

DEPARTMENT OF PSYCHIATRY  
REGIONAL INSTITUTE OF MEDICAL SCIENCES,  
IMPHAL.

No.19/Psy/IV/81

Imphal the 5th June 2017.

To

Dean (Academic),  
Regional Institute of Medical Sciences,  
Imphal.

Subject: - Submission of monthly patient OPD attendance  
theory classes and lecture schedule for the  
month of May 2017.

Sir,

With reference to No.B/1737/2016-RIMS dated 21st October 2016,  
I am submitting herewith the duly filled up prescribed proforma for  
No. of patient's admission, discharge and OPD attendance for differ-  
ent faculty members for the month of May 2017.


This is to comply the directions taken in the proceedings of  
meeting held on 13.10.2016 in accordance to oversight committee of  
Medical Council of India and for your kind perusal and necessary  
action.

With warm regards.

Encloser:

All the performas duely  
filled-up 2 pages.

Yours faithfully,

  
(Dr. N. Heramani Singh )  
Prof. & Head,  
Department of Psychiatry,  
RIMS, Imphal.



Formats for submitting various data by the HODs in compliance of the directives of the Supreme Court Mandated Oversight Committee

A. Faculty Data

Name	DOB DD/MM/YYYY	Designation	Date of Joining/Promotion to the present post	Date of resignation/Transfer	Indian Medical Registration No. (for postgraduate courses)
		<del>Assistant Professor</del>	<del>2018</del>		

B. Monthly Schedule of Teaching (Theory Classes) to be submitted every month before the 1<sup>st</sup> day of every month.

Semester	Month	Date	Time	Topic	Faculty

*[Handwritten signature]*

C. Monthly Teaching Report for the month ..... MAY ..... 2017

Semester	Date	Time	Topic	Faculty	Class conducted (A) or not (B)	If cancelled, reason thereof	No. of Students on roll	No. of students who actually attended the class
8th Sem	4.5-17	8-9 AM	COMMON PSYCHIATRIC DISORDERS ENCOUNTERED IN GENERAL PRACTICE	Prof. Dr. Binodini Singh	A		85	63
"	11-5-17	"	MENTAL RETARDATION	"	A		"	66
"	18.5.17	"	EPILEPSY	"	A		"	48
"	25.5.17	"	DEMENTIA	"	A		"	32

D. Cumulative Report for Teaching for the month ..... May ..... 2017

Semester	Month	Total No. of theory classes	Total No. of classes actually done	Roll numbers of the frequently absent students (>2times)	Reason(s) for cancellation of classes, if any
8th	May		4	2, 4, 5, 6, 12, 13, 15, 16, 18, 19, 20, 21, 22, 25, 29, 30, 34, 36, 40, 41, 43, 44, 50, 51, 56, 57, 59, 60, 64, 66, 69, 70, 73, 76, 77, 78, 79,	—
"	May		4		—
"	May		4		—




E. Clinical Material

Monthly census for Clinical Subjects (to be filled up whenever applicable)

Month	Name of the faculty	Number of patient seen in the OPD by the faculty	Number of patients in the ward under the faculty	Number of Discharges	Number of deaths	Number of Surgeries	Number of Procedures	Number of investigation
May	Prof N. Manawan UNIT 1A)	311	200	13	1 (29 <sup>th</sup> Aug)			
"	Dr S. Gopendro UNIT 1A	253	<del>250</del>	-				
"	Dr R. K. Lenin UNIT 2	939	25	14				
"	Dr Th. Bikoar UNIT-1 (B)	<del>244</del>	10	4				

1744

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*[Signature]*

F. Infrastructure  
List the department specific infrastructure as per MCI guidelines.

Sl. No.	Infrastructure as per MCI guidelines	Infrastructure available in the Department on 31 <sup>st</sup> October 2016	Remarks

*[Signature]*

*[Signature]*