



KRM Ayurveda Pvt Ltd.

77 Tarun Enclave, Parwana Road, Pitam Pura, Delhi, Delhi 110034

INDUCTION TRAINING

Name Ankit Sharma Sex : M Age : _____

Trainer : Dr. Nikhil Divakar Sharma

Department : Admin

Old Experience :

Job Application Now : Applied for Admin

Date Initiation of Training :

Name of Completion of Training

- | | |
|---|--|
| 1) CPR <u>Dr. Nikhil (25-10-2022)</u> | 9) Triage <u>Dr. Monika (04-10-2022)</u> |
| 2) Fire <u>Dr. Monika (04-10-2022)</u> | 10) HIC <u>Dr. Monika (18-10-2022)</u> |
| 3) Code <u>Dr. Monika (04-10-2022)</u> | 11) Emergency Patient <u>Dr. Monika (18-10-2022)</u> |
| 4) MRD <u>Dr. Nikhil (25-10-2022)</u> | 12) Combat Infection Training <u>Dr. Nikhil (25-10-2022)</u> |
| 5) Bio Medical Waste <u>Dr. Nikhil (11-10-22)</u> | 13) Scope non Scope <u>Dr. Nikhil (11-10-2022)</u> |
| 6) Receptionist <u>Dr. Monika (04-10-2022)</u> | 14) Safety through <u>Dr. Nikhil (11-10-2022)</u> |
| 7) Pharmacist <u>Dr. Nikhil (11-10-2022)</u> | 15) SOP <u>Dr. Nikhil (25-10-2022)</u> |
| 8) Panchkarma Training <u>Dr. Monika (18-10-22)</u> | 16) Vulnerable Patient <u>Dr. Monika (18-10-2022)</u> |

- Hospital- Vision/Mission/Ownership. Gurjan Gulati - 02-05-2019 (DOJ)
- Employee Rights and Responsibilities. • safe and healthy working conditions.
• Employees should ensure the secrecy & confidentiality of the company.
- Organization hierarchy

- Theory Training Points.
 - Introduction of KRM Ayurveda
 - Hierarchy / Probation period / Leave Policy
 - Salary structure / Employee engagement
 - Basic etiquettes.

- Practical Training Points.

- Good comm. skills
- Project management skills
- Time management skills

- Aim of Job : To maintain everything in order of the company.

- Comments about trainee : Good

Signature

INDUCTION TRAINING

Name Chandni Sex : f Age : _____

Trainer : Dr. Monika Yadav

Department : Therapist (Panch Karma)

Old Experience :

Job Application Now : Panch Karma Therapist

Date Initiation of Training :

Name of Completion of Training

- | | |
|---|--|
| 1) CPR <u>Dr. Nikhil (25-10-2022)</u> | 9) Triage <u>Dr. Monika (04-10-2022)</u> |
| 2) Fire <u>Dr. Monika (04-10-2022)</u> | 10) HIC <u>Dr. Monika (18-10-2022)</u> |
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| 8) Panchkarma Training <u>Dr. Monika (18-10-22)</u> | 16) Vulnerable Patient <u>Dr. Monika (18-10-2022)</u> |

- Hospital- Vision/Mission/Ownership. Bhavika Nayyar - 01-04-2022 (DOJ)
- Employee Rights and Responsibilities: Safe and healthy working conditions.
Employees should ensure the secrecy & confidentiality of the co.
- Organization hierarchy
- Theory Training Points.
 - Introduction of KRM Ayurveda
 - Hierarchy / Probation period / Leave policy
 - Salary structure / Employee engagement
 - Basic Etiquettes.
- Practical Training Points.
 - Has good knowledge of Panch Karma
 - Procedures like Vaman
 - Nasya & Raktamokshana
- Aim of Job : To help the people get rid of problems through these alternative therapies
- Comments about trainee : Excellent

Signature



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INDUCTION TRAINING

Name Dr. Nikhil Diwaker

Sex : M

Age : _____

Trainer : Sr. Ayurveda Charya

Department : OPD

Old Experience :

Job Application Now : Applied as Sr. Ayurveda Charya

Date Initiation of Training :

Name of Completion of Training

1) CPR Dr. Puneet Dhawan

2) Fire Dr. Puneet Dhawan

3) Code Dr. Puneet Dhawan

4) MRD Dr. Puneet Dhawan

5) Bio Medical Waste Dr. Puneet Dhawan

6) Receptionist Dr. Puneet Dhawan

7) Pharmacist Dr. Puneet Dhawan

8) Panchkarma Training Dr. Puneet Dhawan

9) Triage Dr. Puneet Dhawan

10) HIC Dr. Puneet Dhawan

11) Emergency Patient Dr. Puneet Dhawan

12) Combat Infection Training Dr. Puneet Dhawan

13) Scope non Scope Dr. Puneet Dhawan

14) Safety through Dr. Puneet Dhawan

15) SOP Dr. Puneet Dhawan

16) Vulnerable Patient Dr. Puneet Dhawan

1. Hospital- Vision/Mission/Ownership. Bhavika Nayyar - 07-12-2020 (DOJ)

2. Employee Rights and Responsibilities. To recommend reasonable, alternative treatments or medications.

3. Organization hierarchy Dr. Puneet Dhawan
To keep good patient records.

4. Theory Training Points.

- Introduction of KRM Ayurveda
- Hierarchy / Probation period / Leave policy
- Salary structure / Employee engagement
- Basic duties and Etiquettes.

5. Practical Training Points.

- Has good knowledge of Rachna sharis, kriya sharis
- Has good knowledge of Chaisajya Kalpana, Charak, Samhita
- Has good knowledge of alternative therapies like Panchkarma etc.

6. Aim of Job : To serve people selflessly & benefit them with ayurveda.

7. Comments about trainee : Excellent

Q.1 What are the unique & different skills you have as a doctor?
Q.2 Why this hospital or medical department interests you?

Signature

INDUCTION TRAINING

Name Ruby Rathore Sex : F Age : 26

Trainer : Dr. Monika

Department : Pharmacy

Old Experience : Fresher

Job Application Now : Applied as Dispatch Executive

Date Initiation of Training : Applied as Dispatch Executive

Name of Completion of Training

- | | |
|---|--|
| 1) CPR <u>Dr. Nikhil (25-10-2022)</u> | 9) Triage <u>Dr. Monika (04-10-2022)</u> |
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| 7) Pharmacist <u>Dr. Nikhil (11-10-22)</u> | 15) SOP <u>Dr. Nikhil (25-10-2022)</u> |
| 8) Panchkarma Training <u>Dr. Monika (18-10-22)</u> | 16) Vulnerable Patient <u>Dr. Monika (18-10-2022)</u> |

- Hospital- Vision/Mission/Ownership. Aakriti Sharma - 25-07-2018 (DOJ)
- Employee Rights and Responsibilities. Right to get equal pay for equal work.
Employees should follow business ethics & a code of conduct
- Organization hierarchy Previously reporting to Prashanti now Dr. Nikhil
- Theory Training Points.
 - Introduction of KRM Ayurveda.
 - Hierarchy / Probation period / Leave policy.
 - Salary Structure / Employee engagement.
 - Basic Etiquettes.
- Practical Training Points.
 - Has good knowledge of High Alert. } Q.1- Why do you want to work as a dispatcher?
 - Has good knowledge of FIFO. } Q.2 How well do you handle multiple tasks or
 - Has good knowledge of LISA. } work under pressure?
- Aim of Job : To spread awareness for the ayurvedic products.
- Comments about trainee : Good

Signature of Trainer :

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Signature

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