HATS

Hospital Administration System

The Excel Hospital Administration System **(HATS)** is a comprehensive and flexible system designed to help hospitals to manage its hospital administration tasks more effectively.

## The Complete Hospital Administration Software

HATS is a highly flexible and robust system covering both in-patient and out-patient operations. Functions of HATS cover patients registration, consultation, doctor scheduling, cash and transactions management, pharmacy inventory, drug dispensing, and diagnosis imaging etc.

User-friendliness

HATS has a friendly graphical user interface (GUI) and is entirely menu-driven. Major command keys are displayed and navigated easily with a click of mouse.

System Security

HATS provides three levels of security at operating system, application software and user role control. Each user can be assigned to different roles and only authorized users can get access to required functions and sensitive data. Data field level access is furthered protected by departmental filtering.
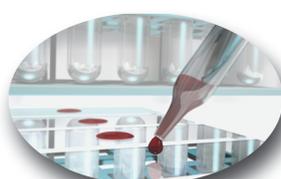
HATS provides a suite of comprehensive modules to support and streamline daily operation, administration and transaction management of hospitals.


Appointment Booking & Schedule

Doctors' work schedules and patients' appointment booking are managed electronically. Nearest time slot search feature enables efficient doctors' appointment booking and scheduling with patients.

Registration System

HATS handles in-patient, out-patient and day-case. A new master patient record will be created upon a patient's first visit. Records of each visit will be kept and appended. Automatic generation of charge slips for treatments given will help to minimize billing errors.
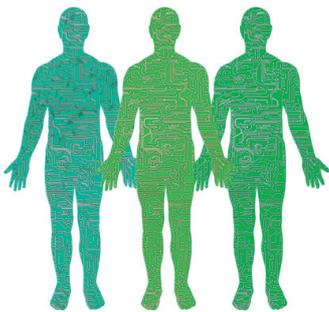
Out-Patient, In-Patient & Day-Case Consultation

As soon as a patient has registered and received consultation, the doctor's prescription for the patient will be electronically sent to the pharmacy inside the hospital. While the pharmacist starts drug dispensing for the patient, all the drug charges will be electronically sent to the system as patient's charge slip for payment.

Inventory Management

Inventory for drug items is maintained by HATS. The basic functions of purchasing, invoicing and receiving are provided to support replenishment of drug inventory. Unique barcodes are assigned to the received items for ease of identification and for accurate dispensing. Unit cost of the drugs is kept in the database, and all drug stocking and dispensing transactions are logged for tracking purpose.

Cash Management

HATS is designed for cashiers to process both receipt and payment in a 24-hour operations. Receipt and payment administration can be patient related or non-patient related. Unused deposit made by patients could be refunded or applied to patients' future treatments or visits.
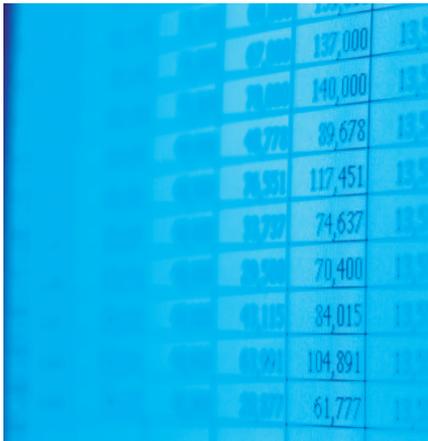
Transaction Management

When patients visit the hospital, charge slips will be created based on their treatments received, lab works done and drugs dispensed. This module provides complete charges handling mechanism that enables effective and efficient cashier operations.

Account Receivable

This module is mainly used for third-party bulk payment and charges settlement. Account payment can be used to settle multiple charge slips.

Day-End & Housekeeping

The Day-End process feature initializes the system parameters, rectifies outstanding charge slips and generates reports. Backup and archiving functions are included in the daily housekeeping routine.

Reports

HATS provides comprehensive reporting with flexible print / reprint capabilities, including daily operation reports, Day-End reporting, and patients' statistics and management.
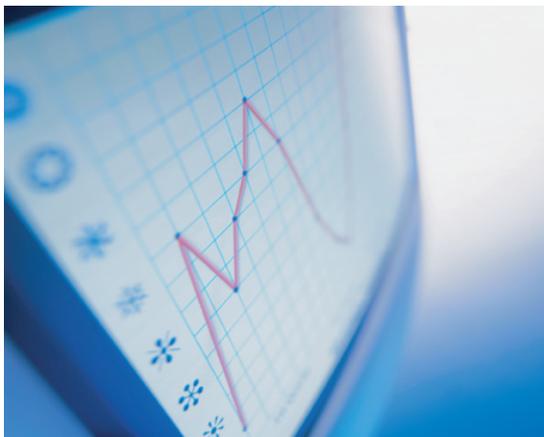
Diagnosis Imaging

This module is designed to keep track of the imaging records for patients who have received imaging examinations.

Operation Theatre

HATS records the activities of operation rooms, including scheduling, appointment, and other details.

Medical Chart Location

HATS keeps track of the whereabout of patients' documents, such as medical charts, so that they can be easily searched and located.

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