

**Minute of the 1<sup>st</sup> meeting of Standing Hospital Affairs Committee held on 18<sup>th</sup> October, 2023 at 3.00 p.m. under the Chairmanship of Director, RIMS, Imphal in the Conference Room of the Director Office, RIMS, Imphal**

**List of Members Present in the meeting is attached as Annexure I.**

The Chairman welcomed the members. Initiating the discussion, the chairman apprised the members that this office issued the order for constitution of Standing Hospital Committee as approved by the EC in its meeting held on 1.08.2023 and briefed the member of its composition and the functions. Thereafter, the committee discussed the following issues related to Hospital and made the recommendations thereon:

**1. OPD timings**

The Committee discussed the existing OPD timings and members expressed the opinion that there need not be any change in OPD timing.

Recommendation: *No change in OPD timings.*

**2. Relevance of the Existing committees**

The Committee discussed various existing committees related to hospital and duplicity of any roles and functions suggested reducing the number of committees.

Recommendation:

- i) *The Hospital Development Committee be dissolved since all its functions are included in the Standing Hospital Affairs Committee.*
- ii) *Hospital Acquired Infection Control Committee be merged with the Antibiotic Policy Committee and renamed as the Hospital Acquired Infection and Antibiotic Committee.*

**3. OT cases cancellation and backlog cases**

The Committee discussed frequent cases of OT cancellation and ways for improvement. The members opined that the concerned Departments should consult and engage with each other to find out ways to reduce the cases as it sheds a bad image for the institute. The Committee also discussed the large number of OT backlog cases. The members were of the view that since these issues involve Surgery, other allied Departments and Anaesthesiology Departments, there is need for consultation among these Departments.

Recommendation:

- i) *The HODs of Surgery Department, other Allied Departments and Anaesthesiology Department sit together to discuss the issue and come out with ways to reduce the cases of OT cancellation.*
- ii) *The HOD, Surgery should work out a plan for reducing the number of backlog cases in consultation with HODs of other allied and Anaesthesiology departments.*

M. Singh

Dr. J. Narayan

Dr. J. Narayan

Dr. J. Narayan

W. B. Singh

Dr. J. Narayan

#### 4. Number of OPD days of consultants in a week

The Committee discussed the OPD schedule of Consultants. The Chairman Opined that usually in AIIMS, Delhi or Safdarjung Hospital, Delhi, a consultant sits at OPD twice in a week and a patient has chance to consult him twice in a week. In RIMS, Imphal, a senior consultant is getting only a day in a week at OPD, which may create a inconvenience to patients which gets compounded when the day falls on holiday. He suggested that the same pattern may be copied in RIMS, Imphal also in the interest of the patients. Some members expressed the view that if proper rooms/space is given, then the same may be adopted in the institute.

Recommendation:

*HODs may make an assessment for feasibility for following the same pattern as in AIIM, Delhi in RIMS, Imphal and the Administration would make efforts to provide additional rooms for OPD by consultants.*

#### 5. Reduction in Medicine ICU bed charges

The committee discussed the existing the rates of Medicine ICU charges. Some members suggested reduction in charges for Medicine ICU with Ventilator from Rs.500 to Rs. 300 and that of Medicine ICU without ventilator from Rs.300 to Rs.100 as many of the poor patients could not afford to pay charges when period of hospitalisation is long.

Recommendation: *The proposal may be put up in the next SFC meeting.*

The meeting ended with vote of thanks to the chair.

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| 1. Prof. G. Sunilkumar Sharma     | 2. Prof. Nepram Sanjib Singh   |
| 3. Prof. Dhanaraj Singh Chongtham | 4. Prof. S. Ranita Devi        |
| 5. Prof. M. Rameshwar Singh       | 6. Prof. Ch. Shyamsunder Singh |
| 7. Dr. Longjam Nilachandra Singh  | 8. Prof. Deepak B.S.           |
| 9. W. Ibeyaima Devi               | 10. Sairem Sarat Singh         |