



Guidelines:

Health requirements for

Private Hospitals

PCFC- Entity (Business Unit) Name	:	Trakhees – Department of Planning & Development
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1. Purpose

- To ensure commitment of all private hospitals to the public health requirement norms.
- To ensure the implementation of an 'Unified Health Requirements Program', in all private hospitals in the jurisdiction of PCFC – Ports, Customs & Free zone Corporation, Dubai.

2. Scope

The Health requirements are applicable to all private Hospitals operating in the area of Jurisdiction of PCFC (Ports, Customs & Free zone Corporation), Dubai

3. Details of Implementation

3.1. License

- 3.1.1. A valid trade license issued from Trakhees Licensing Division/ JAFZA should be secured to permit the operations of the hospital wherein all conditions and requirements for its operation should be complied with relevant to its licensed activity.
- 3.1.2. A Valid DHA License for the facility and DHA Licenses/ Permits of the Medical Staff

3.2. Documents

- 3.2.1. EHS file (Hard copy/soft copy) with all the required documents should be available for verification during inspection.
- 3.2.2. Staff list with all essential data/documents must be kept in the Hospital:
- 3.2.3. 'Medical Waste Disposal', contract with an approved third party contractor must be available.



- 3.2.4. Periodic water analysis should be carried out and reports of the same should be maintained through an accredited laboratory.
- 3.2.5. Occupational Health certificate issued by DHA for certain categories of staff including contracted workers should be available as per requirements.
- 3.2.6. Cleaning & sanitizing schedule and procedures should be maintained and recorded regularly.
- 3.2.7. Water Tank cleaning contract from an approved third party should be available.
- 3.2.8. Cleaning records in an organized form should be available.
- 3.2.9. Valid Pest Control Contract with an approved Pest Control Operator should be maintained and service records of the same should be available.
- 3.2.10 The facility should be approved by Trakhees Dept. (CED). Modification Completion Certificate (MCC) / Activity Verification Certificate (NOC AV) should be obtained from Trakhees CED and EHS respectively shall be available in the facility.
- 3.2.11 X ray room (If any) should have approval from relevant authorities.

3.3. Staff

- 3.3.1. All the staff members in the hospital should wear clean uniforms during working hours.
- 3.3.2. All the staff members in the hospital should maintain good personal hygiene.

3.4. Drinking water

- 3.4.1. Drinking water should be supplied through an approved water supplier; similar norms should be followed in case of a supplier is commissioned wherein an approved supplier vehicle pass from EHS (04 8832121) shall be obtained.



- 3.4.2. Water used in the hospital should be of potable water standard and all water tanks should be kept clean at all times.
- 3.4.3. Water tank cleaning and maintenance contract with EHS approved Third Party Company should be entered into.
- 3.4.4. Water coolers and water dispensers should be kept clean and should be regularly maintained.

3.5. Toilets

Staff toilets and common toilets should be kept clean and hygienic.

3.6. Drainage System

Disposal of waste water should be done hygienically and in an environment friendly manner.

3.7. Waste Disposal

- 3.7.1. Covered waste bin should be provided for general wastes.
- 3.7.2. Medical Waste should be stored and disposed using special container/bags as per Dubai Health Authority (DHA) requirements.
- 3.7.3. Medical waste contract should be made available with an approved third party company as per the health requirements set by the concerned department.
- 3.7.4. Liquid Medical Waste/medicines/solutions/chemicals are not allowed to drain/dispose in the common drainage systems.
- 3.7.5. Medical waste shall be kept in Medical Waste room until being properly disposed. The same room shall not be used for any other purpose.



3.8 Furniture and bed sheets.

- 3.8.1. All furniture provided in the hospital should be well maintained and kept clean at all times.
- 3.8.2. Beds, pillows, sofas etc. should be non-absorbent type and bed sheets patient's room and should be kept clean and should be changed regularly. Disposable bed sheets shall be provided in check-up rooms.

3.9 Food Control.

- 3.9.1 Dubai Municipality requirements should be applied at all sites that deal with food preparation, keeping or display including food stores, kitchens and all food halls.
- 3.9.2. Food handlers should follow all the health requirements related to uniform and personal hygiene requirements.
- 3.9.3. All staff members should have Occupational Health Certificate issued by DHA.

3.10 Pharmacies.

All Pharmacies that are located in the hospital should follow the health requirements necessary for pharmacies.

- 3.11 No smoking sign should be affixed in all sections and No smoking Policy should be strictly enforced in the Hospital.
- 3.12 High degree of General cleanliness should be maintained
- 3.13 Facility shall be provided with designated area for sterilization and disinfection of the tools. Sterilization machines and disinfectant solutions (approved by DM) shall be available.
- 3.14 Male and Female Waiting area shall be maintained.