Babu A, IAS  
Chief Executive Officer

To,

All The Network Hospitals

Circular AST/994/F25/2008-09/dt:24-02-09

Sub:- Modifications in On Bed Updation Module

This is to bring the kind notice of all the hospitals that Aarogyasri Health care Trust had made some modifications in the On Bed updation Module to simplify the process of updating the on bed patient's information and to make the hospitals comfortable in updating these details. Now the hospitals are provided an option to update the information of 50 or more patient details in a single go in a single screen. The detailed explanation of the module along with the screen shots is given in the module attached with this letter.

This will come into effect from 2nd March 2009. So the hospitals are request to go through the online updation module thoroughly and the Module is also available in the Home page of Aarogyasri portal (www.aarogyasri.org) for reference. The Trust requests to update the on bed patient status based on the actual occupancy in the hospital on day to day basis.

For Aarogyasri Health Care Trust

Chief Executive Officer.

Copy to
The Hon'ble Minister Medical Education and Health Insurance, A.P. Secretariat.
The Principle Secretary to Govt. HM & FW Department, A.P. Secretariat.
The Principal Secretary to Chief Minister, A.P. Secretariat
The District Coordinators, Aarogyasri Health Care Trust,
The DGM's, Star Health and Allied Insurance co Ltd.
The Area Managers, Star Health and Allied Insurance co Ltd.
MODULE VI
UPDATING OF ON BED PATIENTS

The network hospital user / RAMCO shall daily update the status of inpatients (where the status of patient is Case registered, Pre auth updated, sent for preauthorisation, insurance approved, insurance pending, insurance pending updated, trust approved, trust pending, trust pending updated, CEO approved, CEO pending, CEO pending updated and surgery updated, Enhancement to be requested, NWH Enhancement Requested, Trust Enhancement Approved, Technical committee Approved, COO Enhancement Approved, CEO Enhancement Approved) in the website on a 24 hour basis. If the status is not updated every 24 hours the network hospital user / RAMCO will not be able to enter into the workflow.

Screenshot I: Log in page of Network Hospital

1. After login in the login page will be displayed as shown in screenshot I
1. After login into Network hospital login, the RAMCO of the hospital has to click on 'on bed patients' menu to update the status of on bed patients in hospital as shown in *Screenshot II*.

2. Here all the inpatient cases registered by the RAMCO where the status of the patient is *Case registered, Pre auth updated, sent for preauthorization, insurance approved, insurance pending, insurance pending updated, trust approved, trust pending, trust pending updated, CEO approved, CEO pending, CEO pending updated and surgery updated*, Enhancement to be requested, NWH Enhancement Requested, Trust Enhancement Approved, Technical committee Approved, COO Enhancement Approved, CEO Enhancement Approved will display.

3. Once the *discharge date* is updated, the case will disappear from the list. The detailed explanation on how to update the on bed details of the patient is given in the *Screenshot V*.

4. If any patient is discharged after registering the case but before the surgery been performed, for such cases the hospital should send a cancellation request to Trust/Insurance Company through the workflow by uploading the cancellation request (explained in the E-preauthorization module).

5. The updation of on bed patients should be done on 24 hour basis, and then only the system will allow RAMCO to do the Pre authorization workflow in his login, until the Aarogyaamithra can register the patient and the hospital can update the OP’s/IP’s in the system.
Screenshot III: On Bed patients view in Hospital Login.

1. On clicking On Bed patients view the on bed patients view will display as shown in screenshot III

Screenshot IV: Process of updating the on bed patient details

1. Select to be updated from the list box as shown in screenshot IV
2. Click on search button to view all the cases to be updated.

Inpatient cases registered by hospital
1. Tick the check box of the cases to be updated.
2. Select the status of patient whether on bed or discharged, enter ward no, and enter remarks (the condition of the patient).
3. Click on update to update the on bed information.
4. The hospital can upload the details of even 50 patients in a single go. Tick the check box of all the patients the hospital is intended to upload and click on update.

**Screenshot VI:** on bed patient view after updating the details by RAMCO

1. After updating the patient details the page will be displayed as shown in *Screenshot VI*.
2. The case status of the patient along with the Bed status will display as shown in *Screenshot VI*. 

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**Screenshot V: Patient details to be updated by RAMCO**

1. Tick the check box
2. Select on bed status
3. Enter remarks
4. Enter Ward Number
5. Click on Update