



## Description of duties of IPD Unit doctors

- Visiting the patient in the first hour of admission
- Coordination with the doctor and get initial orders
- Coordination with ward supervisor and nursing station for paraclinical measures and patient consultations as soon as possible
- Daily visit of the patient
- Coordination with the electronic system and medical website operator to prepare the electronic file
- Cooperation with doctor to prepare patient record summaries and documents in English
- Tracking the urgent events which may occur for the patient within 24 hours
- Providing enough information to the patient about the method of complaint and process of treatment patient
- Monitoring the record of international patient information in tourism health system
- Investigating the IHR standards at the time of international patient admission
- Providing the required information and clarifying the rights of patients by IPD doctor