

## SERVER ROOM

No. SERVER ROOM/MERA ASPATAAL/17

Dated: 16/06/2017

### MINUTES OF MEETING

A meeting was held in the Committee Room of the M.S. Office to discuss the performance report of the application "MERA ASPATAAL" for the month of May, 2017. The meeting was Chaired by the Addl. M.S. (Dr. K.T. Bhowmik). The HOD's/In-charges of the Departments/Sections who attended the meeting were:


1.	DR. ANITA JAIN	ADDL. M.S.
2.	DR. R.K. ANAND	ADDL. M.S.
3.	DR. SUBHAJIT DHAR	FOR HOD ENDOCRINOLOGY
4.	DR. JYOTI ARORA	FOR HOD ANATOMY, VMMC
5.	DR. ANITA KOCHAR	FOR HOD COMMUNITY MEDICINE, VMMC
6.	DR. RUPALI DEWAN	FOR HOD OBST. & GYNAE
7.	DR. HIMANI LADE	FOR HOD ENT
8.	DR. VIKAS MADHOLIA	FOR HOD RADIO THERAPY
9.	DR. A.K. SAXENA	HOD SKIN
10.	DR. HARISH CHELLANI	FOR HOD PEDIATRICS
11.	DR. MONALISA HEHRA	MEDICAL OFFICER, MRD
12.	DR. SANGEETA ABROL	FOR HOD EYE
13.	DR. ASHWANI GUPTA	CONSULTANT SURGERY
14.	DR. N.S. NEGI	CONSULTANT MEDICINE
15.	DR. R.K. WADHWA	FOR PMR - PROF. & SAG PMR
16.	DR. SANDEEP BANSAL	HOD CARDIOLOGY
17.	DR. J.C. SURI	HOD RESPIRATORY MEDICINE
18.	DR. KARAM CHAND	HOD NEURO SURGERY
19.	Dr. RITU MISRA	OFFICIATING HOD RADIOLOGY
20.	DR. KRISHNA	OFFICIATING HOD ORTHOPAEDICS
21.	DR. R.S. SETHI	HOD NUCLEAR MEDICINE
22.	DR. D.K. GUPTA	HAEMATOLOGY
23.	DR. ANUP KUMAR	HOD UROLOGY
24.	DR. RAJESH KUMAR	OFFICIATING HOD NEPHROLOGY
25.	DR. YOGESH GAUTAM	FOR HOD NEUROLOGY
26.	DR. L. SARKAR	HOD EYE
27.	DR. VINEET JAIN	FOR SIC -PROF. SIC
28.	DR. R.P. NARAYAN	HOD BURNS & PLASTIC
29.	DR. MANASI BHATTACHARYA	FOR HOD PHYSIOLOGY
30.	DR. SHILPA SUNIJA	FOR HOD BIOCHEMISTRY
31.	DR. VIMAL BHANDARI	DIRECTOR, NOTTO
32.	DR. RAJESH RASTOGI	HOD PSYCHIATRY
33.	DR. PREM KUMAR	CMO-OPD

- The Chairperson sought a reply from the HOD-CARDIOLOGY regarding the performance for the month of May vis a vis for the month of April, 2017. The HOD-CARDIOLOGY submitted that he would sensitize the departmental staff further with reference to the subject matters depicted in the report. He also said that in the past month some punitive action has been taken against staff whose performance was found to below expectations.
- Dr. R. Dewan who represented the HOD - OBS & GYNAE has informed that in view of last month report the department in the ANC OPD have segregated the patients into high risk and low risk and started making separate Q's, so that, patient care services of the high risk patients are facilitated to ensure lesser waiting time. The doctors have been directed report to the OPD on time. The Sisters In-charge of the OPD' s has been directed to ensure cleanliness. All residents of the department have also been sensitized to ensure that behaviour with patients is better and that only formulary drugs are prescribed to patients.
- CMO In-charge OPD was directed to ensure that cleanliness of the OPD premises is improved upon.
- HOD's desired that the DNS be called to the meeting from next month to ensure improved cleanliness in the hospital premises.
- HOD-NEURO SURGERY has suggested that a public relation officer be available to discuss patient care related issues with the relatives of patients.

- The Medical Social Welfare Department was requested to ensure sufficient Wheel Chair & trolleys were available for disabled/sick patients to enable smooth mobility in the OPD/hospital.
- All HOD's were intimated by the Chairperson that a written report in reference to the departmental performance for the month of May compared to April be sent to the Office of Addl. M.S. within 07 days (Friday 23<sup>rd</sup> June, 2017) so that further action in this regard could be initiated.
- Memorandum to HOD's who were not present for the meeting are to be issued a memorandum & the same would be entered in the personal files for ignoring official directions.

The meeting ended with a vote of thanks to the Chair.

  
Dr D Bhattacharya  
Nodal Officer Mera Aspaatal

  
(DR. K.T. Bhowmik)  
Addl. M.S.

  
Dr A K Rai  
Medical Superintendent