

EVALUATION CRITERIA

Please note that this document is for reference for filling the online self- assessment. The online form will ask the following questions and require photo uploads. Please be sure to have all the answers and photographs ready before filling the online application.

DO NOT send a hard copy of the form to any MCGM ward office. Only self-assessment forms duly filled and submitted online at the link mentioned below will be considered for evaluation. Any self- assessment forms submitted in other forms will not be considered for evaluation.

Find the survey - <https://www.unitedwaymumbai.org/mcgmsurvekshan>

Step 1.

Participants of the respective categories, qualifying as per the criteria mentioned hereinabove are invited to submit a self-nomination for the ranking exercise. For this, they must fill up the separate online forms available for each of the categories on this website, along with suitable supporting documents as mentioned in the form, in relevant places. **(Last date for online form submission:27th November, 2020)**

Note: Applications with incomplete information will be rejected without intimation to the participant. Also, any false information and claim made in the application form will lead to disqualification.

Note: The self-nomination forms for some of the categories are long and require the upload of relevant supporting documents / photographs to substantiate the filled responses Therefore, we recommend that the participants first download and print the PDF form **(The form is available on the next page of this document)**, fill it up by hand, while gathering all the relevant supporting documents/ photographs. Once ready with complete information, the participants are recommended to return to this webpage and fill in the relevant online application form, to submit their self-nomination.

Step 2.

The applications will be shortlisted based on the scores earned through the self-nomination. These shortlisted nominations will be further assessed by a team of field investigators appointed by United Way Mumbai. The shortlisted participants may be intimated by the United Way Mumbai team on the day of the assessment itself.

Step 3.

The MCGM will announce the final rankings based on the on-field evaluation and validation of the self-nominations. The rewards for the category is as given below;

Swachh Municipal Hospital - Rs. 50,000/- cash and a certificate of appreciation

Swachh Private Hospital - Rs. 50,000/- cash and a certificate of appreciation

1. Name of Hospital :

2. TYPE of hospital: Municipal _____, Private _____

3. Bed Capacity of the hospital:	Less than 50 beds	Upto 100 beds	Upto 200 beds	More than 200 beds
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4. Complete postal Address:

Name of the building:

Complete address:

Street name:

locality/area:

Landmark:

Pincode:

5. Name, designation and contact details of the applicant :

Name: _____

Designation: _____

Contact number: _____

6. Name & No of the hospital Dean:

7. INFRASTRUCTURE OF THE HOSPITAL

7a.	Hospital infrastructure is well maintained (No major cracks, seepage, chipping, plaster, chipped floors in hospital)	Very good condition	Poorly maintained condition		
7c	Entrance / Exit Gate	Properly functional and painted gate	Gate the partly/fully broken and not painted	No gate	
7e.	Cleanliness in Corridors (Floors, Walls, lights)	Cleaned Daily	Cleaned Twice a week	Cleaned Weekly	Cleaned once/ twice in a month
7f	Separate Dustbins With colour coding	Available as per requirement i.e. separate bins with colour coding provided at all common places	Separate bins provided/no colour coding for bins	No Separate bins available	
	Posters displaying different types of waste and the colour codes of the dustbin put up at all strategic locations in across the hospital	Yes	No		
7h	Waste collection equipment (wheeled trolleys/handcart)	Available in usable condition	No equipment Available		Equipment available but not used
8	Composting waste				
	Is there a canteen in the hospital?	Yes	No		
8a	Composting wet waste	The hospital canteen has the mechanism in place for composting within the hospital premise	The hospital canteen outsources wet waste for composting		The hospital does not have mechanism in place for composting

8f.	Please upload the photos of composting wet waste set up			
8g.	Does Bio medical waste is handed over to MCGM/Agency appointed by MCGM?	Yes	NO	
9	Toilet and bathroom facility			
9a.	Toilets and bathrooms for In-Patient Dept's patients and general public are cleaned (cleaned with water, broom, and phenyl/ disinfectant)	Once every day	multiple times a day	Not regularly
9b.	Toilets and bathrooms for clinical and non-clinical staff are user friendly, operational, Clean	Yes	NO	Common as in- Patients
10	Drainage maintenance			
10a.	Drainage cleaning	Ensured drains are cleaned once in a month	Ensured drains are cleaned once in a quarter	Not cleaned regularly
11	Lift facility at the hospital			
11a	Is there a Lift facility available in the hospital?	Yes	No	
11a	Cleanliness in the lift and Lift lobby area?	Very clean and no visible stains	Visible litter and stains of spit	
12	Drinking water facility at the hospital			

12a	Drinking water availability on all the floors	Water tank available at all floors	Water cooler and purifier dispenser available at all floor	No water facility available at all the floors	
12b	Servicing of the drinking water stations	Annual maintenance contract signed	Annual maintenance contract not signed		
12b	Cleaning of the overhead water tank	Quarterly	Once in a year	Not done regularly.	
12c	Water stagnation near the hospital	There is water accumulation near the water station	There is no water accumulation or leakage in any of the surrounding area of the hospital		
13	Facility for parking of vehicles				
13a	Availability of parking space for hospital vehicles	Yes, available with demarcation	Parking available but no demarcation	Parking space not available within the hospital premise	
13b.	If yes, How often the parking lot is cleaned (swept)	Once in a day	Once a week	Not regularly	
15h.	Availability of dustbins at all the floor.	Yes, there is trolley dustbin at all floor in the hospital/ and in the ward	There is no dustbin on the floor but available in the ward	There is no dustbin on the floor but available on the ground floor (for common use)	
16	Whether Hospital has Feedback Mechanism		Yes	No	Attach photo of feedback/ complaint box
17	Has the staff undergone fire drills/safety drills or training?		Yes all of them	Some of them	No training and drills

18.	Has your staff undergone COVID Prevention training	Yes, All of them	Only some of them	No

Please upload pictures as given below;

1. Main entrance gate
2. Lift lobby
3. Staircase
4. OPD area
5. Waste composting facility (if available)