

Fleet Hospital Functional Area Evaluation

**PATIENT/PERSONNEL ADMINISTRATION**

OBJECTIVE	MC	NMC	COMMENTS
** Assemble/disassemble Functional Area TEMPER IAW the field assembly plan			
Ensure the lay out of the Functional Area is utilized for maximum benefit			
** Observe safety precautions at all times			
** Ensure the Functional Area SOP is available for review			
** Locate, setup, and effectively use all unit equipment and supplies			
** Obtain patient data for records and reports from patients field medical card or other accompanying reports			
** Ensure ALL Admin personnel attend CHCS training			
** Prepare daily report to CO reflecting patient gains, losses, and other pertinent changes			
** Maintain admissions log			
** Report number of occupied/unoccupied beds and surgical backlog (in hours) within 15 minutes of request by theater surgeon			
** Implement patient evacuation policy and medical evacuation (MEDEVAC) procedures during casualty exercise			
** Implement medical regulating procedures IAW OPLAN			
** Establish and implement procedures for registering deaths and shipment of human remains			
** Compile and submit current medical census data for daily report to Medical Regulating Control Officer (MRCO)			
** Assemble and distribute admission packages, to include appropriate forms, to each Functional Area			
** Track admissions, transfers and discharges for all patients			
** Provide for custody and disposition of personal effects and valuables			

**PATIENT/PERSONNEL ADMINISTRATION**

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**IMPLEMENTATION OF FIRE  
AND DISASTER PLAN**

OBJECTIVE	MC	NMC	COMMENTS
** Ensure all evacuation plans are posted near all exits			
** Locate and identify fire fighting equipment nearest to the area			
** Report fires IAW established procedures			
** Establish and implement fire control procedures			
** Establish and implement disaster and mass casualty procedures			
** Establish and implement evacuation plan for Fire, Bomb Threats, Air Raids, etc.			
** Ensure all staff/patients don and clear gas masks during chemical attacks			

MC – Mission Capable

NMC – Not Mission Capable

\*\* - Critical Indicator, MUST COMPLETE to be Mission Capable

SUMMARY : This Functional Area was found Mission Capable/Not Mission Capable