025	<b>Replacement No.:</b>	LD-APP-001 (1)
<b>Review Date:</b>	February 15, 2028	<b>No. of Pages:</b>	3

## 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 THERAPEUTIC MODALITIES:

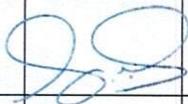
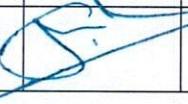
- 5.1 Neonatology and Pediatrics
  - 5.1.1 Diagnostics
    - 5.1.1.1 2D ECHO
    - 5.1.1.2 ROP
    - 5.1.1.3 CCHD Screening
    - 5.1.1.4 Newborn Screening
    - 5.1.1.5 Hearing Assessment
    - 5.1.1.6 Cranial Ultrasound ( to diagnose IVH)
  - 5.1.2 Therapeutics
    - 5.1.2.1 Vascular Catheterization (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 Flourosopy
  - 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
<b>Prepared by:</b>	Mr. Abdulellah Ayed Al Mutairi	QM&PS Director		January 01, 2025
<b>Reviewed by:</b>	Mr. Fahad Hezam Al Shammari	Hospital Director		January 05, 2025
<b>Reviewed by:</b>	Dr. Ahmad Marai AlDhafeeri	Director of Clinical Excellence		January 07, 2025
<b>Reviewed by:</b>	Dr.Omer AlMuhammed	Chief Executive Officer of Healthcare Delivery		January 09, 2025
<b>Approved by:</b>	Mr.Turki Al Moqbel	Director Health Cluster Hafer Al Batin		January 15, 2025