

Assessing OT Protocols and Documentation Gaps: A Compliance Audit at CK Birla Hospital

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About the Organization

CK Birla Hospital is a multi-specialty healthcare facility dedicated to delivering high-quality, patient-centered care. With 50 Beds and a team of experienced specialists, the hospital provides comprehensive services across key disciplines, including Obstetrics and Gynecology, Orthopedics, Oncology, and Cardiology. Backed by the legacy of the CK Birla group, Birla Hospital is dedicated to clinical excellence, patient safety, and continuous improvement, aiming to enhance health outcomes for the community.

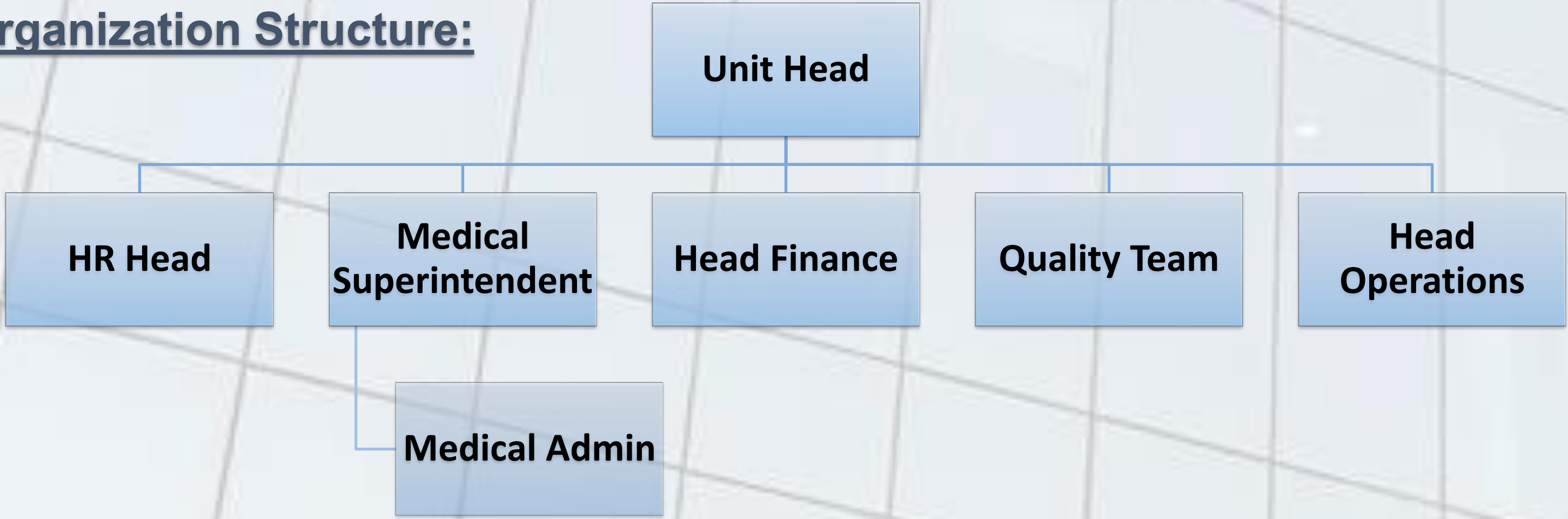
Mission:

To bring global standards of clinical expertise and care to patients and their families.

Vision:

To transform the future of healthcare through outstanding clinical outcomes, research, education, and compassionate care.

Organization Structure:

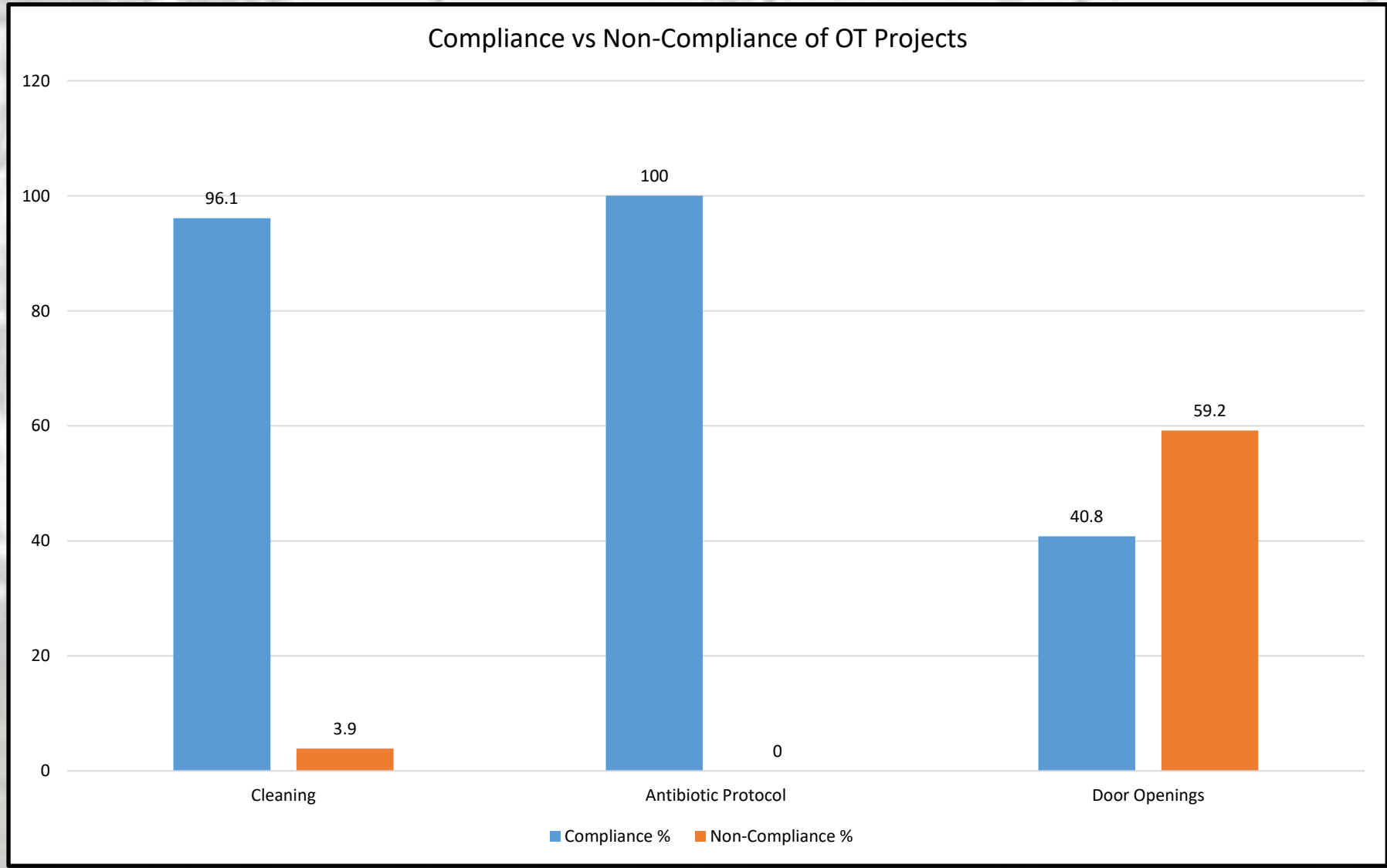


Objectives

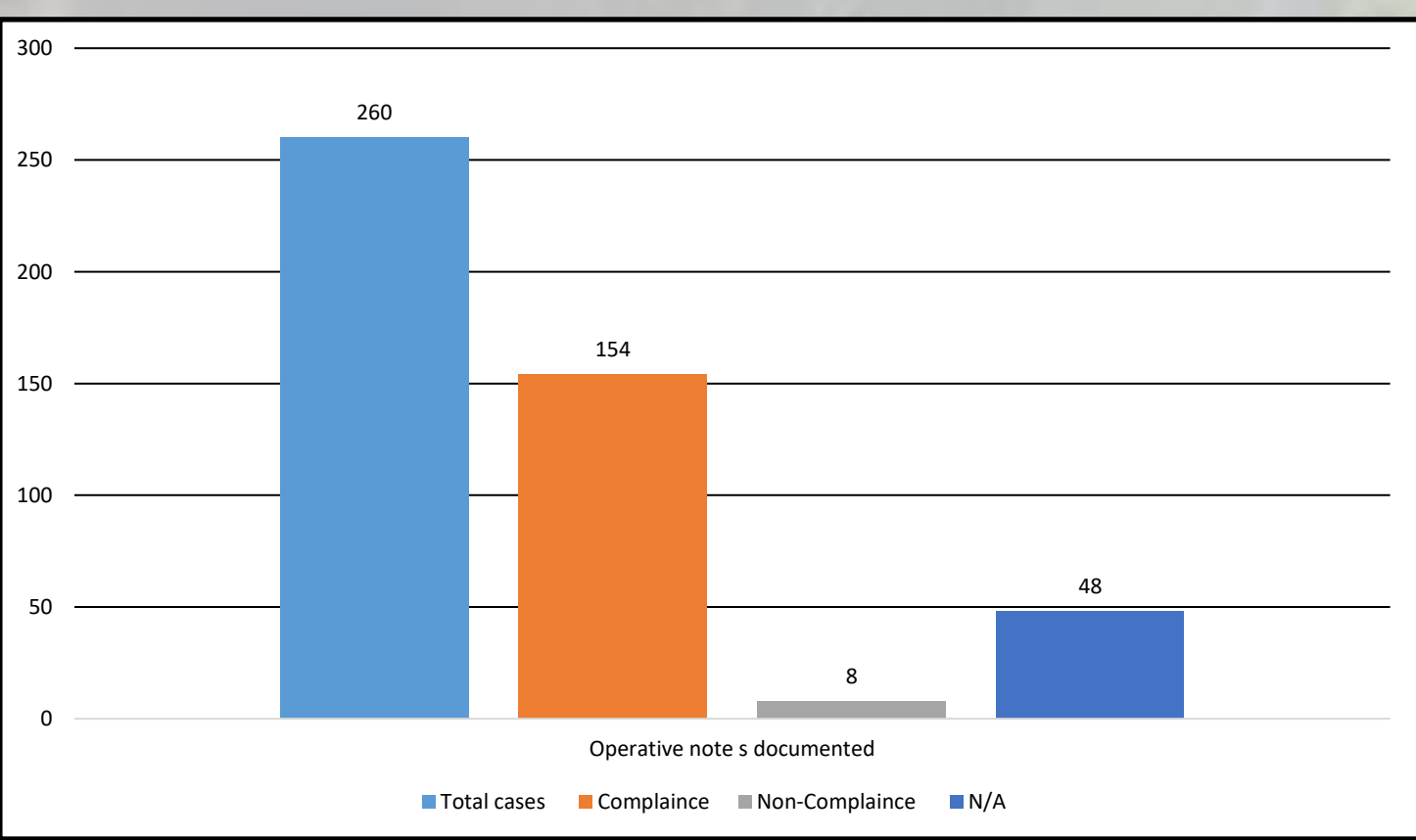
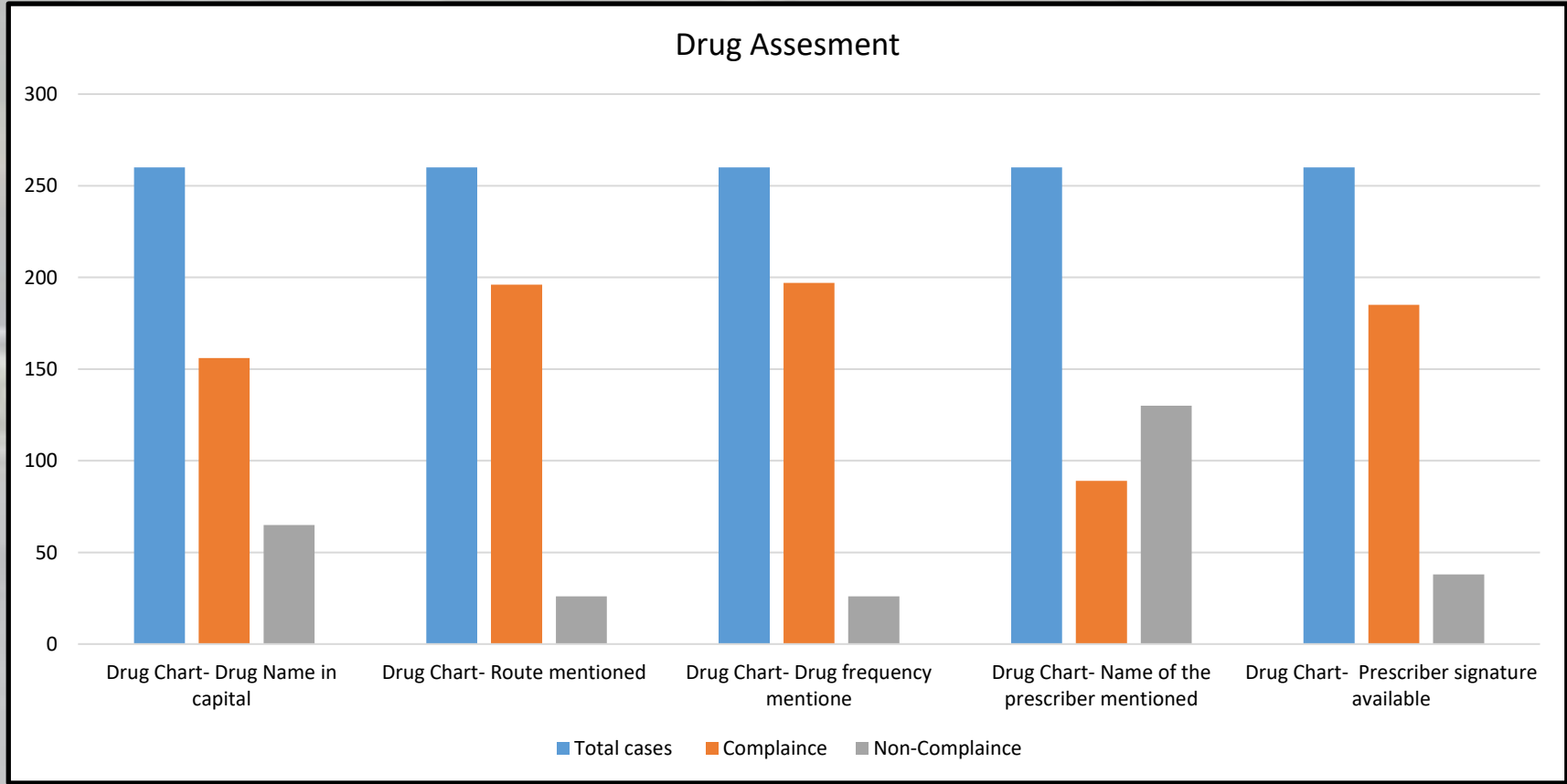
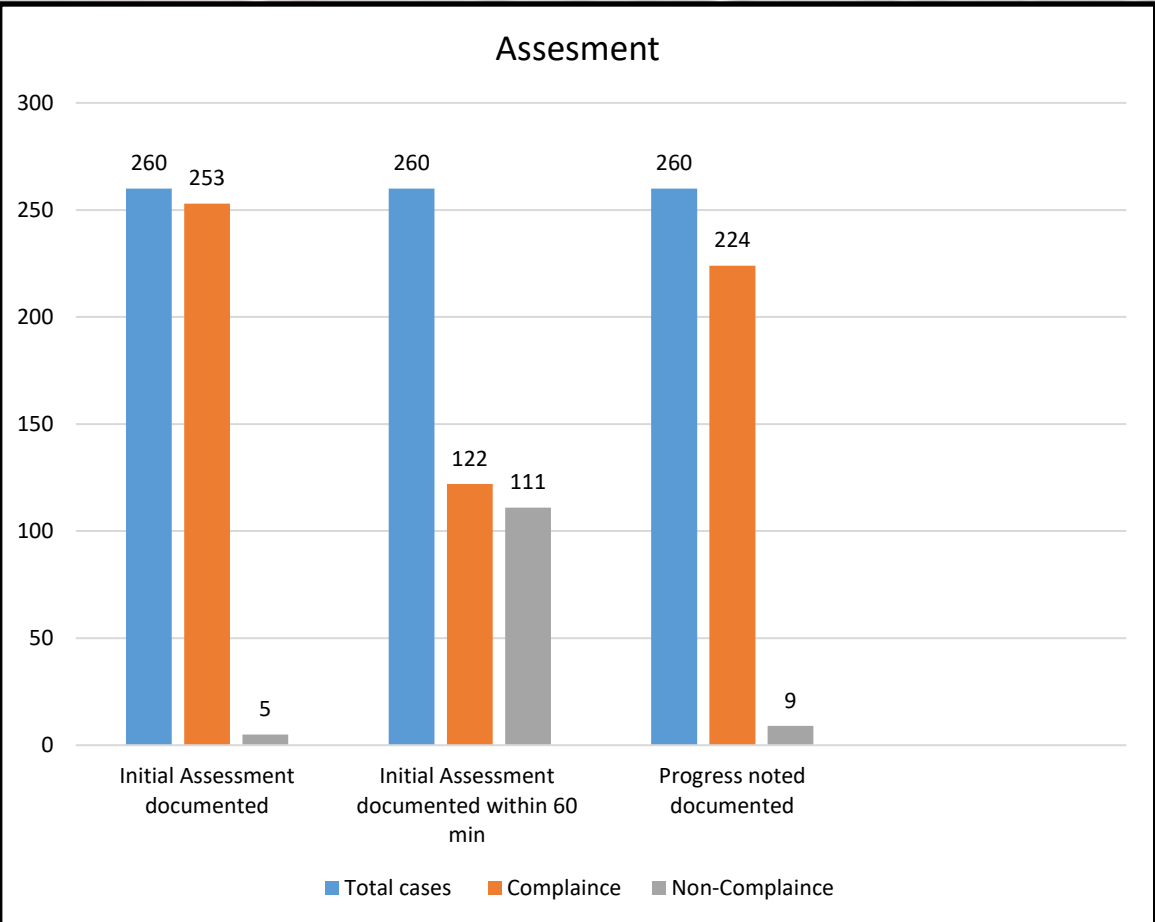
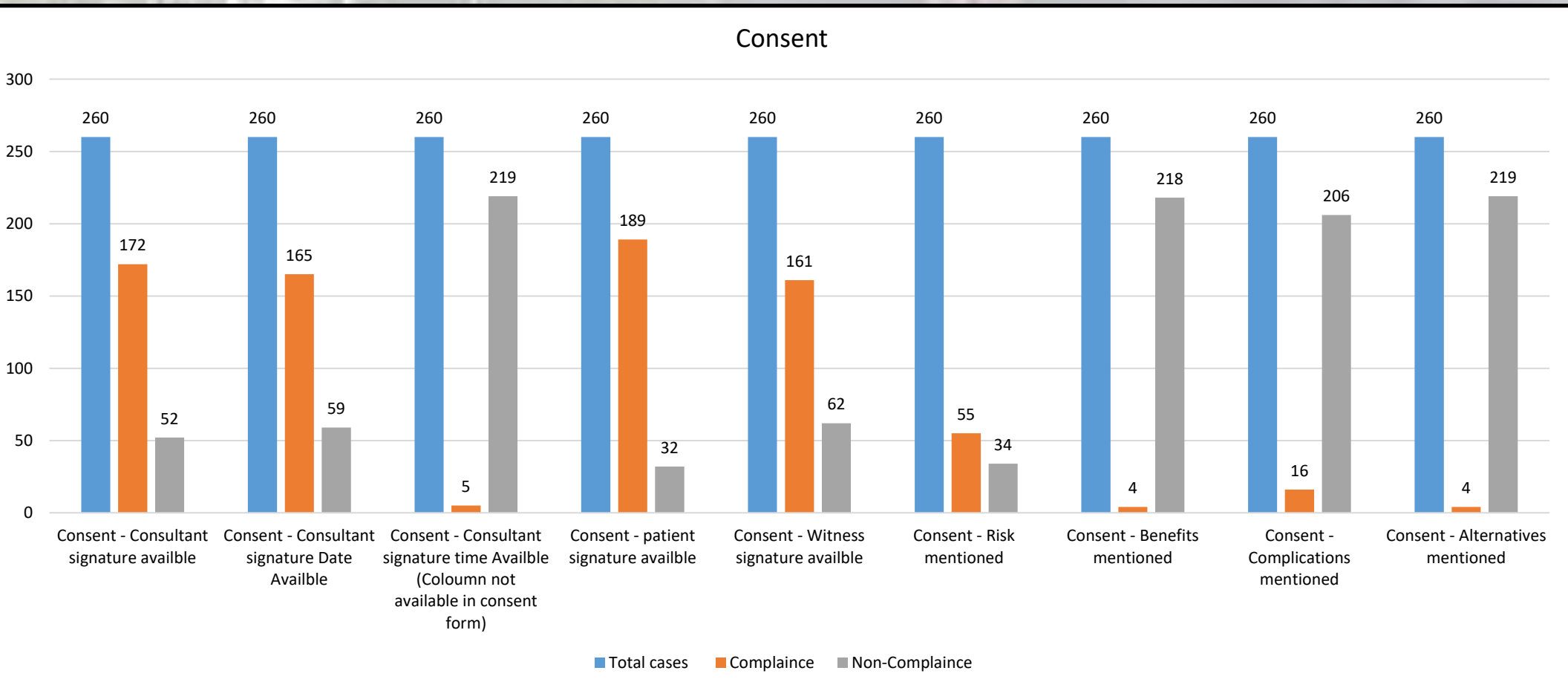
To check if OT protocols are being followed correctly, to focus on OT entry, door traffic, and cleaning practices.

To audit reviewed closed patient files to assess the completeness and accuracy of documentation.

Compliance of OT Projects



Closed File Audit Compliance



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Analysis and Result

The OT audit found that around 40% of procedures showed non-compliance with entry protocols, mainly due to unnecessary door traffic. The closed file audit revealed that about 20% of consent forms lacked doctor signatures or time stamps, 15% of drug assessment records did not have drug names written in CAPITALS or staff sign-offs, and 25% of operative notes were incomplete. These gaps indicate the need for strict monitoring, regular staff training, and clear SOPs to maintain documentation quality and patient safety.



Learning During Internship

During my internship, I learned how to communicate effectively with hospital staff in a professional healthcare environment. I observed the importance of teamwork, coordination, and time management.

I developed great confidence and adaptability while working in a live hospital setting. The experience gave me a deeper insight into hospital culture, teamwork, and professional etiquette.

Difference between theoretical and Practical Knowledge

Theoretical knowledge gave me a basic understanding of OT protocols and documentation standards. However, practical auditing showed real-world gaps like staff non-compliance, missing signatures, and unexpected workflow issues. This experience highlighted the difference between policy and actual practice in a hospital setting.

Usefulness

1. Networking.
2. Practical experience & exposure. Skill Development.
3. Understanding the working of a Hospital Organization.

Challenges

1. Limited Staff Awareness
2. Time Constraints
3. Time Taking procedure
4. Requires strict monitoring and teamwork

Suggestions

1. Regular refresher training sessions should be conducted for staff and doctors.
2. Reinforce OT entry protocols with clear signage and accountability to reduce unnecessary door movements

