

Committee Meeting

Infection Control Committee

◆ Date of Meeting: -

Sl	Members of the committee	Names of the committee members
1	Sr. Doctor – Chair person	Sanchit Hans
2	Hospital Quality Officer	Dr. Nikhil
3	Accreditation Co-ordinate	Aakriti
4	NABH Representative of Panchkarma	Dr. Monika
5	Infection Control Nurse(s)	Bindu Ji

AGENDA:- 1. Identifying the source of infection and infecting organism.

2. Segregate of patients - after exposure to infection.

3. Screening of hygienic condition in the hospital.

Minutes of Meeting:-

4. Proper evaluation of infection control program & its effectiveness.

5. Proper

Minutes

1. After 25 days we audit and find all infected areas are sanitized and sterilized.

2. We are very particular for maintaining proper disposal of hospital. After the Audit

Attended By

3. Regular swab culture reports are obtained of different parts of the hospital regularly to screen infection if any in the hospital.

4. After audit strictly infection control program is being practised.

Quality Improvement Committee

◆ Date of Meeting: -

Sl	Members of the committee	Names of the committee members
1	Chairman	Sanchit Hans
2	Chief Administrative Officer	Gunjan
3	Clinicians	Dr. Kartika
4	Accreditation Co-ordinator	Aakriti

AGENDA :-

1. Review planning of quality management system.
2. To Review various management procedure.
3. Analysis of patient satisfaction
4. Any other

Minutes of Meeting:-

1. We are continuously improving the quality of our hospital by making various necessary changes.
2. We are taking care of the patients that they are properly satisfied with our hospital amenities.
3. They are satisfied with our hospital services and staff and hospital amenities.

Attended By

Safety Committee

◆ Date of Meeting: -

Sl	Members of the committee	Names of the committee members
1.	Chairman	Sanchit Hans
2.	Doctor In Charge - Panchkarma	Dr. Monika
3.	Operations Head & Accreditation Co-Ordinator	Aakriti
4.	Administrator - Bio Medical Engineering Dept	Ankit
5.	Facility maintenance	Ankit
6.	Staff Nurse Representatives	Bindu Ji
7.	House Keeping	Ankit

AGENDA :- 1. To develop various safety protects for patients and employees of hospital → progress made.

2. Educating patients and their attendants follow proper safety measures.

Minutes of Meeting:-

3. Safety related incident are to be reported and corrective measures are to be taken timely.

4. Timing for all staff members.

Minutes

1. All safety measures are being properly taken care off.

2. All safety incidents are properly reported if there is any and preventing measures are take hand to hand.

3. Educating patients and their attendants follow proper safety measures.

Attended By

4. Timing for all staff members are properly noticed.

Drugs & Therapeutics Committee

◆ Date of Meeting: -

Sl	Members of the committee	Names of the committee members
1.	Chairperson	Sanchit Hans
2.	DMS	Dr. Kritika
3.	Senior Doctors	Dr. Monika
4.	Pharmacy In Charge	Honey kangra
5.	Therapy in Charge	Manmohan
6.	Nursing	Bindu Ji
7.	MS/ HOD-Department of Accreditation & Quality	Dr. Jyoti

AGENDA :-

1. Evaluating of proper medicine dispensing
2. Evaluation of medicine purchase audit.
3. Drug monitoring.

Minutes of Meeting :-

1. ~~After~~ Audit proper medicine dispensing is being followed properly.
2. During medicine purchase audit → Certain shortcomings were noted, which will be notified soon.
3. Effective drug monitoring is being done regularly.

Attended By

Medical Executive Committee

◆ Date of Meeting:-

Sl	Members of the committee	Names of the committee members
1	Chair person	Sanchit Hans
2	Clinical	Dr. Jyoti
3	Medical Superintendent	Dr. Jyoti
4	Operations Head & Accreditation Coordinator	Aakriti
5	Nursing Representative	Bindu Ji

- AGENDA :-**
1. Evaluation of proper medicine
 2. Evaluation of medicine purchase audit.
 3. Drug monitoring.

4.

Minutes of Meeting :-

1. No deaths ~~are~~ being reported in our hospital.
2. Monthly conclusion of our meeting is to work effectively and smoothly for our hospital.

Attended By

Medical Records Committee

◆ Date of Meeting: -

Sl	Members of the committee	Names of the committee members
1	Chairperson	Sanchit Hans
2	MRD In Charge	Sonu
3	Assistance	Komal
4	Hospital Quality Officer	DR. Nikhil
5	Medical Officers	Dr. Kritika
6	Accreditation Co-ordinator	Aakriti

AGENDA :- 1. Analysing and auditing of reported deaths, Case sheets of Summary.
2. Corrective action recommendation & suggestion for non occurrence of incidents should be activated.

Minutes of Meeting: -

3. Monthly conduction of meetings

Minutes

1. Medical record committee proper records are maintained properly.
2. All hospital staff are properly maintaining the medical records.

Attended By

Pharmacovigilance Committee

◆ Date of Meeting: -

Sl	Members of the committee	Names of the committee members
1.	Chairperson	Sanchit Hans
2.	Seniors Clinicians	Dr. Nikhil
3.	Operations Head & Accreditation Co-Ordinator	Aakriti
4.	Pharmacy In Charge	Honey Kangra

AGENDA :- 1. Proper medical record maintenance.
2. Analysing various protects.
3. Propering medical Record properly.

Minutes of Meeting: -

1. Medical records like registration number, Patients records are properly maintained.
2. No drug ADR is reported.

Attended By

Case against Sexual Harassment – Committee

◆ Date of Meeting: -

Sl	Members of the committee	Names of the committee members
1	Chairperson	Sanchit Hans
2	In Charge	Dr. Jyoti
3.	Assistance.	Diya
4.	Accreditation Co-ordinator	Aakriti
5.	Advocates	SudhanshuKathuria
6.	Social worker	Jyoti Sharma

AGENDA :-

To discuss any grievances of any staff members relating to sexual harassment.

Minutes of Meeting: -

1. Any other matter with the permission of - chair.

Minutes

No such case is erupted.

Attended By

Governing Council – Committee

Date of Meeting: -

Sl	Members of the committee	Names of the committee members
1	Chairperson	Sanchit Hans
2	Medical Superintendent	Ankit
3	Administrator	Dr. Jyoti
4	HOD-Department of Accreditation & Quality.	Gunjan
5	Operations Manager	Aakriti Sharma

AGENDA:-

To assess and monitor the working of Various Committee.

Minutes of Meeting: -

After Audit we have noticed that Committee's are being regularly monitored and counselling of members are done on a regular basis.

Attended By