



# Static Survey of Medical Institutions Hospital Questionnaire

Note: Do not fill in spaces marked with \*.

(as of 1st October 2023)

* Ref. Number				* Health center code				* Municipality code								
(1) Address of the institution		〒 TEL										(3) Details of non-practice				
(2) Name of the institution												1 Temporarily closed.				
												2 Not in practice for a year or longer.				
Corporate Number												3 Not in practice for less than a year.				
(4) Establishing organization				(8) Clinical special Circle all that apply.									(9) Number of patients			
Circle the one that applies from 01-26. Establishing organizations marked with * must circle 27, too, if you are a medical educational institution.				Proclaimed Not in practice in September Only specific days of the week Circle clinical specialties advertise, clinical specialties not practiced in September, and clinical specialties in practice only on specific days of the week.									Total number of outpatients in September		Number of existing inpatients as of 24:00 hours of 30th September	
01 MHLW				01 01 01 Internal medicine									Persons		Persons	
02 National Hospital Organizations				02 02 02 Respiratory medicine									Persons		Persons	
03 National University Corporation*				03 03 03 Cardiovascular medicine									Persons		Persons	
04 Japan Organization of Occupational Health and Safety (JOHAS)				04 04 04 Gastroenterological medicine									Persons		Persons	
05 National Research Center for Advanced and Specialized Medical Care				05 05 05 Renal medicine									Persons		Persons	
06 Japan Community Health Care Organization				06 06 06 Neurology									Persons		Persons	
07 Others				07 07 07 Diabetes and endocrinology (Internal medicine of metabolism)									Persons		Persons	
08 Prefectures*				08 08 08 Hematology									Persons		Persons	
09 Municipalities*				09 09 09 Dermatology									Persons		Persons	
10 Local Incorporated Administrative Agencies*				10 10 10 Allergy									Persons		Persons	
11 Japan Red Cross				11 11 11 Rheumatology									Persons		Persons	
12 Saiseikai Imperial Gift Foundation				12 12 12 Infectious diseases medicine									Persons		Persons	
13 Hokkaido Social Service Association				13 13 13 Pediatrics									Persons		Persons	
14 National Welfare Federation				14 14 14 Psychiatry									Persons		Persons	
15 Federation of National Health Insurance Organizations				15 15 15 Psychosomatic medicine									Persons		Persons	
16 Health insurance societies and their federations				16 16 16 Surgery									Persons		Persons	
17 Mutual aid associations and their federations				17 17 17 Respiratory surgery									Persons		Persons	
18 National Health Insurance Societies				18 18 18 Cardiovascular surgery									Persons		Persons	
19 Public interest corporations				19 19 19 Breast surgery									Persons		Persons	
20 Medical corporations				20 20 20 Broncho-esophagological surgery									Persons		Persons	
21 Private university corporations*				21 21 21 Gastroenterological surgery									Persons		Persons	
22 Social welfare corporations				22 22 22 Urology									Persons		Persons	
23 Health Co-operative Association of JCCU				23 23 23 Proctological surgery									Persons		Persons	
24 Business corporations				24 24 24 Neurosurgery									Persons		Persons	
25 Other corporations				25 25 25 Orthopedic surgery									Persons		Persons	
26 Individuals				26 26 26 Plastic surgery									Persons		Persons	
27 Medical educational institutions (regrouped)				27 27 27 Cosmetic surgery									Persons		Persons	
(5) Number of beds permitted				28 28 28 Ophthalmology									Persons		Persons	
Psychiatric beds				29 29 29 Otorhinolaryngology									Persons		Persons	
Infectious diseases beds				30 30 30 Pediatric surgery									Persons		Persons	
Tuberculosis beds				31 31 31 Obstetrics and gynecology									Persons		Persons	
Long-term care beds				32 32 32 Obstetrics									Persons		Persons	
General beds				33 33 33 Gynecology									Persons		Persons	
Total				34 34 34 Rehabilitation									Persons		Persons	
Convalescence rehabilitation ward (regrouped)				35 35 35 Radiology									Persons		Persons	
Dementia ward (regrouped)				36 36 36 Anesthesiology									Persons		Persons	
(6) Consultations covered by social insurance, etc. Circle one below.				37 37 37 Pathological diagnosis									Persons		Persons	
1 Insured medical care institution				38 38 38 Laboratory medicine									Persons		Persons	
2 Self-funded consultation only				39 39 39 Emergency medicine									Persons		Persons	
(7) Designated as an emergency institution Circle one below.				40 40 40 Dentistry									Persons		Persons	
1 Available				41 41 41 Orthodontics									Persons		Persons	
2 Not available				42 42 42 Pediatric dentistry									Persons		Persons	
				43 43 43 Dentistry and oral surgery									Persons		Persons	

Continued on the next page.

(10) Outpatients in September				(17) Official consultation hours								Provide total hours (Consider 1 to 59 minutes as 0.5 hours.)							
Number of new outpatients																Hour			
(11) Prescriptions, etc.				Provide data of September.				Official consultation hours								Circle all the time periods when regular consultation is provided.			
Number of prescriptions for outpatients (Total in September)		Number of in-hospital prescriptions				Out-hospital prescriptions issued				Day of the week		Morning	Afternoon	6PM-7PM	7PM-8PM	8PM-9PM	9PM-10PM	10PM -	
Narcotics for medical use prescribed		1 Available		2 Not available						Monday		1	2	3	4	5	6	7	
										Tuesday		1	2	3	4	5	6	7	
										Wednesday		1	2	3	4	5	6	7	
										Thursday		1	2	3	4	5	6	7	
										Friday		1	2	3	4	5	6	7	
										Saturday		1	2	3	4	5	6	7	
										Sunday		1	2	3	4	5	6	7	
										Holiday		1	2	3	4	5	6	7	
(12) Discharge planning support staff				Provide the number of support staff, if any, as of 1st October.				(18) State of preventive measures against passive smoking								Circle the one that applies for each item below.			
1 With staff ( ) p)										Total smoking ban on premises		1 Smoking is banned. 2 Smoking is allowed.							
2 Without staff										Smoking sections set up and measures taken to prevent smoke from escaping.		1 Installed 2 Not installed							
(14) Emergency care systems				Primary and secondary emergency care systems Circle all that apply				(19) State of in-hospital childcare service for staff								Circle all that apply for each item below.			
1 Primary system (medical care institutions providing medical care to emergency patients of a mild degree at night and on holidays)										1 In-hospital facility used		Nighttime childcare service		1 Available 2 Not available					
2 Secondary system (emergency medical care institutions for patients requiring hospitalization)										2 External facility used		Sick child care service		1 Available 2 Not available					
3 Neither primary nor secondary systems in place										3 Not applicable		Users of facilities		1 Physicians/dentists of the responding institution 2 Nurses/assistant nurses of the responding institution 3 Other staff of the responding institution 4 Staff of adjoining facilities 5 Others					
Emergency services at night (including midnight)		Available		N/A															
Circle the one that applies for each item below.		Almost every day		Others															
Internal medicine diseases		1		2		3													
Pediatric (incl. pediatric surgery) diseases		1		2		3													
Surgical diseases		1		2		3													
Neurosurgical diseases		1		2		3													
Obstetrics (incl. delivery) diseases		1		2		3													
Multiple injury		1		2		3													
Psychiatric emergency care systems		1 With a system		2 Without system															
Circle the one that applies for each item below.		Available		3 N/A															
Emergency services at night (including midnight)		1 Almost every day		2 Others															
(15) Specialty outpatient service				Circle all that apply.				(20) Availability of ordering systems								Circle all that apply.			
1 Smoking cessation outpatient service										1 In place		1 Exam 2 Radiology 3 Drugs 4 Nutrition 5 Others							
2 Midwife outpatient service										2 Not in place									
(16) Use of external services				All Part Not outsourced				(21) Availability of Picture Archiving and Communication System (PACS)											
Meals (for patients)		1		2		3				1 In place		Filmless operation		1 All cases 2 Some areas					
Sterilization (treatment tools)		1		2		3				2 Scheduled to be introduced									
Maintenance and inspection (medical devices)		1		2		3				3 No plan to be introduced		To be introduced in		1 FY2023 2 FY2024 3 FY2025 4 FY2026 or thereafter					
Laboratory test		1		2		3													
Maintenance and inspection (medical gas supply facilities)		1		2		3													
Cleaning		1		2		3													
Transportation of patients		1		2		3													

(22) Computerized medical records system										(26) State of home medical care services conducted									
1 Installed in the entire medical institution										Excluding services by adjoining facilities									
2 Installed in some parts of the medical institution										Circle the one that applies and provide the number of cases in September									
3 Installation scheduled										Home services by medical care insurance, etc.									
4 No plan for installation										1 Available 2 Not available									
										Home visit by physician 01 cases									
										Regular home-visit medical care 02 cases									
										Home-visit dental care 03 cases									
										Emergency transport with physician 04 cases									
										Home-visit nursing care and guidance 05 cases									
										Psychiatric home-visit nursing care and guidance 06 cases									
										Home-visit rehabilitation and management 07 cases									
										Giving medical instructions to home-visit nursing care station 08 cases									
										Home end-of-life care 09 cases									
										Home services by long-term care insurance 1 Available 2 Not available									
										Home care management and guidance (incl. care prevention service) 10 cases									
										Home-visit nursing care (incl. care prevention service) 11 cases									
										Home-visit rehabilitation (incl. care prevention service) 12 cases									
(23) Computerization of medical data										(27) Special care equipment									
(20) Ordering system is "1 In place,"										Number of beds									
(21) Picture Archiving and Communication System (PACS) is "1 In place,"										Number of patients served in September									
(22) Computerized medical records system is "1 Installed to all areas of the institution," or "2 Installed to some areas of the institution."																			
Location of data storage Circle all that apply.										Fill out only if any of the following applies									
1 Stored in server devices, etc., in the medical institution																			
2 Stored by outsourcing external service										Use of ASP/SaaS (cloud-type)									
										1 Available 2 Not available									
Data user Circle one below.																			
1 Used only inside the medical institution																			
2 Used in coordination with other medical institutions, etc.										Availability of a network with other medical institutions, etc.									
										1 Available 2 Not available									
How to provide data to patients Circle all that apply.										Fill out 01-06 only if the institution meets the criteria or requirements for medical service payments.									
1 On paper, film, etc.										ICU (Intensive Care Unit) 01 beds Persons									
2 Through an electronic method										SCU (Stroke Care Unit) 02 beds Persons									
3 Data not provided										MFICU (Maternal Fetal Intensive Care Unit) 03 beds Persons									
SS-MIX storage Circle one below.										Bioclean room (excluding operating room) 04 beds Persons									
1 Installed 2 Not Installed										Radiotherapy room 05 beds Persons									
(24) Availability of remote medical system Provide the number installed in September for the number of medical facilities and the total number of cases in September for the number of cases										Chemotherapy room for outpatients 06 beds Persons									
Remote diagnostic imaging										07 applies only if the institution meets the criteria for management fees for NICU. (Including beds at "NICU" included in "management fees for comprehensive peripartum ICU")									
1 Available → Number of requests received (Total of cases from facilities.)										NICU (Neonatal Intensive Care Unit) 07 beds Persons									
2 Not available → Number of requests sent (Total of cases to facilities.)																			
Remote pathological diagnosis										Fill out 08-11 whether the institution meets the criteria or requirements for medical service payments.									
1 Available → Number of requests received (Total of cases from facilities.)										CCU (Coronary Care Unit) 08 beds Persons									
2 Not available → Number of requests sent (Total of cases to facilities.)										GCU (Growing Care Unit) 09 beds Persons									
Remote home medical treatment/care support 1 Available → Total number of inpatients ( p)										PICU (Pediatric Intensive Care Unit) 10 beds Persons									
2 Not available										Depressurized room 11 beds Persons									
(25) Medical safety system Circle the one that applies for each item below.										Number of physicians dedicated to ICU (Intensive Care Unit)									
										Provide the actual number of dedicated physicians									
Physicians Dentists Pharmacists Nurses Clinical radiologists Clinical laboratory technologists Clinical engineers Others Not installed										Number of physicians (actual number) Persons									
Medical safety control committee staff 1 2 3 4 5 6 7 8 9																			
Staff in charge of preventive measures against hospital infection 1 2 3 4 5 6 7 8 9																			
Staff in charge of medical device safety control 1 2 3 4 5 6 7 8 9																			
Staff in charge of drug safety control 1 2 3 4 5 6 7 8 9																			
Staff in charge of medical radiology safety control 1 2 3 4 5 6 7 8 9																			
Dedicated staff in charge of preventive measures against hospital infection										(28) Palliative care Include those which do not meet facility criteria.									
1 With staff ( p) 2 Without staff										Palliative care ward									
Frequency of rounds of visits to inpatients as a preventive measure against hospital infection										1 Available → Number of beds ( )									
1 Almost every day 2 Once or more a wee 3 2-3 times a month										2 Not available → Number of patients served during September ( )									
4 Once a month, approximately 5 Less than once a month																			
Availability of patient consultants										Palliative care team									
1 Available 2 Not available										1 Available → Number of patients in September ( )									
										2 Not available → (Regrouped) Number of patients who newly requested service ( )									

(29) Surgical operations		Number conducted in September		Number of devices
Malignant tumor surgery	1	cases		
Dialysis	2	cases	devices	
Delivery (incl. normal delivery)	3	cases		
Cesarean section (regrouped)	4	cases		
Painless delivery excluding cesarean section (regrouped)	5	cases		
Delivery assistance		Round off to the first decimal place.		
1 Available	Number of physicians (full-time equivalent)	Persons		
	Number of midwives (full-time equivalent)	Persons		
2 Not available	Availability of in-house maternity section	1 Available	2 Not available	

  

(30) Exams conducted		Number of patients in September		Number of devices	
* Number of patients includes those who went through exams associated with surgery.					
Bone mineral density exam	01	Persons			
Bronchofiberscopy*	02	Persons			
Upper endoscopy*	03	Persons			
Colonoscopy*	04	Persons			
Serial angiography	05	Persons			
DSA (regrouped)	06	Persons			
Cardiovascular DR (regrouped)	07	Persons			
Mammography	08	Persons	devices		
RI exam (scintigram)	09	Persons	devices		
SPECT (regrouped)	10	Persons	devices		
PET	PET	11	Persons	devices	
	PETCT	12	Persons	devices	
CT	Multislice CT	64-slice or more	13	Persons	devices
		16-slice - 64-slice	14	Persons	devices
		4-slice - 16-slice	15	Persons	devices
		Under 4-slice	16	Persons	devices
	Others	17	Persons	devices	
MRI	3.0T or higher	18	Persons	devices	
	1.5T - 3.0T	19	Persons	devices	
	Under 1.5T	20	Persons	devices	
3D image processing	21	Persons			
Coronary CT/Heart MRI (regrouped)	22	Persons			

  

(31) Radiotherapy conducted		Number of patients in September		Number of devices
Provide the number of patients based on the number of irradiation records or exam records.				
Targeting device	X-ray simulator	1	Persons	devices
	CT simulator	2	Persons	devices
Radiotherapy planning system		3	Persons	devices
Radiotherapy (external irradiation)		4	Persons	
	Linear accelerator/Microtron (regrouped)	5	Persons	devices
	Gamma Knife/CyberKnife (regrouped)	6	Persons	devices
Radiotherapy (intracavitary irradiation/implant radiation)		7	Persons	

  

(32) Dental care equipment		Circle all that the institution owns.	
1	Dental chair ( chairs)	* Enter the number of dental chairs owned by the institution.	
2	Dental panoramic X-ray equipment		
3	Dental CT equipment		
4	Microscope for surgery		
5	Sterilization equipment (Autoclave, etc.)		
6	Portable dental unit		
7	Dental CAD/CAM equipment		
8	Digital intraoral scanner		
9	Extra-oral vacuum		

  

(33) Availability of home-visit dental care	
1	Available
2	Not available

  

(34) Working systems of nursing staff in wards	
Provide information on working systems of nurses/assistant nurses by ward.	
Determine the ward by the most prevalent type of beds if the ward has multiple types of beds.	

  

	Nurses/assistant nurses assigned	Period (Shift)	Make-up of a nurse unit (By number of nurses/assistant nurses)		
			1	2	3 or more
General ward	Three-shift system	Persons	Twilight shift		
		Persons	Midnight shift		
	Two-shift system	Persons	Night shift		
	Duty system/others	Persons	Night shift		
Long-term care ward	Three-shift system	Persons	Twilight shift		
		Persons	Midnight shift		
	Two-shift system	Persons	Night shift		
	Duty system/others	Persons	Night shift		
Psychiatric/tuberculosis ward	Three-shift system	Persons	Twilight shift		
		Persons	Midnight shift		
	Two-shift system	Persons	Night shift		
	Duty system/others	Persons	Night shift		

  

(Example) A ward under a three-shift system with 20 nurses/assistant nurses forming nursing units (3 persons for twilight shift and 2 for midnight shift per unit)					
	Nurses/assistant nurses assigned	Period (Shift)	Make-up of a nurse unit (By number of nurses/assistant nurses)		
			1	2	3 or more
Three-shift system	20 Persons	Twilight shift			1
		Midnight shift		1	

  

(35) Training for new nursing staff		
1	With new nursing staff	
<div> <div></div> <div> 1 Training provided based on the training guidelines for new nursing staff.  2 Training provided but not based on the training guidelines for new nursing staff.  3 Training not provided for new nursing staff. </div> </div>		
	2	Without new nursing staff

(36) Number of health professionals		Provide the number as of 1st October									
Type of profession		Actual number of full-time professionals					Number of part-time professionals (converted to full-time equivalent) (Rounded off to the first decimal place)				
							↓ Decimal point				
01	Physicians										
02	Dentists										

( Note )

- 1) Consider those who fully work 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.
- 2) 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.

$$\left[ \begin{array}{l} \text{Full-time} \\ \text{equivalent} = \frac{\text{Total number of hours worked per week by} \\ \text{health professionals (excluding overtime)}}{\text{Number of hours per week (prescribed} \\ \text{working hours) that full-time employees at} \\ \text{medical institutions should work}} \end{array} \right]$$

\* If the number of hours per week is less than 32, use 32 as the denominator.

See "Survey Manual" for details of full-time conversion.

- 3) For "01 Physicians" and "02 Dentists," provide the actual number of "full-time" and full-time equivalent for "part-time," respectively.

- 4) For "03 Pharmacists," "04 Public health nurses," "05 Midwives," "06 Nurses," and "07 Assistant nurses," provide the actual number that combines "full-time" and "part-time" and full-time equivalent that combines "full-time" and "part-time."

Neither the actual number nor the full-time equivalent should be left blank.

Provide the answers so that the actual number  $\geq$  full-time equivalent.

- 5) "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.

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

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

Thank you for your cooperation.