REGISTER OF GUIDELINES, POLICIES, PROTOCOLS AND MANUALS



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UPDATED: JULY 13, 2010

REVISED: DECEMBER 2014

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Introduction

This is a listing of the manuals, guidelines and policies and protocols which are part of the holdings of the Ministry of Health's Resource Centre.

This is by no means an exhaustive list as it covers only documents that were found in the center at the time of preparing the list.

It is intended as to guide information seekers and health professionals to some of the resources available in the Ministry.

Most of the documents listed are produced by the Ministry of Health. The entries in blue are documents used by the Health Ministry, but are not published works of this Ministry

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NO.	TITLE	Document No.	PUBLICATION INFORMATION	ABSTRACT
1.	Aids Policy Guidelines		Ministry of Health: Jamaica	The manual provides guidelines to the health workers in the management of patients with HIV infection.
2.	Accident and Emergency Department: Policies and Procedures Manual	MOH-DOC-700-2	Ministry of Health: Jamaica, November 1999	The manual is designed to give some general guidelines on the roles of the emergency physician, the nursing personnel and the ancillary staff working in the Accident and Emergency (A&E) Department. It states that all persons coming to the department for medical care under the management of the staff on duty and the responsibility for each patient's care rest with Accident & Emergency Consultant or the Registrar in his or her absence.
3.	Death Certification and Mortuary Operations Policy and Procedures Manual	MOH-DOC 900-3	Ministry of Health: Jamaica, February 2001	The Manual is intended to give guidance to hospital personnel in the management of death certificate and mortuary operations. Importantly, these policies and procedures will be used by the Ministry of Health as the basis for conducting clinical audits and therefore must be adhered to all times.

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NO.	TITLE	Document No.	PUBLICATION INFORMATION	ABSTRACT
4.	Dental Health Service Policies and procedures Manual		Ministry of Health: Jamaica, 2005	The Dental Health Services Policies and Procedures Manual is intended to guide the delivery of oral health care and will be used to the basis of monitoring and assessment of quality care.
5.	Diagnostic Radiology Department Policies and Procedures Manual	MOH- DOC- 500- 1	Ministry of Health: Jamaica, December 2001	This manual is intended to guide the head of the Diagnostic Radiology Department in the overall management of the department. In addition, these policies and procedures will be used by the Ministry of Health as the basis for conducting clinical audits and quality of care assessment.
6.	Dialysis Facilities: Policies and Procedures Manual	MOH-DOC 300-5	Ministry of Health: Jamaica, October 2012	The manual provides guidance for standard operating procedures to facilitate providing dialysis services in Jamaica, whether private or government operated. It is intended to assist in improving the quality of care to assist in improving the quality of care to those persons who are dependent on the setting in which it is delivered, the availability of equipment and resources, and most importantly, the expertise and firm commitment of the health care personnel involved in giving care to clients affected by End Stage Renal Disease (ESRD).
7.	Diet Manual for the Government Hospital in Jamaica West Indies 1970. 1 st ed., 1971 2 nd ed.			This manual contains normal and therapeutic diets used in the government hospitals.

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8.	Environmental Health Reporting System Procedural Manual	MOH-DOC- 200	Ministry of Health: Jamaica, August 2002	This manual is intended to guide environmental health activities in the overall management and delivery to environment health services in public health departments. It gives general guidelines and instructions on the use of inspection forms and environmental health monthly report.
9.	Family Health Manual		Ministry of Health: Jamaica, June 2007	This manual is a guide to the transition of services from the traditional maternal and child health care to that of family health, in keeping with the paradigm shift and the new priority direction for the Caribbean Cooperation in Health.
10.	Filing Services Manual		Ministry of Health: Government of Jamaica April 1983	This manual provides an organized and controlled method for storing, classifying, disseminating and preserving the policies, procedures information, and instructions pertaining and relating to the operations of registry services in the ministry.
11.	Food and Nutrition Resource Manual for the small- scale food processor in the Caribbean		Pan American Health: Organization, World Health Organization, CFNI 2003	The manual is intended to provide a guide on low cost food processing technology for small scale food processors in the Caribbean. It is targeted to development agencies for use in training and for developing food and nutrition activities at the community or house hold level.
12.	Government of Jamaica – Occupational Classification Plan			The manual identifies the various categories of health occupational groups and details the principal requirements of

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	Professional Management and Technical Occupations- Health Services Category- Medical Services: Manual of Class Specification – Job Classification Branch 1988. Ministry of Public Service			each group and the composition of each series.
13.	Government of Jamaica -Accounting Manual		H.G. Barber Financial Secretary Ministry of Finance and Planning: Jamaica August 31, 1977.	This manual provides guideline and establishes procedures for the efficient operations of accounting organization; the processing of financial transaction and the undertaking of financial management with organization of government.
14.	Guidelines for the elimination for the vertical transmission of HIV & Syphilis		Ministry of Health: Jamaica, 2011	This manual is an updated version of Prevention of Mother to Child Transmission (PMTC) manual previously produced by the National HIV/STI Programme.
15.	Guidelines for the Management of Diabetes	MOH-DOC- 6000- 1-/299	Ministry of Health: Jamaica; November 2007.	This document provides guidelines for the management of diabetes.
16.	Guidelines for the Management of Hypertension	MOH- DOC 6000- 1-II	Ministry of Health: Jamaica, November 2007	This policy is intended to establish guidelines for the management of patient with this chronic disease.
17.	Guidelines for the Operation of Funeral Establishment or Mortuaries	MOH-DOC-900-6	Ministry of Health: Jamaica, August 2014.	The guidelines are issued as introductory regulations to govern Funeral Service Industry. This is to outline the operational procedures, based on established standards and universal

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				precautions, for managing the mortuary operation in hospitals and private funeral establishments and mortuaries. It is intended that these guidelines will be replaced by Regulations to be promulgated in short order.
18.	Guidelines on the Discharge of Functions by Public Authorities under the Access to Information (Jamaica) Act 2002.		Access to Information Unit, Jamaica Archives and Records Department, OPM: Jamaica	These guidelines are for the general guidance of access to information personnel engaged in the administration of the Access to Information Act. They contain recommended best practices and procedures and were formulated and refined based on the invaluable input and recommendation of Ministry Personnel.
19.	Hansen's Disease: a Handbook for the Health Team			The purpose of the handbook is to provide a quick reference manual to Public Health Care Workers. It covers the basic overall aspects of Hansen's disease that might be required by the health worker on a day to day basis in the field.
20.	Health Facilities Infection Control Policies and Procedures Manual	MOH-DOC- 600-1	<u>Revised</u> Ministry of Health: Jamaica, February 2014	This is a reference source for health workers to utilize in matters of Infection Control and Prevention.
21.	Health Records Service Procedures Manuals	MOH- DOC- 5000	Ministry of Health: Planning & Evaluation Unit: Jamaica: August 2000	The purpose of this document is to set out the operational procedures for efficient, effective functioning of Health Records Services within the health care facilities. Some of the areas looked at are registration of urgent and non urgent patients, admissions

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				and discharging procedures, medical reporting and gives terms and definitions used in the operational procedures.
22.	HIV/AIDS Workplace Policy and Action Plan		Ministry of Health: Jamaica, 2011	This document provides guidelines on how to treat employees of Ministry of Health who have been diagnosed with HIV/AIDS. It is guided by the National HIV Policy 2005 the National HIV Policy 2010, and the Code of Practice on HIV and the world of work 2001
23.	Hospital Monthly Statistical Reporting System (HMSRS): Policies and Procedures Manual	MOH- DOC- 5000-2/53	Ministry of Health: Jamaica, December 2000	This manual describes the basic features of the HMSRS and procedures that will be followed by Medical Records Officers and other persons responsible for collecting and recording data for the HMSR. It includes instructions for extracting data from other hospital records and entering it on the HMSRS form and provides standardized methods for computing utilization indicators. The manual has 15 chapters. Chapter 1 presents an overview of the HMSRS with regard to its objectives, scope and limitations. Chapter 2 describes its major features, including instructions for submitting monthly reports to the Ministry of Health. The remaining 13 chapters are devoted to providing detailed instructions for completion of each section of HMSR form.

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24.	Hospital Quality Assurance Program (HQAP) Manual of operations 1995- GOJ		Ministry of Health: Health Services Rationalization Project Jamaica, May 24, 1994.	The main objective of this manual is to promote quality assurance, ensuring safety, efficiency, and equity in the provision of services and at the same time addressing the standards of care. It is intended to be used as a guide and resource in providing quality care.
25.	Intensive Care Unit	MOH –DOC- 300- 1	Ministry of Health: Jamaica, June 2003	This policy manual is intended to guide the health care personnel in the Intensive Care Unit (ICU) in performing critical activities. In addition it will be used by the Ministry of Health as the basis for conducting clinical audits and quality of care assessment.
26.	Magnetic Resonance Imaging (MRI) suite; Policies and Procedures Manual: Kingston Public Hospital		Ministry of Health: Jamaica, March 2011	The purpose of the Magnetic Resonance Imaging (MRI), Policies and Procedures Manual is to provide a resource for safe MRI practices at the Kingston Public Hospital. The MRI machine is installed at the Kingston Public Hospital and is intended to serve the MRI needs of the National Health Service island wide.
27.	Manual for Community Health Aide		Ministry of Health and Environment, 1972	This manual was designed to give initial training to a group of Community Health Aides who could be employed in the health services for government and voluntary agencies.

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NO.	TITLE	Document No.	PUBLICATION INFORMATION	ABSTRACT
28.	Manual of General Procedures Comprehensive Health Centre, "Health for All"		March 1988.	The guidelines this manual has been drawn up by the users of this institution and will form the basis for the performance evaluation of its staff
29.	Manual for Health Centre's – Type		Ministry of Health: Jamaica, May 13, 1977.	This manual was written to guide District Midwives and Community Health Aides who will be stationed at the Type 1 Health Centre's. It also provides a guide for all who are involved in this programme at the field or administrative levels.
30.	Manual of Procedures Maintenance Department Cornwall Regional Hospital		Ministry of Health: Jamaica	The manual is compiled for the purposes of providing standards and procedures for the management and functions of the maintenance department of the hospital, in accordance with the policy set forth by the Ministry of Health.
31.	Manual Protocol: Nurse Practitioner Programme		Ministry of Health: Jamaica	The protocol serves as a guide to nurse practitioners in the diagnoses and current acceptable plan of management for the specific health problems frequently encountered in primary health care facilities.
32.	Manual for Nutrition/ Dietetic Internship Programmed Prepared by Violet D. Griffith Revised 1998.		Ministry of Health: Jamaica	This was designed to meet the specific needs of the country and similar need which exist in the Caribbean Region adopting as many guidelines as appropriate from the procedures for establishing a Caribbean Dietetic Association approved Dietetic Internship Programme.

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33.	Maternal and Child Health: A Manual of Norms and Procedures in Primary Care,		Ministry of Health: Jamaica, 1982	This manual sets out the norms and procedures for health care of mothers and children at the primary level. It is intended for use in basic training and in service training of health staff, also use as a reference manual for health personnel involved in the day-to day care of mothers and children.
34.	Medical Internship Policies and Procedures Manual	MOH-DOC 900-4	Ministry of Health: Jamaica 2007	The manual was produced to facilitate the smooth entry of recently graduated doctors into the Government Health Service. The internship period enables the intern to further improve his/ her clinical status and allows a certain amount of independence while under the supervision of the resident and consultant.
35.	Medical Staff Manual		Ministry of Health: Jamaica 3October 1994/1995	The aim and objectives of the manual is to give the medical staff in the Ministry of Health a brief introduction to the Ministry and provide basic information on (a) conditions of service (b) general policies protocol for primary and secondary care as they affect medical staff.
36.	Jamaica National Energy Policy 2009- 2030		Ministry of Energy & Mining Jamaica	Its outlines the strategic direction of Jamaica's energy needs and requirements 2030. The NEP 2009-2030 examines the energy situation we face and promotes a range of options and strategies which the government is commented to pursue over the short, medium and longer term.
37.	Ministry of Health, Guidelines for Standards and Regulation Division; Community and Private Health		Ministry of Health: Jamaica	The guidelines apply to the following facilities: - Home for Senior Citizens, Nursing Homes/ Infirmary, Adult activity Center, Adult Congregate Living. The document details the requirements for

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	Facilities: Supplementary to Guidelines for Community Private Health Facilities.			establishing and operating these facilities in Jamaica.
38.	Ministry of Health Handbook for Procurement of Goods and Services			This manual was designed as a guide in the procurement of goods and services set out by the Ministry of Finance and Planning.
39.	Ministry of Health, Handbook for Procurement of Goods and Services; Prepared by: Ministry of Health, Planning and Evaluation Unit, in collaboration with Ministry of Finance & Planning		Revised January 1998	This handbook seeks to define its efficiency and success. The timely procurement of goods and services in its best quality, which proves the effectiveness by informing officers about the procurement of goods and services.
40.	Ministry of Health, Health Services Planning and Integration –: Audit Instrument for Operating Theatre Department: Background Information Form Appendix 8		Ministry of Health: Jamaica	This is the prescribed form to be used in auditing Operating Theatres
41.	Ministry of Health, Health Services Planning and Integration –: Audit Instrument for the Infection Control Programme in Operating Theatre Department Background Information Form Appendix 9.			This is the prescribed form to be used in auditing the infection control programme in operating theatres

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42.	Ministry of Health -Obstetrics Department /Maternity Ward Policies and Procedures Manual		Ministry of Health: Jamaica, November 2008	This manual outlines the policies and procedures for the clinical and administrative system for the delivery of maternity services at the secondary care level.
43.	Ministry of Health – Protocol for the Management of Common Mental Health Disorders	MOH-DOC- 100- 3/512	October 2005	This manual is a guide for doctors, nurse practitioners and other health care workers in the management of common mental disorders in practice. It is hoped that these guidelines will result in an increased understanding in the classification, the diagnosis and treatment of these disorder.
44.	Ministry of Health- Procedures Manual for Dietetic / Nutrition Internship Programme by Violet Griffiths Revised 2005		Ministry of Health: Jamaica	The manual is intended as a guide to the Ministry's Nutrition Internship Programme. It covers Food Service Systems Management; Clinical Nutrition, Community Nutrition; Special Areas and Evaluation.
45.	Ministry of Health Procedure Manual: Medical Records Department		Prepared by Everad Smith 1995. Jamaica	The manual details the processes involved in the operation of the Medical Records Department. It covers discharge procedure, quantitative analysis, diagnostic / surgical coding.
46.	Ministry of Health Regional Health Authority Human Resources Policy and Procedure- Grievance & Disciplinary Procedures – Disciplinary Code		Ministry of Health: Jamaica	This manual sets out the human resource policies to be implemented by Regional Health Authorities (RHA's) and the standard practices to be observed by all levels of staff in order to achieve the organization's and individual's aims and objectives. It states that the provisions do not constitute a contract between

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				the crown or the Regional Health Authorities and their employees.
47.	Ministry of Health Resource Centre Manual (MHRC) (Manual Updated)2007		Chief Librarian, Ministry of Health: Jamaica Updated 2007	The manual is aimed at familiarizing users with the policies, objectives, functions, operations and rules of the center.
48.	Ministry of Health Registry Manual		September 12, 2005	The purpose of this manual is to provide an organized and controlled method for storing, classifying, disseminating and preserving the policies, procedures, information and instructions pertaining and relating to the operations of Registry service.
49.	Ministry of Health Policy, Procedures and Technical Manual Programme Budget, May 1994			This manual provides guidelines for the preparation and monitoring of program budget in the Ministry of Health.
50.	Monthly Clinical Summary Report: Policy and Procedure Manual	MOH-DOC- 5000- 1/378	Ministry of Health: Jamaica, December 2000	The manual is designed as a guide to all health care staff and those involved in the operations of the Monthly Clinical Reporting System (MCSR). It provides step by step instructions to healthcare staff on how to record data on the health services given daily. It seeks to give an overview of the purpose of the MCSR and provides details of the procedures for operating the MCSR at field level.

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51.	National Family Planning Board, Jamaica Population and Health Project 1 Trainers manual for Family Planning and Counseling Course for Peer Counsellors and Volunteers 1994.			This is a training manual for the management of Family Planning Services Delivery. The sessions cover: Government Family Policies and Guidelines, Population Dynamics, Structure and Function of Family Planning Services Delivery, Management Coordination and Implementation of Family Planning Services, Management of Resources.
52.	Nation Policy for HIV/AIDs Management in schools		Ministry of Education Youth and Culture; Jamaica 2001	This policy is intended to guide the management of the incidents of HIV/AIDS among students and others in the education sector. The goal of this policy is to promote effective prevention and care within the context of the educational system.
53.	National Policy for Person Living with Disabilities		Ministry of Labour and Social Security: September 2000	The policy is based on the Human Rights of people living with disabilities. The purpose of the policy is to set guidelines and directions for the Government of Jamaica for equalization of opportunities for persons with disabilities.
54.	National Security Policy for Jamaica		Government of Jamaica	It aims to enhance coordination and cooperation among various ministries and nation security agencies. The NSP integrates the countries major security policies, goals, responsibilities and action into an overall master strategy for the fulfillment of the reason for National Security for Jamaica.

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55.	Neonatal Nurseries: Policies and Protocols Manual	MOH-DOC 800-2	Ministry of Health: Jamaica, April, 2000	The manual provides guidance in standard operating procedures for the medical, nursing and health professionals assigned to nurseries in government operated hospitals. It aims at improving the quality of care to neonates. It contains information on the setting in which neonatal care is delivered, the availability of equipment and resources and the expertise and commitment of the health care personnel involved in the care of neonates.
56.	Nursing Policy Manual	MOH- DOC-900-1	Ministry of Health: Jamaica, August 1997	The policies are derived from problems encountered in professional practice as identified by nursing personnel. The policies are grouped under three (3) major areas of nursing practice identified in the Caribbean Standards of Nursing Care (PAHO/WHO 1983).These are:-

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57.	Operation Theatre Department Operational Policy Manual	MOH-DOC- 300-2	Ministry of Health: Jamaica August, 2001	This manual is intended to guide the head of the Operating Theatre Department in the overall management of the department. The policies outlined in the manual together with the assessment standards will be used by the Ministry of Health as the basis of conducting clinical audits. It is recommended that all persons working in this department sign that they have read this manual.
58.	Patient Classification System : Commonwealth Caribbean		Dr. Una Reid Advisor HMD PAHO Barbados, 1989	This manual on patient classification system although developed on the initiation of work done Ministry of Health, Jamaica it is intended for other countries in the commonwealth Caribbean. The PCS is aimed at assisting in the determination on a scientific basis nurse staffing requirements for hospital inpatient as well as for the Public Health Primary Health Care sector.
59.	Physicians' Handbook on Medical Certification of Death in Jamaica; Prepared by: Registrar General's Department.		Revised February 2006	The Purpose of this handbook is to acquaint medical personnel with the vital registration system in Jamaica and providing instructions for completing and filing the Medical Certificate of Cause (MCCD). The emphasis is directed toward the certification of Medical information and the main responsibility of the physician
60.	Physiotherapy Services – Policies and Procedures Manual April 2000	MOH- DOC -500- 2	April 2000	The manual is intended to guide physiotherapy departments in the overall management and delivery of physiotherapy services in

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				public institutions.
61.	Procedures Manual No. 7 Disaster Management Prepared by Christine Moody		Ministry of Health: Jamaica; January 1989	This manual has been prepared to detail the procedures to be observed in the Ministry of Health for disaster preparedness and post – disaster management. The procedures mostly relate to the activities which will take place at headquarters but there are certain implications for field activities also.
62.	Procedures Manual for Nutrition/ Dietetic Internship Programmed Prepared by Violet D. Griffith Revised 1993		Ministry of Health: Jamaica	The programme was developed to meet the specific nutrition needs of the country and similar needs which exist in the Caribbean Region. The manual adopts as many guidelines as appropriate from the procedures for establishing a Canadian Dietetic Association approved dietetic internship programme.
63.	Procedures Manual Tuberculosis Prevention and Control		Ministry of Health: Jamaica	The main objective of this manual is to promote the use of standardized procedures for the prevention and control of tuberculosis in Jamaica.
64.	Policy Guidelines for Regional Health Authorities regarding the introduction of new services			The purpose of the policy is to ensure that the development of the Public Health Service is undertaken in an orderly way and is consistent with the general policy of Ministry of Health

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65.	Policy manual – Reporting of Live births, Babies born enroute to Hospital, Foetal Deaths and Neonate Deaths July 2007	MOH-DOC 5000- 4	July 2007	This manual outlines the responsibility of health care providers in reporting incidences of live births, foetal deaths and neonatal deaths. These guidelines were established for the employees of all public health facilities that deliver obstetric care.
66.	Policy Procedures and Technical Manuals: Procedure Manual No.14 Community Hospitals- management procedures		Prepared by Marian Kenneally, 1990	This manual is a comprehensive guide to be used in the operation and management of the Community Hospitals. It contains eight (8) chapters, each describing in detail the various areas of management in a Community Hospital.
67.	Policy, Procedures and Technical manual no. 17 Contract Monitoring		Ministry of Health: Jamaica, May 1993	
68.	Policy, Procedures and Technical Manual No.1 Guide to Manuals		Ministry of Health: Jamaica, July 1986	This is the guide for the Policy, Procedures and Technical Manuals of the Ministry of Health. The manual establishes the scope of the Ministry systems and provides guidance for the use, preparation, production and approval of the manuals.
69.	Policy, Procedures and Technical Manual no. 1 Guide to Writing Manuals		Ministry of Health: Jamaica, December 1985	

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70.	Policy and Procedures and Technical Manuals No.2 Headquarter Management		Ministry of Health: Jamaica, 1988	This manual describes the administrative management procedures operational in the Headquarters. All categories of staff must familiarize themselves with these systems and follow them accurately to facilitate the smooth conduct of affairs at Headquarters and to upgrade the overall management of the health services.
71.	Policy, Procedures and Technical manuals; Procedures manual No18. The Linkage System		Prepared by Christine Moody July 1994	This describes the procedures to be used for the referral of patients from one level of health care to another. It aims to facilitate the smooth transfer of patient from the simpler levels of health care through the system to the point at which they will receive the care appropriate to their condition.
72.	Policy , Procedures and Technical Manuals #6 Nutrition Surveillance System		Ministry of Health: Jamaica, April 1987, 1989	This manual is the sole guide to the procedures for implementing and maintaining ongoing nutritional surveillance of mothers and young children. The procedures should be used in conjunction with MCH manual.
73.	Policy and Procedures and Technical Manuals No.4 Primary Care Patient Records		Ministry of Health: Jamaica, September 1987	This manual is a comprehensive how-to-do- it guides to the completion and use of the standardized patient health records for primary care. It contains 16 chapters, each describing in detail how to complete each record that is used in the care and treatment of patient attending primary health care facilities island-wide.

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74.	Policy, Procedures and Technical Manuals No. 5: Supply Management and Procedures for Drug and Medical Supplies		Ministry of Health: Jamaica, January 1990	This manual is the guide for procuring requisition, receiving, storing and issuing drugs and medical supplies at all levels in the Ministry of Health.
75.	Policy, Procedures and Technical Manuals No.9 Transport management		Prepared by Earl Campbell Ministry of Health: Jamaica,	This is a guide for the management of transport in the Ministry of Health. These procedures are the only authoritative procedures for the management of transport in the Ministry of Health; they meet the requirements of the Ministry of Finance.
76.	Policy, Procedures and Technical Manuals No.8 Audio- Visual Equipment		Prepared by Winsome Edwards Ministry of Health: Jamaica, June 1987.	The manual describes the procedures to be used for the management of audio visual materials and equipment. It focuses mainly on the central pool of audio visual equipment and materials maintained in the Audio-Visual Unit in the Learning Resource centre.
77.	Protocol for the management of Asthma		Ministry of Health: Jamaica, 2002	The protocol for the management of asthma is intended to guide health workers in the management of asthma. It will be used for in service training and as the basis for conducting quality of care assessments in the management of asthmatic patients.
78.	Protocol for the management of Diabetes and Hypertension	MOH-DOC- 6000- 1	Ministry of Health: Jamaica, February 2001	The manual gives an overview of diabetes and outlines how glucose level in the blood occurs. It looks at the conditions that can arise as a result of any changes leading to the accumulation of glucose in the blood, resulting in less glucose being available for

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				the body tissue. It examines the three main types of diabetes; these are type 1, type 2 and gestational diabetes. It looks at management of diabetes under two broad headings (a) aims and objectives (b) diagnoses.
79.	Psychiatric facilities: Policies and Protocols Manual	MOH-DOC-100-7	Ministry of Health: Jamaica, March, 2014	
80.	Public Health Policy to Guide Revision of the Public Health ordinance chapter		Ministry of Health: Republic of Trinidad and Tobago, 2011	It is intended to review the policy context and inform drafting of new legislation given the changes that have occurred over the past 50yrs.
81.	Registration of Foetal Deaths and Deaths Jamaica: Handbook for Medical Nursing and Midwifery Personnel.		Registrar General Department: St. Catherine, Jamaica	This handbook guides and informs users on the documentation of births, deaths and marriages (Civil Registration). It details the processes involved in the registration of the following events: Foetal Deaths, Deaths. It provides general guidelines for completing the Medical Certificate, Summary of instructions on conditions requiring specific instructions, Special populations: mothers, children and the elderly. It also includes sample forms.

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82.	Release of Client Information Policy Manual	MOH-DOC-5000- 3	Ministry of Health: Jamaica, August, 2002	This policy outlines procedures to be followed for the release of client information by hospitals, health centers, and other health related facilities of the Ministry of Health to assure confidentiality of client information.
83.	Restraints and Seclusion for persons with Mental Disorders: Standards and Protocols Manual	MOH-DOC-100-3- 1	Ministry of Health: Jamaica, March, 2014	
84.	Standards for Intensive Care Unit, Protocol Manual for Intensive Care Units		Ministry of Health: Jamaica, December 2000	The manual includes guidelines on the activities of health care personnel in the ICU, patient admission and discharge criteria, and also describes standard methods of doing commonly performed procedures in the ICU. This information will be of benefit to nurses and doctors in the ICU, especially those starting to work in the ICU for the first time.
85.	The Community Mental Health Reporting (CMHR) System Procedure Manual	MOH- DOC -100- 1	Ministry of Health: Jamaica, March 2001	This manual is intended to guide health professionals in the collection, compilation and reporting of statistical data for the Community Mental Health Service.

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86.	Transfusion: Basic Guidelines Principles and Practices		Ministry of Health: Jamaica, March 2011	The manual is intended for use within the inpatient wards and emergency department of hospitals. It is intended to rapidly acquaint the reader with the clinical problem of the blood transfusion and provide practical advice regarding assessment and management and to promote better and safer transfusion practice.