

*Unofficial Translation*

*by JICA-HRD*

**Kingdom of Cambodia**

**Nation Religion King**



**Ministry of Health**

**Document**  
**National Policies of Nursing**

**Supported by: Cambodia-France Health Cooperation**

**2005**

## **Foreword**

Ladies and gentlemen!

National policies of nursing are compilation of guidelines to help develop knowledge in nursing provision to the people of Cambodia. This compilation will reveal to you on the definition of the policy, policy objectives, administration policy, improvement of nursing quality, proper nursing application at referral hospital, enhancement of communicable disease controlling, sanitation practices in the hospital and to make existence of nursing and midwifery structure at each referral hospital.

The compilation of national policies of nursing has maintained originally intention in enhancing knowledge of nurse and midwifery in nursing practices, pain-alleviating and the improvement of sanitation activities in the referral hospital. However, office of nurse and midwifery of the department of hospital service has contributed significant improvement to modify this compilation of more benefits and meaningful i.e. inclusion of related annex of major concepts and sample of evaluation sheet.

I do hope that this compilation of national policies of nursing will be of an ease instrument in nursing practices and much more advantages to all nurses and midwifery.

On behalf of the Ministry of Health, I am so delightful and believe that you as health officers will make all endeavors in implementing this policies contributing to the improvement of nursing and better sanitation practices at respective referral hospital.

Minister of the Ministry of Health

MD. Nuth Sokhom

## Table of Contents

|                          |       |   |
|--------------------------|-------|---|
| <b>Foreword</b>          | ..... | 1 |
| <b>Table of Contents</b> | ..... | 2 |
| <b>Preamble</b>          | ..... |   |

### **I. Policies**

#### **1. Introduction**

#### **2. Definition of Nursing**

### **II. Policy Objectives**

#### **Improvement of Nursing Quality**

1. Authorization to Chief of Nursing-Midwifery Unit and Building Supervisor to be responsible for nursing quality
2. Develop implementation of quality nursing
3. Support to the request of the Chief of Nursing Unit

### **III. Operational Policies**

#### **A- Proper nursing provisions:**

1. To make ease consideration within nursing cycle being responsible to the patients
2. To help facilitate patient related documents within the referral hospital
3. To help patient and family members involving in nursing
4. To exchange of understanding and information sharing about a patient

#### **B- Enhance controlling on communicable disease**

1. To promote sanitation and disinfection practices in the hospital
2. To mobilize working group to understand on sanitation
3. To alert patient and family members of about sanitation

#### **IV. Administrative Policies**

Nurse-Midwifery service structure

1. To manage establishment of nurse-midwifery service structure in the hospital
2. Ensure better coordination/relationship between/among hospitals for better nursing
3. Value to Chief of Nursing Units and Building Supervisor

#### **V. Annexes**

## **Preamble**

This document of national policies has been recognized and implemented by the Ministry of Health of the Kingdom of Cambodia to achieve basic needs in nursing.

This policy is including of the following details:

- Enhancement of nursing quality
- Provision of proper individual nursing
- Enhance controlling on communicable disease
- Nursing-Midwifery structure to better manage working

This policy is applied on nursing work which is intended to uses in present circumstance as well as in the future by the Ministry of Health of the Kingdom of Cambodia.

## **I. Policies**

### **1. Introduction**

Definition of national policies of nursing to medical professional personnel has been defined as below:

What they are supposed to do:

- 1- Demonstrate about nursing to nurses and midwifery
- 2- Define appropriate goal in compliance to the policy
- 3- Strategic identification
- 4- Implementation of action plan

This policy has stressed/verified on the general health policies implemented in respective hospital.

In Cambodia, the expression on this nursing started in 2001 in which allowed chief of nursing unit in respective center or national hospital and provincial-municipal referral hospital to express and prioritize their ideas as well as disseminate/posting their annual objectives to respective working group. This consideration has been initiated by the office of nursing and midwifery of the department of hospital service of the Ministry of Health in collaboration with Phnom Penh nursing committee and the 2<sup>nd</sup> policy has granted authorization in the integration of nursing cadre as well as to individual working group to enhance/promote nursing quality starting from year 2004-2008.

### **2. Definitions of Nursing**

To the philosophy of nursing for nurse and midwifery consists of 3 important factors:

#### *2/1. Human Being*

Are the only living species on earth possess of consciousness, rationality and highly develop brain of right and wrong.

#### *2/1. Health*

Is a state of complete physical, mental and social well-being and not merely the absence of disease and infirmity.

2/3. Disease

An abnormal process in which aspects of physical, mental and social of a person is impaired or uncomforted.

2/4. Nursing

Is the provision of care to enable people to comfort in the aspects of physical and mental such as:

- Relieve pain
- Improve health conditions
- Preventive measures and health education

**II. Policy Objectives**

***Improvement of Nursing Quality***

1. *Authorization to Chief of Nursing-Midwifery Unit and Building Supervisor to be responsible for nursing quality.*

*Activities and Preparation with Professional Courage as following:*

- Establishing of national and regional nursing committee
- Exchange visit between/among center, national hospital and referral hospital to exchange experiences
- Relation between conducted training and implemented plan
- Annual workshop
- Bulletin
- Training development

2. *Develop implementation of quality nursing*

*Activities*

- Protocol
- Dissemination, Feedback and Theory Practices
- Evaluation

- Nursing practice base on rules

3. *Support to the request of the Chief of Nursing Unit*

- Make improvement of sanitation at center or hospital
- Provision of equipments

*Activities:*

- Regular visit to center or other referral hospital
- Work closely with Chief of Center or Director of Hospital
- Report to the Ministry of Health (Department of Hospital Service)

### **III. Operational Policies**

*A- Proper nursing provisions:*

1- *To make ease consideration within nursing cycle being responsible to the patients (Globalization of Care)*

*Activities*

- Explanation and Dissemination of new nursing method (Nursing Process)
- Preparation of nursing service based on human resource and equipments
- Consider working hours and practice of group nursing activities (Series of Care)

2- *To help facilitate patient related documents within the referral hospital*

*Activities*

- Properly monitor and verify patient related documents
- Evaluation

3- *To help patient and family members involving in nursing*

*Activities*

- Provide information to patient and family members about cares provided and how-to live in the hospital
- Set up internal regulations to permit accompanying family members to visit the patients



4- *To exchange of understanding and information sharing about a patient*

*Activities*

- Establishment of a patient transfer mechanism among the same working group
- Refer of patient's documents within the center of hospital

B- *Enhance controlling of communicable disease*

1- *To promote sanitation and disinfection practices in the hospital*

*Activities:*

- Assignment of building supervisor or nursing-midwifery sanitation unit
- Establishment of Sanitation Committee
- Evaluation

2- *To mobilize working group to understand on sanitation*

*Activities:*

- Disseminate implementation of good sanitation practices
- Communication of protocols
- Training
- Exchange experiences of the hospital works
- A campaign to have the hospital clean up

3- *To alert patient and family members of about sanitation*

*Activities:*

Research to identify appropriate means for example:

- Explain in oral or in written
- Video show in waiting lounge

#### **IV. Administrative Policies**

*Nurse-Midwifery service structure*

*1. To manage establishment of nurse-midwifery service structure in the hospital in the Kingdom of Cambodia*

*Activities:*

- Appointment of Chief of nurse-midwifery in each national hospital and referral hospital
- Validating and posting of nurse-midwifery service structure by Head of the hospital
- Appointment of nursing committee in respective center and hospital

*2. Ensure better coordination/relationship between/among hospitals for better nursing*

*Activities:*

- Disseminate about roles and responsibility of nurse and midwifery
- Operation and Assignment within each hospital shall be conformed to one standardization

*3. Value to Chief of Nursing Units and Building Supervisor*

*Activities:*

- Organize special training
- Organize meeting with:
  - Hospital committee
  - Physicians
  - Building supervisor
  - Working group (immovable property unit etc...)
  - Clinical and Technical group
- Recognition roles of each staffs in the hospital (comply to cadre)
- Participation in defining regulations and rule at ministerial level

# **V. Annexes**

## **Improvement Quality of Nursing**

**Objective 1**

*Authorization to Chief of Nursing-Midwifery Unit and Building Supervisor to be responsible for nursing quality*

*Activities and Preparation with Professional Courage as following:*

- Establish national and regional nursing committee
- Exchange visit between/among center, national hospital and referral hospital to exchange experiences
- Relation between conducted training and implemented plan
- Annual workshop
- Bulletin
- Disseminate declaration on the roles and responsibilities of nurse and midwifery
- Training development

**Objective 2**

*Develop implementation of quality nursing*

*Activities*

- Protocol
- Dissemination, Feedback and Theory Practices
- Evaluation
- Nursing practice base on rules

**Objective 3**

*Support to the request of the Chief of Nursing Unit*

- Make improvement of sanitation at center or hospital
- Provision of equipments to the needs of nursing

*Activities:*

- Regular visit to center or other referral hospital
- Work closely with Chief of Center or Director of Hospital
- Report to the Ministry of Health

*Hospital.....*

*Date.....*

Training in 2005/2006

Achievements

Objective 2005 - 2008

*Hospital*.....

*Date*.....

Protocol achievements 2004/2005

Objective 2005 – 2008 (Protocol)

*Hospital*.....

*Date*.....

Location preparation 2004/2005

Projects 2005 – 2008

Equipments received 2004 – 2005

Required equipments 2005 – 2008

## **Presentation 2**

**Provide appropriate nursing in respective  
hospital**

**(Allocation of patients in nursing center)**



**Objective 1**

*To make ease in nursing by paying higher attention to the patients (Globalization of Care)*

*Activities*

- Explanation and Dissemination of new nursing method (*Globalization of Care*)
- Preparation of nursing service based on human resource and equipments means (consideration of working hours/working groups)

**Objective 2**

*To help facilitate patient related documents on nursing in the center of respective hospital*

*Activities*

- Properly monitor and verify patient related documents
- Evaluation

**Objective 3**

*To help patient and accompanying family members involving in nursing*

*Activities*

- Provide information to patient and family members about cares provided and how-to live in the hospital
- Set up internal regulations to permit accompanying family members to visit the patients

**Objective 4**

*To exchange of understanding and information sharing about a patient*

*Activities*

- To establish a consensus understanding on patients' transfer among working groups
- Refer of related patient's documents when there is a transfer of patients in each section

*Hospital*.....

*Date*.....

Management of nursing:

- Recently
- Objective 2005/2008

Patient related documents

- Sheet of patient's transfer by a nurse
- Objective 2005/2008

*Hospital*.....

*Date*.....

Information dissemination, Education to patient's family members

- Achievements in 2004/2005

- Objective 2005/2008

Preparation of patient's transfer:

- Achievements in 2004/2005

- Objective 2005/2008

# **Presentation 3**

**Enhance controlling of communicable disease**

**Objective 1**

*To promote sanitation and disinfection practices in the hospital*

*Activities:*

- Establishment of immovable equipments maintenance unit
- Nomination of building supervisor or nursing-midwifery sanitation unit
- Establishment of Sanitation Committee
- Evaluation

**Objective 2**

*To mobilize working group to understand on sanitation*

*Activities:*

- Disseminate implementation of good sanitation practices
- Communication of existing protocol practices
- Training
- Exchange experiences of among/between hospitals
- A campaign to have the hospital clean up
- Survey on the hospital sanitation

**Objective 3**

*To alert patient and family members of about sanitation*

*Activities:*

- Research to identify appropriate means for example:
- Explanation in oral or written posted on the wall
- Video show in waiting lounge

*Hospital*.....

*Date*.....

Initiate all activities for sanitation/disinfection

- Achievements in 2004/2005

- Date of the achievements of sanitation survey

- Objective 2005/2008

## **Presentation 4**

**Establishment of Nursing-Midwifery Structure to  
offer better nursing Service**

**Objective 1**

*To manage establishment of nurse-midwifery service structure in the center or hospital in the Kingdom of Cambodia*

*Activities:*

- Appointment of Chief of nurse-midwifery in the center, national hospital and referral hospital
- Validating and posting of nurse-midwifery service structure by Head of the hospital
- Appointment of nursing committee in respective center and hospital

**Objective 2**

*Ensure better coordination/relationship between/among hospitals for better nursing*

*Activities:*

- Disseminate information about roles and responsibilities defined by the Ministry of Health
- Operation and Assignment within each hospital shall be conformed to one standardization

**Objective 2**

*Value the roles of Chief of Nursing Units and Building Supervisor*

*Activities:*

- Organize special training
- Organize meeting with:
  - Building supervisor
  - Hospital committee
  - Physicians



- Working group (immovable property maintenance unit etc...)
- Clinical and Technical group
- Recognition roles of each staffs in the hospital (comply to cadre)
- Participation in defining regulations and rule at ministerial level

*Hospital*.....

*Date*.....

Structure

Roles and Responsibilities

Meeting arrangement

Objective 2005/2008