

The State Budget Educational Institution of Higher Professional Education "Orenburg State Medical University" of the Ministry of Health of the Russian Federation

Department of Anaesthesiology and
Reanimatology

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**THE ORGANIZATION OF
MEDICAL ASSISTANCE TO
ADULT POPULATION IN THE
FIELD OF "ANESTHESIOLOGY
AND REANIMATOLOGY "**

1. This Procedure regulates the issues of providing medical care to the adult population in the field of "anesthesiology and reanimatology" in medical organizations.

2. Medical assistance in the field of "anesthesiology and reanimatology" is provided in an emergency, urgent and planned form and includes a complex of medical and rehabilitation measures aimed at:

- ▣ prevention and treatment of pain and painful sensations in patients, choice of type of anesthesia in accordance with the patient's somatic status, the nature and extent of the intervention and its urgency;
- ▣ maintenance and (or) artificial replacement of reversibly damaged functions of vital organs and systems in conditions threatening the patient's life;
- ▣ carrying out of medical and diagnostic actions to patients during anesthesia, resuscitation and intensive therapy;
- ▣ laboratory and functional monitoring of the adequacy of anesthesia and (or) intensive care;
- ▣ monitoring the condition of patients before the anesthesia period and in the postanesthetic period and determine its duration;
- ▣ treatment of the disease that caused the onset of a critical condition;
- ▣ selection of patients in need of medical assistance for the profile of anesthesiology and resuscitation; transfer of patients to departments for the profile of the disease or to the intensive care ward (postpartum, postoperative and others) after stabilization of the function of vital organs.

3. Medical assistance in the field of "anesthesiology and reanimatology" is provided in the form of: primary health care; ambulance, including emergency specialized medical care; secondary care , including high-tech medical care.

4. Medical assistance in the field of "anesthesiology and reanimatology" can be provided in the following conditions:

- outside the medical organization (at the place of emergency medical teams call, as well as in vehicles during medical evacuation);
- outpatient (in conditions that do not involve round-the-clock medical supervision and treatment);
- daytime-only inpatient care (in conditions that provide for medical observation and treatment during the day, not requiring round the clock medical supervision and treatment);
- in a 24-hour in-patient clinic(in conditions that provide round-the-clock medical supervision and treatment).

5. Medical assistance in the field of "anesthesiology and reanimatology" is based on standards of medical care.

6. Primary health care for the profile of "anesthesiology and reanimatology "includes measures for the prevention of pain in painful medical and diagnostic interventions, the treatment of pain, restoration, replacement and maintenance of vital functions organism in conditions that threaten the life of the patient.

7. Primary health care includes: primary pre-medical health care; primary medical health care; primary specialized health care.

8. Primary health care is provided by medical personnel of medical organizations and (or) their structural units providing primary health care, including feldsher-midwifery stations, medical outpatient clinics.

9. Primary specialized health care and specialized, and high-tech medical assistance in the field of "anesthesiology and resuscitation" is provided in medical organizations or its structural units:

- in the anesthesia-resuscitation group for the adult population;
- in the department of anesthesiology and resuscitation for the adult population;
- in the department of anesthesiology-intensive care with intensive care units and intensive therapy for the adult population;
- in intensive care unit for adults;
- in the center of anesthesiology-resuscitation for the adult population.

10. Medical organizations or their structural subdivisions (group, departments, centers) providing primary specialized medical care and specialized, including high-tech, medical assistance in the field of "anesthesiology and resuscitation", should have specially equipped patient-sites for prevention and treatment pain and painful sensations in medical interventions, artificial substitution or artificial maintenance of reversibly disturbed functions of vital organs and systems, which's can be located in the operating, handling, diagnostic rooms, antishock ward, wake-up room and other departments.

11. Recommended distribution of anesthesiologist-anesthesiologist's working time for anesthetic procedures is 70% of the time for anesthesia and 30% of the time for examinations and consultation of patients in outpatient and inpatient settings.

Specially equipped places for the provision of medical assistance in the field of "anesthesiology and reanimatology" in the planning form with diagnostic, medical and other medical interventions are organized if they need to be employed for anesthesia at least 70% of the working time during the year.

Specially equipped places for rendering round-the-clock medical help on the profile of "anesthesiology and intensive care" are organized in an emergency form if they need an employment for anesthesia of at least 50% of the working time during the year.

The patient's stay in the wake-up room should not exceed 6 hours.

12. The number of beds for resuscitation and intensive care in the provision of medical assistance in the field of "anesthesiology and resuscitation" in the medical organization is established by the head of the medical organization, depending on the needs conditioned by the types and volume of medical care provided, and constitutes not less than 3% of the total bedspace in medical organizations, having a bedspace of 200 to 400 beds, at least 5% of the total bedspace in medical organizations, having a bedspace of more than 400 beds, and not less than 6 beds from the total number of bedspace of medical organizations that have bedspace less than 200 beds.

13. Structural units of medical institutions that provide medical care in the profile "anesthesiology and reanimatology", used in the technical and technological capabilities of the medical organization, within which they are created.

14. Emergency and emergency specialist medical assistance in the field of "anesthesiology and reanimatology" is provided by paramedic ambulance brigades, medical ambulance brigades, ambulance brigades of anesthesiology and resuscitation in accordance with the order of the Ministry of Health and Social Development of the Russian Federation on November 1, 2004 N179 "On the approval of the order of rendering emergency medical care" with changes introduced by the orders of the Ministry of Health and Social Development of the Russian Federation of August 2, 2010 N586n (registered by the Ministry of Justice of the Russian Federation 30

August 2010, N 18289), N202n dated March 15, 2011 (registered by the Ministry of Justice of the Russian Federation on April 4, 2011, N 20390) and N65n dated January 30, 2012 (registered by the Ministry of Justice of the Russian Federation 14 March 2012, registration number 23472), and includes primary cardiopulmonary resuscitation, anesthesia and further transportation of the patient to a medical organization that provides medical assistance in the field of "anesthesiology and reanimatology", with the maintenance of basic life-saving vital functions.

15. Emergency and emergency specialized medical assistance in the field of "anesthesiology and reanimatology" is provided in an emergency and urgent form outside the medical organization, as well as in outpatient and inpatient settings.

16. When providing ambulance on the profile "anesthesiology and reanimatology" if necessary medical evacuation is performed, which includes sanitary aviation and sanitary evacuation.

17. The ambulance brigade delivers patients with life-threatening conditions to medical organizations that provide round-the-clock medical assistance on the profile of "anesthesiology and reanimatology".

18. If there are medical indications after removal of life-threatening conditions, patients are transferred to relevant departments of medical organizations to provide specialized, including high-tech, medical care.

When patients enter medical organizations over the bedspace, they are transferred to another medical organization.

19. Specialized, including high-tech, medical assistance in the field of "anesthesiology and reanimatology" is provided in medical organizations or their structural subdivisions that have anesthesiologists, resuscitators and nurse-anesthetists.

20. Specialized, including high-tech, medical assistance in the field of "anesthesiology and reanimatology" is provided by anesthesiologists, resuscitators and nurse-anesthetists in daytime-only inpatient care and inpatient settings and includes measures for the prevention of pain during painful therapeutic and diagnostic interventions, pain treatment, restoration, replacement and maintenance of the vital functions of the body in conditions that threaten the patient's life and require the use of special new methods and complex medical technologies.

21. Planned medical assistance is provided for diagnostic and therapeutic measures in case of diseases and conditions that are not accompanied by a threat to life, do not require emergency and urgent care, the delay of which for a certain time will not entail a deterioration of the condition, a threat to the patient's life and health.

22. Specialized medical care in the "anesthesiology and reanimatology" profile is provided in federal medical organizations under the jurisdiction of the Ministry of Health of the Russian Federation, if it is necessary to establish a definitive diagnosis due to the atypical nature of the course of the disease, lack of effect from the therapy and (or) repeated courses of treatment with the likely effectiveness of other methods of treatment, high risk of surgical treatment in connection with complicated course of the underlying disease or the presence of concomitant diseases, the need for further examination in diagnostically difficult cases and (or) complex preoperative preparation in patients with complicated forms of the disease, concomitant diseases, if necessary, re-hospitalization on the recommendation of these federal government medical organizations in accordance with the procedure for sending citizens of the Russian Federations to federal government agencies under the Ministry Health and Social Development of the Russian Federation, for the provision of specialized medical care, listed in the annex to the Procedure for organizing the provision of specialized medical care, approved by order of the Ministry of Health and Social Development of the Russian Federation N 243n of April 16, 2010 (registered by the Ministry of Justice of the Russian Federation on May 12, 2010, registration number 17175), and also if the patient has medical indications, in federal state medical organizations, providing specialized medical care in accordance with the Procedure for sending citizens by the executive authorities of the Russian Federation in the field of health care to the place of treatment if there are medical indications, approved by Order N 617 of the Ministry of Health and Social Development of the Russian Federation on October 5, 2005 (registered by the Ministry of Justice of Federation October 27, 2005, registration number 7115).

23. If a patient has medical indications for providing high-tech medical care, referral to a medical organization that provides high-tech medical care is carried out in accordance with the procedure for sending citizens of the Russian Federation to provide high-tech medical care from the budget allocations provided for in the federal budget to the Ministry of Health and Social Development of the Russian Federation. Federation, through the use of a specialized information system, by the order of the Ministry of Health and Social Development of the Russian Federation dated December 28, 2011 N 1689n (registered by the Ministry of Justice of the Russian Federation on February 8, 2012, registration N 23164).

The rules for organizing the activities of the anesthesiology-intensive care group for the adult population

1. These Rules govern the organization of the activities of the anesthesiology-intensive care group for the adult population (hereinafter - the Group).
2. The group is a structural subdivision of the medical organization and is created to provide anesthetic and resuscitation care to the adult population in a planned, emergency form without a round-the-clock work schedule.
3. The group is created in a medical organization that provides medical care in the "anesthesiology and reanimatology" profile and has a day hospital in its structure.
4. The management of the Group is carried out by the head appointed and dismissed by the head of the medical organization in which it was created.
5. The head of the Group is assigned a specialist who meets the qualification requirements for specialists with higher and postgraduate medical and pharmaceutical education in the health sector, approved by Order No. 415n of the Ministry of Health and Social Development of the Russian Federation dated July 7, 2009 (registered by the Ministry of Justice of the Russian Federation 9 July 2009, registration number 14292), as amended by the order of the Ministry of Health and Development of the Russian Federation dated December 26, 2011 N 1644n (registered by Ministry of Justice of the Russian Federation of April 18, 2012, registration N 23879) on a specialty "anesthesiology and reanimatology".
6. A specialist is appointed to the position of anesthesiologist and resuscitator of the Group who meets the requirements of the Qualification Requirements for specialists with higher and postgraduate medical and pharmaceutical education in the health sector, approved by order of the Ministry of Health and Social Development of the Russian Federation dated July 7, 2009 N 415n "anesthesiology and reanimatology".

7. The staff size of the Group is established in accordance with the recommended staff standards provided for in Appendix N 2 to the Procedure for rendering medical care to adults in the "anesthesiology and reanimatology" profile approved by this order.

8. The group performs the following functions:

- prevention and treatment of pain and painful sensations, the choice of type of anesthesia in accordance with the somatic status of the patient, the nature and extent of the intervention and its urgency;
- maintaining and (or) artificial replacement of reversibly impaired functions of vital organs and systems in conditions that threaten the patient's life;
- conducting therapeutic and diagnostic activities for patients during anesthesia, resuscitation and intensive care;
- laboratory and functional monitoring of the adequacy of anesthesia and / or intensive care;
- restoration and maintenance of impaired vital functions of the body, resulting from illness, injury, surgery, or other causes;
- the implementation of a set of measures (in the anesthesia chamber) for the preparation for anesthesia, its conduct during operations, dressings, childbirth, and other diagnostic and / or medical procedures;
- monitoring the patient's condition after the end of anesthesia (in the wake-up ward) until the vital systems of the body are restored and stabilized;
- assisting in the resuscitation of patients in other parts of the medical organization;
- advising doctors of other departments of the medical organization.

9. The group is equipped in accordance with the standard equipment provided for in Annex N 3 to the Procedure for the provision of medical care to adult population on the profile of "anesthesiology and reanimatology", approved by this Order.

10. The structure of the Group includes:

- pre-anesthesia chamber;
- operating room;
- manipulation;
- diagnostic room;
- waking chamber.

11. To ensure the work of one patient-place in the operating room, manipulation, diagnostic room, the pre-anesthesia chamber and the waking chamber can be territorially and functionally combined into a ward for 3 patients.

12. The group provides:

- office manager;
- doctor's office;
- nurse's office;
- room for doctors;
- room for nurses;
- the office of the sister of the hostess;
- bathroom for medical workers;
- sanitary room;
- storage room for backup equipment;
- treatment room for anesthetic and respiratory equipment;
- storage room for consumables;
- medicine storage room;
- room for storage of linen and equipment.

13. If it is impossible to provide medical care in the "anesthesiology and reanimatology" profile in the Group, the patient is transferred to a medical organization that provides round-the-clock medical assistance in the "anesthesiology and reanimatology" profile.

The rules of organization of the activities of the anesthesiology-intensive care unit for adult population

1. These Rules govern the organization of the activities of the anesthesiology and intensive care unit for the adult population (hereinafter -Department).
2. The department is a structural subdivision of a medical organization that provides medical care in the "anesthesiology and reanimatology" profile and has a resuscitation and intensive care unit with an antishock chamber (hereinafter referred to as a medical organization), and is created to provide anesthetic and resuscitation care to the adult population in planned, urgent and emergency form around the clock and day mode.
3. The department is headed by the head appointed and dismissed by the head of the medical organization in which it was created.
4. A specialist is appointed to the position of the head of the Department who meets the qualification requirements for specialists with higher and postgraduate medical and pharmaceutical education in the health sector, approved by order of the Ministry of Health and Social Development of the Russian Federation dated July 7, 2009 N 415n in the specialty "anesthesiology and reanimatology".

5. The staff number of the Department is established in accordance with the recommended staff standards provided by Annex 5 to the Procedure for rendering medical assistance to the adult population in the "anesthesiology and reanimatology" profile approved by this order.

6. The structure of the Department includes:

- pre-anesthesia chamber;
- operating room;
- manipulation;
- diagnostic room;
- waking chamber;
- antishock chamber.

7. The department provides:

- office head of the department;
- office for doctors;
- nurse's office;
- office for nurses;
- the office of the sister of the hostess;
- office for the doctor-laboratory assistant and medical assistant-laboratory assistant;
- bathroom for medical workers;
- storage room for backup medical equipment;
- treatment room for anesthesia and respiratory equipment;
- storage room for consumables;
- storage room for medicines;
- room of sanitary inspection;
- storage room for laundry and equipment.

8. The department performs the following functions:

- prevention and treatment of pain and painful sensations in patients,
- the choice of type of anesthesia in accordance with the somatic status of the patient, the nature and extent of the intervention and its urgency;
- carrying out a complex of anti-shock measures;
- maintaining and (or) artificial replacement of reversibly impaired functions of vital organs and systems;
- conducting therapeutic and diagnostic activities for patients during anesthesia, resuscitation and intensive care;
- laboratory and functional monitoring of the adequacy of anesthesia;
- a set of measures to restore and maintain impaired vital functions of the body, arising from anesthesia, surgery, or other reasons;
- the implementation of a set of measures (in the anesthesia chamber) for the preparation for anesthesia, its conduct during operations, dressings, childbirth, and other diagnostic and / or medical procedures;
- monitoring the patient's condition after the end of anesthesia (in the wake-up ward) until the vital systems of the body are restored and stabilized;
- patient sanitization in the anti-shock chamber;
- assisting in the resuscitation of patients in other parts of the medical organization;
- advising doctors of other departments of the medical organization;
- other functions in accordance with the legislation of the Russian Federation.

9. The department is equipped in accordance with the standard of equipment provided for in Annex No. 6 to the Procedure for rendering medical assistance to the adult population in the "anesthesiology and reanimatology" profile approved by this order.

10. If it is impossible to provide medical care in the "anesthesiology and reanimatology" profile in the Department, the patient is transferred to the medical organization unit providing 24-hour medical assistance in the "anesthesiology and reanimatology" profile, or to another medical organization having an anesthesiology-resuscitation department for adults with wards for resuscitation and intensive care.

11. The staffing level of the Department is established in accordance with the recommended staff standards provided by Annex N8 to the Procedure for rendering medical assistance to the adult population in the "anesthesiology and reanimatology" profile approved by this order.

12. The structure of the Department includes:

- pre-anesthesia chamber;
- operating room;
- manipulation;
- diagnostic room;
- waking chamber;
- antishock chamber;
- intensive care unit.

13. The department provides:

- office head of the department;
- doctor's office;
- nurse's office;
- office for nurses;
- the office of the sister of the hostess;
- office for the laboratory assistant and medical assistant laboratory assistant;
- laboratory room;
- storage room for backup medical equipment;
- treatment room for anesthesia and respiratory equipment;
- storage room for consumables;
- storage room for medicines;
- storage room for laundry and equipment;
- room of sanitary inspection;
- room for the temporary storage of corpses.

14. The department performs the following functions:

- prevention and treatment of pain and painful sensations in patients, the choice of type of anesthesia in accordance with the somatic status of the patient, the nature and extent of the intervention and its urgency;
 - carrying out a complex of anti-shock measures;
 - maintaining and (or) artificial replacement of reversibly impaired functions of vital organs and systems;
 - conducting therapeutic and diagnostic activities for patients during anesthesia, resuscitation and intensive care;
 - laboratory and functional monitoring of the adequacy of anesthesia;
 - a set of measures to restore and maintain impaired vital functions of the body, arising from anesthesia, surgery, or other reasons;
 - the implementation of a set of measures (in the anesthesia chamber) for the preparation for anesthesia, its conduct during operations, dressings, childbirth, and other diagnostic and / or medical procedures;
 - monitoring the patient's condition after the end of anesthesia (in the wake-up ward) until the vital systems of the body are restored and stabilized;
 - patient sanitization in the anti-shock chamber;
 - assisting in the resuscitation of patients in other parts of the medical organization;
 - advising doctors of other departments of the medical organization;
 - laboratory and functional monitoring of the adequacy of intensive care;
 - carrying out activities to confirm in a prescribed order the diagnosis of the death of the brain, informing the head of the medical organization, or the responsible duty doctor, on establishing the diagnosis of the death of the human brain in order to decide whether transplantation, with the subsequent notification by the said persons of the relevant medical organization that seizes, stores and transports the organs and (or) tissue person for transplantation;
 - the implementation of measures (conditioning) after establishing the diagnosis of death of the human brain in order to preserve the organs and (or) tissues of the deceased patient for transplantation;
- other functions in accordance with the legislation of the Russian Federation.

The Rules for the organization of the Center for Anaesthesiology and Resuscitation for the adult population

1. These Rules govern the organization of the Center for anaesthesiology and resuscitation for the adult population (hereinafter - the Center).
2. The Center is a structural unit of a medical organization, it provides medical care to the adult population by profile "Anesthesiology and Resuscitation".
3. The center is being created in medical organizations that have 2 or more structural units in their structure that provide medical assistance in the "anesthesiology and reanimatology" profile.
4. The center is headed by the head appointed and dismissed by the head of the medical organization in which he was created.
5. The head of the Center is assigned a specialist who meets the requirements of Qualification requirements for specialists with higher and postgraduate medical and pharmaceutical education in the health sector, approved by order of the Ministry of Health and Social Development of Russia on July 7, 2009 No. 415n, in the specialty "anesthesiology and resuscitation" with the presentation of requirements for work experience in this specialty for at least 5 years.

6. The center performs the following functions:

- organization of medical and advisory medical care by "anesthesiology and reanimatology" profile;
- coordination of the activities of all divisions of the Center with ensuring continuity of treatment;
- optimization of the use in the medical organization of material and technical equipment and drugs intended for the provision of medical care in the profile of "anesthesiology and reanimatology" and early rehabilitation assistance;
- analysis of the activities of the divisions of the Center identification of ways to improve the effectiveness of medical care in the "anesthesiology and reanimatology" profile in a medical organization;
- other functions in accordance with the legislation of the Russian Federation.

7. The staff number of the Center is established in accordance with the recommended staff standards provided by Annex 14 to the Procedure for rendering medical care to adults in the "anesthesiology and reanimatology" profile approved by this order.

8. The center shall be equipped in accordance with the standard of equipment established by Annex N 15 to the Procedure for rendering medical assistance to the adult population in the "anesthesiology and reanimatology" profile approved by this order.

9. The center can be used as a clinical base of educational institutions of secondary, higher and additional vocational education, scientific organizations providing medical care.

OFFICIAL INSTRUCTION OF AN ANESTHESIOLOGIST-REANIMATOLOGIST

(name of institution)

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I. General provisions

1.1. This job description determines the duties, rights and responsibilities of the anesthesiologist-resuscitator _____ (the "enterprise").

1.2. The person who has a higher medical education and has been trained in the specialty "anesthesiology and reanimatology" is appointed to the post of anesthesiologist-resuscitator.

1.3. Appointment to the post of anesthesiologist-resuscitator and release from it is made in accordance with the applicable labor legislation in accordance with the order of the head of the health care institution.

1.4. Anesthesiologist-resuscitator reports directly to _____ (head of department, deputy chief physician)

1.5. Anesthesiologist-resuscitator should know:

- Laws of the Russian Federation and other regulatory acts governing the activities of health care institutions;
- current regulatory and methodological documents regulating the activities of medical institutions;
- methods and rules for the provision of medicinal and emergency medical care;
- the content of anesthesiology and resuscitation as a separate clinical discipline;
- organization, structure, tasks, staffing and equipment of the anesthesiology and resuscitation services;
- the procedure for the examination of temporary disability, as well as medical and social expertise;
- all legal and regulatory documents in their specialty;
- methods for the prevention, diagnosis, treatment and rehabilitation of the patient;
- planning of activities and all reporting services of anesthesiology and resuscitation;
- methodology and procedure for monitoring its service;
- rules and norms of labor protection, industrial sanitation, safety and fire protection;
- bases of the labor legislation of the Russian Federation
- rules of the internal labor schedule;

1.6. During the absence of the anesthesiologist-resuscitator (business trip, vacation, illness, etc.), his duties are carried out in the prescribed manner by the appointed person, who is fully responsible for their proper performance.

II. Official duties

Anesthesiologist-resuscitator:

- 2.1. Conducts anesthesia and the provision of anesthesia and intensive care to patients in need.
- 2.2. Carries out the transfer to the duty doctor-anesthesiologist-resuscitator of lists of patients who require careful monitoring and therapeutic measures.
- 2.3. Assigns the type of anesthesia, taking into account the patient's condition.
- 2.4. Applies modern diagnostic tools and proven methods for the treatment of diseases.
- 2.5. With various complications, he agrees on the choice of treatment method with the head of the relevant department.
- 2.6. According to the approved schedule, he is on duty at the health care facility as an anesthesiologist and resuscitator.
- 2.7. Modifies treatment plan as needed.
- 2.8. He consults physicians of medical facilities in his specialty.
- 2.9. Supervises the downstream medical staff.
- 2.10. Monitors the correctness of diagnostic and therapeutic procedures, as well as the operation of equipment and apparatus, instruments, drugs, reagents.
- 2.11. Supervises compliance with the rules of safety and labor protection by lower-level medical personnel.
- 2.13. Timely and efficiently executes orders, orders and instructions of the management of the institution
- 2.14. Complies with the internal rules.
- 2.15. Complies with the requirements of labor protection, occupational health and safety.

III. The rights

Anesthesiologist-resuscitator has the right to:

- 3.1. To make proposals to the management of the enterprise on the issues of optimization and improvement of medical and social assistance, including on issues of their work.
- 3.2. Require the management of the institution to assist in the performance of their duties and rights.
- 3.3. Receive information from specialists of the enterprise, necessary for the effective performance of their official duties.
- 3.4. Pass in the prescribed manner certification with the right to obtain the appropriate qualification category.
- 3.5. Participate in meetings, scientific conferences and sections on issues related to their professional activities.
- 3.6. Enjoy labor rights in accordance with the Labor Code of the Russian Federation.

III. The responsibility

Anesthesiologist-resuscitator is responsible for:

- 4.1. For the proper and timely execution of the duties assigned to him, provided for by this job description.
- 4.2. For the organization of their work and qualified execution of orders, orders and instructions from the management of the company.
- 4.3. For ensuring observance by subordinate employees of their duties.
- 4.4. For non-compliance with internal rules and safety regulations.

For offenses or omissions committed in the course of treatment measures; for mistakes in the process of carrying out their activities that entailed grave consequences for the health and life of the patient; as well as for violation of labor discipline, legislative and regulatory acts, an anesthesiologist-resuscitator may be brought under disciplinary, material, administrative and criminal liability in accordance with the current legislation, depending on the severity of the offense.