



कर्मचारी राज्य वीमा निगम
श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Govt. of India)
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F.No: ESIC/MCH/FBD/2023/Suvidha Samagam

Date:

12/11/24.

Minutes of Meeting

The meeting of Suvidha Samagam was held in the Conference Hall of the Dean's Office on ^{October 11} 2024, at 2:00 pm. Dr. A K Pandey, Dean, chaired the session. The main purpose of this assembly was to discuss important matters and address any grievances by proposing resolutions. The following members were present at the meeting:

The following members were present at the meeting:

S.no	Name	Designation
1.	Dr. A K Pandey	Dean
2.	Dr. Sandeep Kumar	Medical Superintendent
3.	Dr. Lalita Anand	Dy. Medical Superintendent
4.	Dr. Nisha Rajani	Store Nodal Officer
5.	Dr. Jaswant Singh	Adjunct Faculty
6.	Shri. Bechu Giri	Regional Board Member
7.	Shri. Baiju Singh	Employee Representative
8.	Mr. Satish Kumar	Majdoor Morcha
9.	Shri. KL Vasishtha	Member
10.	Ashutosh Kumar Anand	Jt. Secretary, Faridabad Action Group
11.	Shri. Kant Dubey	AITUC (Imperial)
12.	Dr. Pawan Nayar	Professor (Emergency Medicine)
13.	Dr. Praveen Aggarwal	Professor (Emergency Medicine)
14.	Dr. MK Sen	Professor, Respiratory Medicine
15.	Dr. Nikhil Verma	Critical Care Medicine ICU (Associate Professor)
16.	Dr. Shipra Saini	Pharmacy OPD In charge
17.	Shri. Jai Prakash	ANS
18.	Shri. Ramesh Nath	ANS
19.	Mr. Omprakash	SNO (OPD Incharge)
20.	Mr. Pawan Kumar	SNO (OPD)
21.	Mr. Sanjay Kumar Bisht	JE (Civil)
22.	Mr. Ritesh Kumar	PMD
23.	Mr. Hemant Singh	Senior Pharmacist
24.	Mr. Vikas Kaushik	Hospital Manager
25.	Ms. Sudha Shah	Hospital Manager
26.	Pragati Rai	Hospital Manager

meeting, following issues were discussed, leading to actions being taken by the concerned departments:

	Issues Discussed	Action Taken
1	A matter of collaboration of ESIC MC&H, Faridabad and Rotary club is discussed.	The matter of collaboration between ESIC MC&H, Faridabad and the Rotary Club was discussed. It was noted that ESIC MC&H has a fully functional NABH-accredited Blood Bank. In case of emergencies, if blood is not available in ESIC because of any reason then it may be obtained from other centers those fullfilling the standard requirement.
2	Department wise mapping of drugs by pharmacists on the Dhanwantri Portal & data entry operators to be trained on calculating dosages based on doctor's prescriptions.	Pharmacists are mapping drugs department-wise on the Dhanwantri Portal. Dr. Shipra (Nodal Officer, Pharmacy) is providing updated drug lists to HODs to prevent prescription errors. Regular training is being conducted for data entry operators and pharmacists to ensure accurate dosage calculation based on doctors' prescriptions.
3	Issue of referring non-emergency and emergency patient to empanlled or Governement hospitals.	It has been decided that emergency patients are to be sent to empanelled hospital incase of non availability of inhouse beds and in case of non-emergency wherein elective surgery or procedure can take time, that may be reffered to Government hospital & if the government hospital does not have beds or provide late dates then patient may be reffered to empanelled hospital.
4	Irregularities in transferring samples from the wards and the sample collection room.	A direction has been issued that nursing incharge of concerned ward is responsible for timely sending of sample and reciept of reports & a register is to be maintained for entring the time of sample taken and reports handover to calculate turn around time.
5	Due to server issues distribution of medicine got delayed.	The complaints regarding server issues has been acknowledge by the HQ and waiting for the response. Dean sir asked to external members for representing this issue to the headquarter for a solution.
6	Issue regarding stamp and sign or putting name of Drs on prescription is discussed.	A direction has been issued regarding doctor stamp on prescription, incase the stamp is not available, the name & designation is to be mentioned in bold letter.

The next Suvridha Samagam meeting is scheduled for 14 th of November (Thursday), 2024 at 2:00 p.m. in the Conference Hall of the Dean Office, Academic Block, ESIC Medical College and Hospital, Faridabad. All members are requested to submit the agenda at least two days before the meeting.

This issues with the approval of medical superintendent.

Lalita
12/11/24.
Dr. Lalita Anand

Deputy Medical Superintendent