

DEPARTMENT OF PSYCHIATRY
REGIONAL INSTITUTE OF MEDICAL SCIENCES,
IMPHAL.

No.19/Psy/IV/81

Imphal the 1st April 2017.

To

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

Subject: - Submission of monthly patient OPD attendance and theory classes and lecture schedule for the month of March 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 different faculty members for the month of March 2017.

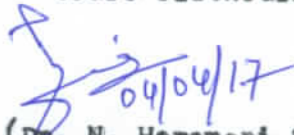
This is to comply the directions taken in the proceedings of meeting held on 13.10.2016 in accordance to oversight committee of Medical Council of India and for your kind perusal and necessary action.

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)

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

Semester	Month	Date	Time	Topic	Faculty

C. Monthly Teaching Report for the month March 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 th Semester	2 nd March		Anxiety disorders.	Dr N. Venamoni	A		85	75
"	16 th March		Mood disorders.	Dr N. Venamoni	A		85	50
"	23 rd March				B	Strike for 2 days.		
"	30 th March				B	Students locked in college hostel.		

D. Cumulative Report for Teaching for the month March 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 th	March	4	2	1, 6, 10, 13, 15, 21, 30, 50, 69, 76.	2 nd college strike. 30 th class room flooded

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 fo Surgeries	Number of Procedures	Number of investigation
March	Dr N. Hestawani Unit 1 (A)	229	19	10				
"	Dr Gojendro unit 1 (A)	193	"	"				
"	Dr R.K. Lenin. UNIT II	695	20	13				
"	Dr Th. Bihani UNIT 1 (B)	171	5	4.				

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 st October 2016	Remarks