

DEPARTMENT OF PSYCHIATRY  
REGIONAL INSTITUTE OF MEDICAL SCIENCES,  
IMPHAL.

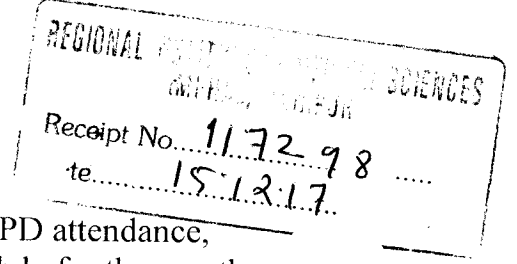
No.19/Psy/IV/81/

Imphal the 15<sup>th</sup> December 2017.

To

The Dean (Academic),  
Regional Institute of Medical Sciencesw,  
Imphal.

Subject: - Submission of monthly patient OPD attendance,  
Theory classes and Lecture schedule for the month  
of November 2017.



Sir,

With reference to No.B/1737/2016-RIMS dated 21<sup>st</sup> October 2016, I am submitting herewith the duly filled-up prescribed proforma for No. of patient's admission, discharge and OPD attendance for different faculty members for the month of November 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 necessary action.

With warm regards.

Yours faithfully,

Encloser:

All the proforma duely  
Filled-up 2 pagtes.

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

**Professor and Head  
Psychiatry Deptt  
RIMS, Imphal**

# MONTHLY REPORT FOR NOVEMBER

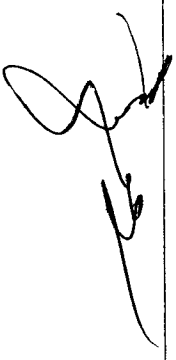
Formats for submitting various data by the HODs in compliance of the directives of the Supreme Court Mandated Oversight Committee

## 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)

## 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

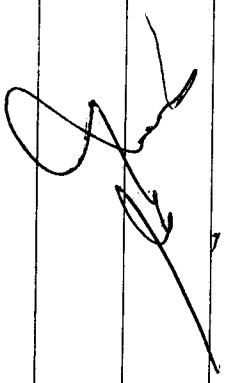


C. Monthly Teaching Report for the month ..... November ..... 2017

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
8 <sup>th</sup>	2 <sup>nd</sup>	8-9 AM	Demeritis	Dr Th. Bihari	A	-	20	8
"	9 <sup>th</sup>	"		Dr Th. Bihari	A	-	20	9
"	16 <sup>th</sup>	"	Forensic Pathology	Dr Th. Bihari	A	-	20	6
"	23 <sup>rd</sup>	"		Dr Th. Bihari	A	-	20	9
11	30 <sup>th</sup>	"		Dr S. Gajendra	A	-	20	6

D. Cumulative Report for Teaching for the month ..... November ..... 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
8 <sup>th</sup>	November	5	5	3, 4, 6, 7, 8, 9, 11, 13, 15, 16, 20	



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
November	Dr N. Veeramani UNIT 1 (A)	453	14	12	-			
"	DRK. Lenin UNIT (2)	790	27	16	-			
"	Dr. Silambari . Unit-1(B)	210	17	10	-			
	TOTAL	1453	58					

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

