



Medical Clinic Questionnaire



(As of October 1, 2020)

* Ref. Number						* Health center code					* Municipality code				

(1) Address of the institution	TEL												
(2) Name of the institution													
Corporate Number													

(3) Details of non-practice

1 Temporarily closed.
2 Not in practice for a year or longer.
3 Not in practice for less than a year.

(4) Establishing organization		(7) Clinical specialties	
Circle the one that applies.		Circle all that apply.	
<div> <div> 01 MHLW 02 National Hospital Organizations 03 National University Corporation 04 National Institute of Occupational Safety and Health, Japan 05 National Research Center for Advanced and Specialized Medical Care 06 Japan Community Health Care Organization 07 Others 08 Prefectures 09 Municipalities 10 Local Incorporated Administrative Agencies 11 Japan Red Cross 12 Saiseikai Imperial Gift Foundation 13 Hokkaido Social Service Association 14 National Welfare Federation 15 Federation of National Health Insurance Organizations 16 Health insurance societies and their federations 17 Mutual aid associations and their federations 18 National Health Insurance Societies 19 Public interest corporations 20 Medical corporations 21 Private university corporations 22 Social welfare corporations 23 Health Co-operative Association of JCCU 24 Business corporations 25 Other corporations 26 Individuals </div> <div> National government </div> </div>		<div>I</div> <div> 01 Internal medicine 02 Respiratory medicine 03 Cardiovascular medicine 04 Gastroenterological medicine 05 Renal medicine 06 Neurology 07 Diabetes and endocrinology (Internal medicine of metabolism) 08 Hematology 09 Dermatology 10 Allergy 11 Rheumatology 12 Infectious diseases medicine 13 Pediatrics 14 Psychiatry 15 Psychosomatic medicine </div>	
		<div>II</div> <div> 16 Surgery 17 Respiratory surgery 18 Cardiovascular surgery 19 Breast surgery 20 Broncho-esophagological surgery 21 Gastroenterological surgery 22 Urology 23 Proctological surgery 24 Neurosurgery 25 Orthopedic surgery 26 Plastic surgery 27 Cosmetic surgery 28 Ophthalmology 29 Otorhinolaryngology 30 Pediatric surgery 31 Obstetrics and gynecology 32 Obstetrics 33 Gynecology </div>	
(5) Number of beds permitted			
Long-term care beds	beds		
General beds	beds		
Total	beds		
(6) Consultations covered by social insurance, etc. Circle one below.			
<div> 1 Insured medical care institution or insurance doctor 2 Self-funded consultation only </div>		<div>III</div> <div> 34 Rehabilitation 35 Radiology 36 Anesthesiology 37 Pathological diagnosis 38 Laboratory medicine 39 Emergency medicine 40 Dentistry 41 Orthodontics 42 Pediatric dentistry 43 Dentistry and oral surgery </div>	
		<div>(8) Primary clinical special</div> <div>Medical clinics proclaiming multiple specialties must provide the two-digit number of the primary specialty from “(7 Clinical specialties”.</div> <div> <div>Example</div> <div> <div>01</div> <div></div> </div> </div>	

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(9) Consultations				(17) Official consultation hours Provide total hours. (Consider 1 to 59 minutes as 0.5 hours.)								
Number of existing inpatients as of 24:00 hours of 30th September		p		Regular consultation hours per week								Hour
Number of discharged patients in September		p										
Total number of outpatients in September		p										
Number of new outpatients (regrouped)		p		Official consultation hours Circle all the time periods when regular consultation is provided.								
(10) Prescriptions, etc. Provide data of September.				Day of the week	Morning	Afternoon	6PM - 7PM	7PM - 8PM	8PM - 9PM	9PM - 10PM	10PM -	
Number of prescriptions for outpatients (Total in September)	Number of in-hospital prescriptions	times		Monday	1	2	3	4	5	6	7	
	Out-hospital prescriptions issued	times		Tuesday	1	2	3	4	5	6	7	
Narcotics for medical use prescribed	1 Available			Wednesday	1	2	3	4	5	6	7	
	2 Not available			Thursday	1	2	3	4	5	6	7	
(11) Type of clinics Circle one below.				Friday	1	2	3	4	5	6	7	
1 General consultation as chief practice				Saturday	1	2	3	4	5	6	7	
2 Consultation and guidance as chief practice				Sunday	1	2	3	4	5	6	7	
3 Blood collection and donation as chief practice				Holiday	1	2	3	4	5	6	7	
4 Medical checkups (group/individual) as chief practice				(18) State of preventive measures against passive smoking Circle the one that applies for each item below.								
5 Examination as chief practice				Total smoking ban on premises		1 Smoking is banned. 2 Smoking is allowed.						
6 Dialysis as chief practice				Smoking sections set up and measures taken to prevent smoke from flowing out.		1 Installed 2 Not installed						
7 Traveling consultation as chief practice				(19) Computerized medical records system								
8 Holiday/night emergency medical center				1 Installed to all areas of the institution				1 FY2020				
9 Long-term care insurance service as chief practice				2 Installed to some areas of the institution				2 FY2021				
(12) Seasonal clinic, etc. Circle all that apply.				3 Scheduled to be installed				3 FY2022				
1 Clinic in practice only during a certain period (season)				4 No plan to be installed				4 FY2023 or thereafter				
2 Clinic in a business office												
3 Clinic in a municipal health center												
4 Nothing applicable												
(13) Discharge planning support staff												
Provide the number of support staff members, if any, as of October 1.												
1 With support staff (p) *Only if the institution meets the criteria for addition of admission/discharge adjustments.				(20) Computerization of medical data								
2 Without support staff				Answer only if the "1 Installed to all areas of the institution" or "2 Installed to some areas of the institution" was selected in (19).								
(14) Emergency care systems. Circle the one that applies for each item below				Location of data storage Circle all that apply.								
Designated as an emergency institution		1 Available 2 Not available		1 Stored in server devices, etc. in the medical institution								
System for doctors on duty		1 Available 2 Not available		2 Stored by outsourcing external service								
Psychiatric emergency care system		1 With a system 2 Without system						Use of ASP/SaaS (cloud-type)				
Emergency services at night (including midnight)		Available 1 Almost every day 2 Others 3 Not available						1 Available 2 Not available				
(15) Specialty outpatient service Circle all that apply.				Data user Circle one below.								
1 Smoking cessation outpatient service				1 The responding medical institution only								
2 Midwife outpatient service				2 Used in coordination with other medical institutions, etc.				Availability of a network with other medical institutions, etc.				
								1 Available 2 Not available				
(16) Use of external services				How to provide data to patients Circle all that apply.								
Circle the one that applies.	All	Part	Not outsourced	1 On paper, film, etc.								
Meals (for patients)	1	2	3	2 Through an electronic method								
Sterilization (treatment tools)	1	2	3	3 Data not provided								
Maintenance and inspection (medical device)	1	2	3	SS-MIX storage Circle one below.								
Laboratory test	1	2	3	1 Installed				2 Not Installed				
Infectious waste disposal	1	2	3									
Cleaning	1	2	3									

(21) Availability of remote medical system Provide data of September.										(24) Exams conducted * Number of patients includes those who went through exams associated with surgery.		Number of patients in September	Number of devices		
Remote diagnostic imaging										Bone mineral density exam	01	p			
<div> <div>1 Available</div> <div> <div>Number of requests received (Total of _____ cases from _____ facilities.)</div> <div>Number of requests sent (Total of _____ cases from _____ facilities.)</div> </div> </div>										Bronchofiberscopy*	02	p			
<div> <div>2 Not available</div> </div>										Upper endoscopy*	03	p			
										Colonoscopy*	04	p			
Remote pathological diagnosis										Serial angiography	05	p			
<div> <div>1 Available</div> <div> <div>Number of requests received (Total of _____ cases from _____ facilities.)</div> <div>Number of requests sent (Total of _____ cases to _____ facilities.)</div> </div> </div>										DSA (regrouped)	06	p			
<div> <div>2 Not available</div> </div>										Cardiovascular DR (regrouped)	07	p			
										Mammography	08	p	devices		
Remote home medical treatment/care support										RI exam (scintigram)	09	p	devices		
<div> <div>1 Available</div> <div> <div>Total number of patients (_____ p)</div> <div>2 Not available</div> </div> </div>										SPECT (regrouped)	10	p	devices		
(22) Medical safety system Circle the one that applies for each item below.										PET	PET	11	p	devices	
										PET	PETCT	12	p	devices	
										CT	Multislice CT	64-slice or more	13	p	devices
												16-slice - 64-slice	14	p	devices
												4-slice - 16-slice	15	p	devices
												Under 4-slice	16	p	devices
										Others	17	p	devices		
Medical safety control (general)										MRI	3.0T or higher	18	p	devices	
Preventive measures against hospital infection											1.5T - 3.0T	19	p	devices	
Medical device safety control											Under 1.5T	20	p	devices	
Drug safety control										3D image processing	21	p			
Medical radiology safety control										Coronary CT/Heart MRI (regrouped)	22	p			
(23) State of home medical care services Excluding services by adjoining facilities Circle Available or Not available, and provide the number of cases where service was conducted in September.										(25) Surgical operations		Number of cases in September	Number of devices		
Home services by medical care insurance, etc.										Malignant tumor surgery	1	cases			
<div> <div>1 Available</div> <div> <div>2 Not available</div> </div> </div>										Chemotherapy for outpatients	2	cases			
Home visit by physician										Dialysis	3	cases	devices		
Regular home-visit medical care										Delivery (including normal delivery)	4	cases			
Home-visit dental care										Cesarean section (regrouped)	5	cases			
Emergency transport with physician										Painless delivery excluding cesarean section (regrouped)	6	cases			
Home-visit nursing care and guidance										Delivery assistance	Round off to the first decimal place.				
Psychiatric home-visit nursing care and guidance										<div> <div>1 Available</div> <div> <div>Number of physicians (full-time equivalent)</div> <div>Number of midwives (full-time equivalent)</div> </div> </div>					p
Giving medical instructions to home-visit nursing care station										<div> <div>2 Not available</div> </div>	Availability of in-house maternity section	1 Available	2 Not available		
Home end-of-life care															
Home services by long-term care insurance										(26) Radiotherapy conducted Provide the number of patients based on the number of irradiation records or exam records.		Number of patients in September	Number of devices		
<div> <div>1 Available</div> <div> <div>2 Not available</div> </div> </div>										Radiotherapy (external irradiation)	1	p			
Home care management and guidance (incl. care prevention service)										Gamma Knife/CyberKnife (regrouped)	2	p	devices		
Home-visit nursing care (incl. care prevention service)										Radiotherapy (intracavitary irradiation/implant radiation)	3	p			
Home-visit rehabilitation (incl. care prevention service)										(27) Dental care equipment Circle one for each item below if dental therapy is practiced.					
Notification of at-home long-term care support clinic										Dental chair	1 Available	2 Not available			
<div> <div>1 Available</div> <div> <div>Number of insured medical care institutions in cooperation ()</div> <div>Number of home-based long-term care patients served ()</div> </div> </div>										Portable dental unit	1 Available	2 Not available			
<div> <div>2 Not available</div> </div>															

Continued on back.

(28) Number of health professionals		Provide data as of October 1.									
Type of profession		Full-time					Part-time (converted to full-time equivalent)				
		Number of <u>full-time</u> professionals					Number of <u>part-time</u> professionals (converted to full-time equivalent) (Rounded off to the first decimal place.)				
							↓ Decimal point				
01	Physicians					p					p
02	Dentists					p					p

(Notes)

- 1) Only count professionals who are serving at the medical clinic as their primary duty.
(Do not include staff of adjoining facilities such as a nursing home.)
- 2) Consider those who fully serve weekly working hours decided by the medical institution (prescribed working hours) as “full-time” and those who do not as “part-time” regardless of the type of employment.

Type of profession		Actual number					Conversion into full-time equivalent				
		Number of <u>full-time and part-time</u> professionals					Number of <u>full-time and part-time</u> professionals (converted to full-time equivalent) (Rounded off to the first decimal place.)				
							↓ Decimal point				
03	Pharmacists										p
04	Public health nurses					p					p
05	Midwives					p					p
06	Nurses					p					p
07	Assistant nurses					p					p
08	Nursing aid personnel										p
09	Physical therapists (PT)										p
10	Occupational therapists (OT)										p
11	Orthoptists										p
12	Speech therapists										p
13	Prosthetists										p
14	Dental hygienists										p
15	Dental technologists										p
16	Clinical radiologists										p
17	Clinical x-ray technologists										p
18	Clinical laboratory technologists										p
19	Health laboratory technicians										p
20	Clinical engineers										p
21	Japanese traditional acupressure massage therapists										p
22	Judo therapists										p
23	Senior nutritionists										p
24	Nutritionists										p
25	Psychiatric social workers										p
26	Certified social workers										p
27	Certified care workers										p
28	Childcare workers										p
29	Certified Public Psychologist										p
30	Other technicians										p
31	Medical social workers										p
32	Administrative staff										p
33	Other staff										p

- 3) Use the following formula to calculate full-time equivalent and fill out the relevant fields.
Round off to the first decimal place.
Enter “0.1” in the first decimal place, if the result has a fraction less than 0.1.
Do not omit the “0” of numbers like “0.1” or “1.0” when providing full-time equivalent.

$$\text{Full-time equivalent} = \frac{\text{Actual working hours of health professionals per week (excluding overtime)}}{\text{Weekly regular working hours (prescribed working hours) of full-time workers set by the medical care institution}}$$

* Use 32 hours as the denominator if the weekly regular working hours are less than 32 hours.

See “Survey Manual” for details of full-time conversion.

- 4) “28 Childcare workers” only applies to childcare workers who serve child patients. Do not include childcare workers who are employed at in-hospital childcare facilities.

Person who filled out this form	Remarks
(Department)	
(Name)	

Thank you for your cooperation.