



*Shri Shivaji Education Society Amravati's*  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



**Dr. Anil T. Deshmukh**  
MD (Pathology)  
Dean



**Shri. Harshvardhan P. Deshmukh**  
President  
Shri Shivaji Education Society

•OfficeTel: 0721-2552353 •Fax: 0721-2552353 •Website: www.pdmcc.edu.in •E-mail: drpdmmc2007@rediffmail.com

### Minutes of College Council

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Out.No. PDMMC/CCM /2173/ 2023

Date :- 07.04.2023

**Minutes of the Meeting**

The meeting of 'College Council' was held on **Wednesday, 5<sup>th</sup> April, 2023** at **4.00 PM** in the 'Council Hall' of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the meeting were present: -**

HOD, Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Pharmacology, Forensic Medicine, Community Medicine, General Medicine, Pediatrics, Psychiatry, Dermatology, Respiratory Medicine, General Surgery, Orthopedics, Radio-diagnosis, Ophthalmology, Obstetrics & Gynecology, Anesthesiology, Emergency Medicine, I/c MEU

**Following special invitees of the meeting were present: -**

Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, Nursing Superintendent, I/c Repair section, I/c, Central Store, Technical expert, Assistant Hospital Manager, I/c Establishment (T), I/c Student Section, I/c MRD, Dr. Prakash Kute, Dr. P.V. Kale, Biomedical Engineer.

**Following Members were absent: -**

HOD, E.N.T., HOD, Dentistry, Warden, Girls Hostel, Warden, Nursing Hostel, Librarian, I/c Sport Department, Engineer, I/c Electric Department, Plumber, Sanitary Inspector.

**Following points were discussed in the Meeting: -**

1	At the outset, Chair welcomed all the Members of College Council Meeting.
2	Minutes of the 'College Council & Hospital Committee' dated <b>15<sup>th</sup> March, 2023</b> were confirmed. Chair read actionable points :- 8. Chair reviewed registrations of the students. Technical expert informed that 16 students are not registered from various batches. Chair directed him to submit list of concerned students for necessary action.
3	Chair informed that we have received ' <b>Letter of Intent</b> ' from NMC, New Delhi regarding increase of seats (01 to 03) of MS- Ophthalmology for the academic year 2023-24. <b>'House congratulated HOD &amp; Staff Members of Ophthalmology Department.'</b>
4	Chair informed that we are waiting for <b>inspections</b> , i.e. General Medicine & Microbiology along with UG Inspection for 100 seats renewal of recognition, MD (OBGY) Compliance verification & MUHS, LIC inspections are pending. As per the MUHS Circular No. 23/2023, dated 31.02.2023 LIC Inspection will be held in between 10th to 27 <sup>th</sup> April 2023.

5	Summer vacation will start from 22 <sup>nd</sup> April to 31 <sup>st</sup> May 2023. Our UG, PG & LIC inspections are due. If LIC & other inspections are held before 22 <sup>nd</sup> April 2023, then summer vacation will be permitted.
6	For Teaching & Non-teaching staff issues 'Kalyan Samiti' Meeting is scheduled under the Chairmanship of Hon'ble President, Shri Shivaji Education Society, Amravati on Thursday, 6 <sup>th</sup> April 2023. If any issue of your staff are pending send it to the Dean Office before 6 <sup>th</sup> April, 2023.
7	'World Health Day' is celebrated on 7 <sup>th</sup> April 2023. In the morning at 7.00 AM 'Marathon' is organized by NSS Unit & SAMC. 'World Health Day' Programme is organized at 10.00 AM in Guyton Hall. This year Theme :- 'Health For All'. Chair requested personally everyone should be present both the programmes.
8	NABH inspection is scheduled on 8 <sup>th</sup> April 2023. 'Good Friday' Holiday on 7 <sup>th</sup> April 2023 is cancelled due to inspection. Every faculty should be present in the Department till the completion of inspection.
9	Shri Shivaji Education Society, Amravati is celebrating 58th Death Anniversary of Dr. Panjabrao Alias Bhausheb Deshmukh on 10 <sup>th</sup> April 2023. On this Occasion Hon'ble Shri Devendraji Fadanvis, Deputy Chief Minister of Maharashtra State & Guardian Minister of Amravati District will be the Chief Guest. On this Occasion at 9.00 AM there will be floral tributes programme at Smruti Kendra. At 10.00 AM 'New Ward Building'(PDMC) inauguration will be held. After inauguration main programme will start in Chhatrapati Shivaji Maharaj Auditorium at 10.00 AM. The invitation card is circulated to all departments. All staff members should attend the programme.
10	MUHS Mandate is available on our College Website. Every department should verify the information & inform accordingly addition/ deletion (If any) to Dr. P.R. Kute, Biochemistry Department for further necessary action.
11	Ethics & Medical Registration Board (EMRB) of the National Medical Commission has framed Guidelines on "Professional Responsibilities of Medical Teachers". The Guidelines are circulated on CC PDMC Whats app Group for information & necessary action.
12	Chair appealed to all departments that they will suggest about new appointments, staff requirements, promotions etc.
13	Chair informed that Dr. P.R. Tekade, Professor & Head, Department of Forensic Medicine would be looking as Medical Superintendent duties in addition to his duties. Any issue related to the Hospital, you can contact with Dr. P.R. Tekade. (Mobile No :- 7415176321) "House congratulated Dr. Pawan Tekade for his appointment"
14	ECHS login ID & Password is available. Ex. Servicemen or current servicemen will take benefits of the scheme. Chair informed that for the improvement of the Hospital services we will create separate cell.
15	Chair reviewed Faculty Evaluation Proforma & observed that nobody has started the procedure & directed to look into the matter & complete the process.
16	Chair made aware about the Software Med synaptic PACs and HIMS also interfaced with PACS for Radiology images and reports.

The meeting concluded with thanks to the Chair.



Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. C. Amravati

Dean  
Dr. P. D. M. C. Medical College  
Deshmukh Amravati Medical  
College, Amravati



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Out.No.PDMMC/CCM / 1412/ 2023

Date :- 02.03.2023

**Minutes of the Meeting**

The meeting of 'College Council' was held on **Wednesday, 1<sup>st</sup> March, 2023** at **4.00 PM** in the 'Council Hall' of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the meeting were present :-**

HOD, Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Pharmacology, Forensic Medicine, Community Medicine, General Medicine, Pediatrics, Psychiatry, Dermatology, Respiratory Medicine, General Surgery, Orthopedics, Radio-diagnosis, Ophthalmology, Obstetrics & Gynecology, Anesthesiology, Dentistry, Emergency Medicine, I/c MEU

**Following special invitees of the meeting were present :-**

Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, Nursing Superintendent, Librarian, I/c, Central Store, Technical expert,

Assistant Hospital Manager, I/c Establishment (T), I/c Student Section, NAAC Coordinator, I/c MRD

**Following Members were absent :-**

HOD, E.N.T., HOD, Physical Medicine & Rehabilitation, Warden, Girls Hostel, Warden, Nursing Hostel, I/c Repair Section, I/c Sport Department, Engineer, I/c Electric Department, Plumber, Sanitary Inspector.

**Following points were discussed in the Meeting :-**

1	At the outset, Chair welcomed all the Members of College Council Meeting.
2	Minutes of the 'College Council' dated 8th February, 2023 were confirmed. Chair read actionable points :- Nursing Superintendent informed 254 Pending case papers. Chair directed her to take necessary steps to curtail the figures. HOD, Emergency Medicine informed that some Resident/s is/are leaving their home department from duty hours. Chair directed the concerned HODs to instruct their Residents to stay six hours at duty place, otherwise necessary administrative action will be taken on the concerned students.  It is observed that many students are not marking their biometric attendance & due to this their scholarship will be held up. Social Welfare Department has made compulsory- Students' Bio-metric attendance. Chair directed I/c, Student Section to circulate notice on all students WhatsApp Group for their information and necessary action. HOD, Ophthalmology informed that Laminar O.T. swab is negative but OT table will available within a week.

	<p>NABH Assessment is rescheduled by the Board (NABH) and new dates are 22nd to 25th March, 2023.</p> <p>HOD, Microbiology informed that RTPCR NCs are completed now.</p> <p>To organize Workshop/ CME/ Conferences &amp; send feedback from every department.</p> <p>Start your activity and plan it &amp; inform accordingly to the administration.</p> <p>Publication in National &amp; International Journals. Chair directed HOD, Community Medicine to start the work.</p> <p>Chair reviewed Website updating &amp; observed that many departments have not updated their information on College Website &amp; directed the concerned HODs to take necessary steps in consultation with Dr. P.K.Kute, Biochemistry Department and Vikrant Pandit.</p>
3	<p>We have made <b>MOU with Samta Foundation</b>. Samta Foundation is doing lot of charitable work throughout Maharashtra. Their main focus is on <b>Cataract Surgery</b>. They have donated 15 Oxygen Concentrators to our Hospital &amp; directed I/c Central Store to distribute the same.</p>
4	<p><b>NMC &amp; MUHS LIC Inspections</b> are due and it will be held any time. We have received <b>07 department reports</b> (Physiology, Pathology, Dermatology, Psychiatry, Respiratory Medicine, Orthopedics &amp; Anesthesiology) from NMC &amp; remaining reports are awaited. Our UG 100 seats renewal and General Medicine &amp; Microbiology Departments PG inspections are due. If staff of your department is/are on leave they be called back immediately &amp; no leave will be sanctioned till the completion of inspections. Any one remaining absent for inspection strict disciplinary action will be initiated.</p> <p>NMC Inspections will be held during 11<sup>th</sup> to 18<sup>th</sup> March for Renewal of Recognition of 100 UG seats. Every department should submit their B-Form before 2<sup>nd</sup> Feb. Every staff should be present on the day of inspection.</p>
5	<p>Chair informed that <b>NEET PG</b> is scheduled on 5<sup>th</sup> March, 2023 and <b>NEET UG</b> will held on 7<sup>th</sup> of May, 2023.</p>
6	<p>CPS admissions are started &amp; in second phase our admissions will start.</p>
7	<p>Chair informed that we have received a letter from the Director, Medical Education &amp; Research, Mumbai <b>regarding District Residency Programme</b>. In its letter it is mentioned about District Residency Programme for PG Students (MD/MS) by Rotation will start from 1<sup>st</sup> May. Chair read related contents &amp; copy of the letter is enclosed herewith for ready reference. We will constitute <b>“Academic Cell”</b> for the functioning of the same.</p>
8	<p>If Department/s receives any type of certificate from outside establishment then it will be submitted to NAAC Office for NAAC purpose. Simultaneously any dignitaries will who visit the College/Department should be asked for their opinion &amp; comments. See to it that every department should maintain a <b>Visitors Book</b>. Dean Office will provide a format of the ‘Visitors Book’ to every Department.</p> <p>Chair also directed to expedite and sign an MOU with an educational institute or a serving enterprise, if any party is interested in any collaboration.</p>
9	<p>We are ready to prepare SSR for NAAC shortly. Criteria Chairpersons should prepare one file for each metric. These files will contain response to each metric, followed by data templates, documents for upload, web links (external &amp; internal) photos, Activity Reports, Relevant documents, etc duly signed by Chairperson &amp; certified by Head of Institution. These metric files should reach NAAC Office on or before 15<sup>th</sup> March, 2023 in Hard &amp; Soft Copy (Pen Drive). Each file will be checked by NAAC/ IQAC teams and forwarded to our NAAC advisor. SSR should be completed by the end of 30<sup>th</sup> April 2023. Chair informed the procedure of registration on the portal. Activity reports should be prepared by Organizer Chairperson in the Format already circulated on NAAC PDMC Whats app &amp; Google mail Group as well as NAAC War Room &amp; IQAC Group. These activity reports should be prepared and send to the IQAC Coordinator within 07 days of the programme.</p>

*[Handwritten Signature]*

Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. C. Amravati

Dean

Dr. P. D. M. Medical College  
Deshmukh Amravati Medical  
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Out.No.PDMMC/CCM /947/ 2023

Date :- 10.02.2023

**Minutes of the Meeting**

The meeting of 'College Council' was held on **Wednesday, 8<sup>th</sup> February, 2023** at **4.00 PM** in the 'Council Hall' of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the meeting were present :-**

HOD, Anatomy, Physiology, Biochemistry, Microbiology, Pharmacology, Forensic Medicine, Community Medicine, General Medicine, Pediatrics, Psychiatry, Dermatology, Respiratory Medicine, General Surgery, Orthopedics, E.N.T., Ophthalmology, Obstetrics & Gynecology, Anesthesiology, Dentistry, Physical Medicine & Rehabilitation, I/c MEU

**Following special invitees of the meeting were present :-**

Medical Superintendent, Dy. Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, Nursing Superintendent, I/c, Repair Section, I/c, Central Store, Technical expert.

**Following Members were absent :-**

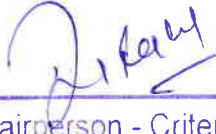
HOD, Pathology, Warden, Girls Hostel, Warden, Nursing Hostel, Librarian, I/c Sport Department, Engineer, Electrician, Plumber, Sanitary Inspector.

**Following points were discussed in the Meeting :-**

1	At the outset, Chair welcomed all the Members of College Council Meeting.
2	Minutes of the 'College Council & Hospital Committee' dated <b>25.01.2023</b> were confirmed. <b>Chair reviewed following points :-</b> 2 Pending case papers issue was discussed & directed Nursing Superintendent to look into the matter & take necessary action to resolve the matter. 3 Residents posting in Emergency Medicine Dept on 6 hours basis. Remaining time they will spend in their parent departments. Chair directed the concerned HODs to inform their Residents about working hours. 4 Student Biometric attendance issue was discussed & informed that the Biometric Devices are installed near Guyton Hall. Chair observed that whenever staff members are leaving the college campus they are not marking their Biometric attendance. Chair directed that hereinafter every staff members should mark Biometric attendance before leaving the campus. It is also observed that some staff members are marking their Biometric attendance in the morning hours & immediately leave the College premises. Chair directed the concerned HODs to look into the matter & give instruction to the staff members. 5 Chair asked HOD, Ophthalmology about working of Ophthal OT. She said that OT is functioning; only door closer work is pending. Chair instructed Mr. Rugved Deshmukh to complete the work & inform the same.

	<p>6 Proquest Software for Journals &amp; Text books is available in our Central Library &amp; observed the use of Software. Chair directed the Members to take use of it &amp; circulate the information on students WhatsApp group. Following link &amp; password is given for the information of staff &amp; students.</p> <p><b>Link :- <a href="http://www.proquest.com">www.proquest.com</a>- IP based access on 61.101.2.66</b></p> <p><b>Remote username :- PDMMC_LIB</b></p> <p><b>Password :- ProQuest@1</b></p>
3	<p>11% DA issue was discussed and HODs were instructed to convey the same to all Teaching &amp; Non-teaching staff. They also ask to convey any objection to the same by 17<sup>th</sup> February, 2023. If no communication is received it shall be presumed to be accepted to all.</p>
4	<p>NMC inspections of Microbiology &amp; General Medicine are pending. Concerned Department should ready with all required information. No leave will be sanctioned till the completion of inspections.</p>
5	<p>NAAC &amp; NABH issue was discussed and informed that <b>NABH inspection will be held from 1<sup>st</sup> to 4<sup>th</sup> March, 2023.</b> NAAC is concerned we have organized Criteria wise meetings and within two months we will ready for SSR.</p>
6	<p>Chair asked HOD Microbiology about the <b>inspection report of RTPCR Laboratory.</b> HOD informed that Deficiencies are complied and report will be received within a week.</p>
7	<p>Chair Pleased to inform that <b>College has procured a vehicle for Dean through CSR fund.</b> Credit goes to Pathology Department.</p>
8	<p>Chair asked HOD Ophthalmology about the working of <b>Samata Foundation.</b> HOD informed that screening working is started &amp; we have planned to work in two shifts.</p>
9	<p>We have procured <b>C-Arm Machine</b> for surgery department.</p>
10	<p>Chair informed about <b>increase in number of Operation Theaters</b> &amp; asked HOD Orthopedics about the progress of New OT. HOD requested for AC. Chair instructed electrician to take urgent action &amp; and submit report. He also informed that Neurosurgery instruments order is placed.</p>
11	<p>Chair discussed on academic issue &amp; requested the HODs to organize <b>Workshop/ CME/ Conferences in collaboration with other organization in College campus.</b> This issue was discussed in the LMC meeting held on 17.01.2023 &amp; decided to give some financial aid for the academic activities.</p>
12	<p>Chair presented <b>MUHS Notification No- 03/2023 regarding Rules for Award of Publication Grant for Publication in National and International Journals.</b> He also read the points mentioned in the notification &amp; also composition of Publication Grants Scrutiny Committee. This notification along with Application Form &amp; Undertaking by the Applicant will be circulated for the information &amp; necessary action of the teaching staff.</p>
13	<p>As far as <b>Website updating</b> we have received information of 10 Departments &amp; only 3 Departments (Anatomy, Dentistry &amp; ObGy) have updated their information on College Website. Chair directed rest of Departments to update the information latest by 16 February, 2023.</p>
14	<p>Dr.S.S.Pande, I/c MEU informed that <b>Dr. Shahaji Tidke</b> won the First Prize in Winners of Expressions 2023 – National Level Presentation Competition held at JNMC, Sawangi (Meghe). <b>House congratulated Dr. Shahaji Tidke.</b></p>
15	<p>Central Government is in <b>planning to increase UG &amp; PG seats.</b> NMC is planning its own Accreditation. Chair directed the members to prepare planning about the PG increase seats of their department.</p>
16	<p>Chair directed to send <b>SWAYAM Certificates</b> to the Dean office &amp; appealed to join E-content Development Programme on SWAYAM Portal immediately. Dr. S. S. Pande informed that the examination will be held in November 2023. <b>SWAYAM Portal is open for all.</b></p>
17	<p>Dr. P. P. Torkadi, Co-ordinator IQAC, informed that <b>Feedback form for Non-Teaching &amp; Students</b> is circulated but only 35 Non-Teaching staff replied &amp; only 126 students have replied, most of which 1<sup>st</sup> year student. Teaching feedback is getting 70%. He requested all the HODs to circulate this link to students group of your subject. Chair directed to circulate this students link on WhatsApp group through student section. If batch wise student group is not created then it will create urgently &amp; Dean should be the admin of the group.</p>

18 Chair informed about the incident occurred during the MBBS examination. One student of our College did not bring his ID card at the time of exam. ID card is must at the time to appear examination. Chair informed in detailed of the incident & it is being investigated by the inquiry committee.



Chairperson - Criteria No. 6  
NAAC Steering Committee  
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Out.No.PDMMC/Est/10093 /2022

Date :- 26.12.2022

**Minutes of the Meeting**

The joint meeting of “College Council & Hospital Committee” was held on Wednesday, 21<sup>st</sup> December, 2022 at 4.00 PM in the ‘Council Hall’ of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following Members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Pharmacology, Forensic Medicine, Community Medicine, General Medicine, Pediatrics, Psychiatry, HOD, Dermatology, Respiratory Medicine, General Surgery, Orthopedics, Radio-Diagnosis, E.N.T., Ophthalmology, Obstetrics & Gynecology, Anesthesiology, Dentistry, Emergency Medicine, I/c MEU.

**Following special invitees were present :-**

Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Interns Hostel, Warden, Boys Hostel, Nursing Superintendent.

**Following members were absent :-**

HOD, Physical Medicine & Rehabilitation & I/c Repair Section were busy in Exam duty.  
Warden, Girls Hostel, Warden, Nursing Hostel, Librarian, I/c Central Store, I/c Sport.

**Following members of Hospital Committee were present :-** Medical Superintendent,

**HODs & Unit Incharges** :- Dr. A.V. Daphale, Dr. S. H. Verma, Dr. P.R.Somwanshi, Dr. S. G. Vyas, Dr. S. N. Bhasme, Dr. G. R. Dubey, Dr. A. V. Saboo, Dr. G. R. Mundhada, Dr. N. P. Umale, Dr. R. M. Mulmule, Dr.V. N. Bijwe, Dr. M.W.Barbde , Dr. A. V. Kharia, Dr. G. N. Pundkar, Dr. R. W. Baitule, Dr.S. K. Kadu, Dr. A. V. Manekar, Dr. S. K. Tiwari, Dr. P.S.Junghare, Dr. S. A. Bijwe, Dr. S.A.Karale (Bhuyar),Dr. M.W.Jagtap, NAAC Co-ordinator, HOD, Biochemistry, Pathology, Microbiology, P.S.M., Radio- diagnosis, Anesthesia, Dentistry, I/c Cytology, I/c Histopathology, I/c, Hematology, I/c CBL, I/c CML, I/c MRS, I/c Medical Store, I/c, RHTC, I/c, Resident Hostel & Intern Hostel, Warden, Boys Hostel, Nursing Superintendent, Assistant Hospital Manager.

**Following members were absent :-**

Dr. S.N.Agrawal, Dr. V. V. Saoji, Dr. A. V. Darokar, Dr. H. S. Saodekar, Dr. R. H. Nistane,  
I/c, CCL, I/c Research Lab, I/c, Blood Bank, I/c UHTC, I/c Repair Section (Busy in Exam) Warden, Girls Hostel, Warden, Nursing Hostel, Biomedical Engineer, Engineer, Electrician, I/c Water Supply, I/c

**Following points were discussed in the meeting :-**

1	Chair welcomed all the Members of College Council & Hospital Committee.
2	Minutes of the 'College Council' dated 07.12.2022 were confirmed. Action taken on the items was noted.
3	Chair reviewed "Free Diagnostic & Operations Camps" organized on the occasion of 124 Birth Anniversary of Late Dr. Panjabrao alias Bhausaheb Deshmukh. Seperate Circular will be circulated of main function which will be held on 27 <sup>th</sup> December, 2022.
4	Chair directed Medical Superintendent to implement <b>new rates of Radiology</b> at the earliest.
5	Chair informed that <b>Computers are installed at UHTC, RHTC &amp; Tarkheda Centers</b> for registrations of the patients.
6	<b>NAAC Criteria wise meetings</b> are scheduled from 19 <sup>th</sup> to 29 <sup>th</sup> December, 2022 under the Chairmanship of Dean. Chair observed the criteria wise progress.
7	Chair directed the concerned to take fulfilled meetings of 'Clinical and Death Review'
8	<b>Hospital OPD, IPD &amp; Clinical data</b> was reviewed by Chair and directed the concerned to maintain as per norms.
9	Chair discussed about <b>Biometric Attendance</b> and directed to understand leave categories.
10	<b>Inspections is concerned</b> Chair informed that UG admissions are not over & due to this Inspections will be held in the month of January, 2023.
11	<b>New HMIS software</b> (Hospital Management Information System) is started in Hospital for OPD & IPD registration. Computers are installed in Wards.
12	HOD, ObGy informed that because of construction work in adjoining area of ObGy Department it is difficult to carry out day to day work & PG activities due to noise and dust. Chair directed her to suggest place for temporary arrangement.
13	Chair directed to start classes in 'New Lecture Hall-A' Dr.S.S.Pande, HOD, Physiology informed that 'Smart Board' is not yet started. Chair directed Rahul Dhande, Electric Department to take urgent necessary action and solve the problem.
14	The Workshop regarding "Conduct of Inspection & Teaching and Learning Evaluation" for Affiliation of College scheduled on 22 <sup>nd</sup> December, 2022, 11.00 AM. Chair directed Technical Expert Mr. Vikrant Pandit to make arrangement in Council Hall.
15	Medical Superintendent Dr. S. R. Nirmal informed that <b>Birth &amp; Death patients information should fill online within 15 days</b> . After completion of time limit software will not consider. Chair directed Nursing Superintendent to inform the names of Doctors whos work is pending about Death Form. He also informed that HMIS Software will solve the issue in near future.
16	HOD, Community Medicine requested for <b>Scanner</b> and informed that <b>Net problem</b> is not solved. Chair directed Technical Expert Mr. Vikrant Pandit to solve the issue at the earliest.
17	Chair informed that our College has decided to <b>award the best teachers and non-teaching staff</b>

	<b>from this year.</b> For that, the information of the non-teaching staff has been requested through the head of the department in the format. Everyone should attend this program so that everyone's enthusiasm increases.
<b>18</b>	Chair directed Medical Superintendent to install new Televisions of 32" in OPD premises & call programmes from concerned departments to release on Television.
<b>19</b>	Chair informed that this is the last meeting of this year. I am thankful all of us for supporting me as Dean in the development of College and Hospital & expressed that similar cooperation will get in the coming year and wished everyone a 'Happy Merry Christmas' & 'Happy New Year-2023'
<b>20</b>	It was decided that, "Insurance Policy and Medical Indemnity Insurance Cover" for the clinical faculties will be carried out by the Institution for those who are not already having the same.

Meeting ended with vote of thanks to the Chair.

Chairperson - Criteria No.6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

Dean

Dr. P. D. M. Medical College  
Dr. Panjabrao Jeebhoy Bhausaheb  
Deshmukh Memorial Medical  
College, Amravati.



*Shri Shivaji Education Society Amravati's*  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



**Dr. Anil T. Deshmukh**  
MD (Pathology)  
Dean



**Shri. Harshvardhan P. Deshmukh**  
President  
Shri Shivaji Education Society

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Out.No.PDMMC/Est/6753 /2022

Date :- 27.08.2022

**Minutes of the Meeting**

The joint meeting of "College Council & Hospital Committee" was held on Wednesday, 24<sup>th</sup> August, 2022 at 4.00 PM in the 'Council Hall' of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following Members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Pharmacology, Forensic Medicine, Community Medicine, General Medicine, Pediatrics, Psychiatry, Dermatology, Respiratory Medicine, General Surgery, Orthopedics, Radio-Diagnosis, Ophthalmology, Obstetrics & Gynecology, Anesthesiology, Dentistry, Physical Medicine & Rehabilitation, Emergency Medicine, I/c MEU.

**Following special invitees were present :-**

Medical Superintendent, Dy. Medical Superintendents, Administrative Officer, I/c RHTC, I/c Resident & Interns Hostel, Warden, Boys Hostel, Nursing Superintendent, I/c Repair Section, I/c Central Store.

**Following members were absent :-**

HOD E.N.T., Warden, Girls Hostel, Warden, Nursing Hostel, Librarian, I/c Sport.

**Following members of Hospital Committee were present :-** Medical Superintendent, Dy. Medical Superintendent.

**HODs & Unit Incharges :-** Dr. A.V. Daphale, Dr. S. G. Vyas, Dr. S. N. Bhasme, Dr. S. H. Verma, Dr. G. R. Dubey, Dr. A. V. Saboo, Dr. S. N.Agrawal, Dr. V. V. Saoji, Dr. G.R. Mundhada, Dr. N. P. Umale, Dr. R. M. Mulmule, Dr. A. V. Darokar, Dr.V.N. Bijwe, Dr. G. N. Pundkar, Dr. R. W. Baitule, Dr. S.V. Jaiswal, Dr.S. K. Kadu, Dr. A. V. Manekar, Dr. K. Y. Vilhekar, Dr. P. S. Junghare, Dr. Vijaya Patil, Dr. Anil Rohankar, Dr. Sameer Chaudhari, Dr. M.W. Jagtap – NAAC, HOD, Biochemistry, Pathology, Microbiology, P.S.M., Radio- diagnosis, Anesthesia, Dentistry, I/c, Histopathology, I/c, Blood Bank, I/c CBL, I/c CML, I/c MRS, I/c Medical Store, I/c Repair Section, I/c, RHTC, I/c, Resident Hostel & Intern Hostel, Warden, Boys Hostel, Nursing Superitendent, Biomedical Engineer, Engineer, Electrician, Assistant Hospital Manager.

**Following members were absent :-**

Dr. A. V. Kharia, Dr. R.H. Nistane, Dr. S. A. Bijwe, Dr. S. A. Karaley, I/c, CCL, I/c Research Lab, I/c Cytology, I/c UHTC, Warden Girls Hostel, Warden, Nursing Hostel, Plumber, I/c Central Store, Sanitary Inspector, Technical Expert.

**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	Minutes of the 'College Council & Hospital Committee' dated 3 <sup>rd</sup> August, 2022 were confirmed. Action taken on the items was noted. Chair reviewed following points. Chair reviewed MICU & ICU responsibility & directed HOD, Medicine to search BAMS/BHMS competent candidates to work as Intensivist. <b>Laminar OTs &amp; Burn Unit are started. Chair directed HOD, Surgery to create awareness of Burn Unit through Paper News.</b> We have submitted an application to NMC, New Delhi for renewal of recognition of MBBS course for AY 2022-23 & 2023-2024 (for 150 seats) & inspection will be held shortly. Chair directed HODs to make ready your department with documents.
3	Chair informed that <b>Hon'ble Vice-Chancellor of MUHS, Nashik has taken online meeting on 25<sup>th</sup> August, 2022 with all Deans.</b> She has informed that 'WhatsApp Group' is created only for the medical students & He/She can complaint about their college grievances directly on the group. Teachers are not a part of that group. Chair discussed all the contents of the VC meeting for the awareness of Council Members.
4	It's observed that <b>most of the instruments are idle and never utilized.</b> Every instrument is under AMC & CMC. Chair directed all the concerned to take in use the instruments.
5	As per the training and instructions from <b>Amravati Municipal Corporation,</b> hereinafter <b>birth &amp; death entries would be taken online.</b> In this regard Medical Superintendent of Dr. PDHRC issued a Circular (No. 2563/2022, dated 20.08.2022) to all the concerned departments & sections for their information and necessary action. Chair directed all the concerned to take note of this circular and act accordingly.
6	Chair informed that new <b>Vehicle</b> is purchased for the use of <b>Rural Health Training Center, Nerpingalai</b> & it will run regularly.
7	Chair informed that NMC has introduced following modalities. (a) <b>Aadhar based attendance system</b> & it will directly link with NMC. Now we have to integrate our system with that Software. New machines order has been placed. (b) <b>NMC has asked about 25 CCTV cameras.</b> (c) <b>Hospital Information System (HIS).</b> Now each and every patient of OPD & IPD will be uploaded on HIS.
8	Chair informed that <b>Casualty expansion work is going on.</b>
9	Within a month <b>two new Lecture Hall</b> will be ready. All 05 Lecture Hall will under CCTV Surveillance.

Meeting ended with vote of thanks to the Chair.



Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

Dean  
Dr. P. D. M. Medical College  
Amravati  
College, Amravati



*Shri Shivaji Education Society Amravati's*  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



**Dr. Anil T. Deshmukh**  
MD (Pathology)  
Dean



**Shri. Harshvardhan P. Deshmukh**  
President  
Shri Shivaji Education Society

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Out.No.PDMMC/CCM / 6245 / 2022

Date :- 04.08.2022

**Minutes of the Meeting**

The meeting of 'College Council' was held on **Wednesday, 3<sup>rd</sup> August, 2022** at **4.00 PM** in the 'Council Hall' of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the meeting were present :-**

HOD, Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Pharmacology, Forensic Medicine, Community Medicine, General Medicine, Pediatrics, Psychiatry, Dermatology, Respiratory Medicine, General Surgery, Orthopedics, Radio-diagnosis, E.N.T., Ophthalmology, Obstetrics & Gynecology, Anesthesiology, Dentistry, Physical Medicine & Rehabilitation, Emergency Medicine, I/c MEU

**Following special invitees of the meeting were present :-**

Medical Superintendent, Dy. Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, Warden, Girls Hostel, Nursing Superintendent, I/c Repair Section, I/c Central Store, Assistant Hospital Manager.

**Following Members were absent :-**


Warden, Nursing Hostel, Librarian, I/c Sport Department, I/c Central Workshop, Engineer, Electrician, Plumber, Sanitary Inspector, Technical Expert.

**Following points were discussed in the Meeting :-**

1	At the outset, Chair welcomed all the Members of College Council Meeting.
2	Minutes of the 'College Council & Hospital Committee' dated 20.07.2022 were confirmed. Following items were reviewed. <ol style="list-style-type: none"><li>1. Chair asked HOD, General Medicine about the responsibility of MICU &amp; ICU and directed to utilize services of senior staff. We have appointed additional staff for every department.</li><li>2. Chair directed Mr.Thakare, I/c Student Section to send outstanding list of UG &amp; PG students to all Departments &amp; HODs will not allow the concerned students for classes till the completion of outstanding.</li><li>3 (ii) Chair reviewed Joint Medical Care SOP &amp; directed to prepare in consultation with concerned HODs. Blood Bank Manual for Residents &amp; Inters (SOP) circulated to all</li></ol>

3	Chair informed that our <b>Laminar Operation Theatres (OTs), Burn Unit &amp; Two Wards</b> are ready. Probably it will start in the next week. Chair directed HOD, Surgery to make Incharge for Burn Unit.
4	Chair directed HOD, Medicine to arrange 'Angiography Camp' with the help of Dr. Nilesh Chandak.
5	Chair discussed the issue of <b>Residents posting in Emergency Medicine Department</b> . At present we are pooling JR from other departments for posting in Emergency Medicine.
6	Chair directed to send <b>samples for frozen section</b> on regular basis with prior intimation to the Section Incharge with Clinical details.
7	Chair read the MUHS Circular No. 53/2022 dated 01.08.2022 regarding <b>Winter-2022 Session University Theory Examinations</b> . The detailed programme of the Examinations will be published on University Official Website ( <a href="http://www.muhs.ac.in">www.muhs.ac.in</a> ) by end of August 2022. Chair directed to <b>plan your vacation accordingly</b> .
8	There is complaint against <b>S. A. Varhekar</b> , Attendant of Radio-diagnosis Department. An Inquiry Committee was setup under Dr. P. P. Torkadi, Prof & Head, Dept. of Biochemistry. Chairman of the Enquiry Committee was submitted its report to the Dean Office on 19.07.2022. As per the recommendations of the Committee <b>Mr. S. A. Varhekar may be issued a strict warning letter about his behavior during duty hours and a fine of Rs. 5000/- may be imposed on him</b> . House considered the recommendations & approved the same.
9	Chair directed I/c Medical Education Unit Dr. Sushama Pande to organize ' <b>Revised Basic Course</b> ' for Teachers those who have not completed it & also organize <b>GCP, BLS &amp; ACLS</b> for PG students.
10	Shortly we will submit an application to NMC, New Delhi for <b>renewal of recognition of MBBS course for A.Y 2022-2023 &amp; 2023-2024</b> (for 150 seats) & its inspection will be held in the month of August or September, 2022 & December, 2022 respectively.
11	<b>Ambulance</b> issue was discussed & rate list will be circulated shortly. Chair directed Medical Superintendent to call a meeting of CMOs and Demonstrators & prepare rate list of Ambulance.
12	Chair directed HOD, Anesthesia for <b>shifting the instruments</b> in New O.T. & also request to suggest changes, if any.
13	Chair informed that we have an <b>Annual Maintenance Contract (AMC) &amp; Comprehensive Maintenance Contract (CMC)</b> for instruments & give feedback regularly of new machines installed in the departments.

The meeting concluded with thanks to the Chair.

  
 Chairperson - Criteria No. 6  
 NAAC Steering Committee  
 Dr. P. D. M. M. C. Amravati

  
 Dean  
 Dr. P. D. M. Medical College,  
 Dr. K. J. Bhausaheb  
 Amravati  
 Deshmukh Memorial Medical  
 College, Amravati.



*Shri Shivaji Education Society Amravati's*  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



**Dr. Anil T. Deshmukh**  
MD (Pathology)  
Dean



**Shri. Harshvardhan P. Deshmukh**  
President  
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Out.No.PDMMC/Est/ 6797 /2021

Date :- 17.12.2021

### Minutes of the Meeting

The joint meeting of "College Council & Hospital Committee" was held on Wednesday, 15.12.2021 at 04.00 P.M. in the 'Council Hall' of Dean Office under the Chairmanship of **Dean Dr. A. T. Deshmukh**.

**Following members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Pharmacology, Forensic Medicine, Community Medicine, General Medicine, Pediatrics, Psychiatry, Dermatology, Respiratory Medicine, General Surgery, Orthopedics, Radio-diagnosis, E.N.T., Ophthalmology, Obstetrics & Gynecology, Anesthesiology, Dentistry, Physical Medicine & Rehabilitation, I/c MEU.

**Following special invitees were present :-**

Medical Superintendent, Dy. Medical Superintendents, Administrative Officer, I/c RHTC, I/c Resident & Interns Hostel, Warden, Girls Hostel, Warden, Boys Hostel, Nursing Superintendent, I/c Repair Section, I/c Central Section, Technical Expert.

**Following members were absent :-** HOD, Emergency Medicine was out of station for Office Work. Warden, Nursing Hostel, Librarian, I/c Sport, Engineer, Electrician, Plumber.

**Following members of Hospital Committee were present :-** Medical Superintendent, Dy. Medical Superintendents.  
**HODs & Unit Incharges :-** Dr. A.V. Daphale, Dr. S. G. Vyas, Dr. S. N. Bhasme, Dr. S. H. Verma, Dr. G.R. Dubey, Dr. A. V. Saboo, Dr. S.N.Agrawal, Dr.V.V.Saoji, Dr. G.R. Mundhada, Dr. N. P. Umale, Dr. R.M. Mulmule, Dr.V.N. Bijwe, Dr. A. V. Kharia, Dr. G.N. Pundkar, Dr. R. W. Baitule, Dr. S. V. Jaiswal, Dr.S. K. Kadu, Dr. K. Y. Vilhekar, Dr. S. K. Tiwari, Dr. R.H. Nistane, Dr. P. S. Junghare, HOD, Biochemistry, Pathology, Microbiology, P.S.M., Radio-diagnosis, Anesthesia, Dentistry, I/c CCL, I/c, Cytology, I/c, Blood Bank, I/c CBL, I/c CML, I/c MRS, I/c Medical Store, I/c Repair Section, I/c RHTC, I/c Resident Hostel & Intern Hostel, Warden Girls Hostel, Warden, Boys Hostel, Nursing Superintendent, Technical Expert.

**Following members were absent :-**

Dr. A.V. Darokar, Dr. A. V. Manekar, Dr. S.A. Karaley (Bhuyar), Dr. S.A. Bijwe, I/c, Research Lab, I/C, Histopathology, I/c, UHTC, Warden, Nursing Hostel, I/c, Central Store, I/c Hematology Lab.

**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	Minutes of the 'College Council' dated 01.12.2021 were confirmed. Action taken on the items was noted. Chair informed that numbers of carnival donations are increased. Super-speciality work is increasing day by day. On 14 <sup>th</sup> December, 2021 'total knee replacement' has been done by Dr.Ujjwal Wankhade of Orthopaedics Department. <b>House Congratulated</b> the achievement of Orthopaedic Department. Chair appealed all the Members <b>to inform innovative work</b> accordingly so that College will support you. Chair directed Medical Superintendent <b>to circulate the list of Superspecialists</b> working in our Hospital for the information of all the Departments. We have started ' <b>Palliative Care Unit</b> ' but not yet admitted the patient. Chair directed HOD, General Surgery to start ' <b>Burn Unit.</b> ' HOD informed that 10 beds arrangement can be made and facultie/s are trained. Chair directed HOD, General Medicine to start process of ' <b>Dialysis Unit</b> ' and contact with <b>APEX</b> for further necessary action.



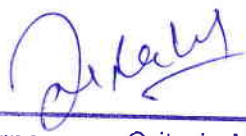
	<b>Rating Board (MARB) dated 13.12.2021 to display the information of the College/Institution on College Website linked to NMC as per the Proforma.</b> It is directed to upload the information before 17.12.2021. Chair discussed about the information mentioned in the Proforma i.e. Publications by faculty, publications should be quoted in Vancouver referencing style, Training/Research methodology, Number of Lectures taken/year, Topics covered etc. & directed the Members to submit the required information before 16 <sup>th</sup> December, 2021.
4	<b>Covid-19 'RT-PCR' &amp; 'Rapid Antigen Test' charges</b> will be changed and it will be circulated shortly.
5	<b>We have submitted following proposals of PG increase seats to National Medical Commission &amp; MUHS, Nashik.</b> <b>NMC :-</b> Respiratory Medicine (01 to 03), Orthopaedics (03 to 05), ObGy (01 to 07), Ophthal (01 to 03) <b>MUHS :-</b> General Medicine (04 to 12), Dermatology (02 to 05), Gen. Surgery (06 to 12), Anaesthesiology (03 to 07), ENT (04 seats). NMC & MUHS Inspections team will visit any time to the Institute. All the members are directed to make ready their departments as per NMC norms. In the context of NMC Inspection daily OPD, IPD, Clinical & Surgical data, Bed occupancy was reviewed. Chair directed clinical departments to improve data as per the NMC norms.
6	Chair directed clinical departments to <b>allot regular duties at UHTC &amp; RHTC.</b> Chair also directed Dr. V. R. Wasnik, I/c RHTC to chalk out the programme and submit it to the undersigned at the earliest.
7	Chair informed that <b>Maharashtra Medical Council has published Notice on 13.12.2021 for Renewal of Registration.</b> On line application is available on MMC's website <a href="http://www.maharashtramedicalcouncil.in">www.maharashtramedicalcouncil.in</a> . Chair directed the faculties to complete the renewal of registration and collect ' <b>Credit Points Certificate</b> ' from the <b>Dean Office after sending an application through HOD.</b>
8	Chair reviewed that ' <b>Bio-Medical Research Certificate</b> ' is essential as per NMC norms. Resident asks for two certificates i.e. <b>Good Clinical Practices &amp; Basic Life Support Course.</b> Every Resident should make it compulsory for the completion of courses.
9	Chair pointed out that extra medicine prescription was sent to MJPJAY by Emergency Medicine Department. Chair instructed the staff of Emergency Medicine Department and Nursing Staff to look into the matter and not to repeat it.
10	As per the NMC norms, whatever instruments/equipments are required to the departments in the context of UG & PG inspections, Chair directed to send a quotation and price list within seven days to the undersigned.
11	<b>Pending case papers</b> issue was reviewed and directed the concerned HODs and Unit Incharges to look into the matter & take necessary action.
12	<b>Chair asked Departmental problems, if any :-</b> HOD, ObGy informed about the delivery of RTPCR P+ve patient. HOD, Community Medicine requested thirty seater vehicle for the visit at RHTC, Nerpingalai.
13	The Chair presented the resource mobilization policy document for the approval from the College Council Committee. The document was verified & approval by the members of the Committee.

Meeting ended with vote of thanks to the Chair.

Dean N  
Dr. P. D. M. Medical College,  
Deshmukh Memorial Medical  
College, Amravati

**Copy for information & necessary action to:-**

1. Medical Superintendent, Dr. PDH&RC, Amravati.
2. HOD, Dept. of \_\_\_\_\_ (All Departments)
3. Dy. Medical Superintendent.
4. Administrative Officer
5. Nursing Superintendent
6. I/c Medical Record Section
7. I/c Central Store
8. I/c Repair Section
9. Departments/Sections: - Establishment (T) & (NT) / Students

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati



*Shri Shivaji Education Society Amravati's*  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**

Shivaji Nagar, Amravati- 444603



**Dr. Anil T. Deshmukh**  
MD (Pathology)  
Dean



**Shri. Harshvardhan P. Deshmukh**  
President  
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Out.No.PDMMC/CCM / 6502 / 2021

Date :- 03.12.2021

**Minutes of the Meeting**

The meeting of 'College Council' was held on **Wednesday, 1<sup>st</sup> December, 2021** at 4.00 PM in the 'Council Hall' of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the meeting were present :-**

HOD, Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Pharmacology, Forensic Medicine, Community Medicine, General Medicine, Pediatrics, Psychiatry, Dermatology, Respiratory Medicine, General Surgery, Orthopedics, Radio-diagnosis, E.N.T., Ophthalmology, Obstetrics & Gynecology, Anesthesiology, Physical Medicine & Rehabilitation, Emergency Medicine, I/c MEU.

**Following special invitees of the meeting were present :-**

Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, Warden, Girls Hostel, Nursing Superintendent, I/c Repair Section .

**Following Members were absent :-**

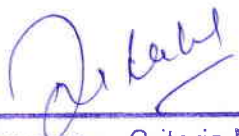
Dy. Medical Superintendent, HOD, Dentistry, Warden, Nursing Hostel, Librarian, I/c Central Store, I/c Sport Department, I/c Central Workshop, Engineer, Electrician, Plumber, Sanitary Inspector, Technical Expert.

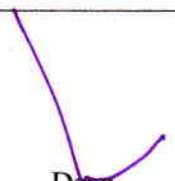
**Following points were discussed in the Meeting :-**

1	At the outset, Chair welcomed all the Members of College Council Meeting.
2	Minutes of the ' <b>Joint Meeting of College Council &amp; Hospital Committee</b> ' dated 20.10.2021 were confirmed. Following items were reviewed. 7. 'Bio-metric Attendance' is compulsory for salary purpose. 15. Chair directed Medical Superintendent to take follow-up of ' <b>Police Chowky</b> ' & comply the action taken report to the undersigned.
3	Chair informed the House that the <b>National Medical Commission (NMC) has been allotted 'Letter of Intent'</b> for UG increase seats from <b>100 to 150 seats</b> . Simultaneously we have received ' <b>Letter of Intent</b> ' of <b>MD Radiology (for 03 seats) &amp; MD Psychiatry (from 02 to 04 seats)</b> . Letter of Permissions (LOP) are awaited. " <b>For these achievements Chair congratulated all the Staff Members of concerned Departments</b> " Chair made aware about the <b>forthcoming NMC inspections</b> for UG & PG and directed to improve the workload as per the norms of NMC.
4	As per the NMC criteria ' <b>Biomedical Research Certificate</b> ' is essential for Medical Teacher. Henceforth NMC will not consider 'Medical Teacher' without concerned Certificates.

5	Chair informed that we have already sent applications to NMC for <b>PG increase seats</b> in Orthopedics (from 03 to 05) & Obstetrics & Gynecology (from 01 to 07). As per requirement of NMC, Unit composition has been changed for UG.
6	Time to time National Medical Commission is taking review of ' <b>Bio-Metric Attendance</b> ' of the faculty. Cameras are already connected with NMC portal & they are sending regular reminders about the faculty attendance. Chair made aware the House to be careful about daily attendance.
7	Chair informed that we have got permission of ' <b>Organ Retrieval</b> ' & asked members to be proactive in organ retrieval.
8	Chair informed that College has purchased <b>instruments</b> in the last year. Now, if departments require instruments they will send minimum one quotation within seven days and justify the price for the same.
9	Chair informed that <b>super-specialty work</b> is going on in our Hospital and has shown satisfactory increase in clinical workload of Hospital. Now outside peoples are also appreciating our hospital work for which he congratulated all clinicians.
10	Chair informed that ' <b>Main Entrance Gate (Morshi Road) renovation work</b> ' is started. For incoming and outgoing vehicles we have started <b>OPD Gate</b> of Kanta Nagar Road. It's observed that our staff and patient's relatives are parking their vehicles near OPD and road side. Chair requested all the staff members to park their vehicles on ' <b>Parking Stand</b> ', if their vehicles are found outside the parking area strict action will be taken against them.
11	Chair informed that <b>Inspections of all Health Sciences Colleges on the basis of Central Council/Commission/University Norms and Teaching Learning Evaluation on NAAC Parameters from Academic Year 2022-23 and onwards</b> . This year Local Inquiry Committee Inspection will be done as per the NAAC format & format is 283 pages. For this work we have constituted committee under the Chairmanship of Dr. M.W.Jagtap. Chair directed all the Departments & Sections to complete their work before 20 <sup>th</sup> December, 2021. This format will be helpful us for NAAC purpose also. Simultaneously NABL work will be sped up.
12	Chair informed that we will start the working of " <b>Palliative Care Unit</b> " at the end of this week. <b>Rs.500/day</b> will be the charges.
13	Chair discussed about ' <b>Cardiology Unit</b> ' & informed that Cardiologist Chamber will be created in OPD. He also discussed Nephrology, Neurology, Gastroenterology & Colonoscopy services. OT complex suite for endoscopy will start within 10-15 days.
14	HOD, Orthopedics and ObGy discussed <b>Bed Distributions and decided to prepare 03 units of 30 beds each</b> . Separate arrangement for ENT & Skin Ward will make available within short period. Examination Hall will start shortly. Interactive panel is available in Modi Hall, Lecture Hall in front of Palliative Ward, Guyton Hall, Gray & Skill Lab.

The meeting concluded with thanks to the Chair.

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
Dean  
Dr. P. D. M. Medical College,  
Amravati  
Deshmukh Memorial Medical  
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**Shri Shivaji Education Society Amravati's**  
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**Dr. Anil T. Deshmukh**  
 MD (Pathology)  
 Dean



**Shri. Harshvardhan P. Deshmukh**  
 President  
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Out.No.PDMMC/Est/ 5366 /2021

Date :- 01.10.2021

### Minutes of the Meeting

The joint meeting of "College Council & Hospital Committee" was held on Wednesday, 29.09.2021 at 04.00 P.M. in the 'Council Hall' of Dean Office under the Chairmanship of **Dean Dr. A. T. Deshmukh**.

**Following members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, E.N.T., Orthopedics, Pediatrics, Ophthalmology, Radio-diagnosis, Anesthesiology, Obstetrics & Gynecology, Respiratory Medicine, Dermatology, Psychiatry, Dentistry, Physical Medicine & Rehabilitation, I/c MEU.

**Following special invitees were present :-**

Medical Superintendent, Dy. Medical Superintendents, Administrative Officer, I/c RHTC, I/c Resident & Interns Hostel, Warden, Girls Hostel, Warden, Boys Hostel, Nursing Superintendent, I/c Central Store.

**Following members were absent :-**

HOD, Emergency Medicine was out of station for Office Work. General Surgery, Warden, Nursing Hostel, Librarian, I/c Sport, I/c Repair, Engineer, Electrician, Plumber, Technical Expert.

**Following members of Hospital Committee were present :-**

Medical Superintendent, Dy. Medical Superintendents. **HODs & Unit Incharges** :- Dr. A.V. Daphale, Dr. S. G. Vyas, Dr. S. N. Bhasme, Dr. S. H. Verma, Dr. S.N.Agrawal, Dr.V.V.Saoji, Dr. G.R. Mundhada, Dr. R.M. Mulmule, Dr.V.N. Bijwe, Dr. A. V. Kharia, Dr. G.N. Pundkar, Dr. R. W. Baitule, Dr.S. K. Kadu, Dr. A. V. Manekar, Dr. K.Y. Vilhekar, Dr. R.H. Nistane, Dr. P. S. Junghare, Dr. S.A. Karaley (Bhuyar), Dr. S.A. Bijwe, HOD, Biochemistry, Pathology, Microbiology, P.S.M., Radio-diagnosis, Anesthesia, Dentistry, I/c, CCL, I/c, Research Lab, I/c, Cytology, I/c, Blood Bank, I/c CBL, I/c CML, I/c MRS, I/c Medical Store, I/c RHTC, I/c Resident Hostel & Intern Hostel, Warden Girls Hostel, Warden, Boys Hostel, Nursing Superintendent, I/c, Central Store, Dr. Vijaya Patil.

**Following members were absent :-**

Dr. N. P. Umale, Dr. A.V. Darokar, I/c, Cytology, I/C, Histopathology, I/c Repair Section, I/c, UHTC, Warden, Nursing Hostel.

**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	Minutes of the 'College Council' dated 08.09.2021 were confirmed. Action taken on the items was noted.
3	Chair directed all the concerned members to send 'PG teaching programme' regularly to the Dean Office and maintained record of monthly attendance and topics of the lecture.
4	Chair took review of 'Antibiotic Policy' from the HOD, General Medicine & directed to formulate department policies.
5	<b>Daily Attendance &amp; monthly attendance does not match in some departments.</b> Ask the Clerk to send monthly attendance as per daily attendance sheet.
6	Chair informed that we have applied for 'fellowship courses' in different subjects. MUHS Inspections are expected in the next week. He directed all the concerned HODs to keep ready required information of the departments.
7	Chair informed that 'PG Psychiatry Inspection of NMC' is due and it will be expected any time. In the next year College will apply for PG increase seats in Orthopaedics, ObGy, Respiratory Medicine

	ready your departments as per NMC requirements.
8	Chair took review of the 'Assessor's Guide for Postgraduate Assessments' & directed the concerned HODs to go through it and take necessary action.
9	Chair took review of <b>OPD, IPD data as well as Bed occupancy, Major &amp; Minor operations, Radiological &amp; Special investigations.</b> Chair directed the concerned to maintain data as per NMC norms.
10	<b>Inquiry Report against Dr.Ruchi Sarda, JR, Department of Pathology</b> is received from the Inquiry Officer Dr. Pawan Tekade on 14.09.2021 as per his letter No. 106/2021 dt. 11.9.2021. The Inquiry Report was considered in the meeting. After discussion at length it was decided to accept the recommendation of the Inquiry Officer that " <b>Dr.Ruchi Sarda term of residency will be extended for the period of 25 days &amp; Council recommended that to impose fine Rs. 10,000/-</b> "
11	<b>NICU extention work</b> is in progress.
12	Chair directed the Officers of M.S. Office that someone should be present during working hours.
13	<b>Chair asked Departmental problems, if any :-</b> HOD, Dept. of Paediatrics pointed out <b>the issue of ECG before declaration of death.</b> As per advice of Dr. Tekade & other Clinical Unit heads decided that ECG is not mandatory for declaration of death. Orthopaedics HOD raised the issue of autoclave problem of OT instruments. Chair directed HOD, Anaesthesia to look into the matter and direct the concerned staff to work as per CSSD SOPs.
14	The Chair presented the Vision & Mission document for the approval from the College Council Committee. The document was reviewed & discussed by the members of the committee & was approved for the needful.

Meeting ended with vote of thanks to the Chair

*[Signature]*  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

*[Signature]*  
Dean,  
Dr. P. D. M. Medical College,  
Deshmukh Medical College, Amravati

**Copy for information & necessary action to:-**

1. Medical Superintendent, Dr. PDH&RC, Amravati.
2. HOD, Dept. of \_\_\_\_\_ (All Departments)
3. Dy. Medical Superintendent.
4. Administrative Officer
5. Nursing Superintendent
6. I/c Medical Record Section
7. I/c Central Store
8. I/c Repair Section
9. Departments/Sections: - Establishment (T) & (NT) / Students



*Shri Shivaji Education Society Amravati's*  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



Dr. Anil T. Deshmukh  
MD (Pathology)  
Dean



Shri. Harshvardhan P. Deshmukh  
President  
Shri Shivaji Education Society

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Out.No.PDMMC/Est/4661 /2021

Date :- 26.08.2021

### **Minutes of the Meeting**

The joint meeting of “**College Council & Hospital Committee**” was held on Wednesday, **25.08.2021 at 04.00 P.M.** in the ‘**Council Hall**’ of Dean Office under the Chairmanship of **Dean Dr. A. T. Deshmukh.**

#### **Following members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Pharmacology, Forensic Medicine, Community Medicine, General Medicine, Pediatrics, Psychiatry, Dermatology, Respiratory Medicine, General Surgery, Orthopedics, Radio-diagnosis, E.N.T., Ophthalmology, Obstetrics & Gynecology, Anesthesiology, Dentistry, Physical Medicine & Rehabilitation, Emergency Medicine, I/c MEU.

#### **Following special invitees were present :-**

Medical Superintendent, Dy. Medical Superintendents, Administrative Officer, I/c Resident & Interns Hostel, Warden, Girls Hostel, Nursing Superintendent.

#### **Following members were absent :-**

I/c RHTC, Warden, Boys Hotel, Warden, Nursing Hostel, Librarian, I/c Central Store, I/c Sport, I/c Repair, Engineer, Electrician, Plumber, Technical Expert.

**Following members of Hospital Committee were present :-** Medical Superintendent, Dy. Medical Superintendents.

**HODs & Unit Incharges** : Dr. A.V. Daphale, Dr. S. G. Vyas, Dr. S. H. Verma, Dr. A.V. Saboo, Dr. S.N.Agrawal, Dr.V.V.Saoji, Dr. G.R. Mundhada, Dr. N.P. Umale, Dr. R.M. Mulmule, Dr. A.V. Darokar, Dr.V.N. Bijwe, Dr. A. V. Kharia, Dr. G.N. Pundkar, Dr. R. W. Baitule, Dr.S. K. Kadu, Dr. A. V. Manekar, Dr. K.Y. Vilhekar, Dr. R.H. Nistane, Dr. S.A. Karaley (Bhuyar), Dr. S.A. Bijwe, HOD, Biochemistry, Pathology, Microbiology, P.S.M., Radio-diagnosis, Anesthesia, Dentistry, I/c, CCL, I/c, Research Lab, I/c, Blood Bank, I/c CBL, I/c CML, I/c MRS, I/c Medical Store, I/c Repair Section, I/c Resident Hostel & Intern Hostel, Warden Girls Hostel, Nursing Superintendent.

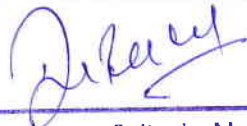
**Following members were absent :-**

Dr. S. N. Bhasme, I/c, Cytology, I/C, Histopathology, I/c RHTC, UHTC, Warden, Boys Hostel, Warden, Nursing Hostel.

**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	Minutes of the 'College Council' dated 04.08.2021 were confirmed. Action taken on the items was noted.
3	Chair directed 'Biometric attendance' is compulsory for all teaching members as well as Non-teaching staff.
4	Chair took review of OPD & IPD data as well as special investigations from the concerned HODs. He informed that Respiratory Medicine and Ophthalmology Department is due for PG Inspections. Chair took review of 'Mamography Invistigations' and asked HOD about less performance. He directed HOD to increase number of investigations. Chair informed 'Mamography VAN' will start within a week.
5	Chair informed that we have conducted Residents Meeting on 23.08.2021 and discussed various issues of working pattern. They also aware about the functioning of the Wards. Residents pointed out the problems of Nursing staff, Attendants and Security staff. They have assured that if any problem they can contact with Hospital administration. Residents feel that they have protected by the seniors.
6	Chair aware the House about 'Superspeciality services' available in our Hospital. Individual doctors have been appointed for Oncology and Nurology. Chair directed Medical Superintendent to circulate information of Superspecialist Doctors & facilities available in the Hospital.
7	<b>Chair asked Departmental problems, if any :-</b> HOD, Orthopaedics informed that "Spine Camp" is organized from 30 <sup>th</sup> August to 4 <sup>th</sup> September, 2021. Dr. Chaitanaya Chikhale will check & operate the patients. He requested for banner and paper advertisement. Chair directed HOD to contact with Mr. Rahul Lakde for Banner/Name plates/Boards (Mobile No. : 8080238431) & Medical Superintendent for paper news/advertisement. HOD, Surgery raised BPL issue. After discussion Chair directed that BPL decision should be taken by concerned Unit Incharge & HOD signature is essential on the proforma of BPL patients. Incharge HOD of ObGy pointed out about Daffrin Hospital patients & requested for joint care. Chair directed HOD to look into the matter proactively.

Meeting ended with vote of thanks to the Chair.



Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

Dean,  
Dr. P. D. M. Medical College,  
Deshmukh Amravati Medical  
College, Amravati.



Shri Shivaji Education Society Amravati's  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH  
MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



Dr. Anil T. Deshmukh  
MD (Pathology)  
Dean



Shri. Harshvardhan P. Deshmukh  
President  
Shri Shivaji Education Society

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Out.No.PDMMC/CCM / 4290 / 2021

Date :- 09.07.2021

**Minutes of the Meeting**

The meeting of 'College Council' was held on Wednesday, the 7<sup>th</sup> July, 2021 at 4.00 PM in the Council Hall of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the meeting were present :-**

HOD, Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, Emergency Medicine, General Surgery, E.N.T., Orthopedics, Pediatrics, Ophthalmology, Radio-diagnosis, Anesthesia, ObGy, Dermatology, Psychiatry, Dentistry & I/c MET.

**Following special invitees of the meeting were present :-**

Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, Warden, Girls Hostel, Nursing Superintendent, Librarian, I/c Repair Section, I/c Central Store, I/c Sport Dept.

**Following Members were absent :-**

HOD, Respiratory Medicine, Warden, Nursing Hostel, I/c Central Workshop, Engineer, Electrician, Plumber, Sanitary Inspector, Technical Expert.

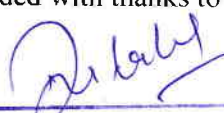
**Following points were discussed in the Meeting :-**

1	At the outset, Chair welcomed all the Members of College Council Meeting.
2	Minutes of the 'College Council & Hospital Committee' held on 16.06.2021 were confirmed & action taken on the items was noted.
3	We are expecting UG & PG inspections at any time. Chair informed that on 30 <sup>th</sup> June, 2021 NMC Inspection for MD Radio-Diagnosis was completed. During inspection many new things were noticed like Biometric Attendance (IN & OUT) up to 10 O'clock, Actual workload of Individual Faculties & Declaration Forms were observed by the Assessor.
4	Chair informed that he has taken departmental meetings & informed about the documentation of "Declaration Forms". Faculties should be ready with all concerned documents at the time



	Those departments which are running PG course they should submit last month detailed report of <b>PG activities</b> to the Dean Office. ' <b>Gray Hall</b> ' & ' <b>Guyton Hall</b> ' are ready with all facilities. ' <b>Skill Lab</b> ' is working with the help of Physiology Department. All departments should conduct some activities relevant to their departments. Every department has been provided <b>Internet facilities</b> in museum, teaching area & demonstration room. He also directed to conduct regular <b>Departmental Meetings</b> & submit <b>proceedings</b> to the Dean Office.
5	' <b>Pending Case Papers</b> ' issue was discussed & shown satisfaction on the working.
6	Reviewed ' <b>Covid &amp; Mucormycosis</b> ' patients. It's observed that Covid patients are decreasing and Mucormycosis patients are increasing.
7	During <b>free camps</b> ' <b>OPD &amp; OT</b> ' workload is substantially increased from last 15 days. Every clinical department should take efforts to increase their bed occupancy and clinical data as per norms.
8	Chair directed <b>HOD, Radio-Diagnosis</b> to increase special investigations.
9	Chair directed the HODs to conduct regularly <b>department &amp; committee</b> meetings and submit its proceeding to the Dean Office.
10	Chair informed that Department wise <b>Books list</b> will be circulated shortly through Library Department.
11	Dr. Tekade has produced documents on CC group of " <b>Frequently Asked Questions (FAQs) with regard to Important Issues of New NMC Guidelines 2020 &amp; Teacher Eligibility Qualifications</b> " This document contains the compilation of frequently asked questions (FAQs) in various topics of NMC regulations and guidelines 2020. UG & PG NMC Inspections, Teacher Eligibility Qualification, Medical Education, Committees in Medical College etc.
12	Chair discussed with concerned HODs about <b>increase in number of PG seats of individual departments</b> . He directed all the concerned to start process at departmental level and observe the <b>shortcomings &amp; requirements</b> as per norms & submit its <b>blue print</b> .
13	<b>Chair asked departmental problems</b> (if any) :- <b>(a) HOD, Microbiology</b> pointed the ' <b>Examiners residence arrangement</b> ' for forthcoming University Examinations. Chair directed to prefer ' <b>Hotel Amantran</b> ' and avoid ' <b>Hotel Shripad</b> ' <b>(b) HOD, Surgery</b> informed that the patients of Ward No. 18-19 is shifted to Ward No. 20-21 but there is problem of <b>patient's nursing care</b> . Chair directed Nursing Superintendent to look into the matter & give instructions to the concerned staff of Wards. With the permission of Chair HOD, Surgery directed Nursing Superintendent <b>not to shift patients without permission of HOD</b> . Chair directed Nursing Superintendent to <b>maintain 'Dress Code' decorum of Nursing Staff</b> & to improve number of <b>G.N.M. Nursing staff</b> . Nursing Staff training issue was discussed.

The meeting is concluded with thanks to the Chair.

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
Dean  
Dr. P. D. M. Medical College  
Deshmukh Amravati Medical  
College, Amravati.



**Shri Shivaji Education Society Amravati's**  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**  
 Shivaji Nagar, Amravati- 444603



**Dr. Anil T. Deshmukh**  
 MD (Pathology)  
 Dean



**Shri. Harsbvardhan P. Deshmukh**  
 President  
 Shri Shivaji Education Society

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Out.No. PDMMC/CC & HCM/3268 /2021

Date :- 18.06.2021

**Minutes of the Meeting**

The joint meeting of the “College Council & Hospital Committee” was held on Wednesday, 16.06.2021 at 04.00 P.M. in the ‘Guyton Hall’ of Physiology Department under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, General Surgery, E.N.T., Orthopedics, Pediatrics, Ophthalmology, Radio-diagnosis, Anesthesiology, Obstetrics & Gynecology, Dermatology, Psychiatry, Dentistry, I/c MEU.

**Following special invitees were present :-**

Medical Superintendent, Dy. Medical Superintendents, Administrative Officer, I/c RHTC, I/c Resident & Interns Hostel, Warden, Boys Hostel, Girls Hostel, , Nursing Superintendent, Librarian.

**Following members were absent :-**

HOD, Respiratory Medicine, Warden, Nursing Hostel, I/c Central Store, I/c Sport, I/c Repair, Engineer, Electrician, Plumber, Technical Expert.

**Following members of Hospital Committee were present :-**

Medical Superintendent, Dy. Medical Superintendents.

**HODs & Unit Incharges :** Dr. A.V. Daphale, Dr. S. G. Vyas, Dr. S. N. Bhasme, Dr. S. H. Verma, Dr. A.V. Saboo, Dr. S.N.Agrawal, Dr.V.V.Saoji, Dr. G.R. Mundhada, Dr. A.V. Darokar Dr. R.M. Mulmule, Dr.V.N. Bijwe, Dr. A. V. Kharia, Dr. G.N. Pundkar, Dr.S. K. Kadu, Dr. A. V. Manekar, Dr. K.Y. Vilhekar, Dr. R.H. Nistane, Dr. P. S. Junghare, Dr. S.A. Karaley (Bhuyar), HOD, Biochemistry, Pathology, Microbiology, P.S.M., Radio-diagnosis, Anesthesia, Dentistry, I/c, Cytology, I/c Hematology, I/c CBL, I/c CML, I/c MRS, I/c Medical Store, I/c Repair Section, I/c RHTC, I/c Resident Hostel & Intern Hostel, Warden, Boys Hostel, Warden Girls Hostel, Nursing Superintendent.

**Following members were absent :-**

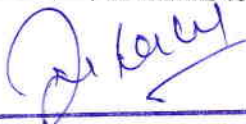
HOD, Respiratory Medicine

**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	Minutes of the ‘College Council’ dated 02.06.2021 were confirmed. Action taken on the items was noted.
3	<b>National Medical Commission (NMC) inspections</b> are expected at any time. Chair discussed on the following issues and gave instructions accordingly. Workload as per new NMC norms. Issue of Pending Case papers Departmental Regular meetings UG/PG teaching (Theory & Practical) Speciality clinics In & Out Attendance on “Face Biometric Machine” OPD & Operation Theatres working time.

4	Chair informed that NMC 'Assessor's Guide for Postgraduate Assessments for the A.Y. 2021-22' & it's applicable for Undergraduate also. He directed all the members to go through it & take necessary action.
5	Chair requested all the HODs to send 'Research Projects' to the 'Central Research Lab' and get it approved by 'Ethical Committee.' As per the guidelines of NMC 'Biomedical Research' training is mandated to each & every staff member. It's a online programme. PG Students who are registered for postgraduate (2019 onwards) they also must undertake training programme.
6	Every department should be ready with "Declaration Forms" & required information for forthcoming NMC Inspections.
7	As far as 'Infrastructure' is concerned we are ready for 150 seats.
8	Chair directed all the concerned departments to start 'Speciality Clinics.' He also directed to prepare time-table, display Boards of timing & maintain record of the every activity.
9	Department wise 'regular meetings' to be started and maintain the proceedings of every meeting.
10	Chair directed to start offline teaching programme of UG & PG students on regular basis & maintain the attendance record & topic. Separate Log Book needs to be maintained. At the time of Inspection the Assessors can ask about PG activities & students attendance.
11	Chair took review of 'Pending Case Papers' and directed the concerned HODs should take necessary action to resolve the issue.
12	Chair took review of OPD, IPD & Clinical materials and directed the concerned to maintain it as per the NMC norms.
13	Class Rooms have been allocated to the following departments :- Guyton Hall -- Physiology Department Gray Hall -- Anatomy Department Two Lecture Hall (Hospital) – Pathology Department The concerned departments are directed to maintain the 'Class Rooms' as per NMC norms. Internet facilities are made available in Museums, Demonstration Rooms and Lecture Hall.
14	Chair directed all the concerned to start working of OT & OPD by 09.00 AM. Everyone should maintain the working timings.
15	Chair informed that NMC mandated 'IN & OUT' attendance for every staff members. Chair directed all the staff members to do "Face Biometric Attendance" regularly upto 9.30 AM & 5.00 PM respectively.
16	As per NMC norms there is requirement of various rooms in Wards. The concerned should go through NMC norms and maintain rooms as per requirements.
17	Dr.A.V.Daphale pointed out about the "Declaration Forms" of Emergency Medicine Department. Chair informed that it's independent department and the Department of Emergency Medicine will handle the same.
18	Society is advertising the facilities of our Hospital at 'School and Colleges' level which comes under the Society.
19	'Free Diagnostic Camps' is being organized from Monday, 21 <sup>st</sup> June, 2021 under which OPD consultations, IPD, various investigation charges including routine investigations, X-ray, USG & CT Scan shall be done free of charge. The necessary orders shall be issued shortly. Chair requested the Members to give suggestions, if any for 'Free Diagnostic Camps' & improve the workload of 'MJFJAY' & 'BPL.' Clinical HODs will contact with M.S. Office for free patients.

Meeting ended with vote of thanks to the Chair.

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
Dean  
Dr. P. D. M. Medical College  
Deshmukh Amravati  
College, Amravati.



Shri Shivaji Education Society Amravati's  
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Out.No.PDMMC/CCM / 2317/ 2021

Date :- 15.04.2021

**Minutes of the Meeting**

The meeting of 'College Council' was held on Wednesday, the 7<sup>th</sup> April, 2021 at 4.00 PM in the Council Hall of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the meeting were present :-**

HOD, Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, General Surgery, Orthopedics, Pediatrics, Ophthalmology, Anesthesia, ObGy, Dermatology, Psychiatry, Dentistry.

**Following special invitees of the meeting were present :-**

Medical Superintendent, Dy. Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, Warden, Girls Hostel, Nursing Superintendent, I/c Repair Section, I/c Sport Dept.

**Following Members were absent :-**

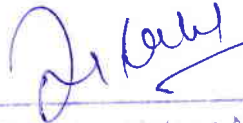
HOD, E.N.T., Radio-Diagnosis, Respiratory Medicine, I/c MET, Warden, Nursing Hostel, Librarian, I/c Central Store, I/c Central Workshop, Technical Expert, Engineer, I/c Electric Dept., I/c Plumbing Dept.

**Following points were discussed in the Meeting :-**

1	At the outset, Chair welcomed all the Members of the College Council Meeting.
2	Minutes of the 'College Council' held on 07.04.2021 were confirmed & action taken on the Items was noted. 4. 'Skill Lab' is almost in working condition. Surgical Skill Lab will be separate. 5. 'Text Books & Journals' order has been placed.
3	'NMC Inspection' of Pediatrics Department was held on 8 <sup>th</sup> March, 2021. Due to pandemic situation NMC started 'on line' inspections in Government Colleges & so we should be ready for inspections any time.
4	Vaccination work was reviewed.
5	Hospital charges have been revised as per Circular issued from time to time.
6	Reviewed the working of Covid-19. We have sanctioned 200 beds but now we have 103 beds. Standard protocol of Covid-19 patients' treatment be implemented and followed rigorously.

7	Residents who are done COVID duties, their RTPCR test will be done free of cost. As per ICMR guidelines - RTPCR score > 35 is considered as Negative. RTPCR score < 35 is considered as Positive.
8	Chair informed that as per the Government G.R. No. Korona-2020/PK123/Aarogya-5, dt. 31.03.2021 the <b>RTPCR new rates are circulated</b> to all departments as per the Office Letter No. PDMMC/Est/2150/2021, dated 06.04.2021 for information and necessary action of all the concerned.
9	Chair informed that a <b>complaint was received from Ms. Supriya Kandalkar</b> (working as Pharmacist in Agency) on 13.03.2021 through the Incharge, Medical Stores & HOD, Dept. of Pharmacology Dr. K. A. Bansod which was forwarded to the Dean Office on 15.03.2021, in which she alleged that she has been sexually harassed by Mr. Ajay Hirulkar, Pharmacist of Shri Shivaji Medical Store, Dr. PDMMC, Amravati. The said complaint was referred to 'Internal Complaints Committee' headed by Dr. S. S. Rawlani, Prof & Head, Dept. of Anatomy on 15.03.2021. The 'Internal Complaints Committee' met on 16 <sup>th</sup> , 17 <sup>th</sup> & 22 <sup>nd</sup> March, 2021 to inquire into the matter and committee submitted its report to the Dean Office on 23.03.2021. As per the recommendations of the ICC Ms. Supriya Kandalkar is posted in Shri Shivaji Medical Store and Mr. Ajay Hirulkar was sent on 'forced leave' till the completion of the enquiry. <b>After discussion at length, the Council ratified the recommendations of 'Internal Complaints Committee' &amp; unanimously decided to take necessary action as per provisions of ICC.</b>
10	<b>Chair asked departmental problems (if any) :-</b> HOD, Anatomy asked about the Summer Vacation.
11	Chair pointed out that all departments have adequate teaching staff as per norms. We have procured most of the instruments & also good setup of MJPJAY. We expect sufficient workload from clinical departments and every HOD should look into the matter & improve the workload.

The meeting is concluded with thanks to the Chair.



Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. C. Amravati



Dean

Dr. P. D. M. C. Amravati  
Beshmukh Amravati Medical  
College, Amravati.



**Shri Shivaji Education Society Amravati's**  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



**Dr. Anil T. Deshmukh**  
MD (Pathology)  
Dean



**Shri. Harshvardhan P. Deshmukh**  
President  
Shri Shivaji Education Society

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Out.No.PDMMC/CCM / 1308 / 2021

Date :- 05.03.2021

**Minutes of the Meeting**

The meeting of 'College Council' was held on Wednesday, the 3<sup>rd</sup> March, 2021 at 4.00 PM in the Council Hall of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the meeting were present :-**

HOD, Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, General Surgery, E.N.T., Orthopedics, Pediatrics, Ophthalmology, Radio-Diagnosis, Anesthesia, ObGy, Dermatology, Psychiatry, Dentistry.

**Following special invitees of the meeting were present :-**

Medical Superintendent, Dy. Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, Warden, Girls Hostel, Nursing Superintendent, I/c Repair Section, I/c Central Store.

**Following Members were absent :-**

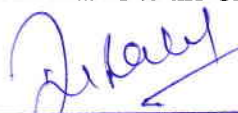
HOD, Respiratory Medicine, I/c MET, Warden, Nursing Hostel, Librarian, I/c Sport Dept, I/c Central Workshop, Technical Expert, Engineer, I/c Electric Dept., I/c Plumbing Dept.

**Following points were discussed in the Meeting :-**

1	At the outset, Chair welcomed all the Members of the College Council Meeting.
2	Minutes of the 'College Council & Hospital Committee' held on 17.02.2021 were confirmed & action taken on the Items was noted. 4. Now, COVID & SARI beds are 103 & ObGy ICU beds are 11.
3	The issue of Nursing staff was discussed. Chair directed Nursing Superintendent to issue letters to Nursing Staff who are not joining the duty.
4	Chair took review of Corona P+ve infected Teaching & Residents and directed the Members to maintain their record of Medical Certificate, RTPCR report and Leave application for the

	forthcoming NMC Inspections. He also directed to take signatures of the Dean on ' <b>Declaration Forms</b> ' & make ready all the information related to the Departments for NMC Inspections.
5	About ' <b>College Website</b> ' Chair directed the Members to update departmental information at the earliest.
6	Chair informed that we have got ' <b>Entry Level Certification</b> ' from NABH. The certification shall be effective from <b>January 12, 2021 to January 11, 2023</b> . Now, we have to start post certification process.
7	' <b>Bio-Metric Attendance</b> ' will make compulsory to all the Teaching, Non-teaching and Sr. Residents.
8	' <b>Skill Lab</b> ' work is completed. Chair directed the Members to pay visits.
9	<b>Anatomy, Physiology &amp; Biochemistry Lab Extension works</b> are completed. <b>Work of New Lecture Hall</b> (above Guyton Hall) is also completed. <b>Interactive Board</b> will be fixed shortly & <b>Hall is ready to take Lectures</b> .
10	Chair read the letter received on 3 <sup>rd</sup> March, 2020 from the Registrar, MUHS, Nashik regarding <b>denial of permission for extension of Internship programme</b> . Chair informed that Internship is almost over & students are due for NEET Exam. After discussion it was decided to relieve the Interns in the next week. Dr. A. K. Jawarkar, Prof & Head, Dept. of Community Medicine and Dr. P. R. Tekade, Prof & Head, Dept. of Forensic Medicine will chalk out the programme.
11	As regards the <b>Hospital charges</b> , Chair requested all the concerned Members to inform changes if required to the M.S. Office at the earliest so that final list of charges will be circulated to the departments for necessary action.
12	Dr. K. Y. Vilhekar, Professor, Dept. of Pediatrics suggested to take help of MBBS Final Year Part-I students when Interns will be relieved.

The meeting is concluded with thanks to the Chair.

  
 Chairperson - Criteria No. 6  
 NAAC Steering Committee  
 Dr. P. D. M. M. C. Amravati

  
 Dean  
 Dr. P. D. M. Medical College  
 Deshmukh Medical  
 Amravati.  
 College, Amravati.



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Out.No. PDMMC/CC & HCM/1177 /2021

Date :- 18.02.2021

**Minutes of the Meeting**

The joint meeting of the “College Council & Hospital Committee” was held on Wednesday, 17.02.2021 at 04.00 P.M. in the Guyton Hall of Physiology Department under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, General Surgery, ENT, Orthopedics, Pediatrics, Ophthalmology, Anesthesiology, Obstetrics & Gynecology, Respiratory Medicine, Dermatology, Psychiatry, Dentistry, I/c, Medical Education Unit.

**Following special invitees were present :-**

Medical Superintendent, Dy. Medical Superintendents, Administrative Officer, Nursing Superintendent, I/c RHTC, I/c Resident & Interns Hostel, Warden, Boys Hostel, Girls Hostel, I/s Sport Section.

**Following members were absent :-**

Radio-Diagnosis, Warden, Nursing Hostel, Librarian, I/c, Repair Section, I/c, Central Store, Superintendent, Central Workshop, Electrician, Plumber, Technical Expert.

**Following members of Hospital Committee were present :-**

Medical Superintendent, Dy. Medical Superintendents.

**HODs & Unit Incharges :** Dr. A.V. Daphale, Dr. S. G. Vyas, Dr. S. N. Bhasme, Dr. S. H. Verma, Dr. A.R. Rohankar, Dr. A.V. Saboo, Dr. S. N. Agrawal, Dr.V.V.Saoji, Dr. G.R. Mundhada, Dr. R.M. Mulmule, Dr. A.V. Darokar, Dr.V.N. Bijwe, Dr. S.R. Qazi, Dr. A. V. Kharia, Dr. G.N. Pundkar, Dr. R.W. Baitule, Dr.S. K. Kadu, Dr. A. V. Manekar, Dr. K.Y. Vilhekar, Dr. R.H. Nistane, Dr. P. S. Junghare, Dr. S.A. Karaley (Bhuyar), Dr. S. A. Bijwe, HOD, Biochemistry, Pathology, Microbiology, P.S.M., Anesthesia, Dentistry, I/c, CCL, I/c Research Lab, I/c, Cytology, I/c Blood Bank, I/c CBL, I/c CML, I/c MRS, I/c Medical Store, I/c RHTC, I/c Resident Hostel & Intern Hostel, Warden, Boys Hostel, Warden Girls Hostel.




**Following members were absent :-**

Radio-Diagnosis, I/c Histopathology, I/c Repair Section, I/c, UHTC, Warden, Nursing Hostel, Nursing Superintendent, Biomedical Engineer, Superintendent, Central Workshop.

**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	Minutes of the 'College Council' dated 03.02.2021 were confirmed. Action taken on the items was noted.
3	'Revised Hospital Charges' has been approved in the LMC Meeting which was held on 02.02.2021. The list of charges will be circulated to each department for information and necessary action.
4	Chair informed that we have started <b>60 Beds Corona as well as SARI Ward</b> . The patients arrangement is being made in Ward No. 01 & 02. Dr. P.R.Tekade will be the Incharge of Covid-19. Presently there is no change in ObGy.
5	It is observed that some Teaching, Non-teaching, Nursing staff & Residents are not taken <b>Covid-19 Vaccine</b> till date. Chair informed that non-vaccinated staff will not be granted 'Medical Leave' as per rules.
6	It was observed that <b>Surgery Department monthly data of January, 2021</b> not submitted to the MRD Section by I/c Sister of Surgery Ward. Chair directed Nursing Superintendent to issue letter to the concerned staff of Surgery Ward.
7	Chair informed that Department wise ' <b>Text Books</b> ' orders are placed. Books will be received shortly.
8	' <b>Skill Lab</b> ' working was reviewed by the Chair & asked HOD, Physiology to direct Dr. S.M.Wawge, Coordinator of Skill Lab to setup the Lab at the earliest.
9	<b>National Medical Commission</b> has uploaded new ' <b>Declaration Forms for AY 2021-22.</b> ' The forms are available on NMC website. Chair directed the Members to fill-up the updated 'Declaration Forms' at the earliest.
10	' <b>RTPCR</b> ' & ' <b>Rapid Antigen Test</b> ' paid facility is available in Microbiology Department from 10.00 AM to 5.00 PM and after that emergency collection facility is available in Hematology of Pathology Department from 5.00 PM to 8.00 AM.
11	Chair directed the concerned to prepare ' <b>CISP Time-table</b> ' & upload it on the College Website.
12	Due to COVID-19, there is shortage of staff. After discussion it was decided that only Medical Officer will attend at RHTC, Nerpingalai & 'Diagnostic Camps' will put on hold. Minimum staff to be posted outside Hospital work.

Meeting ended with vote of thanks to the Chair.

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
Dean  
Dr. P. D. M. Medical College  
Deshmukh Medical College, Amravati.



*Shri Shivaji Education Society Amravati's*  
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Out.No.PDMMC/CCM / 792 / 2021

Date :- 09.02.2021

**Minutes of the Meeting**

The meeting of 'College Council' was held on Wednesday, the 3<sup>rd</sup> February, 2021 at 4.00 PM in the Council Hall of Dean Office under the Chairmanship of Dean Dr. A. T. Deshmukh.

**Following members of the meeting were present :-**

HOD, Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, General Surgery, E.N.T., Orthopedics, Pediatrics, Ophthalmology, Radio-Diagnosis, Anesthesia, ObGy, Dermatology, Psychiatry, Dentistry.

**Following special invitees of the meeting were present :-**

Medical Superintendent, Dy. Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, I/c Repair Section, I/c Sport Department,

**Following Members were absent :-**

HOD, Respiratory Medicine, I/c MET, Warden, Girls Hostel, Nursing Superintendent, Librarian, Technical Expert.

**Following points were discussed in the Meeting :-**

1	At the outset, Chair welcomed all the Members of the Meeting.
2	Minutes of the 'College Council & Hospital Committee' held on 20.01.2020 were confirmed & action taken on the Items was noted.
3	Chair took the review of forthcoming 'UG & PG Inspections', 'Face Recognition/Biometric Attendance', 'On Line Teachers Data', 'Text Books', 'Declaration Forms' & 'College Website.'
4	'Indoor attendance' issue was discussed & requested to increase number of patients as per MCI/NMC norms.

	CMOs and 05 Residents are working in the Casualty.
5	Chair informed that the extension work of Anatomy, Physiology & Biochemistry Laboratories & Electricity work is completed.
6	'Skill Lab' is to be setup in Examination Hall & Dr. S. M. Wawge, Associate Professor will be the Coordinator. Chair directed the Coordinator to setup the Lab.
7	Chair asked <b>departmental problems</b> , if any :- <p>(a) HOD, Surgery raised the payment issue of Visiting Doctors. Chair directed Medical Superintendent to maintain the record and take necessary action of payment time to time.</p> <p>(b) HOD, ObGy discussed about ANC patients of Covid-19 Ward. Chair directed Medical Superintendent to talk for free of Covid-19 patients &amp; reimbursement with Civil Surgeon.</p>

The meeting is concluded with thanks to the Chair.

Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

Dean  
Dr. P. D. M. Medical College  
Deshmukh Memorial Medical  
College, Amravati.



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Out.No. PDMMC/CC & HCM/ 3343 /2020

Date :- 12.06.2020

**Minutes of the Meeting**

The joint meeting of the “College Council & Hospital Committee” was held on Wednesday, 10.06.2020 at 04.00 P.M. in the Guyton Hall of Physiology Department under the Chairmanship of Dean Dr. P. R. Somwanshi.

**Following members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, General Surgery, ENT, Orthopedics, Pediatrics, Ophthalmology, Radio-Diagnosis, Anesthesiology, Obst. & Gynaecology, Respiratory Medicine, Dermatology, Psychiatry, Medical Education Unit.

**Following special invitees were present :-**

Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Interns Hostel, Warden, Boys Hostel, Warden, Girls Hostel, I/c Repair Section.

**Following members of Hospital Committee were present :-** Medical Superintendent

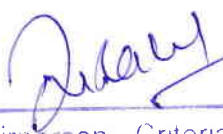
**HODs & Unit Incharges** : Dr.A.V.Daphale, Dr.S.G.Vyas, Dr.S.N.Bhasme, Dr.S.H.Verma, Dr. A.V.Saboo, Dr. S. N. Agrawal, Dr.V.V.Saoji, Dr.G.R.Mundhada, Dr.N.P.Umale, Dr. R.M. Mulmule, Dr. A.V. Darokar, Dr.V.N. Bijwe, Dr. A. V. Kharia, Dr. G. N. Pundkar, Dr. R. W. Baitule, Dr.S.K.Kadu, Dr.A.V.Manekar, Dr. S.K.Tiwari, Dr. R. H. Nistane, Dr. P. S. Junghare, Dr. S. A. Bhuyar, HOD, Biochemistry, Pathology, Microbiology, P.S.M., Radio-Diagnosis, Anesthesia, Dr. Vijaya Patil, Dr. Quzi, Dr. C.A.Bijwe, I/c CCL, I/c, Research Lab, I/c Hematology, I/c, Cytology, I/c CBL, I/c CML, I/c MRS, I/c Repair Section, I/c RHTC, I/c UHTC, I/c Resident Hostel & Intern Hostel, Warden, Boys Hostel, Nursing Superintendent.


**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	Minutes of the ‘College Council & Hospital Committee’ dated 28 <sup>th</sup> May, 2020 were confirmed.

	submit Certificates, if not submitted to the Dean Office up to 11 <sup>th</sup> June, 2020. He also directed to submit the names of Teaching as well as Non-teaching staff who have not participated in the training before 12 <sup>th</sup> June, 2020.
	8. Chair took review of ' <b>On Line Classes.</b> '
	5. Chair directed the Members to ensure the modifications made in respect of their department have been incorporated on College Website.
	6. It was informed that hassle free College examinations have been conducted.
3	Chair informed that Institute is starting " <b>Cardiac Angiography &amp; Angioplasty Center</b> " at our Medical College & it will inaugurated on Saturday, the 13 <sup>th</sup> June, 2020.
4	Chair informed the Council that as per discussions with Hon'ble Collector, services of ' <b>Throat Swab Collection Center</b> ' are extended to the private practitioners for the patients of SARI, ILI & expected mothers (before 1 week of EDD.) The timing of sample collections are from 10.00 AM to 03.00 PM. Referral letters and patient summery is must for taking samples.
5	Chair appealed all the staff members to use <b>Bicycle for attending the duty.</b>
6	Chair informed that <b>Hon'ble President of Shri Shivaji Education Society, Amravati will now address Teaching and Non-teaching Staff in the Guyton Hall on Wednesday, 17<sup>th</sup> June, 2020 at 10.30 AM.</b> He requested the members to direct all their respective staff to attend the President's address.
7	<b>Inquiry Committee Report on the incidence of unethical behavior of Interns at Intern Hostel received from the Chairperson Dr. V. V. Saoji was considered by the Council. Based on the recommendations of the committee, it was unanimously decided to impose fine of Rs. 30,000/- each on following Interns with suspension of their internship for 15 days.</b> Mahesh Sarada Sarang Pundkar Vaibhav Mapari Yash Patil Badar Khurram Pranjal Shukla
8	Chair took the review of <b>clinical material</b> and asked the HODs to improve the clinical work. He directed I/c Medical Record Section to send weekly data to the concerned departments and put the figures in the next meeting for discussion.
9	Chair informed that <b>University Theory &amp; Practical Exams</b> will be held in our College from 15.07.2020 onwards.

Meeting ended with vote of thanks to the Chair.

  
Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

  
Dean  
Dr. P. D. M. Medical College  
Deshmukh Amravati Medical  
College, Amravati.



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Out.No. PDMMC/CC & HCM/ 5181 /2019

Date :- 26.07.2019

**Minutes of the Meeting**

The joint meeting of “ **College Council & Hospital Committee** ” was held on **19<sup>th</sup> July, 2019** at **4.00 P.M.** in the Council Hall under the Chairmanship of **Dean Dr. P. R. Somwanshi**.

**Following members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, General Surgery, E.N.T., Orthopedics, Pediatrics, Ophthalmology, Anesthesiology, Obstetrics & Gynecology, Respiratory Medicine, Dermatology, Psychiatry, Dentistry & Medical Education Unit.

**Following special invitees were present :-**

Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Interns Hostel, Warden, Boys Hostel, Nursing Superintendent, Librarian, I/c Repair Section & I/c Nursing Staff.

**Following Members/Special Invitee were absent :-**

HOD, Radio-Diagnosis was absent & no representative was present.

In the absence of Dr.S.R.Nirmal, Dr.P.R.Tekade was present as the Medical Superintendent.

In the absence of Dr.S.K.Tiwari, Dr.K.Y.Vilhekar was present.

In the absence of Dr.P.R.Bhise, Dr.M.M.Deshmukh was present.

**Following members of Hospital Committee were present :-** Medical Superintendent.

**HODs & Unit Incharges** : Dr.A.V.Daphale, Dr.S.G.Vyas, Dr.S.N.Bhasme, Dr.S.H.Verma, Dr.R.P.Chordiya, Dr.S.B.Deshmukh, Dr.S.N.Agrawal, Dr.V.V.Saoji, Dr.G.R.Mundhada, Dr.N.P.Umale, Dr.M.W.Barbade, Dr.V.N.Bijwe, Dr.A.V.Kharia, Dr.G.N.Pundkar, Dr.R.W.Baitule, Dr.S.K.Kadu, Dr.K.Y.Vilhekar, Dr.R.H.Nistane, Dr.P.S.Junghare, Dr.S.A.Karaley, Dr.S.A.Bijwe, Dr.A.H.Rohankar, Dr.R.R.Soni, Dr.V.A.Patil, HOD, Biochemistry, HOD, Pathology, HOD, Microbiology, HOD, P.S.M., HOD, Anesthesia, HOD, Dentistry, I/c CCL, I/c Cytology, I/c Research Lab, I/c Histopathology, I/c Blood Bank, I/c CBL, I/c CML, I/c MRS, I/c Medical Store, I/c Repair Section, I/c RHTC, I/c UHTC, I/c Resident Hostel & Intern Hostel, Warden, Boys Hostel, Nursing Superintendent.

**Following Members were absent :-**

In absence of Medical Superintendent/Dy. Medical Superintendent Dr.P.R.Tekade was present.

**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	Minutes of the College Council & Hospital Committee dated 26 <sup>th</sup> June, 2019 were confirmed. Action on the following items was reviewed. 11. HOD, Psychiatry, Skin VD & TB Chest informed that digital work is not started due to connectivity problems. Chair directed them to expedite the matter & report within 07 days. 4 Chair took review of 'Identity Cards' & observed that only newly admitted JR ID cards are pending.
3	Chair informed that NABH has accepted our application. While taking the review of NABH working He directed the concerned Chairperson of Sub-Committees to take regular meetings and maintain the record. All the deviations are to be corrected. It was decided to hold regular Sub-Committee Meetings on every 3 <sup>rd</sup> Tuesday, so that the issues of NABH can be discussed in the scheduled College Council & Hospital Committee Meeting.
4	It was decided to hold Residents & Interns Training Programme on NABH on Sunday, 28 <sup>th</sup> July, 2019. Dr.(Mrs) S.S.Pande, I/c MET informed that 'Research Methodology Workshop' is organized on 9 <sup>th</sup> , 10 <sup>th</sup> & 11 <sup>th</sup> August, 2019.
5	Amendment Notification of Medical Council of India, dated 25 <sup>th</sup> June, 2019 regarding mandatory Anti Retroviral Treatment (ART) Centre and facility for management of MDR-TB was circulated. HOD, Medicine & Skin shall prepare the proposal for ART & HOD, Chest shall prepare the proposal for facility for Management of MDR-TB.
6	It was decided that Dermatology Department will organize 'HIV/AIDS Sensitization Programme' for I <sup>st</sup> & Final Year MBBS students in accordance with the letter received from Civil Surgeon, Amravati.
7	It was decided to hold "Orientation Workshop for surveillance of vaccine preventable diseases and introduction of new vaccines in routine immunization programme" for the faculties and Residents of Pediatrics, Medicine, ENT & Preventive & Social Medicine on Friday, 26 <sup>th</sup> July, 2019 at 4.00 PM in the Guyton Hall of Physiology Department.
8	The Circular dated 11.7.2019 received from the Secretary, Shri Shivaji Education Society, Amravati regarding submission of month wise Biometric attendance report to the Society Office was discussed. Chair directed the Members to inform their subordinate staff to do regular punching.
9	As discussed in the previous College Council & Hospital Committee meeting, HOD, Pathology informed that, if blood bag is to be kept cross match ready, Rs. 100/- reservation charge will be levied and after getting receipt of above amount cross match will be done and will be kept reserved for 24 hrs. This amount will be nonrefundable and during issue of blood unit remaining amount of blood unit will be charged and blood will be issued. If within 24 hrs. the blood unit is not issued the reservation will stand cancelled and Rs. 100/- charge will not be refunded. In case of dire emergency blood bank staff can be contacted to issue blood at the earliest.
10	HOD, General Medicine made aware the Council Members about Protocol for Dead-on-Arrival (DOA) & Brought Dead Cases. Decision on MLC is to be taken by Unit Incharge & not by Residents.
11	It was decided to hold Workshop on 'Human Rights' Dr. V. D. Khanande, Asst. Prof. of Community Medicine will be the Coordinator.
12	All bed side procedure of patient (including blood transfusion) should be carried by the respective Residents of the Unit & not by Resident on emergency duty. Residents are responsible to supervise the patients admitted in their respective units till discharge.
13	Members were informed that "ANA Blot Test" is started in Hematology Section of Pathology Department. All should be take note of it.

14	Chair informed that <b>Hon'ble Dr. R. N. Shelke, Vice-President of Shri Shivaji Education Society is insisting about regular visits to nearby PHCs.</b> It was decided to have meeting with Hon'ble Vice-President.
15	Chair informed that <b>Teaching Interviews</b> are scheduled on <b>25<sup>th</sup> July, 2019</b> from 10.00 AM. Interviews will be taken in two shifts (Morning & Afternoon). Interview Cards are sent to the concerned teachers.
16	Chair informed that <b>Respiratory Medicine Department has organized CME on Sunday, 11<sup>th</sup> August, 2019</b> and directed all other HOD of Clinical Depts. to organize minimum one CME in their departments.
17	<b>Chair informed about the proposal to start Cath Lab on Public Private Partnership (PPP) model.</b>
18	The issue of <b>Expenditure for PG Practical Examination was discussed.</b> Chair informed that at present expenditure is sanctioned as per <b>Resolution No. 36 of Executive Council Meeting dated 25.01.2019.</b> It was decided to have meeting with Hon'ble President of SSES.

Meeting ended with vote of thanks to the Chair.



Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

Dean  
Dr. P. D. M. Medical College  
Dr. Panjab Amravati, Dhauanheb  
Debnickh Amravati Medical  
College, Amravati





*Shri Shivaji Education Society Amravati's*  
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Out.No. PDMMC/CC & HCM/ 2306 /2019

Date :- 30.03.2019

### **Minutes of the Meeting**

The joint meeting of “**College Council & Hospital Committee**” was held on **20<sup>th</sup> March, 2019** at **4.00 P.M.** in the Council Hall under the Chairmanship of **Dean Dr. P. R. Somwanshi**.

#### **Following members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, General Surgery, Orthopedics, Pediatrics, Ophthalmology, Anesthesiology, Obstetrics & Gynecology, Respiratory Medicine, Dermatology, Psychiatry, Dentistry, I/c MEU.

#### **Following special invitees were present :-**

Dy. Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Interns Hostel, Warden, Boys Hostel, Warden, Girls Hostel, Nursing Superintendent, Librarian, I/c Repair Section, I/c Central Store, I/c Sport Dept.

#### **Following Members/Special Invitee were absent :-**

Medical Superintendent was on leave.

In absence of Dr.S.S.Rawlani, Prof & Head, Dept. of Anatomy Dr.D.R.Vidhale (Gudadhe) was present.

In absence of Dr.S.S.Lawhale, Prof & Head, Dept. of Anesthesia Dr.V.P.Borkar was present.

HOD, ENT, Radio-Diagnosis, Warden, Nursing Hostel, Superintendent, Central Workshop, Engineer, Electrician, Plumber, Technical Expert.

#### **Following members of Hospital Committee were present :-** Dy. Medical Superintendent

**HODs & Unit Incharges** : Dr.A.V.Daphale, Dr.R.B.Dhore, Dr.R.P.Chordiya, Dr.S.B.Deshmukh, Dr.S.N.Agrawal, Dr.V.V.Saoji, Dr.G.R.Mundhada, Dr.N.P.Umale, Dr.M.W.Barbade, Dr.A.V.Darokar, Dr.V.N.Bijwe, Dr.A.V.Kharia, Dr.G.N.Pundkar, Dr.R.W.Baitule, Dr.S.K.Kadu, Dr.A.V.Manekar, Dr.S.K.Tiwari, Dr.R.H.Nistane, Dr.P.S.Junghare, Dr.S.A.Karaley (Bhuyar), Dr.S.A.Bijwe, HOD, Bio-Chemistry, HOD, Pathology, HOD, Microbiology, HOD, P.S.M., HOD, Anesthesia, HOD, Dentistry, I/c CCL, I/c Research Lab, I/c Histopathology, I/c CBL, I/c CML, I/c MRS, I/c Repair Section, I/c RHTC, I/c Resident Hostel & Intern Hostel, I/c Physiotherapy Dept., Roshan Bhakte, Biomedical Engineer.

**Following Members were absent :-**

Medical Superintendent was on leave.

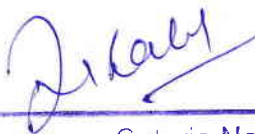
Dr. S. G. Vyas, Dr. S. N. Bhasme, Dr. G. M. Kale, HOD, Radio-Diagnosis, I/c Cytology, I/c Blood Bank.

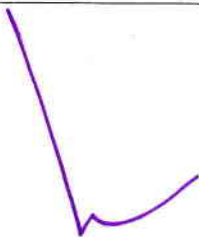
**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	<p>Minutes of the College Council &amp; Hospital Committee dated 20<sup>th</sup> February, 2019 were confirmed. Action on the following items was reviewed.</p> <p>2 Chair reviewed the status of 'Swastha Sewa Yojana cards', 'Identity Cards' &amp; Apron. He directed all the staff Members to wear Identity Cards &amp; Apron regularly during working hours.</p>
3	Chair informed that the University has made the <b>Biometric attendance compulsory for the students</b> . After discussion it was decided to fix the biometric machines (for students) near entrance Gate of the Dean Office under the CCTV coverage for safety measures.
4	Chair discussed the issue of <b>Hospital Bed strength</b> and informed that we are calculating statistics as per 550 beds but actual beds are 600. He presented department wise beds position & directed the concerned to finalize it up to 23rd March, 2019.
5	Chair informed that we will likely to receive <b>Essentiality Certificate for PG increase seats of Anesthesia &amp; Ophthalmology Department</b> . He directed HOD, Ophthalmology to take more efforts to increase clinical and surgical workload as per MCI norms.
6	<p>Chair presented <b>evening rounds report dated 17<sup>th</sup> March, 2019</b> during 8.30 to 9.30 PM. &amp; informed that only ObGy, Psychiatry &amp; Pediatrics Depts. have taken evening rounds.</p> <p>In the following departments no evening round was taken.</p> <p>Medicine (Male &amp; Female), Respiratory Medicine, Skin (Male &amp; Female), Orthopedics (Female), ENT (Male &amp; Female), Surgery (Male &amp; Female) &amp; Ophthalmology.</p> <p>Chair directed the concerned HODs to monitor the evening rounds regularly.</p>
7	Chair informed that <b>Residents in Gynecology ICU</b> were absent in Morning & Evening duties on 18 (Night), 19 (Morning), 24(Morning, Evening & Night), 27(Morning) & 28 <sup>th</sup> Feb. 2019 (Morning & Night). In SICU no Resident was present in the morning, evening and night duties from 18 <sup>th</sup> to 28 <sup>th</sup> Feb., 2019. Chair directed the concerned to contact with Medical Superintendent to rectify the problems in SICU. Chair instructed the HODs to monitor the presence of Residents posted in various ICUs.
8	Chair informed that a <b>complaint is received from the Hon'ble Director's Office of Medical Education &amp; Research, Mumbai</b> as per letter dated 8.2.2019. He made aware the House about the contents of the complaint. As per the feedback from respective departments reply to complaint has already been sent.
9	Chair informed that <b>three members committee was constituted to enquire into the</b>

	<b>complaint</b> of patient named <b>Mr. Assif Dalewale</b> admitted in Orthopedics Ward. House considered the report of enquiry committee & as per recommendations of the committee it was decided to impose fine of Rs. 50,000/- on Dr.Abhishek Bhadange, JR-3 & Dr.Akshay Kankudate, JR-2 of Anesthesia Department.
10	HOD, ObGy informed that the <b>students are reported late for clinic on 20.03.2019</b> due to Respiratory Medicine Department's Lecture. Dr. Dube has taken Lecture from 9.00 to 10.00 AM instead of 8 to 9 AM. HOD Chest and all HODs were requested to instruct their staff Members to take Lectures only on scheduled time as per master time table. She also informed that <b>the work of PCPNDT of AMC is not completed by Radio-Diagnosis Department.</b>
11	Chair directed Dr. A.V. Saboo of Psychiatry Department to discuss with Dr.(Mrs) S.S.Deshpande, I/c Medical Stores <b>regarding drugs</b> on 22.3.2019 at 11.00 AM.
12	Chair discussed on the issue of visit of senior faculties to <b>nearby Primary Health Center (PHC)</b> . After discussion it was decided to <b>adopt either Mardi /Mozari Primary Health Center (PHC)</b> . Dr. D.M.Dhumale to take further steps for finalizing the visits.
13	Chair informed that Dr.M.W.Jagtap, Professor of Pathology has prepared ' <b>Suggestion Box Programme Scheme</b> ' It was decided to circulate this proposal to all departments for placing it in the departmental meetings for discussion & decision. It was decided that suggestion/s can come from any stake holder. Outcome of the meetings be submitted to the undersigned.
14	Chair informed that there is need of <b>600 NAAC Assessors at All India level</b> . Interested staff Members can apply portal of NAAC.
15	Chair expressed displeasure about <b>low clinical and surgical performance of Orthopedics Unit-II</b> & directed Dr.R.W.Baitule to take more efforts to improve the data.*

Meeting ended with vote of thanks to the Chair.

  
 Chairperson - Criteria No. 6  
 NAAC Steering Committee  
 Dr. P. D. M. M. C. Amravati

  
 Dean  
 Dr. P. D. M. Medical College  
 Deshmukh Medical College  
 Amravati  
 College, Amravati



**Shri Shivaji Education Society Amravati's**  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



**Dr. Anil T. Deshmukh**  
MD (Pathology)  
Dean



**Shri. Harshvardhan P. Deshmukh**  
President  
Shri Shivaji Education Society

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Out.No. PDMMC/HCM/ 4002 /2018

Date :- 26.06.2018

### MEETING MINUTES

The joint meeting of "College Council & Hospital Committee" was held on 20<sup>th</sup> June, 2018 at 4.00 P.M. in the Council Hall under the Chairmanship of Dean **Dr. P. R. Somwanshi**.

#### **Following members of the College Council were present :-**

HODs of Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Pharmacology, Community Medicine, Medicine, Surgery, Pediatrics, Ophthalmology, Radio-Diagnosis, Anesthesiology, Obstetrics & Gynecology, Respiratory Medicine, Dermatology, Psychiatry, MEU.

#### **Following special invitees were present :-**

Medical Superintendent, Dy. Medical Superintendent, Warden, Nursing Hostel,

#### **Following Members/Special Invitee were absent :-**

HOD, Forensic Medicine, HOD, ENT, HOD, Orthopedics, HOD, Dentistry, Warden, Boys Hostel, Warden, Girls Hostel, Librarian, I/c Repair Section, I/c Central Store, I/c Sport Dept., I/c Central Workshop, Engineer, Plumber, Technical Expert, I/c Sweeping Agency, I/c Sai Security.

In absence of Dr.S.S.Rawlani Dr.S.V.Kadu was present. In absence of Dr.A.K.Bhute Dr.P.P.Torkadi was present. In absence of Dr.S.P.Kothari Dr. P. Khade was present.

#### **Following members of Hospital Committee were present :-**

Medical Superintendent, Dy. Medical Superintendent.

Administrative Officer & I/c Repair Section were busy in Examination work.

**HODs & Unit Incharges:** Dr.A.V.Daphale, Dr.Dr.S.N.Bhasme, Dr.N.V.Badnerkar, Dr.R.P.Chordiya, Dr.S.B.Deshmukh, Dr.S.N.Agrawal, Dr.V.V.Saoji, Dr.G.R.Mundhada, Dr.N.P.Umale, Dr.Sarda, Dr.V.N.Bijwe, Dr.A.V.Kharia, Dr.R.W.Baitule, Dr.K.S.Sarda, Dr.S.K.Kadu, Dr.A.V.Manekar, Dr.K.Y.Vilhekar, Dr.R.H.Nistane, Dr.P.S.Junghare, Dr.S.A.Karale( Bhuyar), Dr.M.W.Jagtap, Nodal Officer, HOD, Bio-Chemistry, HOD, Pathology, HOD, Microbiology, HOD, P.S.M., HOD, Radio-Diagnosis, HOD, Anesthesia, I/c CCL, I/c Cytology, I/c Histopathology, I/c Research Lab, I/c Blood Bank, I/c CBL, I/c CML, I/c Medical Store, I/c RHTC, I/c UHTC, I/c Resident Hostel & Intern Hostel, Warden, Nursing Hostel, Nursing Superintendent.

**Following members of Hospital Committee were absent :-**


In absence of Unit Incharge Dr.G.N.Pundkar, Dr. R.W.Baitule was present. In absence of Dr.A.V.Darokar Dr. K. S. Sarda was present. In absence of Dr.S.G.Vyas & Dr.P.B.Kadu, Dr.S.N.Bhasme & Dr.N.V.Badnerkar were present respectively.

**Following points were discussed in the meeting :-**

1	At the outset, Chair welcomed all the Members of College Council & Hospital Committee.
2	<p><b>Minutes of the Joint Meeting of College Council &amp; Hospital Committee dated 22<sup>nd</sup> February, 2018 were confirmed. Action taken on the following items was reviewed.</b></p> <p>Chair took the review of <b>MOC Drill for NABH</b> from Medical Superintendent &amp; directed to prepare time-table for the same.</p> <p>Chair asked Medical Superintendent <b>about the information of departmental facilities which will be highlighted on the Board.</b> M.S. told that corrected information is received from the departments.</p> <p>Chair took the review from the concerned HODs about the <b>present position of evening rounds.</b> He told that feedback about evening rounds by the faculty is not satisfactory &amp; directed the concerned HODs to take this issue in departmental meetings and instruct the concerned faculty to take rounds regularly.</p> <p>During the surprise visits of <b>Hon'ble President's</b> it was observed by him that the concerned doctors/residents did not wear <b>Apron.</b> He directed HODs to supervise this issue.</p> <p>He also directed to call <b>Mr. Chauhan of MJFAJY</b> in the departmental meetings for the <b>information of schemes &amp; discussion related to Mahatma Jyotiba Phule Aarogya Jeevandayi Yojana about the issues related to the implementation of scheme.</b></p> <p>Chair asked about the <b>progress of students classes &amp; told that the meeting will be conducted with the students after the feedback from the departments about the issues raised by students.</b></p> <p>Council took the <b>review of Operative Camp of Cataract</b> from the HOD of Ophthalmology. She told that total 50 operations are done so far. No operation was held in the month of May.</p> <p>It has been observed that specialists from the clinical departments posted for RHTC duties are not attending RHTC. HOD, PSM to inform their presence regularly to Dean Office on the next day of scheduled visit.</p> <p>Chair asked HOD, Ophthalmology, to submit the requirements for ophthalmic checkup at RHTC.</p>
3	Chair told that Office had submitted the <b>proposals to the MCI for increase in PG seats in the subjects of ObGy, Dermatology &amp; General Surgery.</b> The inspections are due & it will be held anytime shortly. He asked remaining Departments to submit their proposal for increase in PG seats.
4	<p>Chair observed that <b>various reports issued to the patients are without sign</b> by the concerned Incharge. He directed not to issue the reports at Technicians level. They are to be signed by Doctor I/c only.</p> <p>Dy. Medical Superintendent told that <b>the Bed charges have been started from 15.06.2018</b></p> <p>Chair told that we had organized a Lecture of <b>Dr. Rajesh Gondhalekar</b> on <b>"Impact Assessment"</b> on</p>

	<b>19<sup>th</sup> June 2018</b> between 12.00 Noon to 1.00 PM in the Guyton Hall of Physiology Department. MUHS has decided that there will be <b>impact assessment ( instead of LIC) from this year onward.</b>
5	He told that College has constituted <b>different committees in respect of NAAC.</b> He read the names of Committees and its Chairpersons & Member Secretaries. He asked the Members about the working of the committees. He told that it is continuous ongoing process. He invited the suggestion for constitution of the committees with members from different departments.
6	Chair took the review of <b>NABH</b> work and read the names of Sub-committees and it's Chairpersons. He suggested that every month follow-up meeting should be called. He told that multi departmental committees will be constituted. It was decided to schedule the meetings on <b>2<sup>nd</sup> Wednesday</b> of every month at 4.00 PM. It is decided to take review of SOPs & standard Agenda.
7	Chair discussed the issues related to the practice of inter departmental calls, evening rounds and transfer of patients to other Hospitals. The faculty involvement is must in all the three area. It is observed that all these things are managed at the level of JR in some departments. Chair appealed to the Members that this practice is to be discontinued. After the discussion HOD, ObGy suggested to conduct the orientation classes for newly inducted Residents.
8	Chair reported the breaking down of MRI. <b>New 16 Slice CT Scan</b> machine is reached and installation work will take 15 days.
9	It was decided to charge <b>Rs. 400/- per day for NICU &amp; PICU.</b> It was also decided to take <b>deposit of Rs. 2000/-</b> at the time admission. Chair directed Medical Superintendent to circulate the Notice to the concerned departments.
10	The issue was raised regarding <b>medical checkup of PG students.</b> Chair directed that the medical checkup of PG students will be done by <b>Medical Board</b> with the help of other departments. Rs. 400/- will be charged as the fee of medical examination. He directed Chairperson of Medical Board to take opinion of Psychiatrist and Clinical Psychologist. Chair instructed the concerned HODs to complete the medical checkup of PG students.
11	As per the instructions received from the Central Government, UNO and MUHS " <b>International Yoga Day</b> " is being organized for the awareness of Yoga on <b>21<sup>st</sup> June, 2018 at 8.00 AM in the Library Hall of Community Medicine.</b> He requested all the faculties, non-teaching staff & students to attend the programme.
12	HOD, Pediatrics suggested the <b>Fogger machine</b> for the use of NICU & PICU. Chair directed Dy. Medical Superintendent to look into the matter and take necessary action.

Meeting ended with vote of thanks to the Chair.

  
 Chairperson - Criteria No. 6  
 NAAC Steering Committee  
 Dr. P. D. M. M. C. Amravati

Dean  
 Dr.P.D.M. Medical College  
 Amravati  
 Dr. Panjabrao Das Bhausaheb  
 Deshmukh Memorial Medical  
 College, Amravati.



Shri Shivaji Education Society Amravati's  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH**  
**MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



Dr. Anil T. Deshmukh  
MD (Pathology)  
Dean



Shri. Harshvardhan P. Deshmukh  
President  
Shri Shivaji Education Society

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Out.No.PDMMC/CCM / 4383 / 2018

Date :- 9.7.2018

**Minutes of the Meeting**

**College Council Meeting** was held on **Wednesday, the 4<sup>th</sup> July, 2018** at 4.00 PM in the Council Hall of Dean Office under the Chairmanship of **Dean Dr. P. R. Somwanshi**.

**Following members of the meeting were present :-**

HOD, Anatomy, Physiology, Biochemistry, Pathology, Microbiology, Forensic Medicine, Pharmacology, Community Medicine, General Medicine, General Surgery, E.N.T., Orthopedics, Pediatrics, Ophthalmology, Radio-Diagnosis, Anesthesiology, Obstetrics & Gynecology, Respiratory Medicine, Dermatology, Psychiatry, Dentistry, I/c MET.

**Following special invitees of the meeting were present :-**

Medical Superintendent, Dy. Medical Superintendent, Administrative Officer, I/c RHTC, I/c Resident & Intern Hostel, Warden, Boys Hostel, Warden, Girls Hostel, Nursing Superintendent, I/c Repair Section, I/c Central Store, I/c Sport Section & Bio-Medical Engineer.

**Following Members were absent in the Meeting :-**

In absence of Dr.A.K.Bhute, Prof & Head, Dept. of Biochemistry, Dr.P.R.Tekade, Prof & Head, Dept. of Forensic Medicine, Dr.P.P.Torkadi & Dr.K.S.Khandelwal were present respectively.

Superintendent, Central Workshop, Engineer, Electrician, Plumber, Sanitary Inspector, Technical Expert, I/c Pratik Shshikshit Berojgar Nagrik Sewa Sahakari Sanstha were absent.

**Following points were discussed in the Meeting :-**

1	At the outset, Chair welcomed all the Members & special invitees present in the College Council Meeting.
2	Minutes of the previous meeting dated <b>13<sup>th</sup> June, 2018</b> were confirmed.
3	Chair discussed the issue of <b>absconding patients</b> & observed that number of absconding patients from the Wards are increased. After discussion some Members suggested to take advance from the patients. It was decided to collect Rs. 50/- as advance at the time of admission. Medical Superintendent shall convene the meeting of all Security guards for taking measures to prevent/control the issue of absconding patients.

	<p>Chair observed that no feedback is received from the departments <b>regarding issues raised by the students about Theory Classes</b>. He directed HODs to take students' issues in departmental meeting and discuss with the staff &amp; send feedback before <b>20<sup>th</sup> July 2018</b>, so that it will possible to conduct meeting with the students.</p> <p>Chair asked concerned HODs, Whether Mr. Chauhan, Coordinator of MJFJAY is called in the departmental meetings or not. HOD, Medicine &amp; Orthopedics told that He had attended the meetings of their departments. Chair directed all other clinical departments to call Mr. Chauhan in their departmental meetings for disseminating information about different packages under MJFJAY at the ground level.</p>
4	<p>Chair asked clinical HODs, Whether necessary arrangement is made in OPD No. 6 for reports and advice between 3.30 PM to 4.30 PM. Members told that duty arrangements have been made. It was decided that Medical Superintendent would follow up the presence regularly for reporting to Society Office.</p>
	<p>Chair asked, Whether <b>CPS candidates</b> joined or not. HOD, Pediatrics told that two candidates have joined the Department. <b>Chair informed that remaining two candidates are likely to join shortly. He directed HOD to take initiative to start the functioning of PICU &amp; NICU.</b></p>
5	<p>Chair observed that the patients are getting unsigned reports. He expressed his displeasure about this practice. It was decided to take this issue in forthcoming Joint Meeting of CC &amp; HC. The issue of <b>Apron</b> was discussed and Chair directed that HODs should insist their staff member to wear the <b>Apron</b>.</p>
6	<p>Chair pointed out that <b>the patients are transferred to outside Hospitals</b> without knowledge of faculties of the Unit. The decision to transfer the patient is to be taken by the faculties and not by the residents.</p>
7	<p>Chair took review from the concerned HODs about <b>OPD &amp; IPD performance</b>. HOD, Orthopedics told that his departmental performance is increased as compared to previous year. Chair advised to verify the figures with MRD section. All the units are lacking in the targets set by themselves. They have to walk extra mile to achieve the targets.</p>
8	<p>Chair told that <b>Alumni Association Membership fee for the staff is Rs. 500/-</b>. It was decided to deduct the fee in 10 instalments from the salary of Teaching &amp; Non-teaching staff.</p>
9	<p>Chair informed that as per <b>University Resolution</b>, Sr. Residents are not entitled for vacation &amp; earned leave. They are entitled for 07 days ML &amp; 08 day CL. Lecturer/Asst. Professor on adhoc appointment is entitled for vacation after completion of one year service.</p>
10	<p>Chair took review of <b>Rural Health Training Center (RHTC)</b>. It was decided that HOD, Community Medicine shall disseminate the information to the population at large about availability of specialists from Surgery, Medicine, Pathology and Ophthalmology Departments.</p>
11	<p>Chair told that '<b>Tree Plantation</b>' programme is to be implemented as per direction from the University in College &amp; Hospital campus. He appealed to all to participate enthusiastically in the plantation programme.</p>
12	<p>Chair introduced <b>Bio-Medical Engineer Mr. Roshan Bhakte</b> before the House &amp; directed all the members to refer the problems of Biomedical Instruments/Equipments to Mr. Bhakte. He instructed Mr. Bhakte to utilize services of Mr. Junghare, Clerk in the Dept. of Ophthalmology &amp; ENT.</p>
13	<p><b>HOD, Surgery discussed the seating arrangement of Surgery &amp; Medicine Oncologist. He suggested that both will be seating in respective OPDs instead of Departmental Office. Chair approved his suggestion &amp; directed Medical Superintendent to make necessary arrangement to fix the Board in OPD campus for the awareness in general public.</b></p>
14	<p>Dr.N.P.Umale, HOD, Surgery informed that his department is organizing <b>CME on 22<sup>nd</sup> July 2018</b>. MMC Website is not accepting data due to non compliance of previous CMEs. Chair directed Dr. (Mrs) S.S.Pande, Co-ordinator , MEU, Dr.S.S.Lawhale &amp; Dr.G.N.Pundkar to look into the matter for sorting out the difficulties. Chair also directed all the HODs that hereinafter information of CME is to be sent to <b>the Co-ordinator, Medical Education Unit for their record</b>.</p>
15	<p>HOD, Medicine raised the issue that of signing <b>Internal Assessment Marks</b> with the Signature of of subordinate staff. Chair cleared the issue and told that signature of HOD is mandatory. HOD's of Skin VD, Psychiatry &amp; Chest should take note.</p>



16	HOD, Pathology discussed the <b>issue of leave</b> . Chair told that only in emergency leave will be sanctioned to the staff till the completion of MCI inspections.
17	Chair told that we have decided to maintain <b>Memorandum of Understanding (MOU)</b> record at one place. He directed all the concerned to send xerox copies of MOU to Dr.P.S.Tatte, I/c MOU, Dept. of Microbiology.
18	Chair told that College is planning to start “ <b>Training &amp; Placement through new innovative B.Voc. Course in Forensic Science providing skill based education under NSQF &amp; recognized by UGC &amp; SGB Amravati University</b> ” in collaboration with Shri Shivaji Science College, Amravati & MOU has been signed. We will circulate the information after the permission is granted.
19	Chair told that we have started new certificate course in “ <b>Medico Legal Issues</b> ”. He appealed to all to enroll for the course.

Meeting concluded with thanks to the Chair.



Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

Dean  
Dr. P. D. M. Medical College  
Dr. Panjabrao alias Bhausaheb  
Deshmuka Memorial Medical  
College, Amravati

2	<p>Chair presented the MCI Postgraduate Medical Education Committee minutes dt. 21<sup>st</sup> August, 2018 regarding increase of seats in MD (Dermatology, Venereology &amp; Leprosy) Course at Dr.P.D.M.Medical College, Amravati under MUHS U/s 10(A) of the IMC Act, 1956 for the A.Y. 2019-20. The PG Committee considered the Council Assessor's Report ( 27<sup>th</sup> July, 2018) and decided to recommend to the Central Government to issue Letter of Permission for increase of seats in MD (Dermatology, Venereology &amp; Leprosy) from the academic session 2019-20 from 01(One) to 02(Two) students per year till the first batch admitted against the increased number appears in the final examination of the said course.</p> <p>“ House congratulated the staff of Dermatology Department for their academic achievements.”</p>
3	<p>Minutes of the College Council dated 4<sup>th</sup> July 2018 &amp; Urgent College Council Meeting dated 8<sup>th</sup> September, 2018 were confirmed. Action taken on the following items was noted.</p> <p>05. Issue of <b>State &amp; National level research conferences</b> was discussed &amp; Department shall explore the possibility for organizing University level Conference and send the proposal to the University.</p> <p>09 Mr. Chauhan, Coordinator of MJFJAY informed that he has attended all Departmental meetings. He has made aware the concerned staff about all new packages and schemes available in MJFJAY.</p> <p>03 Chair took review about <b>attendance of Resident Doctors in OPD No. 06</b> between 3.30 to 4.30 PM. He observed that on 18.09.2018 only one Resident Doctor of Psychiatry Dept. was present in OPD No. 06. He instructed all the concerned HODs &amp; Medical Superintendent to monitoring the presence. It is the failure of monitoring. Strict action should be taken against erring residents.</p>
4	<p>Minutes of the Joint Meeting of College Council &amp; Hospital Committee held on 20<sup>th</sup> August, 2018 was confirmed. Action taken on the following items was reviewed.</p> <p>2. Chair took review of <b>Dress Code</b> of students and informed that 82% students have purchased their dresses and procedure will be completed within 15 days. Chair informed that at the time of examination students must follow the following instructions. University squad members may visit any time to observe the University instructions.</p>
5	<p>Chair took review of <b>absconding patients</b> and asked about the statistics. He directed the concerned HODs to maintain the statistics of absconding patients (month wise). He further directed to discuss this issue in the departmental meetings and submit monthly report to the Dean Office.</p> <p>Committing consisting of following members will prepare <b>Standard Agenda of the Departmental Meetings</b> &amp; submit to the Dean Office to be placed before next College Council Meeting.</p> <p>Dr.S.S.Rawlani, Prof &amp; Head, Dept. of Anatomy --- Pre-Clinical Depts.  Dr.A.S.Bhore, Prof &amp; Head, Dept. of Pharmacology -- Para-Clinical Depts.  Dr.A.K.Jawarkar, Prof &amp; Head, Dept. of PSM -- Final Year ( Part – I )  Dr.N.P.Umale, Prof &amp; Head, Dept. of Surgery -- Final Year ( Part – II )  Dr.A.V.Daphale, Prof &amp; Head, Dept. of Medicine- Final Year ( Part-II )</p>
6	<p>Chair informed that <b>31<sup>st</sup> October 2018 is the last date to submit the proposal of increase seats to the University.</b> He directed the concerned departments to send PG increase seats proposal within a week. Chair directed HOD, ENT, Pediatrics &amp; Radio-Diagnosis to take more efforts for starting PG Course in their departments and obtain last one year reports from MCI Website for knowledge and rectification of the deficiencies.</p>
7	<p>Chair informed that the inauguration of is scheduled on <b>24<sup>th</sup> September, 2018</b> at 11.00 AM in the Guyton Hall of Physiology Department. Chair appealed to all staff members of teaching and non-teaching to attend the programme.</p> <p>HOD, Pediatrics suggested that Generic Medical Store shall be opened round O'clock &amp; make available medicine to BPL patients.</p>
8	<p>Chair observed that <b>prescriptions of medicines are handed over to the relatives of the patients and they purchase medicine from outside Medical Store.</b> After discussion Medical Superintendent suggested to start <b>Token system.</b> Chair accepted the suggestion and directed Medical Superintendent &amp; I/c Medical Stores to start the same. He directed concerned HODs to extend cooperation.</p>
9	<p>The issue of <b>Scrub Typhus Test</b> was raised by HOD, Dept. of Medicine. Chair asked Dr.M.M.Deshmukh, Microbiology Department. She clarified that Scrub Typhus Card test is</p>

	available in the Deptt. of Microbiology & it is performed regularly. So if specifically advised by the Clinician about the test it will be entered in the software system and reports will be given accordingly. And the screening test PUO screen will be done till the stock exists.
10	Chair asked Nursing Superintendent about <b>delay in Patient's discharge &amp; asked difficulties</b> . Chair told that patients should reach to the MJFJAY up to 3.00 PM, so that it will convenient to discharge the patient/s. HOD, Pathology suggested to increase the staff in MJFJAY.
11	Chair observed that <b>after death of patient the relatives are not getting death certificate in time</b> . The relatives are wandering here and there for getting certificate. Chair directed Medical Superintendent to look into the matter and give instructions to the concerned staff to help the relatives in that situation.
12	HOD, Medicine informed that <b>2D-ECHO is out of order due to UPS problem</b> . Chair directed I/c Repair Section to take urgent steps and rectify the problem. He directed Store I/c & I/c Repair Section to take urgent action so that Hospital work will not suffer.
13	Chair discussed the issue of " <b>Annapurna Yojana</b> " & informed background of the scheme. It was unanimously decided to participate in the scheme. It was decided to contribute monthly <b>Rs.200/- for Teaching and Rs. 150/- for Non-teaching staff. Those salaries are less than 50,000/- will contribute Rs. 100/month.</b>
14	Chair directed HOD, Ophthalmology to submit the <b>information of Squint Camp up to 21.9.2018.</b>
15	Chair directed HODs of Medicine & Pediatrics to <b>submit Unit wise data for sputum screening for TB in the next meeting.</b>
16	Chair discussed on the issue of <b>Vertical &amp; Horizontal integrated teaching programme</b> and directed Dr.S.S.Pande to prepare the programme. Chair directed HOD, Physiology to take meetings of all the concerned HODs and decide the programme.
17	Chair asked Dr.S.G.Vyas about the progress of <b>Hemodialysis Unit</b> . He informed that <b>installation work will be completed within next 15 days</b> . Chair informed that Haemodialysis Unit is being started in collaboration with Apex Company.
18	HOD, Surgery pointed out the <b>requirement of Monitor and Ventilator for SICU</b> . Chair directed Dr.A.T.Deshmukh to finalize the purchase.
19	Chair observed that <b>not a single patient is referred by Urban Health Training Center, Belpura to Dr.P.D.H. &amp; RC</b> . He directed I/c UHTC to refer the patients if He/She needs further treatment.

Meeting ended with vote of thanks to the Chair.

Chairperson - Criteria No. 6  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati

Dean

Dr. P. D. M. Medical College  
Deshmukh Amravati Medical  
College, Amravati