दरेक्नावटक, मिएड ई पविलियन उड़ा, धनाघ।
पविलियन वनप्रेष बनर, धनाघ ई: 5, मैकेट-34/पे, चंडीगढ़।
(मेट्रल मिएड यल्ला)

मेद हिंदे

मान्य डिपटी वर्मस्टा, धनाघ उन।
ई: बी. एम. बी. माइल्स/पविलियन/2019/ 5292-5315
भिडी, चंडीगढ: 30/4/19

दिगा-
Guidelines by the State Levebel committee under the Punjab Substance Use Disorder Treatment and Counseling and Rehabilitation Centres Rules, 2011.

दिखाते हिरों दे मर्याद हिंद।

दिखे भविष्य Guidelines by the State Levebel committee under the Punjab Substance Use Disorder Treatment and Counseling and Rehabilitation Centres Rules, 2011. यह काॅपी श्रेणी है।

दैंहे दृष्ट अध्ययना

[Signature]
30/12/19

डिपटी इन्द्रेश्वर (मेट्रल वैण्ड माइल्स),
डॉ. इन्द्रेश्वर मिएड ई पविलियन उल्लौ, धनाघ।

प्रिंट भवक ई: बी. एम. बी. माइल्स/पविलियन/2019/ 5292-5315
भिडी, चंडीगढ़:

डिखाते दैंहे धनाघ मान्य भविष्य मल्लख, धनाघ उन हूँ मुख्य भूमे पुण्डनी बन्दहरी
बिंदु मेनियर नस्ता ये।
Guidelines by the State Level committee Under The Punjab Substance use disorder treatment and counseling and rehabilitation centers Rules 2011.

In reference to the above mentioned subject a meeting of State level committee under the Punjab substance use disorder treatment and counseling and rehabilitation centers rules 2011 was held on 26/11/19 to review the policy of de-addiction services being provided in the State. According to rule 3 and 4 of The Punjab Substance use disorder treatment and counselling and rehabilitation centres rules 2011, State level committee shall act as supervisory, policy making and facilitatory body with regard to treatment of substance use disorder patients and frame guidelines for licensing and registering authority to grant licenses for operation of centres.

It has been observed that treatment for substance abuse is mostly OPD based therefore in order to increase outreach of treatment facility to persons with substance abuse, guidelines have been framed by the State level committee for Substance use disorder treatment centre with Outpatient facility which are as follows:

A. For a Substance use disorder treatment centre with Outpatient facility following shall be mandatory:

1. Every Substance use disorder treatment centre with Outpatient facility shall apply for license in the same manner as prescribed in rule 7 of The Punjab substance use disorder treatment and counselling and rehabilitation centres rules 2011. The licensing authority for this purpose has already been notified in rule 8 of 2011 rules.

2. Such Substance use disorder treatment centre with Outpatient facility established and owned by State Government shall be exempted from license however they will have to register themselves with the Director Health and Family Welfare Punjab.

3. District Level Committee - The District level committee of following members shall inspect these substance use disorder treatment centres with OPD facility and submit their report to the licensing authority for grant of license to such centres:

   Deputy Commissioner of district:   Chairman
   Civil Surgeon                 :   Member
   Psychiatrist i/c of District Hospital:   Member
   District social security officer :   Member
   Two representatives of NGOs.   :   Members

4. An application shall be submitted online to the licensing Authority by the person intending to obtain a license for establishing a Substance use
disorder treatment center with Outpatient facility along with a fee notified by the Government.

5. Similarly conditions for suspension and cancellation of license of a substance use disorder treatment centre with Outpatient facility shall be same as notified in rule 11 of The Punjab substance use disorder treatment and counselling and rehabilitation centres rules 2011.

6. However Physical standards, medical standards and Staff norms for a substance use disorder treatment centre with a Outpatient facility shall be as follows:

   I. General:

   (a) Substance use disorder treatment center with Outpatient facility shall be developed and maintained to provide safe and secure environment for patients, their families, staff and visitors.

   (b) Substance use disorder treatment centre with Outpatient facility shall have a prominent board/signage displaying the name of the clinic in local language at the gate or on the building of the centre.

   (c) Name of the doctors with registration number, Fee structure of the centre, Timings of the centre, Services provided within the centre shall be well displayed in the language understood by the local public in the area.

   (d) Substance use disorder treatment center with Outpatient facility shall have adequate lighting and ventilation, shall take all precautions to control infections like practicing hand hygiene etc, shall follow Biomedical waste management rules.

   II. Physical Infrastructure:

   (a) Doctor room (Not less than 100 Sq feet)

   (b) A dispensing area with storage.

   (c) A room for counselling the patients in case a separate counsellor is recruited for counselling.

   (d) For OPD more than 50 per day a waiting area with provision of facility for drinking water and rest room.

   (e) Adequate space for storage of equipments and medicines shall be provided and medicines shall be stored as per manufacturer’s guidelines.

   (f) Provision of one bed is must in to handle emergency cases.

   III. Staff:

   (a) Full time psychiatrist -1 (MD Psychiatry or Diploma in Psychiatry)

   (b) Counselor-1 (Counselling service is mandatory. If counselling is done by psychiatrist himself/herself, this should be submitted
at the time of application with self declaration). If daily OPD is more than 50 a separate counsellor should be recruited.

c) Sweeper/ security/ helper/Staff nurse/Pharmacist may be recruited as per requirement.

d) Data Entry into online portal of Government at www.pddrc.in is mandatory failing which license shall be immediately suspended and doctor shall be debarred for a period as prescribed by Government.

IV. Patient registration:

(a) An OPD register will be maintained.

(b) Data Entry into online portal of Government at www.pddrc.in is mandatory failing which license shall be immediately suspended and doctor shall be debarred for a period as prescribed by Government.

V. Support services

(a) Such centres shall have a referral linkage with a nearby health facility for providing Emergency and other support services and an undertaking shall be given at the time of application in this regard.

VI. Treatment protocol:

(a) Such Centres will be required to follow treatment guideline or any other instruction issued by the Department of health and family welfare.

VII. Monitoring and evaluation:

(a) Data Entry into online portal of Government at www.pddrc.in is mandatory failing which license shall be immediately suspended and doctor shall be debarred for a period as prescribed by Government.

(b) Such centres will be subject to inspections in case of any complaints.

(c) Every batch of drugs being dispensed shall be tested by State Food and drug testing lab kharar, Mohali.

(d) In addition any other instructions issued by Government time to time shall be complied.
VIII. Record Maintenance:

(a) Such Center shall maintain medical records of patients treated by it as per provisions of IMC Regulations 2002.

(b) Stock of Medicine: Entry of each purchase of the Opioid Drugs in the Central Consumable Stock Register (Separate Register/Pages for each medicine).

(c) Patient Register: Separate page for each patient registered should be maintained.

7. Submission of Executive Summary:

Every Substance use disorder treatment centre with Indoor facility and every Substance use disorder treatment centre with Outpatient facility shall submit an annual report to the State Mental Health Authority constituted under the Mental Health care Act 2017 regarding the number of patients registered, dose tapering off statistics and how many persons weaned off from buprenorphine etc. for the duration of 1st January to 31st December of every year.

B. Department of Health & Family welfare shall issue guidelines periodically as per further revisions in the policy.

C. Application shall be submitted online (ddcopd@gmail.com) to the Department of Health and Family Welfare and license shall be uploaded on the department website.