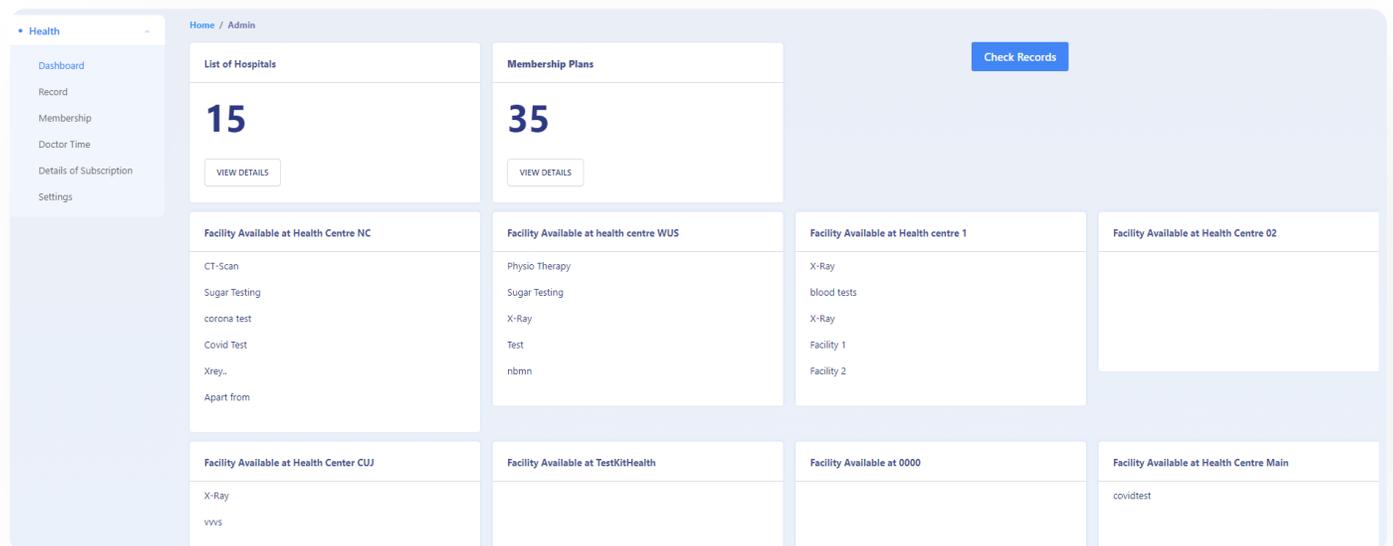


Health Management System

Introduction

Health Management is the overall management of a healthcare facility on Campus or affiliated colleges with a University, such as a clinic or a hospital. Through this module, an employee can visit any hospital attached/affiliated by the University, subscribe to the membership or cancel the membership, avail the University's health facility and check their records.

Dashboard



Admin Dashboard

In the admin dashboard, admin will have the option to configure the settings and add types of membership and can see the records of all the employees and the membership subscribed by them.

Employee Dashboard

Settings

This section contains the configuration details related to the Health module.

Only the user with the role of **health_admin** can view and access it.

Map Health Center Key

In this field , we need to map the health center key which is necessary to generate the list of health centers.

List of Health Center

In this field, all the health centers mapped with the health center key are present.

Admin can only view the details by clicking on **view** icon available in front of every entry.

Types of Unit

In this field, all the health units will be listed.

- Admin can add a new type of unit by clicking on the **Add Unit Type** button present on the top right side of the portal and fill in the required details:
 - Type
 - Description
 - Status(Inactive/Active)
- Admin can view the details by clicking on **View** icon available in front of every entry.
- Admin can edit/update the details by clicking on the **Edit** icon available.

- After submission admin can only edit/update the status of the unit entries by clicking on the **Edit** icon available.

Note: Once the Submit button is clicked, No changes can be made further.

Types of Membership

In this field, types of memberships that the health centers offer are defined.

- Admin can add a new type of membership by clicking on the **Add Membership Type** button present on the top right side of the portal and fill in the required details:

1. Name(Name of the membership)
2. Members Type(Employee/Student)
3. Health Center(Select from the dropdown)
4. Benefits(description and benefits of the membership)
5. Validity Type(Lifetime/Valid_till/Superannutation)
6. Validity Days
7. Validity Months
8. Validity Years
9. Status(Inactive/Active)
10. Fee applicable(Yes/No)

- Admin can view the details by clicking on **View** icon available in front of every entry.
-

- Admin can finally submit the membership details after adding/editing by clicking on the **Submit** button.

Note: Once the Submit button is clicked, No changes can be made further.

- After submission admin can only edit/update the status of the edit icon available.

Types of Facility

In this field, the types of facilities offered in the membership by the health centers are defined.

- Admin can add a new type of facility by clicking on the **Add Facility** button present on the top right side of the portal and fill in the required details:

1. Health Center(Select from the dropdown)

2. Facility Name

3. Details of Facility

4. Status(Active/Inactive)

- Admin can view the details by clicking on view icon available in front of every entry.
- Admin can edit/update the details by clicking on the edit icon available.
- Admin can finally submit the facility details after adding/editing by clicking on the Submit button.

Note: Once the Submit button is clicked, changes cannot be done.

- After submission admin can only edit/update the status of the facility entries by clicking on the edit icon available.

List of Hospitals

- Admin can add a new hospital by clicking on the **Add hospital** button present on the top right side of the portal and fill in the required details:

1. Name

2. Registration number

3. Affiliation

4. Unit Type

5. Contact number

6. Address

7. Status(Active/Inactive)

8. Remarks

- Admin can view the details by clicking on **View** icon available in front of every entry.
- Admin can edit/update the details by clicking on the **Edit** icon available.
- Admin can finally submit the Hospital details after adding/editing by clicking on the **Submit** button.

Note: Once the Submit button is clicked, changes cannot be done.

- After submission admin can only edit/update the status of the hospital entries by clicking on the edit icon available.

Details of Doctor

In this section, doctor details can be added.

- Admin can edit/update the details by clicking on the **Edit** icon available.
- Admin can add the doctor details by clicking on the **Add doctor details** button present on the top right side of the portal and fill in the required information:
 1. Whether University Doctor or Not (Yes/No)
 2. Visiting Hours Start
 3. Visiting Hours End
 4. Visiting Days
 5. Visiting Status (Full Time/visiting/resident)
 6. Specialty
 7. Any Other Information
 8. Status (Active/Inactive)
- Admin can finally submit the Doctor's details after adding/editing by clicking on the **Add details** button.
- Admin can bulk import the doctor details by clicking on **Import Doctor Details** button.

Doctor Specialty

In this section, doctor specialty can be added.

- Admin can view the details by clicking on **View** icon available in front of every entry.
 - Admin can edit/update the details by clicking on the **Edit** icon available.
-

1. Specialty

2. Description

3. Status (Active/Inactive)

- Admin can finally submit the Doctor's specialty after adding/editing by clicking on the "Add type" button.

Record

- Admin can monitor the existing records through Admin Login by applying the following filters namely :

1. Membership Number

2. Membership Type

3. Health Center

4. Are you a dependent of the member or not ?

5. Dependent

6. Doctor

7. Referred To Another Hospital

8. Hospital

9. Health Record Date

- The employee can view/check their records by login into their dashboard.

Add Record

Admin can add records of employee and their dependents by clicking on the **Add Record** button present on the top right side of the portal and fill in the required details:

1. Membership
 2. Member(Depends on membership selected)
 3. Membership Type(Depends on membership selected)
 4. Health Center(Depends on membership selected)
 5. Are you a dependent of the member or not?(YES / NO)
 6. Dependent (If dependent status equals to YES)
 7. Date(Select from Calendar)
 8. Purpose
 9. Facility Avail
 10. Dr. Name
 11. Prescription
 12. Referred to another Hospital
 13. Hospital (If Referred To another Hospital equals to Yes)
-

Admin can view the details by clicking on view icon available in front of every entry.

Edit

Admin can update/edit the details by clicking on edit icon.

Submit

Admin can finally submit the details after adding/editing by clicking on the Submit button.

Uploads

Admin can upload multiple documents for a single record by clicking on **Add Uploads** button located inside the view icon of a record.

Note: Once the Submit button is clicked, changes cannot be done.

Membership

In this section, Employee can apply for membership from their health dashboard and Admin can add membership on behalf of employee by clicking on

Add Membership button.

Add Membership

Admin can also allocate membership offline individually by clicking on the **Add Membership** button present on the top right side of the portal and fill in the required details:

1. Member Type (Employee/Student)
2. Member (Name of the member)
3. Health Center (Select from the dropdown)
4. Membership Type (Select from the dropdown)

6. Validity Type (Lifetime/Valid_till/Superannutation)

7. Valid From (Select from the Calendar)

8. Valid Till (Select from the Calendar)

View

Admin can view the details by clicking on view icon available in front of every entry.

Edit

Admin can update/edit the details by clicking on edit icon.

Subscribe

Employees can enroll themselves for the membership by clicking on enroll icon.

Print Card

Admin/Employees can print the cards of their records by clicking on the print icon.

Print OPD Slip

Admin/Employees can print the OPD Slip for the membership applied by clicking on print opd slip icon.

Inactive

Admin can inactive those membership whose subscription period is over and want to renew their membership.

Cancel

Employee can cancel their applied or active membership by clicking on cancel button on their health dashboard.

Map Employee Dependents with the Membership

Admin can map the dependents of an employee with their active membership.

Add Dependents

Admin can add the dependents information for an employee active membership by clicking on the **Add Dependents** button located inside the view icon of a membership and fill in the required details :

1. Employee Dependent (Employee Family Members)
2. Name
3. Relation
4. Gender
5. Date Of Birth

View

Admin can view the details by clicking on view icon available in front of every entry.

Update

Admin can update the status of the employee dependents mapped with the membership.

Print OPD Slip

Admin can print the OPD Slip of the employee dependents mapped with the membership.

Doctor Time

- Admin can view the doctor timings based on their speciality, which are added in the settings.

- Admin can monitor the existing records of membership subscriptions, subscribed by the Employee itself through Employee login.
- When the employee applies for a subscription and pays the amount associated with the membership, its entry is reflected in this section.

View

Admin can view the details by clicking on view icon available in front of every entry.

Update

Admin can update/edit the details by clicking on edit icon.

Note: No changes can be made once the subscription status is active.

Logs

Admin can view the history of all the actions performed in the health module like subscribe membership, cancel membership, update membership details etc.

Reports

This section consists of six types of reports namely:

1. Membership Type Report
 2. Membership Report
 3. Membership Subscription Report
 4. Health Record Report
-

6. Membership Dependents Report

Membership Type Report

- Admin can generate membership type report based on the following parameters namely:

1. Health Center (Select from dropdown)
2. Member Type (Employee/Student)
3. Validity Type (Lifetime/Valid_till/Superannutation)
4. Fee Applicable Status (Yes/No)
5. Status (Active/Inactive)
6. Submit Status (Submitted/Not Submitted)

- We can generate the membership type report by clicking on the **Fetch Detail button**.
- We can export the membership type report in the form of CSV by clicking on **CSV button**.
- We can copy the membership type report data by clicking on **Copy button**.
- We can download the pdf of the membership type report by clicking on **PDF button**.

Membership Report

- Admin can generate the membership report based on the following parameters namely:

1. Membership number
 2. Member (Select from dropdown)
-

-
4. Membership Type (Select from dropdown)
 5. Member Type (Employee/Student)
 6. Validity Type (Lifetime/Valid_till/Superannutation)
 7. Membership Status (Active/Inactive)
 8. Membership Cancel Status (Yes/No)
 9. Valid From (Select from Calendar)
 10. Valid Till (Select from Calendar)
 11. Membership Date (Select from Calendar)
- We can generate the membership report by clicking on the **Fetch Detail button**.
 - We can export the membership report in the form of CSV by clicking on **CSV button**.
 - We can copy the membership report data by clicking on **Copy button**.
 - We can download the pdf of the membership report by clicking on **PDF button**.

Membership Subscription Report

- Admin can generate membership subscription report based on the following parameters namely:
 1. Membership number
 2. Member (Select from dropdown)
 3. Health Center (Select from dropdown)
-

5. Subscripton Status (Pending/Active/Cancel)

6. Payment Mode (Online/Offline)

7. Fee Status (Pending/Paid)

8. Order Id

9. Transaction Date(Select from Calendar)

- We can generate the membership subscription report by clicking on the **Fetch Detail button**.
- We can export the membership subscription report in the form of CSV by clicking on **CSV button**.
- We can copy the membership subscription report data by clicking on **Copy button**.
- We can download the pdf of the membership subscription report by clicking on **PDF button**.

Health Record Report

- Admin can generate the health record report based on the following parameters namely:

1. Membership Number (Select from dropdown)

2. Membership Type (Select from dropdown)

3. Health Center(Select from dropdown)

4. Are you a dependent of the member or not?(YES / NO)

5. Doctor (Select from dropdown)

7. Hospital(Select from dropdown)

8. Record Submit Status (Yes/No)

9. Health Record Date (Select from Calendar)

- We can generate the health record report by clicking on the **Fetch Detail button**.
- We can export the health record report in the form of CSV by clicking on **CSV button**.
- We can copy the health record report data by clicking on **Copy button**.
- We can download the pdf of the health record report by clicking on **PDF button**.

Membership Expiry Report

- Admin can generate the membership expiry report based on the following parameters namely:

1. Time Interval (Select from dropdown)

- By clicking **Generate** button , a report will be generated under which the memberships are going to expire within the selected time interval.
- We can export the membership expiry report in the form of CSV by clicking on **CSV button**.
- We can copy the membership expiry report data by clicking on **Copy button**.
- We can download the pdf of the membership expiry report by clicking on **PDF button**.

Membership Dependents Report

- Admin can generate the membership dependents report based on the following parameters namely:
-

2. Membership Type (Select from dropdown)

3. Health Center(Select from dropdown)

4. Status (Active/Inactive)

- We can generate the membership dependents report by clicking on the **Generate button**.
- We can export the membership dependents report in the form of CSV by clicking on **CSV button**.
- We can copy the membership dependents report data by clicking on **Copy button**.
- We can download the pdf of the membership dependents report by clicking on **PDF button**.

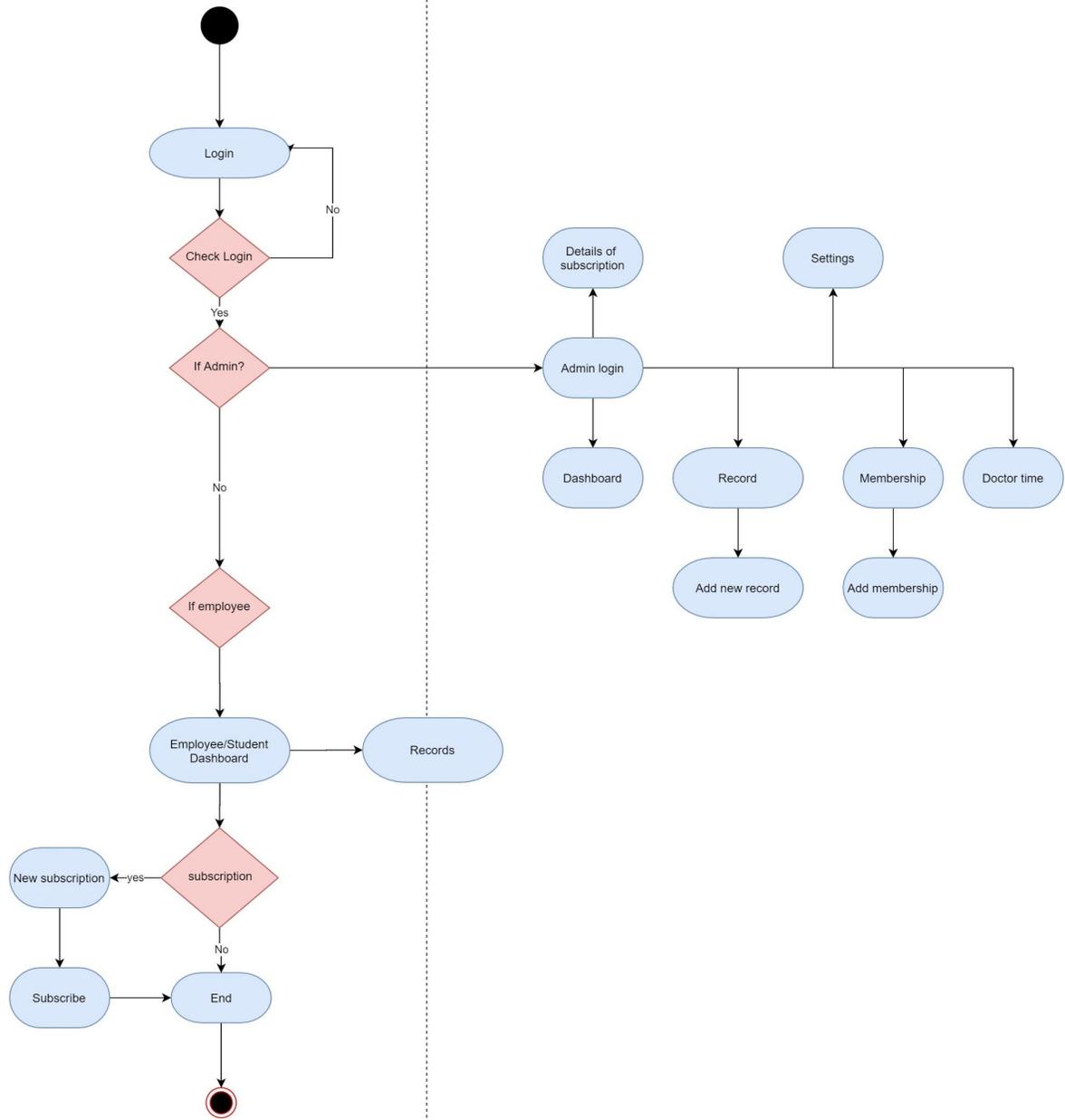
Annexure

Roles

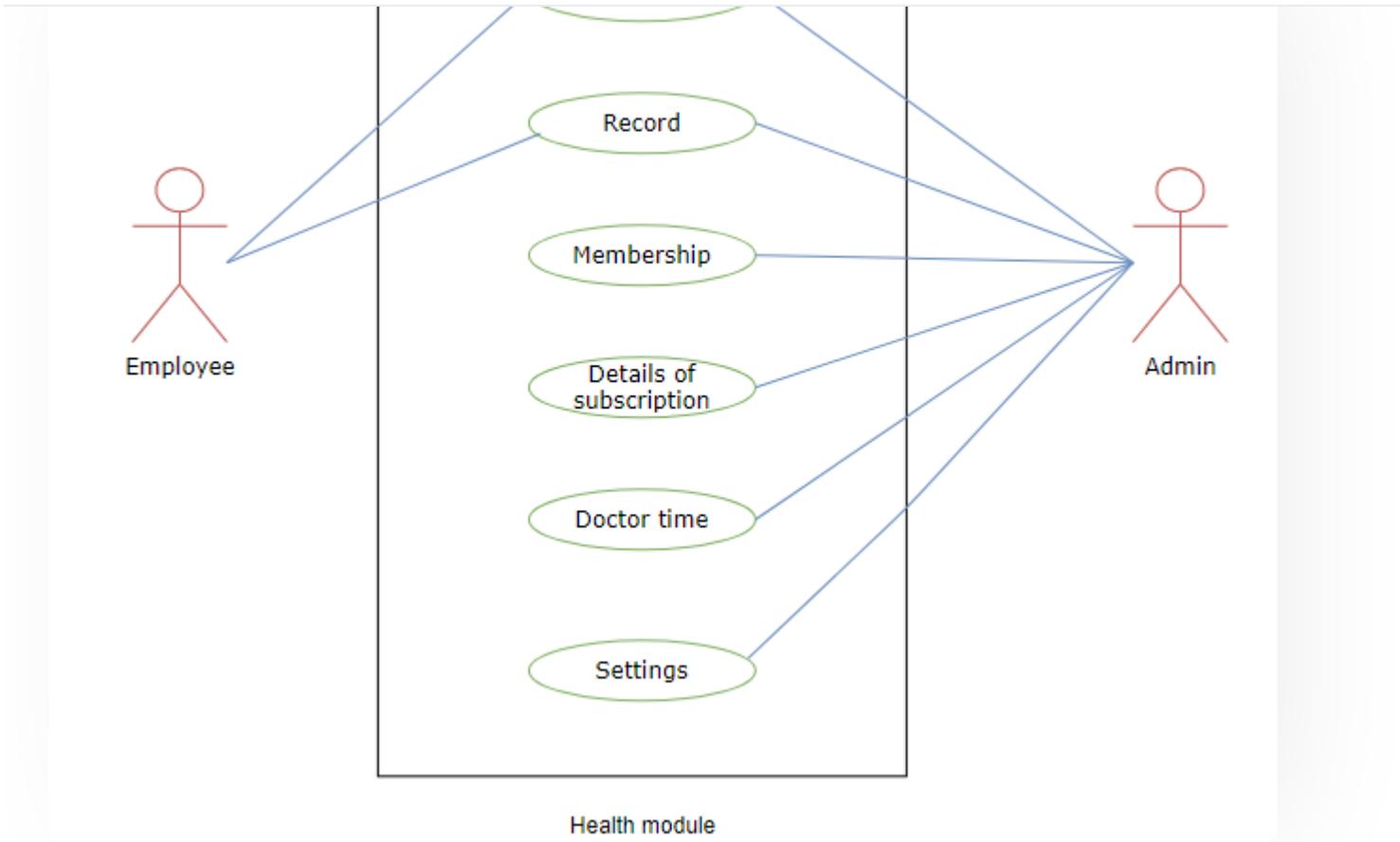
Role Name	Description
<i>health_admin</i>	Can configure the Setting, Add memberships, Monitor records of the employees who have taken any membership, etc.
<i>health_admin_view</i>	The same role as Health_Admin but with viewing rights only.
<i>employee-health</i>	Can subscribe for membership, check their records

Workflow Diagrams

Activity Diagram



Use Case Diagram



External Resources

[Module Training Video ↗](#)

[Edit this page](#)

[← Grievance Management](#)

[Hostel Management →](#)

INTRO

Getting Started

Module Breakup and Prerequisites

Academics
Alumni Portal
Evaluation & Grading
Evaluation & Grading (for evaluator)
Hostel Management
Programme Management System
Student Feedback Management
Training and Placement

ACCOUNTS & FINANCE

Bill Tracking System
Budget & Accounts
Endowment
Payroll Management System
Research Project & Management System

ADMISSIONS

CU Admission Userguide
CUCET Administrative Portal - CUSB
CUCET User Guide for Registration 2021
DU Admission - PG
DU Admission - UG
DU Admission Backend

BASE MODULES

University Profile - Organizational Unit & Organigram
User Administration

DATA MANAGEMENT

Content Federation System System

EMPLOYEE SERVICES

Career Advancement Scheme
Employee Management - Admin
Employee Management - Non Teaching
Employee Management - Teaching
Knowledge
Leave Management System
ToT Management

GOVERNANCE

Affiliation Management
Estate Management System
File Management & Tracking System
Inventory Management System
IT Service Desk
Legal Case Management System
Residence Allocation (E-housing)
RTI Management System

RECRUITMENT

Recruitment Management (Candidate Portal) - Non-Teaching
Recruitment Management (Candidate Portal) - Teaching

Screening Process of Non-Teaching Recruitment
Screening Process of Teaching Recruitment
Screening Process of Teaching Recruitment- University of Delhi
Recruitment Management System (Teaching) - Admin Portal

UNIVERSITY FACILITY

Orchestrance management

Health Management System

Security Management System

Sports Management System

Transport Management System