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F2(317)/Estt./ABGH/RKS/2016-17/Pt. File/

Dated: 22.03.2023

2450-2462

MINUTES OF MEETING

A General Body Meeting (GBM) of Rogi Kalyan Samiti (RKS) of Acharyashree Bhikshu Govt Hospital was held on 18.03.2023 in the Conference Room of ABGH at 11.00 A.M. The meeting was chaired by Shri Shiv Charan Goel, Hon'ble MLA of Moti Nagar. It was attended by Member Secretary, RKS; Treasurer, RKS; Representative of CDMO(West) and other Nominated official and non-official Members of RKS (As per attendance sheet).

Member Secretary welcomed all members of GBM and meeting was started on concurrence of Chairman. Following points were discussed in details:

1. **Nomination of Non-official Members** – The matter regarding Nomination of Non-official Members for another two years discussed in the meeting. Chair stated that name of Non-official Members will be sent to the Member Secretary Office within one week.

(Action – Chairman, RKS)

2. **Census of 6(six) months** – Census/vacancy position of previous 6 months discussed in detail and it was observed by the GBM that Census of Major Surgery of O&G, Orthopedic Surgery reduced in comparison to the previous month. Member Secretary apprised the Chair that there is vacancy of many post of (Anaesthesia/ Surgery/O&G Specialists and Senior Residents (Anaesthesia/Surgery) inspite of walk-in-interview on every Friday. Census of Surgical Branch reduced in comparison to previous month because of non-availability of Anesthetist round the clock.

(Action – Medical Superintendent)

3. **Mission 2023** – The matter also discussed in detail and Member Secretary apprised GBM regarding Mission 2023 targets and requested all the concerned Nodal Officers to complete their target within a stipulated time without fail.

(Action – PWD(Civil/Electrical), P.O., I/C SNCU & HOD(Anaes.)

4. **Availability of Medicines** – Almost all(97%) medicines are available for dispensing to patients (3% left over medicines have proper substitute). Chair requested Member Secretary to maintain the availability of medicines.

(Action – P.O., I/C Surgical & Medicine Store)

5. **Inauguration of Anemia Room and Prize distribution** – Anemia Room established in O&G OPD for all the females who is anemic and can be treated by slightly dietary modifications. This room was inaugurated by Shri Shiv Charan Goel, Hon'ble MLA of Moti Nagar/Chairman, RKS.

HOD(O&G) given brief description of the Anemia Room and Chairman applauded the efforts of Hospital and O&G Department for this noble cause.

(Action – HOD(O&G)

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6. **Adolescent Clinic** upgraded for proper counseling of Adolescent(between 10 to 19 years of age) patients. Member Secretary apprised GBM that this room is very much important for counseling of Adolescent group regarding any problem they are facing during this age.

(Action – Nodal Officer(Adolescent Clinic)

7. **Proposed Expenditure**

All proposed expenditures are discussed in GBM but it need to be passed through the Executive Committee as tenure of non-official members expired on 24/02/2023 and new non-official Members not nominated till date. Proposed Expenditure is as under:

- a) Payment of Rs.16,612/- for various investigation bills of National MRI, CT Scan & Diagnostic Centre of Histopathology bills (December, 2022).
- b) Books/Journals/Periodicals – for Library
- c) Signages (Old/outdated signages to be replace)
- d) Feed back i.e. Using Mobile Phone Number and Strengthening of Feedback Mechanism
- e) Chairs – Preparing of wheelchairs/trolleys and Painting of Visitor chairs in waiting area
- f) Notice Boards for the hospital
- g) Portable Public Addressal system of announcement in critical areas

8. **PWD Project** – All PWD related matter discussed with Engineers of PWD Department and they have given the timeline as follows:

- a) **Handicap Friendly Toilet** construction is under process and it will be completed by 15th May, 2023.

(Action – PWD(Civil)

- b) **Change of rusted water pipeline** and renovation of toilet already started and it will be completed by 15th June, 2023.

(Action – PWD(Civil)

- c) **Installation of Second lift** is under process and it will be completed by first week of May, 2023.

(Action – PWD(Electrical)

- d) **Change Lamp post** to be replaced by 30th April, 2023.

(Action – PWD(Electrical)

- e) **New Building Block** – Under construction New Building Block (MCH Block) discussed in detail in the GBM and PWD Civil Project, PWD Electrical Project and Contractor given date of completion by 30th May, 2023.

(Action – PWD(Civil/Electrical) & Contractor)

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9. **Vitamin D-3 test** - One of the RKS Member raised the issue of Vitamin D test in the Hospital. **CDMO Representative Dr. K. Bhardwaj** agreed to send all these patients referred to Madipur Polyclinic, Delhi for such test.

(Action - MO I/C, Madipur Clinic)

Meeting ended with vote of thanks to chair.

Renu Manchanda

(DR. RENU MANCHANDA)

MEDICAL SUPERINTENDENT/MEMBER SECY. (RKS)

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Dated: 22/8/23

2450-2463

Copy to: -

- 1) Hon'ble MLA Moti Nagar, Chairman, RKS, 73/14, Jaidev Park, Near East Punjabi Bagh, New Delhi-110026.
- 2) District Magistrate(Revenue), District West, Vice Chairman (RKS), Plot No.03, Shivaji Place, Raja Garden, Delhi-110027.
- 3) DSHM, 6th Floor, A&B Wing, Vikas Bhawan-2, Near Metcalf House, Civil Lines, Delhi - 110054.
- 4) Deputy Commissioner (MCD), Karol Bagh Zone/his nominee, Official Member, North Delhi Municipal Corporation, Anand Parbat, Near Khalsa College, New Delhi-110005.
- 5) DCP (West), Police Station, Rajouri Garden, New Delhi-110015.
- 6) CDMO (West), 2nd Floor, A 4/A Block, S.S. Mota Singh Marg, Janak Puri, New Delhi-110058.
- 7) Chief Administrative Medical Officer, Karol Bagh Zone, NDMC, Ist Floor, M&CW Center Building, 15/16, SH Behind MCD Gym, New Moti Nagar, Delhi-110015.
- 8) PS to Medical Superintendent, ABH Hospital, Moti Nagar, New Delhi-15.
- 9) All concerned Officers/Officials
- 10) PWD Civil.
- 11) PWD Electrical.
- 12) CT Branch.
- 13) PWD Horticulture.
- 14) Guard file.

Renu Manchanda

(DR. RENU MANCHANDA)

MEDICAL SUPERINTENDENT/ MEMBER SECY. (RKS)