



## REGULATIONS GOVERNING THE ESTABLISHMENT AND OPERATION OF PATIENT VISIT AND WELFARE COUNCILS AND THE MANAGEMENT OF THE PATIENT WELFARE FUNDS OF GOVERNMENT HOSPITALS

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The following Regulations, which have been approved by the Council of Ministers, are published for public information purposes.

### PATIENT WELFARE COUNCILS

1.-(1) A Patient Visit and Welfare Council, which sees to the welfare of the patients treated at said Hospital, as well as those discharged after treatment, is established in every Government Hospital.

For the purposes of these Regulations, "Government Hospital" means the Nicosia General Hospital, the Archbishop Makarios III Hospital, the Government Hospitals in each District, the Athalassa Psychiatric Hospital and any other Government Hospital as determined by the Minister of Health.

(2) In implementing its mission, the Council may:

- (a) submit to the head of the Hospital recommendations on matters directly affecting the general welfare and amenities of the patients treated at the Hospital;
- (b) in consultation with the officers in charge at the Hospital, make arrangements to provide entertainment to patients receiving treatment and satisfy any spiritual needs they may have;
- (c) obtain or accept monies, supplies and other means to fulfil its objectives;
- (d) provide financial assistance, in accordance with the framework established by it, to patients who are either receiving treatment at the Hospital or are discharged, with due regard to their needs and those of their families, as well as their own financial means.

(3) Each member of the Council may, in implementing his/her mission, visit the Hospital in good time to review the social, financial and entertainment needs of the patients. The member submits relevant reports to the Council.

(4) The head of each Hospital informs the Council on problems arising from time to time and which may affect the welfare of patients.

2.-(1) Each Council is composed of the District Officer of the District concerned or his/her representative, the Mayor of the municipal area concerned or his/her representative, the Head of the Hospital concerned, a Social Worker, designated by the Director of the Department of Social Welfare Services and seven other persons appointed by the Minister of Health for a period of two years. Such appointments may be renewed for additional periods.

The positions of President and Vice-President of the Council shall be held by the District Officer and the Mayor respectively. The Head of the Hospital concerned acts as Secretary and Treasurer of the Council.

(2) The Head Sister of the Hospital concerned may attend the meetings of the Council.

(3) The President and five members of the Council shall form a quorum. The decisions of the Council shall be taken by simple majority vote of the members present entitled to vote. In case of equality of votes, the President has the casting vote.

(4) The President of the Council sees to the keeping of the minutes of the Council's meetings, copies of which are sent to the Minister of Health by the President. The Council must meet at least once every two months.

3. For purposes of addressing specific issues or promoting its work in general, the Council may appoint sub-committees, which shall be composed of members of the Council and/or non-members. The operation and duties of the sub-committees shall be determined by decision of the Council.

#### **PATIENT WELFARE FUNDS**

4.-(1) All the sums of money obtained or made available for the welfare of patients and their families are deposited in the Patient Welfare Fund of the Hospital concerned, which comes under the general management of the Hospital's Patient Welfare Council.

(2) The Patient Welfare Fund pays out financial assistance to destitute patients during their treatment, as well as allowances for the following expenses:

- (a) personal clothing and footwear;
- (b) means of transportation upon their discharge from the hospital;
- (c) small gifts;
- (d) entertainment;
- (e) spiritual services (holy unction, holy communion, etc.).





(3) The Fund's resources may also be used for the purchase of hospital equipment, provided the Council decides that such equipment is absolutely necessary in fulfilling the immediate treatment or healthcare or welfare needs of the patients:

Provided that the cost of this equipment is paid from the resources of the Fund or from donations obtained on the initiative of the members of the Council or members of the Committees appointed by it. Further provided that the purchase of such equipment shall be made by a Sub-committee comprising a representative of the Director of Medical Services and the Public Health Service, a representative of the Department of Electrical and Mechanical Services and three members of the Council.

(4) Financial assistance may also be granted by the Fund to patients discharged from the Hospital, if demonstrated that they will be faced with financial difficulties upon their discharge.

(5) The Head of the Hospital may spend from the Fund, on any cause, an amount not exceeding £100, as fixed from time to time by the Council, upon signing a cheque to that effect. Any expenditure exceeding the amount fixed by the Council requires the prior approval of the Council. In said cases, the cheque is signed by the President and one of the members of the Council.

(6) All necessary books and accounts of the Fund shall be kept in accordance with the instructions issued, from time to time, by the Minister of Health and shall be audited by the Auditor General of the Republic. The Fund's statement of account at the end of the fiscal year, together with the Auditor General's report, shall be notified to the Minister of Health and to the Welfare Council concerned.

(7) The Regulations governing the establishment and operation of the Patient Visit and Welfare Councils and the management of the Patient Welfare Funds of Government Hospitals, published in the Cyprus Government Gazette of the 24th of October 1975 under No. 1616, are abolished on the date of publication of these Regulations. Nonetheless, all the members of the Councils appointed under the previous Regulations may continue to serve thereon until the expiry of their term of office.

G.G. Annex III(I)  
No. 4328 16.1.2009

RAA 18/2009



No. 18

**REGULATIONS AMENDING THE REGULATIONS GOVERNING THE ESTABLISHMENT AND  
OPERATION OF PATIENT VISIT AND WELFARE COUNCILS AND THE MANAGEMENT OF PATIENT  
WELFARE FUNDS OF GOVERNMENT HOSPITALS**

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**Amendment of Regulation 4**

Paragraph (6) of Regulation 4 of the Basic Regulations published in the Government Gazette dated 13.1.1989 under No. 2376 is replaced as follows:

"4.-(6) All necessary books and accounts of the Fund shall be kept in accordance with the instructions issued, from time to time, by the Minister of Health and the Patient Visit and Welfare Council shall be responsible for their audit by a private auditor. The Fund's statement of account at the end of the fiscal year, together with the private auditor's report, shall be notified to the Minister of Health."



Αριθμός 18

ΚΑΝΟΝΙΣΜΟΙ ΟΙ ΟΠΟΙΟΙ ΤΡΟΠΟΠΟΙΟΥΝ ΤΟΥΣ ΚΑΝΟΝΙΣΜΟΥΣ ΠΟΥ ΔΙΕΠΟΥΝ ΤΗ ΣΥΣΤΑΣΗ ΚΑΙ  
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Τροποποίηση του Κανονισμού 4

Η παράγραφος (6) του Κανονισμού 4 των βασικών κανονισμών που δημοσιεύθηκαν στην Επίσημη  
Εφημερίδα της Δημοκρατίας με αρ. 2376, ημερ. 13.1.1989 αντικαθίσταται με τα εξής:

«4.-(6) Θα τηρούνται όλα τα απαιτούμενα βιβλία και λογαριασμοί του Ταμείου, σύμφωνα με  
οδηγίες που εκδίδονται από καιρό σε καιρό από τον Υπουργό Υγείας, θα ελέγχονται δε αυτά με  
ευθύνη του Συμβουλίου Επισκέψεων και Ευημερίας Ασθενών από ιδιώτη ελεγκτή. Η κατάσταση  
του Ταμείου κατά το λήξαν δημοσιονομικό έτος, μαζί με την έκθεση του ιδιώτη ελεγκτή, θα κοινο-  
ποιούνται στον Υπουργό Υγείας.»