



Hasheminejad Kidney Center

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***Welcome to Shahid Hasheminejad Sub-specialized  
Renal and Urethral Diseases Center***

### **Dear Client**

Welcome to sub-specialized Hasheminejad Hospital. Expressing our thanks for choosing this hospital for meeting your healthcare needs, this is to inform that all physicians and personnel of this center do their best to provide you with the most satisfactory services.

Enjoying very experienced physicians, skilled and effective nursing team and administrative personnel, this center is ready to provide you with services.

Various specialized and sub-specialized wards of this center include Dialysis, Urology, Nephrology, Kidney Graft, General ICU, Cardiac ICU, Post cath, P. CCU, CCU and Endourology.

Such paraclinical units as Echocardiography, Exercise Test, CT Scan, Lithotripsy, Nuclear Medicine, Radiology, Angiography and Clinical and Pathological Lab are also ready to cover all needs of renal patients.

Recruiting the latest technologies within the least possible time, special VIP wards provide the most desirable services to the patients with complementary insurance coverage as well as foreign patients.

Present manual will introduce various parts of this center as much as possible. Inpatient clients may reflect their suggestions and criticism to the ward managers or they may seek help from After-discharge Services Manager for solving their problems, if any, during the daytime.

If you need more information, please visit website of the center at [www.hkc.ir](http://www.hkc.ir).

### **Objective of the Hospital**

Provision of the most desirable healthcare and educational services to all clients of the center

### **Main Values of the Center**

- 1- Customers' satisfaction (customer orientation) is our first priority. Our relation with the customers is based on honesty and trust.
- 2- We appreciate human dignity and piety and believe that it is a key to human resources development and a way toward continuous improvement and progress.
- 3- We believe that paying attention to desirable and continuous quality and culture of excellence is a key to success.
- 4- We always pay due attention to customers' needs, values of the society, and environment protection.
- 5- We believe in promotion of personnel's quality of life, their partnership and addressing innovation of the workforce as a factor in our growth.
- 6- We believe that our success depends on education, teamwork, a mood of partnership and having a sympathetic, favorable and coordinated group, namely "Hasheminejad Work Family".
- 7- It is our ongoing duty to take and apply the latest technology and achieve multilateral development.

### **Expectations of the Hospital from Clients**

- Respecting personnel of the hospital and other clients
- Punctuation, following and observing service provision turns in various units
- Compliance with the rules and regulations of the hospital
- Remaining quiet and keeping the silence and order in the hospital
- Providing correct and timely answers to the information required by the unit managers
- Acceptance of legal requirements and other cases that the clients are required to observe.
- Avoid smoking in the hospital
- Avoid unnecessary crowding and frequentations in the hospital
- Observing ethical and Islamic codes
- Cooperation in keeping and maintenance of general properties of the hospital

**Insurance Companies under Contract with the center**

- 1- Social Security Organization
- 2- Health Services
- 3- Armed Forces
- 4- Imam's Aid Committee
- 5- High Commission for Refugees
- 6- Atieh Sazan Hafez
- 7- Bank Mellat
- 8- Iran Steel Company
- 9- Foreign Currency Board of Trustees
- 10- Prisons Organization
- 11- Municipality

**List of the Centers under Contract with MOHEB Non-profit Health Institute**

**Complementary Insurance Companies**

- 1- Welfare Office of Islamic Republic of Iran's Presidential Office
- 2- Iran Insurance
- 3- Dana Insurance
- 4- Alborz Insurance
- 5- Asia Insurance
- 6- Sina Insurance
- 7- Razi Insurance
- 8- Mellat Insurance
- 9- Iran S.O.S. Insurance
- 10- Tehran Municipality
- 11- Day Insurance
- 12- Islamic Republic of Iran Broadcasting
- 13- Iran Telecommunication Company
- 14- Tehran Province Telecommunication Company
- 15- Information Technology Company
- 16- Mobile Communication Company
- 17- Infrastructure Communication Company
- 18- Parsian Insurance
- 19- Retired Personnel of Oil Company
- 20- Welfare Office of Alzahra University Instructors
- 21- Iran National Steel Company

**Insurance Departments of Banks**

- 1- Bank Markazi
- 2- Bank Refah
- 3- Bank Maskan
- 4- Industry and Mine Bank
- 5- Bank Melli Iran
- 6- Bank Tejarat
- 7- Bank Sepah
- 8- Bank Saderat
- 9- Bank Mellat
- 10- Bank Keshavarzi

## Names of the Physicians who are Members of Faculty and Working in this Center

### *A: Urology*

- 1- **Dr. Masoud Etemadian** Urologist and Fellowship of Endourology
- 2- **Dr. Pejman Shadpour** Urologist and Fellowship of Pediatric Urology and Laparoscopy
- 3- **Mohammad Ali Zargar Shoushtary** Urologist and Fellowship of Kidney Grafting
- 4- **Dr. Hossein Shahrokh** Urologist and Fellowship of Kidney Grafting
- 5- **Dr. Mohammad Javad Soleimani** Urologist and Fellowship of Kidney Grafting
- 6- **Dr. Koosha Kamali** Urologist and Fellowship of Kidney Grafting
- 7- **Dr. Maryam Emami** Urologist
- 8- **Dr. Robab Maghsoodi** Urologist and Fellowship of Endourology and Laparoscopy

### *B: Nephrology*

- 1- **Dr. Ahad Ghods** Internist, Sub-specialty in Adults Renal Diseases
- 2- **Dr. Sasan Eris** Internist, Sub-specialty in Adults Renal Diseases
- 3- **Dr. Ezatollah Abdi** Internist, Sub-specialty in Adults Renal Diseases
- 4- **Dr. Yousef Ataei Pour** Internist, Sub-specialty in Adults Renal Diseases
- 5- **Dr. Hosein Nezaghashti** Internist, Sub-specialty in Adults Renal Diseases
- 6- **Dr. Shahrzad Osareh** Internist, Sub-specialty in Adults Renal Diseases

### *C: General Surgery*

- 1- **Dr. Morteza Khavanin Zadeh** General Surgeon, Sub-specialty in Vascular Surgery
- 2- **Dr. Shervin Najafi Zadeh** General Surgeon, Sub-specialty in Vascular Surgery

### *D: Cardiovascular*

- 1- **Dr. Mehrshad As'adi** Cardiologist and Fellowship of Interventional
- 2- **Dr. Nazanin Aghel** Cardiologist E: Radiology
- 3- **Dr. Minoos Narooei Nejad** Radiologist
- 4- **Dr. Darioush Saedi** Radiologist
- 5- **Dr. Hassan Jafari** Radiologist

***E: Nuclear Medicine***

1- **Dr. Mansour Movahed**

Specialist in Nuclear Medicine

2- **Dr. Sepideh Hekmat**

Specialist in Nuclear Medicine

***F: Anesthesia***

1- **Dr. Mahmoud Reza Mohaghegh**

Anesthesiologist

2- **Dr. Gholamreza Movaseghi**

Anesthesiologist

3- **Dr. Masoud Ghorbenloo**

Anesthesiologist

***G: Pathology***

1- **Dr. Mojgan Asgari**

Pathologist

2- **Dr. Tina Shoushtari Zadeh**

Pathologist

**Location of Various Units of the Center**

Laboratory	Ground Floor	513
Angiography	Basement Floor	411
Taxi Service	Ground Floor	482
Emergency Ward	Ground Floor	540
Echocardiography and Exercise Test	Ground Floor	558
Operation Rooms	First Floor	272
Men's Urology (Omid)	First Floor	250
Bank	Ground Floor	539
Reception	Ground Floor	532
Pathology	Ground Floor	517
Nuclear Medicine	Ground Floor	553
Nursing Station	Second Floor	332
Graft	First Floor	237
Nutrition	Second Floor	331
Discharge	Ground Floor	537

Pharmacy	Ground Floor	538
Dialysis	Basement Floor	500
Clinic	Next to Hospital	400
Radiology	Basement Floor	430
Restaurant	Basement Floor	444
Head Office	Second Floor	300
Management	Second Floor	305
Shafa (Women and Children)	Second Floor	360
Lithotripsy	Ground Floor	555
CT Scan	Ground Floor	560
Sonography	Basement Floor	431
Cashier	Ground Floor	535
Coffee Shop	Ground Floor	484
Social Work	Ground Floor	299
Medical Documents	Ground Floor	562
Moheb 1	Ground Floor	212
Mehr	First Floor	244
Dr. Rasouli Ward	Second Floor	280
Photocopy	Ground Floor	484
Board of Trustees	Second Floor	300
Post CCU	Second Floor	390
General ICU	Second Floor	380
Cardiac ICU	First Floor	240
Soroush Ward	First Floor	229
Women's Praying Room	Basement Floor	
Men's Praying Room	Basement Floor	

### **Emergency Ward**

Emergency ward of any hospital is regarded as the heart of the hospital. Therefore, emergency ward should have all healthcare facilities.

New emergency ward of the center began to work in fall of 2005, after fundamental renovation in western part of the center.

With 6 active beds, 1 CPR bed, 1 triage room and 1 outpatient operation room (outpatient urologic surgeries and connection of emergency subclavian), separate urology and nephrology examination rooms, attended by round-the-clock on-duty intern, this ward is ready to accept many emergency patients.

If it is first time that you refer to this center and you have an emergency patient, please directly refer to emergency ward of this center, where experienced and effective personnel are ready to provide you with the services, maintaining full equipment.



### **Inpatient Wards**

#### **Urology**

With a capacity of 32 beds in Omid Ward (renal and urogenital surgery for women and children) and 16 beds in Soroush Ward (Endourology), urology ward of this center accepts the patients in need of treatments for the above diseases.



Furthermore, 2 beds in Shafa Ward designed for treatment of children. These wards are equipped with the best treatment devices and equipment to meet the needs of inpatient clients. In these wards, substantial treatment of such group of patients needs specialty and knowledge and special equipment. In order to achieve this, the patients are treated using the novel treatment technology and non-invasive treatments such as laparoscopy. Under supervision of the prominent professors of urology, this ward has turned into one of the successful educational wards for training the resident and fellowship students.

### **Nephrology (Dr. Rasouli Ward)**

With a capacity of 32 beds, Dr. Rasouli Ward deals with treatment of the patients suffering from renal diseases.

Attended and supervised by the prominent professors in this field, this educational and treatment ward actively tries to train the resident and fellowship students of internal medicine.



### **Shafa Ward**

With a capacity of 32 beds, this ward (women's kidney ward), deals with treatment of the patients suffering from renal diseases.

In this ward the patients are treated under supervision of specialist and sub-specialist professors and resident and fellowship students. This educational ward is one of the most active and dynamic wards of educational and treatment centers in Iran University of Medical Sciences.

### **Graft**

This center is the first national center in which kidney graft is performed as an ongoing and daily activity. Since its establishment in 1987, by performing 2098 kidney grafts with the most desirable success rate with the help of the most experienced graft team across the country, this ward has played an important role in elimination of the need for dispatching abroad the dialytic patients.



### **Hemodialysis**

With 129 chronic dialysis patients and about 500 cases of emergency dialysis per month, Hemodialysis ward of Shahid Hasheminejad Hospital has been working since 1986. In this ward, about 2000 outpatient and inpatient clients of the hospital are provided with dialysis services. In direction of new management planning in all wards and units of the hospital, management of this ward changed in January 2004 and new management plans were developed.

With 33 equipped and standard wards, separating HCV-AB patients from other patients, new dialysis ward was inaugurated on Aug. 22, 2006 (concurrent with celebration of delegation of Muhammad as our holy prophet), using 30 new dialysis sets. In new ward, each patient has an individual TV, which can simultaneously use video and 200 DVD movies as selected by the patients. In addition, for convenience of dialytic patients, it was decided that these patients would be returned to their homes after completion of dialysis, at the expense of the center.



### **Operation Rooms**

With the latest and most advanced facilities and experienced personnel, 8 operation rooms are ready for surgical operation. In operation rooms 1 to 4, with 4 beds, urological, kidney graft and cardiovascular surgeries; in operation rooms 5 and 6, with 2 beds, endourological (PCN-TUL) surgeries; and in operation room 7, with 1 bed, urological and vascular surgeries; and finally in operation room 8, with 1 bed, outpatient and vascular surgeries are performed. Total of performed surgeries are about 8300 per year.



### **Echocardiography and Exercise Test**

With the capacity to take electrocardiograms while exercising and resting, the exercise test unit together with color echocardiography unit, combined with nuclear medicine unit of the center, provides a complete setting for diagnostic examination of cardiovascular system conditions.



### **Angiography**

Angiography equipment of this center is the most advanced angiography equipment in the country, which is equipped with imaging all vessels of the body. Unlike other equipment that are designed to concentrate on heart or other organs, our equipment is able to give unlimited images from all points of vascular system due to its free movement in all spatial direction.



### **Post Cath**

Post Cath ward started in Mehr 1386. This ward contains 10 beds which each bed has separated monitor and all monitors connect to central monitor in nursing station. This ward has one isolated room. It accepts with the average of 8 Angiography and Angioplasty Patients daily and hospitalize with the average of 200 Patients in ward monthly. Accepting these patients are done by Moheb unit. They are in hospital in this ward with the average of 24 hours.

### **Post CCU**

CCU stands for Cardiac Care Unit. Shahid Hasheminejad Hospital has a CCU ward that currently has 14 active beds, of which 8 beds have monitors, as well as an isolated room and a separate special unit, and 6 P. CCU beds. The patients are hospitalized and visited in this ward directly from the physicians' offices and/or cardiac clinic of the center.



In addition, special patients are hospitalized in this ward after their angiography, angioplasty and coronary artery bypass graft.

In this ward, all patients are visited by a cardiologist during the daytime and by the resident physician at night shifts.

In this ward, the patients are cared for by the experienced and skilled nurses.

### **Cardiac ICU**

This ward is located on the first floor, having 4 beds for adults. This ward was inaugurated in August 2006 and the first patient underwent coronary artery bypass graft in this unit on Aug. 26, 2006.

Average number of the patients undergoing surgery in this ward is 30 per month.

6 experienced anesthesiologists (1 resident anesthesiologist per shift), 11 professional nurses, 3 health workers, and 1 secretary are continuously working in this ward for providing health services.

The patients who are candidate for coronary artery bypass graft are introduced after undergoing angiography in the center and being referred to the hospital's surgeon and/or they are referred by their own cardiac surgeon to this center.

After fulfilling the formalities for reception, the patient is hospitalized in Post CCU ward where he/she is prepared to be sent to operation room for surgery. After completion of surgery, the patient is sent to cardiac ICU ward where he/she receives intensive care for 3 to 4 days. Then, the patient is sent to Post CCU ward for receiving final care, finally being discharged from the center upon conformation of the specialist physician.

In this ward, the patients will undergo coronary artery bypass graft (CABG) only. Using the most modern and advanced medical equipment, the patients receive intensive care and also they are visited by a cardiologist every day.



### **Lithotripsy**

Extra-body lithotripsy ward of the hospital is equipped with the most advanced lithotripsy equipment. Annually 2000 patients with kidney, urethral and bladder stones are treated by lithotripsy as outpatient, with very successful results.



### **Laboratory and Pathology**

With modern and advanced equipment and facilities, pathobiology laboratory of the hospital accepts all patients who are covered by the insurance companies under contract with this center, under supervision of the skilled and experienced professors and personnel, in addition to daily tests that should be performed with very high accuracy and precision. All sub-specialized tests are performed by this unit at the earliest possible time.



### **Nuclear Medicine**

Nuclear medicine unit of this center is one of the first nuclear medicine units in the capital. Being equipped with modern and up-to-date equipment, this unit is able to image kidneys, heart, bones and internal glands as inpatient and outpatient.



### **Radiology**

Standard radiology ward of this center is a national base for education of color Doppler to the specialists of other hospitals of the country. Using digital devices various kinds of urogenital sonography and specialized Doppler is performed in addition to plain and color imaging.



### **CT Scan**

Having one of the most advanced equipment, spiral CT scan unit of the center is able to provide 3D sonography and CT scan.



### **Pharmacy**

Hasheminejad Sub-specialized Pharmacy includes a setting with an area of 40 m<sup>2</sup> located on the ground floor (lobby of the center) and a drug warehouse with an area of 90 m<sup>2</sup> located on the basement floor.

One pharmacologist and 7 personnel are responsible to manage the pharmacy and supply medicinal materials of the center.

Currently, more than 1000 general, specialized and sub-specialized drugs, medical and hygienic devices are supplied by and available at the pharmacy. The pharmacy delivers the drugs needed by all wards, operation room and CAT Lab and delivers to the related ward, the drugs used in each ward on daily basis for substitution. Considering the contracts concluded by main insurance companies, the clients are provided with the drugs they need.

One of the important principles and policies of this center is that it is tried that all drugs and devices needed by the patients are provided so that the patient or his/her companion may not have to leave the hospital in order to supply them.

### **Nutrition**

As one of the important, nutrition ward plays a significant role in prevention and treatment of the diseases. By recruiting nutritionists and diet therapists, nutrition ward deals with the following:

- Supervision of all foodstuff imported, examination and study on levels of need to various foodstuff including diet and other foods, with respect to quality and quantity at hospital level.
- Preparation of an integrated schedule for preparation of raw food materials or ready-to-eat foods from standard resources and quality assurance within the framework of the budget and other regulations of the center.
- Diet consultation and design considering the height, weight and laboratory indices of the patient at the time of discharge in a completely special manner.
- Enforcement of food quality control plans
- Assistance in preparation of daily food schedule for the patients, especially those eating diet foods, so that daily needed calorie is provided in a best manner.
- Evaluation of the patients' satisfaction with food quality
- Training the personnel of nutrition ward and its affiliates to comply with personal health, environmental health standards, food regulation and hygienic instruction on work in kitchen and other places of the hospital and preparation of health card for the personnel (although, this clause is enforced and supervised by environmental health expert of the center)
- Existence of menu and its selection by the patients (within the limits of physicians' prescription)

### **Financial Affairs and Discharge**

Financial affairs of Hasheminejad Hospital is comprised of financial accounting, discharge accounting, cashier, properties and income units in which totally 10 persons are providing services to the clients. All of these units are equipped with computer and financial system, which are connected to other units through computer network and all financial affairs are managed by computer system.

Discharge accounting and cashier of various units of the hospital are designed for inpatient and outpatient clients and during all hospitalization and treatment and discharge phases, financial information and the expenses related to the services provided is reflected in the system. Finally, the patient receives this information through a computer bill at the time of discharge and pays its amount to the cashier of the hospital.

### **Reception and Information**

By recruiting effective and experienced personnel with hospitality and kindness to you, reception and information unit of the center are accountable to you for reception of your patient and to provide you with the necessary guidance about your health problems during day and night.

### **Social Worker**

This unit, which is located on the ground floor, provides special service to those who are qualified by experts of this unit. Using skilled experts, social worker unit works to help the clients by making arrangements with the related units in this regard for their satisfaction.

### **Statistics and Medical Documents Archiving Unit**

Recruiting skilled and experienced statistics and medical documents experts supervised by an effective management, this unit, which is located on the ground floor, keeps the patients' documents and is ready to help you regarding need to diagnostic and treatment documents upon permission by the attending physician. Furthermore, this unit helps the trainees of the center for education and provides the necessary cooperation for execution of projects and research plans of the physicians (interns, residents, fellowships and attends).

### **Disciplinary Unit**

Having sufficient number of disciplinary personnel, Disciplinary unit of the center is responsible for protection and preserving the order of the hospital as follows:

- Guarding office based in the parking lot, is responsible for entrance and exit and safety and order of the automobiles. Also, this office is responsible for supervision of entrance of consumables to the center.
- Guarding office based in lobby of the center is responsible for establishment of the order in the hall round-the-clock, preventing the companions from going to the upper floors during non-visit hours so that the patients rest under a desirable and quiet condition.
- Building secure and peaceful atmosphere

### **Praying Room**

For convenience of the companions, an appropriate place under the ground floor has been designed for praying, separately for men and women. A priest attends in this center so that the patients and companions can refer to him for asking religious questions and solving their religious problems.

### **Bank Mellat**

In order to facilitate bank affairs of the clients and companions, a counter has been established by Bank Mellat, Eskan Branch, which provides necessary services to the clients from 7:30 to 14:00. In addition, an ATM has been installed in the lobby of the hospital for providing bank services to the clients round-the-clock.

### **Clinic**

With a modern space, specialized and sub-specialized polyclinic of the center is ready to receive the outpatient clients all days of the week, except holidays. The clients are visited and treated on the same day that they referred to the clinic.



**Schedule of the Clinic of Renal and Urethral Diseases  
Sub-specialized Center**

**Morning Clinic Physicians Schedule**

<b>Days Specialist</b>	<b>Urology</b>	<b>Nephrology</b>	<b>Vascular Surgery</b>	<b>Cardiology</b>
Saturday	Dr. Shad Pour	Dr. Abdi	---	Dr. As'adi
Sunday	Dr. Emami	Dr. Ataei Pour	Dr. Najafi Zadeh	Dr. Azadi
Monday	Dr. Soleimani	Nephrologic clinic		Dr. Aghel
Tuesday	Dr. Maghsoodi	Dr. Assareh		Dr. Azadi
Wednesday	Endourologic clinic	Dr. Eris		Dr. As'adi
Thursday	Dr. Kamali			Dr. Aghel

**Evening Clinic Physicians Schedule**

<b>Days Specialist</b>	<b>Urology</b>	<b>Nephrology</b>	<b>Vascular Surgery</b>	<b>Cardiology</b>
Saturday	Dr. Maghsoodi Dr. Emami Dr. Kamali	Dr. Assareh		
Sunday	Dr. Soleimani			
Monday	Dr. Shad Pour	Dr. Assareh		
Tuesday	Dr. Shad Pour		Dr. Najafi Zadeh	
Wednesday	Dr. Soleimani Dr. Maghsoodi	Dr. Assareh		
Thursday	Dr. Emami Dr. Kamali			

### **Internal Regulations of the Center**

- The patients of all wards of the center may be visited by their visitors every day from 15 to 16.
- Smoking is forbidden in all units of the center.
- It is obligatory to comply with all rules and regulations and custom of social communication of the country in the hospital.
- Using cellular phone in the vicinity of special wards is forbidden due to interference with the waves of monitors.
- Any financial relation between the hospital and physicians and the patient and/or his/her companion is possible only through cashier and accounting unit of the hospital. The cashier shall deliver a receipt against receiving any sum. The hospital is responsible only for the sums received by the cashier and accounting and social work units.
- If the patient prefers to eat the meal prepared from out of the center, necessary arrangement should be made with supervisor of the ward.
- If any companion is required, only a companion of the same sex is allowed to attend the patient's room, by observing the other regulations.
- The documents related to the patients covered by insurance companies under contract with the center should be sent by the directly to the respective companies. If not-insured patients prefer to take their financial documents, they can refer to discharge officer. Copy of medical documents will be delivered by medical documents unit to the patients upon the order of the attending physician or authorized organizations and/or upon the patient's request.