

**Government of Rajasthan  
Medical Education Department**

No. F.6(13)/ME/Gr-1/2010

Date: 31<sup>st</sup> March 2014

**Minutes of Principals' Forum Meeting, 6<sup>th</sup> March 2014**

A meeting of Principals' Forum was held on 6<sup>th</sup> March 2014 at 11.30 AM under Chairmanship of Hon'ble Minister Medical Education in RHSDP Hall, Swasthya Bhawan, Jaipur. The following officers participated in this meeting:

1. Principal Secretary, Medical Education
2. Hon'ble Vice-Chancellor, RUHS
3. All Principals of six Govt. Medical Colleges
4. Joint Secretary, ME
5. Officer on Special Duty, ME
6. Deputy Director (Academics), Directorate of Medical Education
7. Deputy Director (Plan) , Directorate of Medical Education
8. ALR, Directorate of Medical Education
9. Superintendants of attached Hospitals

The following is a brief record of the discussions held and decisions taken during the meeting:

**1. Quality of Medical / Health Care:**

- a. It was discussed that there is scope for improvement in the existing system and quality of delivery of health/medical care in medical college hospitals. It was also felt that the benefit of Centrally Sponsored and State schemes should actually reach to the peripheral levels as far as the villages.
- b. Outsourcing process needs to be reviewed in government hospitals such that services provided by government hospitals are comparable to Private Hospitals. There should be no compromise with quality of services since it is the right of the client as they are being charged for those services. If the outsourced services are not up to the mark, the agency (ies) should be fined/penalized as per the terms of agreement.
- c. It was felt that often doctors are not available in the OPD in wards with the reason that they are busy in teaching activities and on the plea that they are on rounds in wards. This practice should be stopped and doctors should for no reason be away from OPD on the day of their duty in OPD. They should wear apron all the time and superintendants should take this initiative and set an example themselves.
- d. Various Schemes by Asian Development Bank, RUIDP must be linked with the hospital services to get benefit out of these schemes.

- e. There should be multistoried cottage with at least 3-star facilities in all the hospitals of the State.
  - f. All PMCs are directed by the Hon'ble Minister to examine the availability of various equipments and functioning in the PMR department/ RRC of the Hospital.
  - g. RMRS may be used to purchase various disposable dresses in Operation Theatre to reduce contamination and infection control in hospital.
  - h. There should a committee formed of three doctors to take care of electricity and cleanliness in the hospital with regularly visiting the areas of the hospitals and get it repaired from RMRS.
  - i. Various rooms and bathrooms which are non-utilized and closed, they should be opened utilized.
  - j. If the quality of linen from handloom / khadi / Bunkar Sangh is of poor quality, it should be communicated to them in writing.
  - k. Stickers from glasses at entrance, on window panes and on door panes must be cleaned immediately.
  - l. Infection control committee in hospitals must take care of Hospital Acquired Infections as in SMS Hospital Jaipur, where air samples and surface samples are collected and tested.
  - m. Issue instructions to all doctors to deal public representative and common people sympathetically and improve behavior with them.
  - n. Public Representatives and NGOs should be involved more and more in various developmental activities / RMRS of the hospital on regular basis.
  - o. Hospitals should be repaired from Entrance through OPDs, Laboratories, wards through to the Washrooms; no part should be left unrepaired.
  - p. Nursing Staff must be on the rotation, and he/she must be rotated at every Nursing station of the hospital.
2. **Security, cleanliness and sanitation in Hospitals:** Condition of toilets, disposal of biomedical waste, infection control practices, beatification of gardens, face lifting of hospitals etc. should be taken care of.
- a. **Hospital Protection Force:** The matter has been sent to Home Department.
  - b. **Cleanliness Model of Jodhpur:** The efforts of PMC Jodhpur were appreciated for implementation a model for cleanliness in the area with responsibility to individual staff members for particular areas. Various agencies may be given wards (for adoption) for maintenance.
  - c. Encroachment of hospital premises by tea stalls and other hawkers should be reviewed and removed.
3. **Condemnation of Articles:** Old and non-usable equipments, furniture and vehicles needlessly occupying space should be done at the earliest on priority. This should be a continuous, ongoing process and an updated inventory and a system of sickness and repairs of machines and equipments should be maintained at every institution.

4. **Shortage of Manpower:** There is an acute shortage of faculty and newly recruited teaching faculty members do not often join because of lesser payment structures. The Department should immediately prepare and submit proposal for increasing salary of newly recruited Sr. Demonstrators (Rs. 16800) and Assistant Professors (Rs. 20,200) to Rs. 50,000 and Rs. 55,000 respectively (this is the first salary given after completion of probation period). The Department has already submitted a proposal for reducing the period of probation from two years to one year and it is under consideration.

PG students should be made to fill a bond for serving in the State for at least three years after who completion of their post graduation. Similarly, students who complete their B.Sc. (Nursing) course should also be made to fill up similar bond with strict adherence to conditions in the bond.

5. **Residents and Nursing Staff going on Strike:** For addressing this issue, strict adherence to the conditions in the bond should be ensured. Often such instances arise because there is no officer to address the grievances of resident doctors and nursing staff. All Principals and superintendents should ensure that there is a system of ongoing dialogue with residents and nursing staff and their grievances should be addressed at the earliest, as required. For grievances that can be addressed locally, a decision should be taken accordingly; for grievances that cannot be managed locally, Principals and Superintendents should write to Medical Education Department.
6. **Sugam and LITES:** Information on these two websites should be regularly updated and monitored.
7. **Assembly questions and audit paras:** All Principals should ensure that responses to Vidhan Sabha / Lok Sabha / Rajya Sabha questions and to audit paras are submitted on time and there should be no reason for sending reminders on these issues.
8. **Civil Works:** Ongoing Civil Works should be regularly reviewed, physical visits should be undertaken at the site of work and coordination with PWD should be done for timely completion, handing over and commissioning of Civil Works. Any deficiency in the new construction completed / under process will reviewed by all PMCs and a report will be submitted. BSR forecast may be used for civil constructions, in which the rates are given for 2 years in advance. If any extrapolation / escalation in budget may be sent to Finance Department. **MOU with Private Hospitals:** The MOU with Private Hospitals who were provided land at nominal cost should be reviewed and they should be made to provide free services to BPL patients as per the MOU. For this, all Principals should establish a system of referral of BPL patients to such hospitals; in case of non-compliance, the matter should be reported to Medical Education Department.

Following decisions were taken after discussion:

1. Issue instructions to All HODs in clinical subjects to plan the time table in such a manner those OPD hours are not affected. All Principals should ensure safety and security of hostels including their repairs and should be in constant interaction with students for addressing their grievances. (**Responsibility: All PMC's**)
2. Modernization of Mortuary to should be done in all Medical Colleges and monitored by PMCs. If required, they must submit proposals for up-gradation and modernization as early as possible. (**Responsibility: All PMC's**)
3. All Principal and Controllers to strengthen committee to look after cleanness, security and review outsourcing to improve quality of medical care. (**Responsibility: All PMC's and Superintendents**)
4. The Committee constituted for the equipments and drugs to expedite the condemnation of unused, un-repairable articles and submit report at the earliest. Bottlenecks in smooth implementation of these two schemes should be identified and recommendations submitted for their removal. (**Responsibility: All PMC's and Superintendents**)
5. Outsourcing of investigations at Ajmer by Arawali Pathlabs is not satisfactory; PMC was advised to write to Medical Education Department on this. (**PMC, Ajmer**)
6. Zenana Hospital, Ajmer faces the problem of water seepage in the basement; PMC Ajmer was asked to examine the case with Divisional Commissioner and UIT Commissioner and submit a proposal on the problem.
7. (**Responsibility: PMC, Ajmer and Superintendant, Zenana, Ajmer**)
8. There should be meeting of college council every month instead every six month. (**All PMC's**)
9. **Mis-utilization of Funds:** Mis-utilization was reported of funds sanctioned by Disaster Management Department for Trauma Center at Gangori Hospital, Jaipur; Superintendent to submit explanation. (**Responsibility: DSME**)
10. DACP should be done at earliest and all matters must be cleared within time frame. (**Responsibility: DSME**)
11. **Academics:** A committee chaired by Hon'ble Vice-Chancellor Dr. Raja Babu Pawar with all Principals as members will examine and submit a report within 15 days on following issues:
  - a. Academic Collaboration with Universities abroad
  - b. Certificate Courses for doctors to develop skills in clinical management in rural areas
  - c. Better Internship Training

d. Marks obtained in MBBS to be considered for giving admission to PG courses.

e. **(Responsibility: Hon'ble Vice-Chancellor RUHS & All PMC's)**

12. **Expenditure** by all Medical Colleges was reviewed; except for RUHS and Bikaner, expenditure of all other Medical Colleges / Hospitals was found to be very less (Jaipur 33%, Jodhpur 30%, Kota 24% and Ajmer 33%). All Principals were directed to closely monitor expenditure status on monthly basis in future. **(Responsibility: All PMC's and Superintendants)**

13. **Development and extension of SMS Hospital, Jaipur:** A committee chaired by Dr. Subhash Nepalia, PMC Jaipur, Dr. Pradeep Sharma, PHOD Psychiatry and Dr. Maan Prakash Sharma, Supdt SMS Hospital will examine and submit a proposal within 15 days for developing Centre of Neurosciences at Psychiatry Center, Jaipur. **(Responsibility: PMC Jaipur and Members of Committee)**

14. **UG (MBBS / BDS) Admissions:** Admission Board for 2014 to be chaired by P&C, RUHS college of Dental Sciences, Jaipur. **( Responsibility: P&C, RUHS college of Dental Sciences, Jaipur)**

15. **CMIS directions and Online Reporting:** All Principals were directed to submit timely report to Directorate of Medical Education on progress in implementation of CM's directions so that it can be updated in CMIS. **(Responsibility: All PMC's and Superintendants)**

16. **Media coverage:** In Newspapers if any news is for the hospitals must taken care by the PMCs and it should be cleared at the local level as soon as it appears in the newspaper. **( Responsibility: All PMC's and Superintendants)**

17. **Territorial responsibility of medical colleges:** Hon'ble Health Minister advised to visit a village by every medical college once a month and provide the specialists services at the doorstep of the rural population. **( Responsibility: All PMC's and Superintendants)**

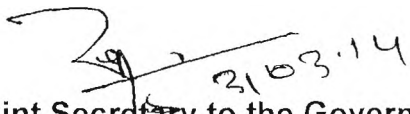
18. **Cafeteria:** Nescafe and Lipton kiosks at low cost may be developed in the hospital premises at all the attached hospitals of medical colleges of the state. **( Responsibility: All PMC's and Superintendants)**

19. **Body donation:** Donors of Body must be given high appreciation by calling their family members and garlanding them for noble cause particularly on the day of Maharshi Dadhichi Jayanti. **( Responsibility: All PMC's and Superintendants)**

20. **The Administrative Department to put up proposals for betterment of salary structure of Sr. Demonstrator/Assistant Professor reducing probation period etc.**



21. **Pay Clinic Concept:** This concept may be examined and a proposal may be submitted for its revival. (**Responsibility: All PMC's and Superintendants**)
22. **Fee structure of MBBS:** Fees in Government Medical Colleges is very low, and needs to be reviewed. (**Responsibility: DSME**)

  
Joint Secretary to the Government

Government of Rajasthan  
Department of Medical Education

F.6 (13)/ME/Gr-1/2013

Dated: 31/3/14

Copy to:

1. PS to the Hon'ble Minister Medical, Health and Medical Education.
2. PS to the Principal Secretary Medical and Health
3. PS to the Principal Secretary Medical Education
4. PS to VC RUHS
5. Sr.PA to Joint Secretary Medical Education.
6. Dy. Secretary Medical Education.
7. OSD Medical Education
8. Registrar, RUHS
9. Additional Director Medical education.
10. Principal Medical College Jaipur/Jodhpur/Ajmer/Bikaner/Kota/Udaipur
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