



क.रा.वी.नि
E.S.I.C

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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सत्यमेव जयते

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F.No: ESIC/MCH/FBD/2023/Suvidha Samagam

Minutes of Meeting

The meeting of Suvidha Samagam was held in the Conference Hall of the Dean's Office on September 12, 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:

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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

27.	Sanjeev Thakur	PGDA
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During the meeting, following issues were discussed, leading to actions being taken by the concerned departments:

Sr. No.	Issues Discussed	Action Taken
1	Grievances of IPs Name: Smt Pooja Kumari regarding transfer of patient from ICU to ward & Smt Jyoti regarding Audio-Visual therapy.	Dean sir took the immediate action and cleared the grievances on the spot, and both the IPs were satisfied.
2	Department wise mapping of drugs in Dhanwantri Portal by pharmacists. Data entry operators to be trained to calculate dosage according to prescription of Drs.	Pharmacists are providing updated lists to HODs for avoiding error in prescription and training is given to data entry operators about dosage calculation & implementation of a double-check system for data verification. Dr Shipra (Nodal Officer) monitoring regularly to avoid any error.
3	Issue of confirming bed availability before referring patient to AIIMS or Government hospital.	A letter to HQ, Medical Commissioner (Medical Services) is to be sent by office of the Dean for MoU with AIIMS & Safdarjung Hospital for reservation of beds & confirming the availability before referring the IPs. In case of private hospital a letter has been circulated from MS office regarding the referral of patient to his desired empanelled hospital. (copy enclosed) .
4	Irregularities in transferring samples from the wards and the sample collection room.	This is duly noted and assured to avoid any error in future.
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	The pharmacy area has reported multiple instances of broken urinals, resulting in inadequate sanitary conditions for staff and potential inconvenience to visitors.	As of now PMD department has repaired the washrooms of Emergency & Pharmacy work. The Other washrooms like OPD registration are under maintainance.

The next Suvidha Samagam meeting is scheduled for 11th of October (Friday), 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.


Dr. Lalita Anand

Deputy Medical Superintendent