



NO. SO (PH) 9-178 / 2014
GOVERNMENT OF THE PUNJAB
HEALTH DEPARTMENT

Dated Lahore, the 26th February, 2015

To

- 1 All the District Coordination Officers in Punjab
- 2 All the Executive District Officers (Health) in Punjab
- 3 All the Medical Superintendents of DHQ and THQ Hospitals in Punjab

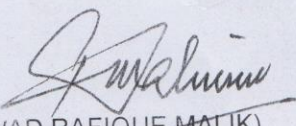
SUBJECT: REPAIR OF NON-FUNCTIONAL MEDICAL EQUIPMENT IN ALL DHQ AND THQ HOSPITALS IN PUNJAB.

In order to implement reforms in all DHQ and THQ Hospitals for ensuring functionality of essential Bio-Medical Equipment by 31st March 2015, Third Party Validation of non-functioning Biomedical Equipment has been completed by the special teams of medical colleges constituted for this purpose. The details of non-functioning equipment are available with the Medical Superintendents of DHQ and THQ Hospitals.

2 The District Governments are required to take necessary action to initiate the repair process and make the equipment functional by 31st March, 2015 from their own budget.

3 The Biomedical Workshops located at Lahore, Multan and Sargodha have already been tagged to the nearest districts to assist in expediting the technical evaluation and assess the BER (Beyond Economical Repair) equipment.

4 The Bio-Medical Equipment repair guidelines for implementation of action plan are enclosed herewith for compliance.


(JAWWAD RAFIQUE MALIK)
SECRETARY HEALTH

C.C..

1. Khawaja Salman Rafique, Advisor to Chief Minister, Punjab on Health.
2. Mr. Muhammad Ali Aamir, Additional Secretary (Dev.) to Chief Minister, Punjab.
3. Addl. Secretary (G)/ Staff Officer to Chief Secretary, Punjab.
4. All the Divisional Commissioners in Punjab.
5. Programme Director, Policy and Strategic Planning Unit (PSPU).
6. The Director General, Health Services, Punjab.
7. All the Directors Health Services in Punjab.
8. All the Directors, Bio Medical Equipment Workshops in Punjab.

GUIDELINES FOR REPAIR OF MEDICAL EQUIPMENT

1. For every Department, ward and OT etc, one technician or end user must be notified as a focal person for defect reporting and repair of equipment.
2. All the departments will maintain a repair register for keeping the history of physical inspection, repair and maintenance for each equipment.
3. In case of breakdown the focal person will report immediately to the head of the department on physical inspection form (copy enclosed) and enter the same in repair register.
4. The head of department will forward the physical inspection form after incorporating his comments and verification of entry in the repair register to the Medical Superintendent on the same day.
5. The Director MERW will send his technical staff immediately for technical evaluation and BER assessment.
6. The staff of MERW will not be involved in the procurement process of parts except for technical evaluation.
7. The Bio-Medical Engineers involved in the third party validation process may be co-opted in the repair process if required.
8. Admissible PPRA formalities will be observed in letter and spirit to ensure transparency by the concerned MS.

The guide line must be circulated to all concerned to ensure the strict implementation through devising a monitoring mechanism



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GOVT: CENTRAL MEDICAL EQUIPMENT REPAIR WORKSHOPS *MERWS*

PHYSICAL INSPECTION PERFORMA

Name of Hospital: _____ Name of Ward: _____

Ref .Your Letter No. _____ Dated: _____

Name of Equipment /Instrument

Make: _____ Model No. _____

Serial No. _____ Country of Origin: _____

Missing Accessories If Any

1. _____

2. _____

Faults Detected:

1. _____

2. _____

3. _____

Spare Parts /Repairable Items and Accessories Required

1. _____

2. _____

3. _____

4. _____

Remarks Repairable or B E R.

1. _____

Checked By Tech/Engr

End User/Head of Department

Counter Signed by

MS/Head of Institution

Director, Govt MERWS