

6

Governance, Leadership and Management

6.3

**Faculty
Empowerment
Strategies**

6.3.3

Average number of professional development / administrative training programmes organized by the Institution for teaching and non- teaching/technical staff during the AY: 2018-2023

6.3.3.1

**Total number of
professional development /
administrative training
programmes organized by
the Institution for teaching
and non- teaching/technical
staff during the
AY: 2022-2023**



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

6.3.3 Total number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the last five years

Academic Year	2022-23	2021-22	2020-21	2019-20	2018-19	Total
Number of Professional Development / Administrative training programmes organized by the Institution	40	41	40	34	38	193


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.

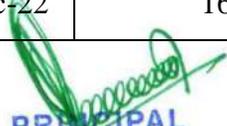


SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

Number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the Academic Year 2022-23

S.No	Title of the administrative training Programme organised for non-teaching staff	Date	No. of participants
1.	Admission and discharge process in hospital	08-Jul-22	14
2.	Training on patient safety	22-Jul-22	18
3.	BLS Training To Technicians	30-Jul-22	10
4.	How To Avoid Prescription Errors	05-Aug-22	12
5.	Prevention Of Child Abduction In Hospital	15-Sep-22	17
6.	Sterility And Cleanliness In SRMC	30-Sep-22	20
7.	Ethical And Legal Implications Of Prescribing Drugs	13-Oct-22	15
8.	MRD- How To Perform Medical Work And Filing	31-Oct-22	17
9.	CSSD : Improving Quality	04-Nov-22	13
10.	How To Handle Medico Legal Cases	17-Nov-22	20
11.	Laundry : Improving Quality	25-Nov-22	11
12.	Blood Bank Services	30-Nov-22	16
13.	Hospital Information Management Systems training Session	09-Dec-22	19
14.	Maintenance of Oxygen Plant	09-Dec-22	11
15.	Bio Medical Equipment's Handling	23-Dec-22	17
16.	Code Of Conduct – SRMC Non-Teaching Staff	27-Dec-22	19
17.	Fire And Safety Training	29-Dec-22	14
18.	CPR Training – Emergency Handling	30-Dec-22	16


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SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

19.	How To Be Polite With Patients	17-Jan-23	10
20.	Patient Care And Its Significance In SRMC Care	23-Jan-23	15
21.	BLS Training To Nursing Staff	31-Jan-23	20
22.	BLS Training To Technicians	08-Feb-23	13
23.	Sterility And Cleanliness In SRMC	11-Feb-23	17
24.	MRD- How To Perform Medical Work And Filing	15-Feb-23	10
25.	CSSD : Improving Quality	20-Feb-23	13
26.	Laundry : Improving Quality	28-Feb-23	18
27.	Blood Bank Services	05-Mar-23	14
28.	Hospital Information Management Systems training Session	12-Mar-23	11
29.	Bio Medical Equipment's Handling	09-Apr-23	16
30.	Code Of Conduct – SRMC Non-Teaching Staff	24-Apr-23	15
31.	Cpr Training – Emergency Handling	14-May-23	19
32.	Fire And Safety Training	10-Jun-23	23
33.	How To Use Vaccutainers	16-Jun-23	20
34.	Bio Medical Waste Segregation	10-Aug-23	10
35.	Case Sheet Presentation	12-Sep-23	12
36.	Needle Stick Injury	11-Oct-23	18
37.	Bio Medical Waste Segregation	26-Oct-23	13
38.	Iv Cannulisation Process	16-Nov-23	19
39.	Emergency Codes	12-Dec-23	10
40.	Bio Medical Waste Segregation	22-Dec-23	22


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/154

Date: 05/07/2022

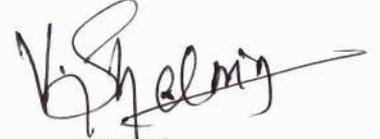
Circular

The below topic will be held on 08 July 2022 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Discharge process in hospital in SRMC .

“Admission and discharge process in hospital“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.



HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/155

Date: 19/07/2022

Circular

The below topic will be held on 22 July 2022 at Training Room between 02.00 pm to 03.00 pm .This mentioned topic is to have information on Patient safety in hospital in SRMC .

“Training on patient safety“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/156

Date: 25/07/2022

Circular

The below topic will be held on 30 July 2022, Saturday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC.

“ BLS TRAINING TO TECHNICIANS “

All the Central Lab technicians(Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

This is a Mandatory session by HRD.

Copy to :

HOD – Pathology
Incharge- Central Lab
Medical Superintendent
Hospital Administrator
RMO
File




Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/157

Date: 02/08/2022

Circular

The below topic will be held on 05 Aug 2022 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on how to avoid prescription errors in hospital in SRMC .

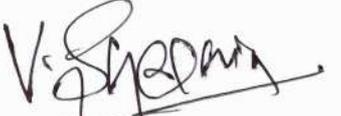
“How to avoid prescription errors“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/158

Date: 12/09/2022

Circular

The below topic will be held on 15 Sep 2022 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on Child abduction in hospital in SRMC .

“Prevention of child abduction in hospital“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/159

Date: 25/09/2022

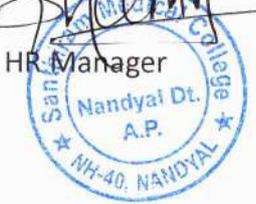
Circular

The below topic will be held on 30 September 2022 at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ STERILITY AND CLEANLINESS IN SRMC “

All the Non Teaching staff (Teaching SRGH and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to :

Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS(SRSSH)
CSSD, LAUNDRY dept
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/160

Date: 10/10/2022

Circular

The below topic will be held on 13 Oct 2022 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on legal implications of prescribing drugs in hospital in SRMC .

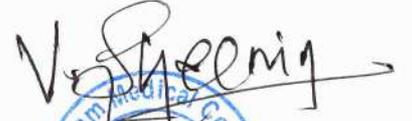
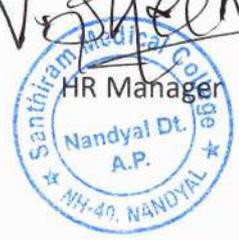
“Ethical and legal implications of prescribing drugs“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/161

Date: 28/10/2022

Circular

The below topic will be held on 31 October 2022 at Training Room between 10.00 am to 11.00 am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ MRD- HOW TO PERFORM MEDICAL WORK AND FILING “

All the MRD staff, Nursing Staff and Central Lab team are requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to :

Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS (SRSSH)
MRD –Incharge
Central Lab- Incharge
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/162

Date: 01/11/2022

Circular

The below topic will be held on 04 November 2022 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“CSSD : IMPROVING QUALITY “

All the CSSD Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

Thank you one and all.




Copy to :

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS(SRSSH)
CSSD – Incharge
OT – Incharge
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/163

Date: 14/11/2022

Circular

The below topic will be held on 17 Nov 2022 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on How to handle medico legal cases in hospital in SRMC .

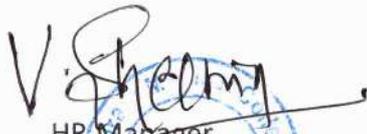
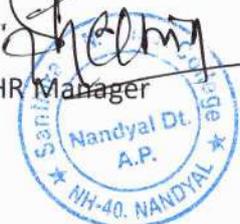
“How to handle Medico legal Cases“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/164

Date: 21/11/2022

Circular

The below topic will be held on 25 November 2022 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

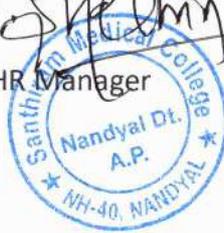
“ LAUNDRY : IMPROVING QUALITY “

All the LAUNDRY Staff ,NursingStaffand OT Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS(SRSSH)
LAUNDRY – Incharge
OT – Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/165

Date: 28/11/2022

Circular

The below topic will be held on 30 November 2022 , Wednesday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ BLOOD BANK SERVICES “

All the Blood Bank Staff ,NursingStaffand OT Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

HOD –Pathology
Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS(SRSSH)
Blood bank – Incharge
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/166

Date: 01/12/2022

Circular

The below topic will be held on 9 December 2022 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

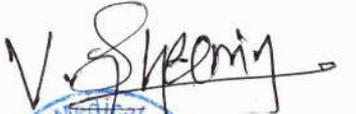
“ HOSPITAL INFORMATION MANAGEMENT SYSTEMSTRAINING SESSION “

All the Front DESK and Billing (SRGH and Super Speciality division) and AHS Team, Central Lab ,Computer Operators of all Departments are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Billing- Incharge
AHS -Incharge
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/167

Date: 06/12/2022

Circular

The below topic will be held on 09 Dec 2022 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on How to maintenance of oxygen plant in hospital in SRMC .

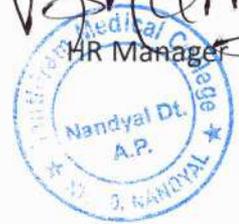
“Maintenance of oxygen plant “

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/168

Date: 20/12/2022

Circular

The below topic will be held on 23rd December 2022 , Saturday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ BIO MEDICAL EQUIPMENTS HANDLING “

All the Nursing Staff (SRGH and Super Speciality division) and OT Team RADIOLOGY , ALL ICU along with CAUSALITY are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
HOD –Radiology
HOD –Emergency Services
HOD –OT
Nursing Superintendent
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/169

Date: 22/12/2022

Circular

The below topic will be held on 27 December 2022 , at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

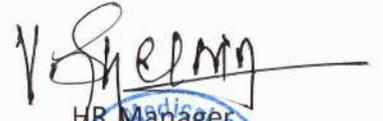
“ CODE OF CONDUCT – SRMC NON TEACHING STAFF “

All the Nursing Staff (SRGH and Super Speciality division) and Non Teaching Staff are requested to attend the meeting without fail.

This Topic will improve the communication skill in your career.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
Incharges –All DEPTS
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/170

Date: 27/12/2022

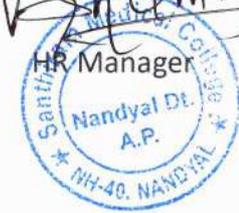
Circular

The below topic will be held on 29th December 2022 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ FIRE AND SAFETY TRAINING “

All the Fire and Safety Team along with Nursing Staff (SRGH and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
Fire Incharge
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/171

Date: 28/12/2022

Circular

The below topic will be held on 30thDecember 2022 , Wednesday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

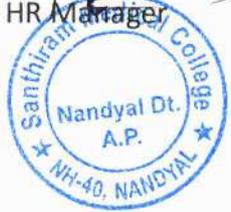
“ CPR TRAINING – EMERGENCY HANDLING “

All the Nursing Staff and Non TeachingStaff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
Incharges –All DEPTS
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/172

Date : 13 /01/2023

Circular

The below topic will be held on 17th January 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the communication skills and etiquettes in SRMC .

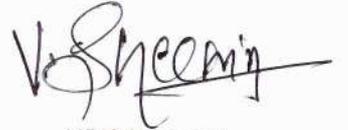
“HOW TO BE POLITE WITH PATIENTS “

All the PRO team and Marketing team are requested to attend the meeting without fail.

Thank you one and all .

Copy to :

PRD office
Marketing office
Medical Superintendent
Hospital Administrator
RMO
File



HR Manager



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/173

Date : 20 /01/2023

Circular

The below topic will be held on 23 January 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care and the quality of treatment in SRMC .

“ PATIENT CARE AND ITS SIGNIFICANCE IN SRMC CARE “

All the Nursing staff , Central lab Technicians and the House Keeping staff are requested to attend the meeting without fail.

Thank you one and all .


HR Manager


Copy to :

NS (SRGH)
NS (SRSSH)
PRD office
Incharge - Central Lab
Front desk –Incharge(billing OP,IP)
Medical Superintendent
Hospital Administrator
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/174

Date: 27/01/2023

Circular

The below topic will be held on 31 January 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC .

“ BLS TRAINING TO NURSING STAFF”

All the Nursing staff (Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all .

Copy to :

Medical Superintendent
Hospital Administrator
Nursing Department
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/175

Date: 05/02/2023

Circular

The below topic will be held on 8th February 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC .

“ BLS TRAINING TO TECHNICIANS “

All the Central Lab technicians(Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.



HR Manager

Copy to :

HOD – Pathology
Incharge- Central Lab
Medical Superintendent
Hospital Administrator
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/176

Date: 09/02/2023

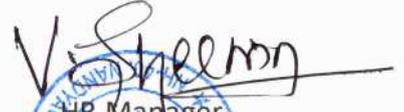
Circular

The below topic will be held on 11th February 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ STERILITY AND CLEANLINESS IN SRMC “

All the Non Teaching staff (Teaching SRGH and Super Speciality division)are requested to attend the meeting without fail.

Thank you one and all.




Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
CSSD, LAUNDRY dept
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/177

Date: 13/02/2023

Circular

The below topic will be held on 15th Feb 2023 at Training Room between 10.00 am to 11.00 am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ MRD- HOW TO PERFORM MEDICAL WORK AND FILING “

All the MRD staff, Nursing Staff and Central Lab team are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
MRD –Incharge
Central Lab- Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/178

Date: 17/02/2023

Circular

The below topic will be held on 20th February 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ CSSD : IMPROVING QUALITY “

All the CSSD Staff ,NursingStaffand OT Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS(SRSSH)
CSSD – Incharge
OT – Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/179

Date: 24/02/2023

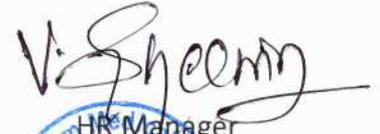
Circular

The below topic will be held on 28 February 2023, Tuesday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ LAUNDRY : IMPROVING QUALITY “

All the LAUNDRY Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to :

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
LAUNDRY – Incharge
OT – Incharge
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/180

Date: 01/03/2023

Circular

The below topic will be held on 5th March 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

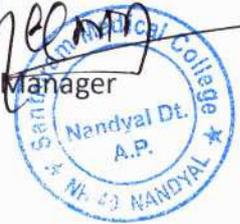
“ BLOOD BANK SERVICES “

All the Blood Bank Staff ,Nursing Staffand OT Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

HOD –Pathology
Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
Blood bank – Incharge
File

V. S. Sheela
MR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/181

Date: 10/03/2023

Circular

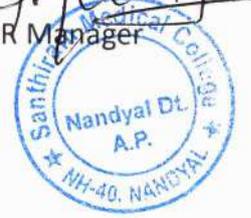
The below topic will be held on 12th March 2023, Wednesday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ HOSPITAL INFORMATION MANAGEMENT SYSTEM TRAINING SESSION “

All the Front DESK and Billing (SRGH and Super Speciality division) and AHS Team, Central Lab, Computer Operators of all Departments are requested to attend the meeting without fail.

Thank you one and all.

V. Shelma
HR Manager



Copy to :

Medical Superintendent
Hospital Administrator
RMO
Billing- Incharge
AHS -Incharge
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/182

Date: 02/04/2023

Circular

The below topic will be held on 9 April 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

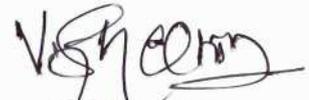
“ BIO MEDICAL EQUIPTMENTS HANDLING “

All the Nursing Staff (SRGH and Super Speciality division) and OT Team RADIOLOGY , ALL ICU along with CAUSALITY are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
HOD –Radiology
HOD –Emergency Services
HOD –OT
Nursing Superintendent
File


HR Manager



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/183

Date: 18/04/2023

Circular

The below topic will be held on 24th April 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

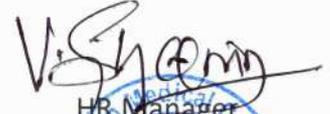
“ CODE OF CONDUCT – SRMC NON TEACHING STAFF “

All the Nursing Staff (SRGH and Super Speciality division) and Non Teaching Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
Incharges –All DEPTS
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/184

Date: 10/05/2023

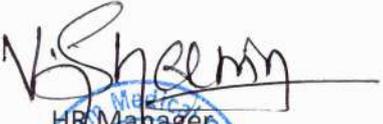
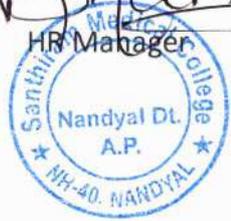
Circular

The below topic will be held on 14 May 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ CPR TRAINING – EMERGENCY HANDLING “

All the Nursing Staff (SRGH and Super Speciality division) and Non Teaching Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to :

Medical Superintendent

Hospital Administrator

RMO

Nursing Superintendent

Incharges –All DEPTS

File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/185

Date: 06/06/2023

Circular

The below topic will be held on 10th June 2023 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

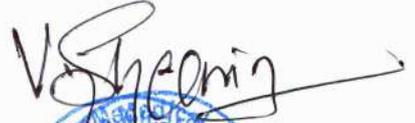
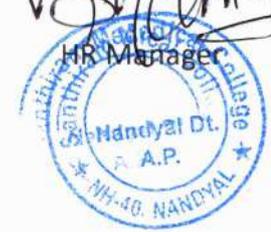
" FIRE AND SAFETY TRAINING "

All the Fire and Safety Team along with Nursing Staff (SRGH and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
Incharges –All DEPTS
Fire Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/186

Date : 12 /06/2023

Circular

The below topic will be held on 16 June 2023 , Friday at Training Room between 10.00 am to 11.00am . This mentioned topic is to have information on Biomedical Management in SRMC.

“ HOW TO USE VACCUTAINERS “

All the BME team, Nursing Staff and Central lab Staff , OT Staff are requested to attend the meeting without fail.

This is the most important topic for developing the latest medical technology.

Copy to :

Medical Superintendent
Hospital Administrator
Nursing Superintendent
BME –Incharge
RMO
File

V. S. Srinivasulu Reddy
HR Manager
Santhiram Medical College
Nandyal Dt.
A.P.
NH-40, NANDYAL

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/187

Date: 07/08/2023

Circular

The below topic will be held on 10 August 2023, Thursday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the Bio Medical Management in SRMC Teaching Hospital.

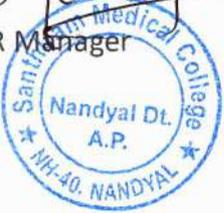
"BIO MEDICAL WASTE SEGREGATION "

All the Nursing Staff, Central Lab Technicians and housekeeping team are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Central Lab –InCharge
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/188

Date: 07/08/2023

Circular

The below topic will be held on 12 September 2023, Tuesday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient monitoring in SRMC Teaching Hospital.

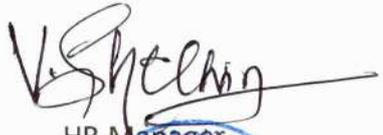
“ CASE SHEET PRESENTATION ”

All the Nursing Staff of all the Departments including ICU and Emergency team are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Central Lab –InCharge
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/189

Date: 07/08/2023

Circular

The below topic will be held on 11 October 2023, Wednesday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the Patient care in SRMC Teaching Hospital.

“ NEEDLE STICK INJURY “

All the Nursing Staff, Central Lab Technicians and interested staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Central Lab –InCharge
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/190

Date: 20/10/2023

Circular

The below topic will be held on 26 October 2023, Thursday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the Bio Medical Management in SRMC Teaching Hospital.

“ BIO MEDICAL WASTE SEGREGATION “

All the Nursing Staff, Central Lab Technicians and House Keeping Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager



Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Central Lab –InCharge
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/191

Date: 13/11/2023

Circular

The below topic will be held on 16 November 2023, Thursday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the Patient care in SRMC Teaching Hospital.

“ IV CANNULISATION PROCESS “

All the Nursing Staff, Central Lab Technicians and interested staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Central Lab –InCharge
File


HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/192

Date: 08/12/2023

Circular

The below topic will be held on 12 December 2023, Tuesday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the Patient care in SRMC Teaching Hospital.

“ EMERGENCY CODES “

All the Nursing Staff, Central Lab Technicians and House Keeping team interested staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Central Lab –Incharge
File



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2023/193

Date: 18/12/2023

Circular

The below topic will be held on 22 December 2023, Friday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the Patient care in SRMC Teaching Hospital.

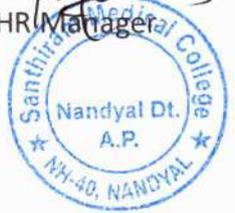
“ BIO MEDICAL WASTE SEGREGATION “

All the Nursing Staff, Central Lab Technicians and House Keeping team interested staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Central Lab –Incharge
File


HR Manager


6.3.3.1

Total number of professional development / administrative training programmes organized by the Institution for teaching and non- teaching/technical staff during the AY: 2021-2022



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

6.3.3 Total number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the last five years

Academic Year	2022-23	2021-22	2020-21	2019-20	2018-19	Total
Number of Professional Development / Administrative training programmes organized by the Institution	40	41	40	34	38	193


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.

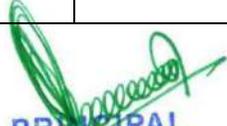


SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

Number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the Academic Year **2021-22**

S.No	Title of the administrative training Programme organised for non-teaching staff	Date	No. of participants
1.	Patient Care And Its Significance In SRMC Care	10-Jul-21	15
2.	BLS Training To Nursing Staff	30-Jul-21	14
3.	Training on CODE BLUE	29-Jul-21	19
4.	Taking care of Vulnerable patients	05-Aug-21	10
5.	Patient Confidentiality and privacy	26-Aug-21	21
6.	Training on Incidental reporting	04-Sep-21	14
7.	BLS Training To Technicians	12-Sep-21	18
8.	Training on Disaster Management	17-Sep-21	14
9.	Sterility And Cleanliness In SRMC	30-Sep-21	18
10.	How to prevent reporting errors	30-Sep-21	15
11.	Admission and discharge process in hospital	07-Oct-21	20
12.	Training on patient safety	23-Oct-21	18
13.	How to avoid prescription errors	05-Nov-21	20
14.	Prevention of child abduction in hospital	18-Nov-21	17
15.	Ethical and legal implications of prescribing drugs	26-Nov-21	14
16.	Fire And Safety Training – Extinguisher	04-Dec-21	12
17.	How to handle Medico legal Cases	10-Dec-21	15
18.	Maintenance of oxygen plant	23-Dec-21	11
19.	CSSD : Improving Quality	21-Dec-21	16

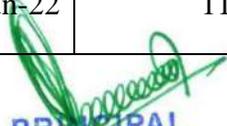

PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

20.	Laundry : Improving Quality	22-Dec-21	13
21.	Blood Bank Services	23-Dec-21	15
22.	Hospital Information Management Systems training Session	23-Dec-21	15
23.	MRD- How To Perform Medical Work And Filing	30-Dec-21	18
24.	Bio Medical Segregation	27-Dec-22	14
25.	Code of Conduct – SRMC Non-Teaching Staff	10-Jan-22	10
26.	CPR Training – Emergency Handling	06-Jan-22	15
27.	Proper Drug Administration to patients	21-Jan-22	18
28.	How To Be Polite With Patients	30-Jan-22	14
29.	Safe Handling of Oxygen Cylinders	04-Feb-22	11
30.	Pharmacy Dispensing Process	18-Feb-22	22
31.	Asset coding of equipment	25-Feb-22	17
32.	Training on Bed making	10-Mar-22	20
33.	Effective handling on pharmacy & stock movement	24-Mar-22	15
34.	Patient Care And Its Significance In SRMC Care	30-Mar-22	13
35.	Training on CODE BLUE	08-Apr-22	19
36.	Taking care of Vulnerable patients	22-Apr-22	20
37.	Patient Confidentiality and privacy	13-May-22	10
38.	Training on Incidental reporting	27-May-22	14
39.	Training on Disaster Management	16-Jun-22	18
40.	How to prevent reporting errors	24-Jun-22	13
41.	BLS Training To Nursing Staff	30-Jun-22	11


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/113

Date : 05 /07/2021

Circular

The below topic will be held on 10 JULY 2021 , Saturday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care and the quality of treatment in SRMC

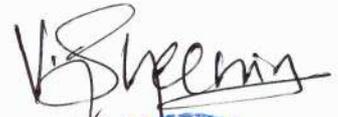
“ PATIENT CARE AND ITS SIGNIFICANCE IN SRMC CARE “

All the Nursing staff , Central lab Technicians and the House Keeping staff are requested to attend the meeting without fail.

Thank you one and all .

Copy to :

Medical Superintendent
Hospital Administrator
NS (SRGH)
NS (SRSSH)
PRD office
Incharge - Central Lab
Front desk –Incharge(billing OP,IP)
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/114

Date : 25/07/2021

Circular

The below topic will be held on 30 July 2021, Friday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC .

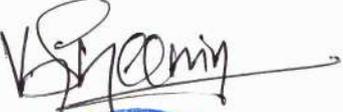
“ BLS TRAINING TO NURSING STAFF ”

All the Nursing staff (Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all .

Copy to :

NS (SRGH)
NS (SRSSH)
Medical Superintendent
Hospital Administrator
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/115

Date: 26 /07/2021

Circular

The below topic will be held on 29 July 2021 at Training Room between 11.00 am to 12.00 pm .This mentioned topic is to have information on Code Blue in hospital in SRMC .

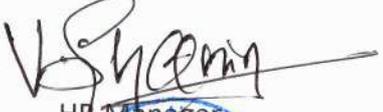
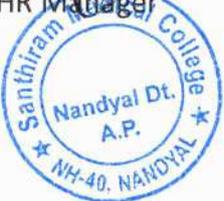
“Training on CODE BLUE“

All the Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/116

Date: 02 /08/2021

Circular

The below topic will be held on 05 Aug 2021 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Vulnerable patients in hospital in SRMC .

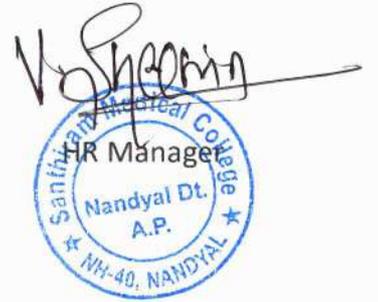
“Taking care of Vulnerable patients“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/117

Date: 23 /08/2021

Circular

The below topic will be held on 26 Aug 2021 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on patient confidentiality and privacy in hospital in SRMC .

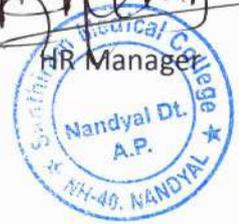
“Patient Confidentiality and privacy“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/118

Date: 01 /09/2021

Circular

The below topic will be held on 04 Sep 2021 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on incidental reporting in hospital in SRMC .

“Training on Incidental reporting.”

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/119

Date: 10/09/2021

Circular

The below topic will be held on 12th September 2021 at Training Room between 02.00 pm to 04.00pm. This mentioned topic is to improve the patient care in SRMC .

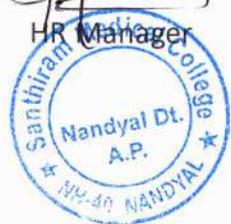
“ BLS TRAINING TO TECHNICIANS “

All the Central Lab technicians (Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

HOD – Pathology
Incharge- Central Lab
Medical Superintendent
Hospital Administrator
RMO
File

V. Sheela
HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/120

Date: 14 /09/2021

Circular

The below topic will be held on 17 Sep 2021 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on Disaster Management in hospital in SRMC .

“Training on Disaster Management“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/121

Date: 25/09/2021

Circular

The below topic will be held on 30 September 2021, Thursday at Training Room between 4.00pm to 6.00 pm. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

" STERILITY AND CLEANLINESS IN SRMC "

All the Non Teaching staff (Teaching SRGH and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS (SRSSH)
CSSD, LAUNDRY dept
File



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/122

Date: 27 /09/2021

Circular

The below topic will be held on 30 Sep 2021 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on How to prevent reporting errors in hospital in SRMC .

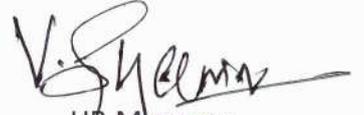
“How to prevent reporting errors“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/123

Date: 04 /10/2021

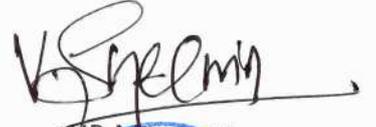
Circular

The below topic will be held on 07 Oct 2021 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Admission and discharge process in hospital in SRMC .

“Admission and discharge process in hospital“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/124

Date: 20 /10/2021

Circular

The below topic will be held on 23 Oct 2021 at Training Room between 02.00 pm to 03.00 pm .This mentioned topic is to have information on patient safety in hospital in SRMC .

“Training on patient safety“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/125

Date: 02 /11/2021

Circular

The below topic will be held on 05 Nov 2021 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on How to avoid prescription errors in hospital in SRMC .

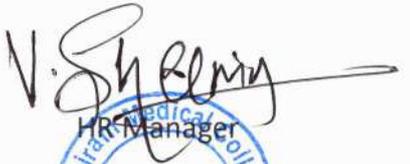
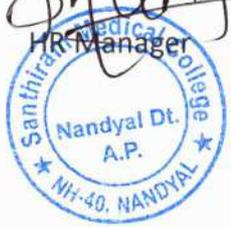
“How to avoid prescription errors“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/126

Date: 15 /11/2021

Circular

The below topic will be held on 18 Nov 2021 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on Child abduction in hospital in SRMC .

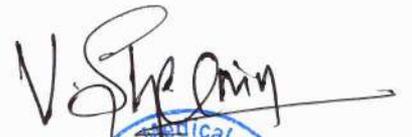
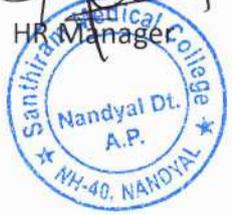
“Prevention of child abduction in hospital“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/127

Date: 23/11/2021

Circular

The below topic will be held on 26 Nov 2021 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Hethical and legal implications of prescribing drugs in hospital in SRMC .

“Ethical and legal implications of prescribing drugs“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/128

Date: 01/12/2021

Circular

The below topic will be held on 4 December 2021, Saturday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ FIRE AND SAFETY TRAINING – EXTINGUISHER “

All the Fire and Safety Team along with Nursing Staff (SRGH and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.



Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
Fire Incharge
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/129

Date: 07/12/2021

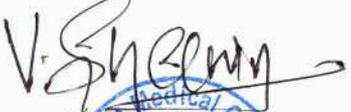
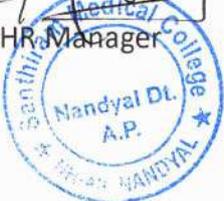
Circular

The below topic will be held on 10 Dec 2021 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on medico legal cases in hospital in SRMC .

“How to handle Medico legal Cases“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/130

Date: 20/12/2021

Circular

The below topic will be held on 23 Dec 2021 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Oxygen plant in hospital in SRMC .

“Maintenance of oxygen plant “

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

V. S. N. S. M. M.
HR Manager
Santhiram Medical College
Nandyal, Andhra Pradesh

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/131

Date: 19/12/2021

Circular

The below topic will be held on 21 December 2021, Tuesday at Training Room between 03.00 pm to 05.00pm. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ CSSD : IMPROVING QUALITY “

All the CSSD Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS (SRSSH)
CSSD – Incharge
OT – Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/132

Date: 20/12/2021

Circular

The below topic will be held on 22 December 2021, Wednesday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ LAUNDRY : IMPROVING QUALITY “

All the LAUNDRY Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
LAUNDRY – Incharge
OT – Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/133

Date: 20/12/2021

Circular

The below topic will be held on 23 December 2021, Thursday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ BLOOD BANK SERVICES “

All the Blood Bank Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

HOD –Pathology
Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS (SRSSH)
Blood bank – Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/134

Date: 20/12/2021

Circular

The below topic will be held on 23 December 2021, Thursday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ HOSPITAL INFORMATION MANAGEMENT SYSTEM TRAINING SESSION “

All the Front DESK and Billing (SRGH and Super Speciality division) and AHS Team, Central Lab, Computer Operators of all Departments are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Billing- Incharge
AHS -Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/135

Date: 21/12/2021

Circular

The below topic will be held on 30 December 2021, Thursday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ MRD- HOW TO PERFORM MEDICAL WORK AND FILING “

All the MRD staff, Nursing Staff and Central Lab team are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS (SRSSH)
MRD -Incharge
Central Lab- Incharge
File

V. Sharmila
HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/136

Date: 24/12/2021

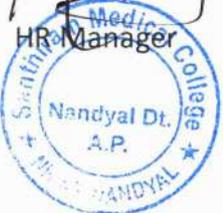
Circular

The below topic will be held on 27TH DECEMBER 2022, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the efficiency of Bio Medical Waste .

“ BIO MEDICAL SEGREGATION “

All the Nursing Staff (SRGH and Super Speciality division) and OT Team RADIOLOGY , ALL ICU along with CAUSALITY are requested to attend the meeting without fail.

This is most important for your medical career .


HR Manager


Copy to :

Medical Superintendent
Hospital Administrator
RMO
HOD –Radiology
BME – Incharge
NURSING SUPERINTENDENT
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/137

Date: 07/01/2022

Circular

The below topic will be held on 10 JANUARY 2022 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

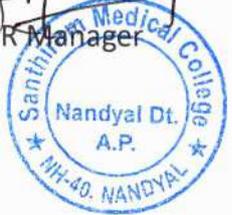
“ CODE OF CONDUCT – SRMC NON TEACHING STAFF “

All the Nursing Staff (SRGH and Super Speciality division) and Non Teaching Staff are requested to attend the meeting without fail.

Tea and Snacks will be provided in the meeting .

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/138

Date: 03/01/2022

Circular

The below topic will be held on 6th January 2022 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

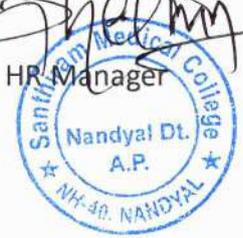
“ CPR TRAINING – EMERGENCY HANDLING “

All the Nursing Staff (SRGH and Super Speciality division) and Non Teaching Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/139

Date: 18/01/2022

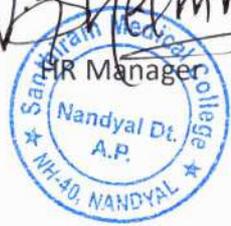
Circular

The below topic will be held on 21 Jan 2022 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Proper Drug Administration in hospital in SRMC .

“Proper Drug Administration to patients “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/140

Date : 25 /01/2022

Circular

The below topic will be held on 30 Jan 2022 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the communication skills and etiquettes in SRMC .

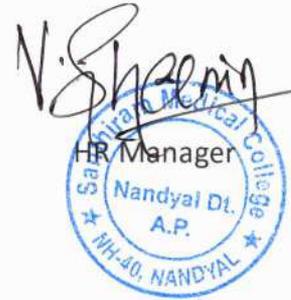
“HOW TO BE POLITE WITH PATIENTS “

All the PRO team and Marketing team are requested to attend the meeting without fail.

Thank you one and all .

Copy to :

PRD office
Marketing office
Medical Superintendent
Hospital Administrator
RMO
File



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/141

Date: 01/02/2022

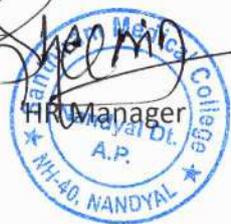
Circular

The below topic will be held on 04 Feb 2022 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Safe Handling OfOxygen Cylinders in hospital in SRMC .

“Safe Handling of Oxygen Cylinders.”

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

V. S. Sharma
HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/142

Date: 15/02/2022

Circular

The below topic will be held on 18 Feb 2022 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Pharmacy Dispensing Process in hospital in SRMC .

“Pharmacy Dispensing Process”

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/143

Date: 22/02/2022

Circular

The below topic will be held on 25 Feb 2022 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Asset Coding Of Equipment in hospital in SRMC .

“Asset coding of equipment “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/144

Date: 07/03/2022

Circular

The below topic will be held on 10 March 2022 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Training On Bed Making in hospital in SRMC .

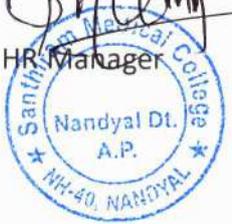
“Training on Bed making”

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

V. S. N. S. M. M.
HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/145

Date: 21/03/2022

Circular

The below topic will be held on 24 March 2022 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Effective handling of ppharmacy & stock movement in hospital in SRMC .

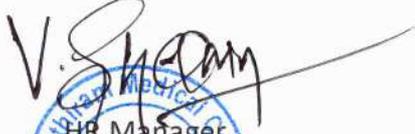
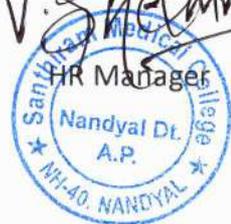
“Effective handling on pharmacy & stock movement“

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/146

Date : 25 /03/2022

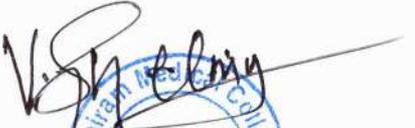
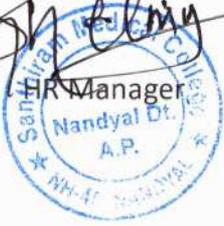
Circular

The below topic will be held on 30 March 2022 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care and the quality of treatment in SRMC .

" PATIENT CARE AND ITS SIGNIFICANCE IN SRMC CARE "

All the Nursing Staff , Central lab Technicians and the House Keeping staff are requested to attend the meeting without fail.

Tea and Snacks will be provided.



HR Manager

Copy to :

NS (SRGH)
NS (SRSSH)
PRD office
Incharge - Central Lab
Front desk –Incharge(billing OP,IP)
Medical Superintendent
Hospital Administrator
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/147

Date: 05/04/2022

Circular

The below topic will be held on 08 April 2022 at Training Room between 11.00 am to 12.00 pm .This mentioned topic is to have information on Code Blue in hospital in SRMC .

“Training on CODE BLUE“

All the Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

V. Sreem
HR Manager
Santhiram Medical College
Nandyal Dt.
A.P.
NH-40, NANDYAL

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/148

Date: 19/04/2022

Circular

The below topic will be held on 22 April 2022 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Vulnerable Patients in hospital in SRMC .

“Taking care of Vulnerable patients“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

V. Sheema

HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/149

Date: 10/05/2022

Circular

The below topic will be held on 13 May 2022 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Patient Confidentiality and privacy in hospital in SRMC .

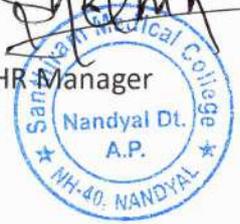
“Patient Confidentiality and privacy“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/150

Date: 24/05/2022

Circular

The below topic will be held on 27 May 2022 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Incidental reporting in hospital in SRMC .

“Training on Incidental reporting.”

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File




Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/151

Date: 13/06/2022

Circular

The below topic will be held on 16 June 2022 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on Disaster Management in hospital in SRMC .

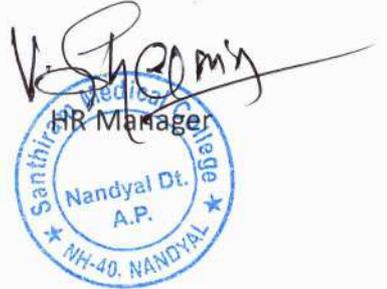
“Training on Disaster Management“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/152

Date: 21/06/2022

Circular

The below topic will be held on 24 June 2022 at Training Room between 03.00 pm to 04.00 pm. This mentioned topic is to have information on How to prevent reporting errors in hospital in SRMC.

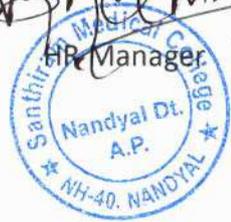
“How to prevent reporting errors“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2022/153

Date : 25/06/2022

Circular

The below topic will be held on 30 June 2022 at Training Room between 10.00 am to 11.00 am. This mentioned topic is to improve the patient care in SRMC.

" BLS TRAINING TO NURSING STAFF "

All the Nursing staff (Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all .

Copy to :

NS (SRGH)
NS (SRSSH)
Medical Superintendent
Hospital Administrator
RMO
File

V. Sheema
HR Manager



6.3.3.1

**Total number of
professional development /
administrative training
programmes organized by
the Institution for teaching
and non- teaching/technical
staff during the
AY: 2020-2021**



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

6.3.3 Total number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the last five years

Academic Year	2022-23	2021-22	2020-21	2019-20	2018-19	Total
Number of Professional Development / Administrative training programmes organized by the Institution	40	41	40	34	38	193


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

Number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the Academic Year 2020-21

S.No	Title of the administrative training Programme organised for non-teaching staff	Date	No. of participants
1.	How to handle patient shifting in hospital	07-Jul-20	12
2.	Proper Drug Administration to patients	11-Jul-20	15
3.	How To Be Polite With Patients	13-Jul-20	10
4.	Safe Handling of Oxygen Cylinders	16-Jul-20	11
5.	Pharmacy Dispensing Process	23-Jul-20	12
6.	Asset coding of equipment	27-Jul-20	14
7.	Training on Bed making	08-Aug-20	16
8.	Admission and discharge process in hospital	13-Aug-20	19
9.	BLS Training To Nursing Staff	17-Aug-20	10
10.	BLS Training To Technicians	10-Sep-20	20
11.	Effective handling on pharmacy & stock movement	12-Sep-20	18
12.	Training on CODE BLUE	04-Oct-20	14
13.	Taking care of Vulnerable patients	08-Oct-20	16
14.	Sterility And Cleanliness In SRMC	16-Oct-20	10
15.	Patient Confidentiality and privacy	15-Oct-20	16
16.	Training on Incidental reporting	17-Oct-20	18
17.	Training on Disaster Management	20-Oct-20	12
18.	How to prevent reporting errors	26-Oct-20	15
19.	Admission and discharge process in hospital	31-Oct-20	14
20.	Training on patient safety	05-Nov-20	19


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

21.	How to avoid prescription errors	12-Nov-20	18
22.	Prevention of child abduction in hospital	26-Nov-20	20
23.	Ethical and legal implications of prescribing drugs	10-Dec-20	10
24.	MRD- How To Perform Medical Work And Filing	14-Dec-20	11
25.	How to handle Medico legal Cases	24-Dec-20	18
26.	Maintenance of oxygen plant	31-Dec-20	13
27.	How to handle patient shifting in hospital	07-Jan-21	20
28.	Proper Drug Administration to patients	21-Jan-21	17
29.	Bio Medical Waste Segregation	20-Jan-21	13
30.	CSSD : Improving Quality	22-Jan-21	18
31.	LAUNDRY : Improving Quality	25-Jan-21	11
32.	Safe Handling of Oxygen Cylinders	06-Feb-21	15
33.	BLOOD BANK SERVICES	08-Feb-21	13
34.	Hospital Information Management Systems Training Session	22-Feb-21	17
35.	CODE OF CONDUCT – SRMC Non-Teaching Staff	12-Mar-21	20
36.	Pharmacy Dispensing Process	12-Mar-21	15
37.	Asset coding of equipment	25-Mar-21	19
38.	CPR TRAINING – Emergency Handling	04-Jun-21	12
39.	Fire And Safety Training	12-Jun-21	15
40.	How To Be Polite With Patients	30-Jun-21	20


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/73

Date: 04 /07/2020

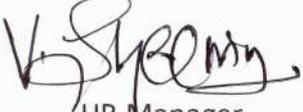
Circular

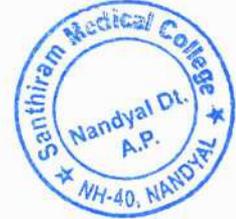
The below topic will be held on 07 July 2020 at Training Room between 12.00 Pm to 01.00 Pm .This mentioned topic is to have information on How to handle patient shifting in hospital in SRMC .

“How to handle patient shifting in hospital “

All the Nonteaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
BME –INCharge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/74

Date: 08/07/2020

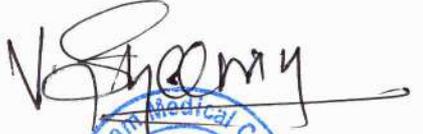
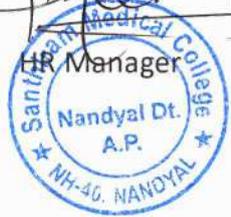
Circular

The below topic will be held on 11 July 2020 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Proper Drug Administration to patients in hospital in SRMC .

“Proper Drug Administration to patients “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/75

Date : 10 /07/2020

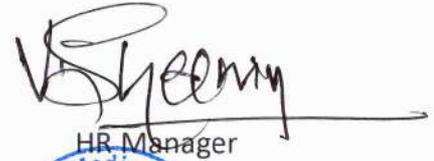
Circular

The below topic will be held on 13 July 2020 , Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the communication skills and etiquettes in SRMC .

“HOW TO BE POLITE WITH PATIENTS “

All the PRO team ,Front Office Team and Marketing team are requested to attend the meeting without fail.

Thank you one and all .


HR Manager



Copy to :

PRD office
Marketing office
Medical Superintendent
Hospital Administrator
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/77

Date: 20 /07/2020

Circular

The below topic will be held on 23 July 2020 at Training Room between 10.00 am to 12.00 pm .This mentioned topic is to have information on How to handle patient shifting in hospital in SRMC .

“Pharmacy Dispensing Process“

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

V. Sheela
HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/78

Date: 24/07/2020

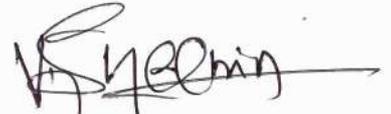
Circular

The below topic will be held on 27 July 2020 at Training Room between 01.00 pm to 02.00 pm .This mentioned topic is to have information on Asset coding of equipment in hospital in SRMC .

“Asset coding of equipment “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all



HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/79

Date: 05/08/2020

Circular

The below topic will be held on 08 Aug 2020 at Training Room between 01.00 pm to 02.00 pm .This mentioned topic is to have information on Training on Bed making in hospital in SRMC .

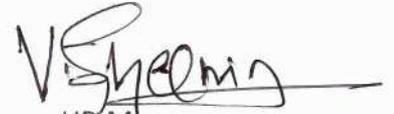
“Training on Bed making“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/80

Date: 10 /08/2020

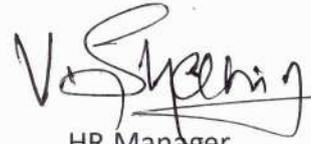
Circular

The below topic will be held on 13 Aug 2020 at Training Room between 01.00 pm to 02.00 pm .This mentioned topic is to have information on Admission and discharge process in hospital in hospital in SRMC .

“Admission and discharge process in hospital“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all



HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/81

Date :14/08/2020

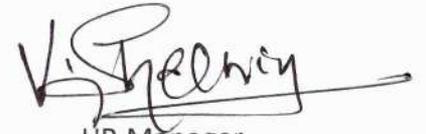
Circular

The below topic will be held on 17 August 2020 , Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC .

" BLS TRAINING TO NURSING STAFF"

All the Nursing staff (Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all .


HR Manager



Copy to :

Medical Superintendent
Hospital Administrator
Nursing Superintendent
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/82

Date: 04/09/2020

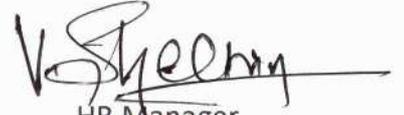
Circular

The below topic will be held on 10 September 2020, Thursday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC.

“ BLS TRAINING TO TECHNICIANS “

All the Central Lab technicians(Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.



HR Manager



Copy to :

HOD – Pathology
Incharge- Central Lab
Medical Superintendent
Hospital Administrator
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/83

Date: 09 /09/2020

Circular

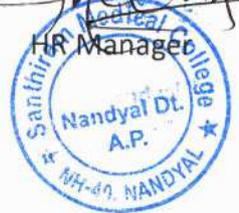
The below topic will be held on 12 Sep 2020 at Training Room between 11.00 am to 12.00 pm .This mentioned topic is to have information on Effective handling on pharmacy & stock movement in hospital in SRMC .

“Effective handling on pharmacy & stock movement“

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

V. Sree MM
HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/84

Date: 01 /10/2020

Circular

The below topic will be held on 04 Oct 2020 at Training Room between 01.00 pm to 02.00 pm .This mentioned topic is to have information on Training on CODE BLUE in hospital in SRMC .

“Training on CODE BLUE“

All the Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/85

Date: 05 /10/2020

Circular

The below topic will be held on 08 Oct 2020 at Training Room between 11.00 am to 12.00 pm .This mentioned topic is to have information on Taking care of Vulnerable patients in SRMC .

“Taking care of Vulnerable patients“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all



HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/86

Date: 09/10/2020

Circular

The below topic will be held on 16 October 2020 , Friday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ STERILITY AND CLEANLINESS IN SRMC “

All the Non Teaching staff (Teaching SRGH and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.

V. Shamin

HR Manager



Copy to :

Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS(SRSSH)
CSSD, LAUNDRY dept
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/87

Date: 12 /10/2020

Circular

The below topic will be held on 15 Oct 2020 at Training Room between 02.00 pm to 03.00 pm .This mentioned topic is to have information on Patient Confidentiality and privacy in hospital in SRMC .

“Patient Confidentiality and privacy“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

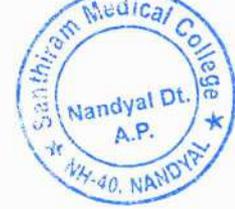
Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/88

Date: 14 /10/2020

Circular

The below topic will be held on 17 Oct 2020 at Training Room between 01.00 pm to 02.00 pm This mentioned topic is to have information on Training on Incidental reporting in hospital in SRMC .

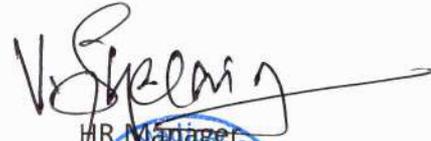
“Training on Incidental reporting.”

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/89

Date: 17 /10/2020

Circular

The below topic will be held on 20 Oct 2020 at Training Room between 11.00 am to 12.00 pm .This mentioned topic is to have information on Training on Disaster Management in hospital in SRMC .

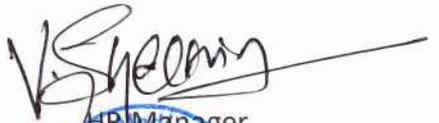
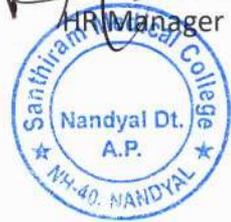
“Training on Disaster Management“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/90

Date: 22 /10/2020

Circular

The below topic will be held on 26 Oct 2020 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on How to prevent reporting errors in hospital in SRMC .

“How to prevent reporting errors“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

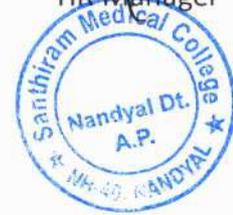
Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/91

Date: 28 /10/2020

Circular

The below topic will be held on 31 Oct 2020 at Training Room between 12.00 pm to 01.00 pm . This mentioned topic is to have information on Admission and discharge process in hospital in hospital in SRMC .

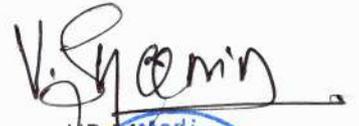
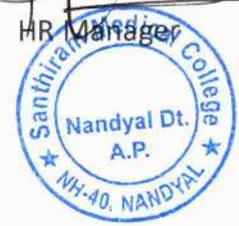
“Admission and discharge process in hospital“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/92

Date: 02 /11/2020

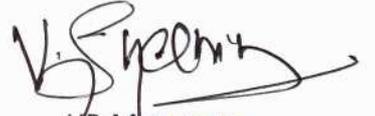
Circular

The below topic will be held on 05 Nov 2020 at Training Room between 10.00 am to 11.00 am .
This mentioned topic is to have information on Training on patient safety in hospital in SRMC .

“Training on patient safety”

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/93

Date: 09 /11/2020

Circular

The below topic will be held on 12 Nov 2020 at Training Room between 01.00 pm to 02.00 pm .
This mentioned topic is to have information on How to avoid prescription errors in hospital in SRMC

“How to avoid prescription errors“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/94

Date: 23 /11/2020

Circular

The below topic will be held on 26 Nov 2020 at Training Room between 02.00 pm to 03.00 pm . This mentioned topic is to have information on Prevention of child abduction in hospital in hospital in SRMC .

“Prevention of child abduction in hospital“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

V. Sreemany



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/95

Date: 07 /12/2020

Circular

The below topic will be held on 10 Dec 2020 at Training Room between 02.00 pm to 03.00 pm .This mentioned topic is to have information on Ethical and legal implications of prescribing drugs in hospital in SRMC .

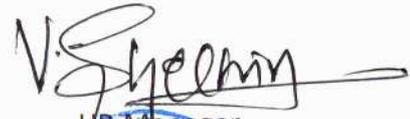
“Ethical and legal implications of prescribing drugs“

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/96

Date: 10/12/2020

Circular

The below topic will be held on 14 December 2020, Monday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

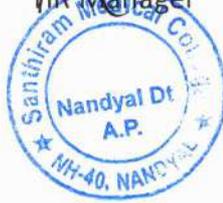
“ MRD- HOW TO PERFORM MEDICAL WORK AND FILING “

All the MRD staff, Nursing Staff and Central Lab team are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS (SRSSH)
MRD –Incharge
Central Lab- Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/97

Date: 21 /12/2020

Circular

The below topic will be held on 24 Dec 2020 at Training Room between 02.00 pm to 03.00 pm. This mentioned topic is to have information on How to handle Medico legal Cases in hospital in SRMC .

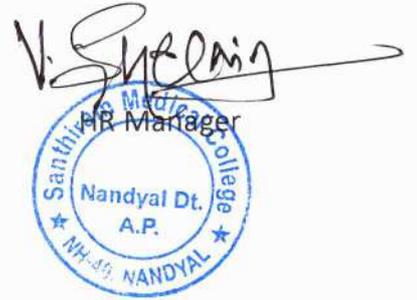
“How to handle Medico legal Cases”

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/98

Date: 28 /12/2020

Circular

The below topic will be held on 31 Dec 2020 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on How to handle patient shifting in hospital in SRMC .

“Maintenance of oxygen plant “

All the Non Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/99

Date: 04 /01/2021

Circular

The below topic will be held on 07 Jan 2021 at Training Room between 2.00 Pm to 03.00 Pm .This mentioned topic is to have information on How to handle patient shifting in hospital in SRMC .

“How to handle patient shifting in hospital “

All the Nonteaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
BME –INCharge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/100

Date: 18 /01/2021

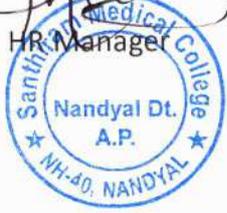
Circular

The below topic will be held on 21 Jan 2021 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on proper drug administration to patients in hospital in SRMC .

“Proper Drug Administration to patients “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/101

Date: 18/01/2021

Circular

The below topic will be held on 20 January 2021, Wednesday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

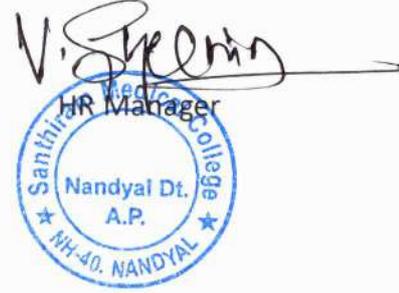
“ BIO MEDICAL WASTE SEGREGATION “

All the Nursing Staff and OT Team RADIOLOGY , ALL ICU along with CAUSALITY are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
HOD –Radiology
HOD –Emergency Services
HOD –OT
NURSING SUPERINTENDENT
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/102

Date: 20/01/2021

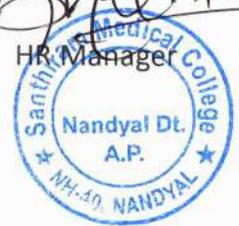
Circular

The below topic will be held on 22 January 2021, Friday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ CSSD : IMPROVING QUALITY “

All the CSSD Staff ,NursingStaffand OT Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to :

Medical Superintendent
Hospital Administrator
HOD – Anesthesia
RMO
NS (SRGH)
NS(SRSSH)
CSSD – Incharge
OT – Incharge
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/103

Date: 22/01/2021

Circular

The below topic will be held on 25 January 2021, Monday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

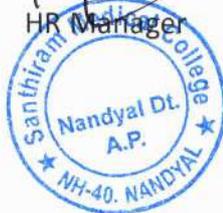
“ LAUNDRY : IMPROVING QUALITY “

All the LAUNDRY Staff ,NursingStaffand OT Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS(SRSSH)
LAUNDRY – Incharge
OT – Incharge
File

V. Sheela
HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/105

Date: 05/02/2021

Circular

The below topic will be held on 8 February 2021, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ BLOOD BANK SERVICES “

All the Blood Bank Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

This session will teach you the importance of Blood in healing a person.



HR Manager



Copy to :

HOD –Pathology
Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
Blood bank – Incharge
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/106

Date: 19/02/2021

Circular

The below topic will be held on 22 February 2021, Monday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ HOSPITAL INFORMATION MANAGEMENT SYSTEMS TRAINING SESSION “

All the Front DESK and Billing (SRGH and Super Speciality division) and AHS Team, Central Lab, Computer Operators of all Departments are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Billing- Incharge
AHS -Incharge
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/107

Date: 8/03/2021

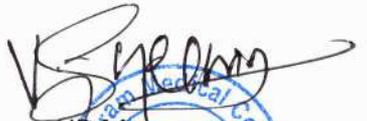
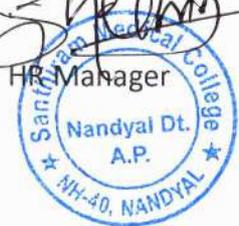
Circular

The below topic will be held on 12 March 2021, Friday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“CODE OF CONDUCT – SRMC NON TEACHING STAFF “

All the Nursing Staff (SRGH and Super Speciality division) and Non Teaching Staff are requested to attend the meeting without fail.

This session will teach you how to grow in life and career too.


HR Manager


Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/108

Date: 09/03/2021

Circular

The below topic will be held on 12 March 2021 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Pharmacy Dispensing process in hospital in SRMC .

“Pharmacy Dispensing Process“

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent

Hospital Administrator

Nursing Superintendent

Pharmacy –IN Charge

RMO

File

V. S. Srinivasulu Reddy
HR Manager
Santhiram Medical College
Nandyal Dt.
A.P.
NH-49, NANDYAL

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/109

Date: 22 /03/2021

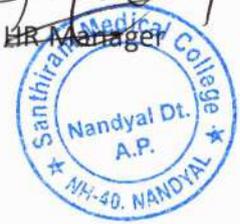
Circular

The below topic will be held on 25 March 2021 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Asset coding of equipment in hospital in SRMC .

“Asset coding of equipment “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/110

Date: 01/06/2021

Circular

The below topic will be held on 4 June 2021, Friday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ CPR TRAINING – EMERGENCY HANDLING “

All the Nursing Staff and Non Teaching Staff are requested to attend the meeting without fail.

Thank you one and all.

V. Sreemini
HR Manager



Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/111

Date: 09/06/2021

Circular

The below topic will be held on 12 June 2021, Saturday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ FIRE AND SAFETY TRAINING “

All the Fire and Safety Team along with Nursing Staff (SRGH and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
Fire Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2021/112

Date : 25 /06/2021

Circular

The below topic will be held on 30 June 2021, Wednesday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the communication skills and etiquettes in SRMC.

"HOW TO BE POLITE WITH PATIENTS "

All the PRO team and Marketing team are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
PRD office
Marketing office
RMO
File

V. Sheela
HR Manager


6.3.3.1

**Total number of
professional development /
administrative training
programmes organized by
the Institution for teaching
and non- teaching/technical
staff during the
AY: 2019-2020**



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

6.3.3 Total number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the last five years

Academic Year	2022-23	2021-22	2020-21	2019-20	2018-19	Total
Number of Professional Development / Administrative training programmes organized by the Institution	40	41	40	34	38	193


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

Number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the Academic Year 2019-20

S.No	Title of the administrative training Programme organised for non-teaching staff	Date	No. of participants
1.	How To Prevent Reporting Errors	05-Jul-19	11
2.	Training On Incidental Reporting	06-Jul-19	16
3.	Training On Disaster Management	28-Jul-19	18
4.	How To Be Polite With Patients	09-Aug-19	12
5.	Admission And Discharge Process In Hospital	13-Aug-19	14
6.	Training On Patient Safety	31-Aug-19	11
7.	Patient Care And Its Significance In SRMC Care	09-Sep-19	14
8.	How To Avoid Prescription Errors	19-Sep-19	15
9.	Prevention Of Child Abduction In Hospital	06-Oct-19	14
10.	BLS Training To Nursing Staff	07-Oct-19	18
11.	Ethical And Legal Implications Of Prescribing Drugs	10-Oct-19	20
12.	How To Handle Medico Legal Cases	05-Nov-19	20
13.	BLS Training To Technicians	11-Nov-19	10
14.	Sterility And Cleanliness In SRMC	09-Dec-19	12
15.	Maintenance Of Oxygen Plant	30-Dec-19	18
16.	MRD- How To Perform Medical Work And Filing	06-Jan-20	22
17.	How To Handle Patient Shifting In Hospital	22-Jan-20	14


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

18.	Proper Drug Administration To Patients	08-Feb-20	16
19.	CSSD: Improving Quality	10-Feb-20	12
20.	Safe Handling Of Oxygen Cylinders	05-Mar-20	10
21.	Laundry : Improving Quality	23-Mar-20	15
22.	Pharmacy Dispensing Process	30-Mar-20	17
23.	Asset Coding Of Equipment	11-Apr-20	11
24.	Blood Bank Services	13-Apr-20	15
25.	Training On Bed Making	30-Apr-20	13
26.	Effective Handling On Pharmacy & Stock Movement	06-May-20	10
27.	Hospital Information Management Systems training Session	11-May-20	14
28.	Training On CODE BLUE	31-May-20	19
29.	Taking Care Of Vulnerable Patients	06-Jun-20	14
30.	Bio Medical Equipment's Handling	08-Jun-20	17
31.	Code Of Conduct – SRMC Non-Teaching Staff	15-Jun-20	14
32.	CPR Training – Emergency Handling	22-Jun-20	11
33.	Patient Confidentiality And Privacy	29-Jun-20	13
34.	Fire And Safety Training	30-Jun-20	17


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/39

Date: 02 /07/2019

Circular

The below topic will be held on 05 Jul 2019 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on How to prevent reporting errors in hospital in SRMC .

“How to prevent reporting errors“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all



HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/40

Date: 03 /07/2019

Circular

The below topic will be held on 06 Jul 2019 at Training Room between 01.00 pm to 02.00 pm .This mentioned topic is to have information on Training on Incidental reporting in hospital in SRMC .

“Training on Incidental reporting. “

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/41

Date: 25 /07/2019

Circular

The below topic will be held on 28 Jul 2019 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Training on Disaster Management in hospital in SRMC .

“Training on Disaster Management“

All the Non-Teachingstaff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/42

Date : 06 /08/2019

Circular

The below topic will be held on 9 August 2019 , Friday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the communication skills and etiquettes in SRMC .

“HOW TO BE POLITE WITH PATIENTS “

All the PRO team and Marketing team are requested to attend the meeting without fail.
HRD invites all the above mentioned to kindly attend the topic as it is useful for your career.

Copy to :

PRD office
Marketing office
Medical Superintendent
Hospital Administrator
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/43

Date: 10 /08/2019

Circular

The below topic will be held on 13 Aug 2019 at Training Room between 01.00 pm to 02.00 pm .This mentioned topic is to have information on Admission and discharge process in hospital in hospital in SRMC .

“Admission and discharge process in hospital“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/44

Date: 28 /08/2019

Circular

The below topic will be held on 31 Aug 2019 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Training on patient safety in hospital in SRMC .

“Training on patient safety“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/45

Date : 06 /09/2019

Circular

The below topic will be held on 9th September 2019, Monday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care and the quality of treatment in SRMC.

"PATIENT CARE AND ITS SIGNIFICANCE IN SRMC CARE "

All the Nursing staff, Central lab Technicians and the House Keeping staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent

Hospital Administrator

Nursing Superintendent

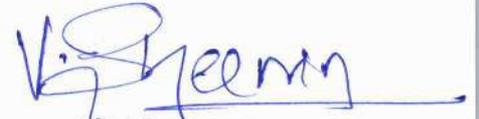
PRD office

Incharge - Central Lab

Front desk - Incharge (billing OP,IP)

RMO

File


HR Manager



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/46

Date: 16 /09/2019

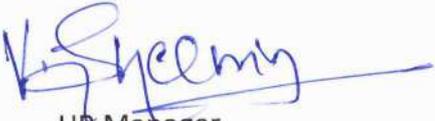
Circular

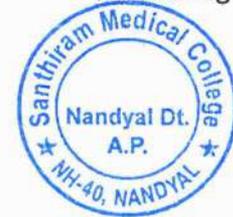
The below topic will be held on 19 Sep 2019 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on How to avoid prescription errors in hospital in SRMC .

“How to avoid prescription errors“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/47

Date: 03 /10/2019

Circular

The below topic will be held on 06 Oct 2019 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on Prevention of child abduction in hospital in hospital in SRMC .

“Prevention of child abduction in hospital“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/48

Date: 04/10/2019

Circular

The below topic will be held on 7 October 2019 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC .

"BLS TRAINING TO NURSING STAFF"

All the Nursing staff (Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.

Copy to:

NS (SRGH)
NS (SRSSH)
Medical Superintendent
Hospital Administrator
RMO
File

V. Sheela

HR Manager



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/49

Date: 07 /10/2019

Circular

The below topic will be held on 10 Oct 2019 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Ethical and legal implications of prescribing drugs in hospital in SRMC .

“Ethical and legal implications of prescribing drugs“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/50

Date: 02 /11/2019

Circular

The below topic will be held on 05 Nov 2019 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on How to handle Medico legal Cases in hospital in SRMC .

“How to handle Medico legal Cases“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/51

Date: 08/11/2019

Circular

The below topic will be held on 11 November 2019, Monday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC.

"BLS TRAINING TO TECHNICIANS "

All the Central Lab technicians (Teaching SRMC and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.

V. Sheelam
HR Manager



Copy to:

HOD – Pathology
Incharge- Central Lab
Medical Superintendent
Hospital Administrator
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/52

Date: 06/12/2019

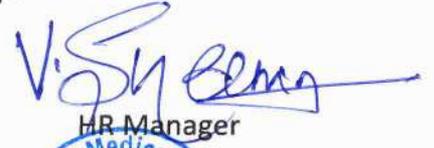
Circular

The below topic will be held on 9 December 2019, Monday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“STERILITY AND CLEANLINESS IN SRMC “

All the Non-Teaching staff (Teaching SRGH and Super Speciality division) are requested to attend the meeting without fail.

The above session is most important and kindly do not miss the opportunity!


HR Manager



Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
CSSD, LAUNDRY dept
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2019/53

Date: 27 /12/2019

Circular

The below topic will be held on 30 Dec 2019 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on How to handle patient shifting in hospital in SRMC .

“Maintenance of oxygen plant “

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/54

Date: 03/01/2020

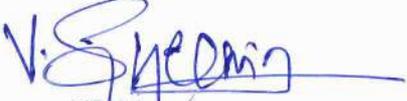
Circular

The below topic will be held on 6 January 2020, Monday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“MRD- HOW TO PERFORM MEDICAL WORK AND FILING “

All the MRD staff, Nursing Staff and Central Lab team are requested to attend the meeting without fail.

This is the most important and crucial topic in your career. So, kindly do not miss!!


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS(SRSSH)
MRD –Incharge
Central Lab- Incharge
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/55

Date: 18 /01/2020

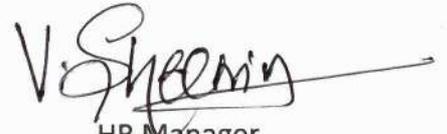
Circular

The below topic will be held on 22 Jan 2020 at Training Room between 12.00 Pm to 01.00 Pm .This mentioned topic is to have information on How to handle patient shifting in hospital in SRMC .

“How to handle patient shifting in hospital “

All the Nonteaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
BME –Incharge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/56

Date: 05 /02/2020

Circular

The below topic will be held on 08 Feb 2020 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on Proper Drug Administration to patients in hospital in SRMC .

“Proper Drug Administration to patients “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/57

Date: 07/02/2020

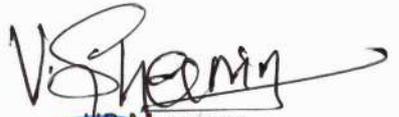
Circular

The below topic will be held on 10February 2020, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“CSSD: IMPROVING QUALITY “

All the CSSD Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager


Copy to:

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
CSSD – Incharge
OT – Incharge
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/58

Date: 02 /03/2020

Circular

The below topic will be held on 05 Mar 2020 at Training Room between 01.00 pm to 02.00 pm .This mentioned topic is to have information on Safe Handling of Oxygen Cylinders in hospital in SRMC .

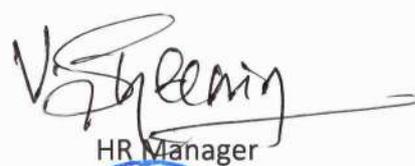
“Safe Handling of Oxygen Cylinders. “

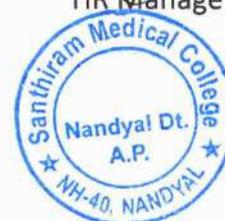
All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/59

Date: 20/03/2020

Circular

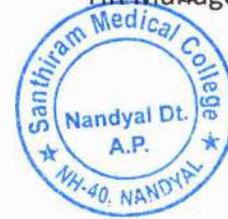
The below topic will be held on 23 March 2020, Monday at Training Room between 10.00 am to 11.00am. This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ LAUNDRY : IMPROVING QUALITY “

All the LAUNDRY Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

HRD is planning a Learning and Development initiative to all the employees through these meetings.


HR Manager



Copy to :

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
NS (SRGH)
NS(SRSSH)
LAUNDRY – Incharge
OT – Incharge
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/60

Date: 27 /03/2020

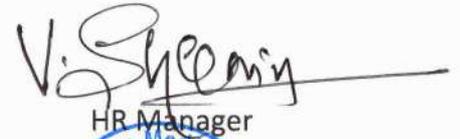
Circular

The below topic will be held on 30 Mar 2020 at Training Room between 01.00 pm to 02.00 pm .This mentioned topic is to have information on Pharmacy Dispensing Process in hospital in SRMC .

“Pharmacy Dispensing Process“

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all



HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/61

Date: 08/04/2020

Circular

The below topic will be held on 11 Apr 2020 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Asset coding of equipment in hospital in SRMC .

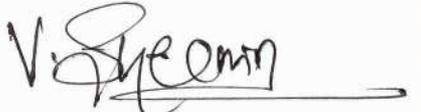
“Asset coding of equipment “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/62

Date: 10/04/2020

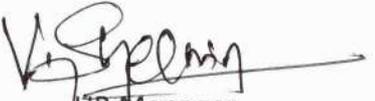
Circular

The below topic will be held on 13 April 2020, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“BLOOD BANK SERVICES “

All the Blood Bank Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager

Copy to:

HOD –Pathology
Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
Blood bank – Incharge
File



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/63

Date: 27 /04/2020

Circular

The below topic will be held on 30 Apr 2020 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Training on Bed making in hospital in SRMC .

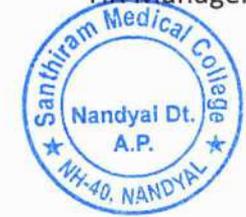
“Training on Bed making”

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/64

Date: 03 /05/2020

Circular

The below topic will be held on 06 May 2020 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Effective handling on pharmacy & stock movement in hospital in SRMC .

“Effective handling on pharmacy & stock movement“

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/65

Date: 08/05/2020

Circular

The below topic will be held on 11 May 2020, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“HOSPITAL INFORMATION MANAGEMENT SYSTEMSTRAINING SESSION “

All the Front Desk and Billing (SRGH and Super Speciality division) and AHS Team, Central Lab, Computer Operators of all Departments are requested to attend the meeting without fail.

The above topic is most important for all to understand the software of our hospital.


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
RMO
Billing- Incharge
AHS -Incharge
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/66

Date: 28 /05/2020

Circular

The below topic will be held on 31 May 2020 at Training Room between 01.00 pm to 02.00 pm .This mentioned topic is to have information on Training on CODE BLUE in hospital in SRMC .

“Training on CODE BLUE”

All the Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/67

Date: 03 /06/2020

Circular

The below topic will be held on 06 Jun 2020 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Taking care of Vulnerable patients in hospital in SRMC .

“Taking care of Vulnerable patients “

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/68

Date: 05/06/2020

Circular

The below topic will be held on 8 June 2020, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“BIO MEDICAL EQUIPTMENTS HANDLING “

All the Nursing Staff (SRGH and Super Speciality division) and OT Team RADIOLOGY, ALL ICU along with CAUSALITY are requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
RMO
HOD –Radiology
HOD –Emergency Services
HOD –OT
NURSING SUPERINTENDENT
File



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/69

Date: 12/06/2020

Circular

The below topic will be held on 15 June 2020, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“CODE OF CONDUCT – SRMC NON-TEACHING STAFF “

All the Nursing Staff (SRGH and Super Speciality division) and Non-Teaching Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager



Copy to:

Medical Superintendent

Hospital Administrator

RMO

NURSING SUPERINTENDENT

Incharges –All DEPTS

File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/70

Date: 19/06/2020

Circular

The below topic will be held on 22 June 2020 , Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“CPR TRAINING – EMERGENCY HANDLING “

All the Nursing Staff (SRGH and Super Speciality division) and Non-Teaching Staff are requested to attend the meeting without fail.

Thank you one and all.

Vishwanath
HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/IN/STM/2020/71

Date: 26 /06/2020

Circular

The below topic will be held on 29 Jun 2020 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Patient Confidentiality and privacy in hospital in SRMC .

“Patient Confidentiality and privacy“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2020/72

Date: 26/06/2020

Circular

The below topic will be held on 30 June 2020, Tuesday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“FIRE AND SAFETY TRAINING “

All the Fire and Safety Team along with Nursing Staff (SRGH and Super Speciality division) are requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
Fire Incharge
File


HR Manager


6.3.3.1

**Total number of
professional development /
administrative training
programmes organized by
the Institution for teaching
and non- teaching/technical
staff during the
AY: 2018-2019**



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

6.3.3 Total number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the last five years

Academic Year	2022-23	2021-22	2020-21	2019-20	2018-19	Total
Number of Professional Development / Administrative training programmes organized by the Institution	40	41	40	34	38	193


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

Number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the Academic Year 2018-19

S.No	Title of the administrative training Programme organised for non-teaching staff	Date	No. of participants
1.	How to handle patient shifting in hospital	14-Jul-18	20
2.	BIO MEDICAL MANAGEMENT	23-Jul-18	13
3.	Proper Drug Administration to patients	27-Jul-18	17
4.	How To Be Polite With Patients	30-Jul-18	12
5.	How To Use Vaccutainers	08-Aug-18	18
6.	BLS Training To Nursing Staff	10-Aug-18	11
7.	Safe Handling of Oxygen Cylinders	08-Aug-18	16
8.	Patient Care And Its Significance In SRMC Care	30-Aug-18	13
9.	Pharmacy Dispensing Process	31-Aug-18	10
10.	BLS Training To Technicians	20-Aug-18	12
11.	Asset coding of equipment	05-Sep-18	11
12.	Effective handling on pharmacy & stock movement	13-Sep-18	18
13.	Training on Bed making	21-Sep-18	15
14.	Training on CODE BLUE	25-Sep-18	13
15.	Sterility And Cleanliness In SRMC	29-Sep-18	19
16.	Taking care of Vulnerable patients	05-Oct-18	16
17.	Patient Confidentiality and privacy	22-Oct-18	12
18.	MRD- HOW TO PERFORM MEDICAL RECORD WORK AND FILING	27-Oct-18	16

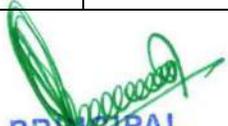

PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.



SANTHIRAM MEDICAL COLLEGE

NANDYAL-518501, A.P

19.	ORIENTATION OF THE HOSPITAL	03-Nov-18	11
20.	Training on Incidental reporting	09-Nov-18	13
21.	Training on Disaster Management	15-Nov-18	17
22.	CSSD : Improving Quality	22-Nov-18	15
23.	Laundry Services And Its Importance In Patient Care	06-Dec-18	19
24.	How to prevent reporting errors	14-Dec-18	14
25.	Admission and discharge process in hospital	31-Dec-18	10
26.	Blood Bank Services	07-Jan-19	12
27.	Training on patient safety	21-Jan-19	17
28.	How to avoid prescription errors	24-Jan-19	11
29.	Handling Of Bio Medical Waste Management	28-Jan-19	13
30.	Handling Of Bio Medical Equipment's In SRMC	28-Jan-19	14
31.	Prevention of child abduction in hospital	07-Feb-19	16
32.	Hospital Information Management System Training Session	11-02-2019	11
33.	Ethical and legal implications of prescribing drugs	18-Feb-19	19
34.	How to handle Medico legal Cases	08-Mar-19	13
35.	Maintenance of oxygen plant	22-Mar-19	15
36.	CODE OF CONDUCT – SRMC Non-Teaching staff	10-Apr-19	18
37.	CPR Training – Emergency Handling	13-May-19	10
38.	Fire and Safety Training	25-May-19	14


PRINCIPAL
Santhiram Medical College
NH-40, NANDYAL-518 501, Nandyal Dt. A.P.

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/01

Date: 11 /07/2018

Circular

The below topic will be held on 14 July 2018 at Training Room between 2.00 Pm to 03.00 Pm .This mentioned topic is to have information on How to handle patient shifting in hospital in SRMC .

“How to handle patient shifting in hospital “

All the Nonteaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager


Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
BME –INCharge
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/02

Date: 20 /07/2018

Circular

The below topic will be held on 23 July 2018 at Training Room between 10.00 am to 11.00am .This mentioned topic is to have information on Biomedical Management in SRMC .

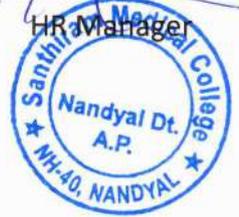
“BIO MEDICAL MANAGEMENT “

All the BME team, Nursing Staff and OT Staff are requested to attend the meeting without fail.

This Topic will improve your knowledge on the equipment.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
BME –In charge
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/03

Date: 24 /07/2018

Circular

The below topic will be held on 27 July 2018 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Proper Drug Administration to patients in SRMC .

“Proper Drug Administration to patients “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/04

Date: 25 /07/2018

Circular

The below topic will be held on 30 July 2018 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the communication skills and etiquettes in SRMC .

“HOW TO BE POLITE WITH PATIENTS “

All the Department PRO team, Nursing Staff Front Office team and Marketing team are requested to attend the meeting without fail.

Thank you one and all.

Vishwanath



Copy to:

Medical Superintendent
Hospital Administrator
PRD office
Marketing office
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/06

Date :03/08/2018

Circular

The below topic will be held on 10 August 2018 at Training Room between 10.00 am to 11.00 am.
This mentioned topic is to improve the patient care in SRMC.

"BLS TRAINING TO NURSING STAFF "

All the Nursing staff of all the departments are requested to attend the meeting without fail.

Thank you one and all.



HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
RMO
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/07

Date: 05 /08/2018

Circular

The below topic will be held on 08 Aug 2018 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Safe Handling of Oxygen Cylinders in SRMC .

“Safe Handling of Oxygen Cylinders. “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/10

Date: 16/08/2018

Circular

The below topic will be held on 20 August 2018 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC .

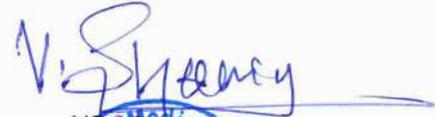
"BLS TRAINING TO TECHNICIANS "

All the Central Lab technicians and the In-charges of Pathology, Bio Chemistry and Microbiology departments are requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
HOD – Pathology, Biochemistry, Microbiology
In charge- Central Lab
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/08

Date: 25 /08/2018

Circular

The below topic will be held on 30 August 2018 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care and the quality of treatment in SRMC .

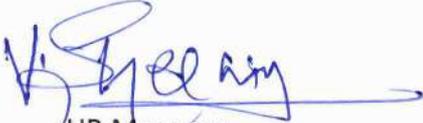
“PATIENT CARE AND ITS SIGNIFICANCE IN SRMC CARE “

All the Nursing staff, Central lab Technicians and the House Keeping staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent.
PRD office
In charge - Central Lab
Front desk –In charge (billing OP, IP)
RMO
File


HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/09

Date: 28 /08/2018

Circular

The below topic will be held on 31 Aug 2018 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Pharmacy Dispensing Process in hospital in SRMC .

“Pharmacy Dispensing Process”

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/11

Date: 01/09/2018

Circular

The below topic will be held on 05 Sep 2018 at Training Room between 11.00 am to 12.00 am .This mentioned topic is to have information on Asset coding of equipment in hospital in SRMC .

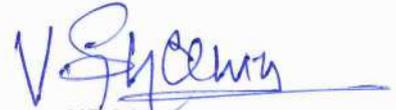
“Asset coding of equipment “

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/12

Date: 10 /09/2018

Circular

The below topic will be held on 13 Sep 2018 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Effective handling on pharmacy & stock movement in hospital in SRMC .

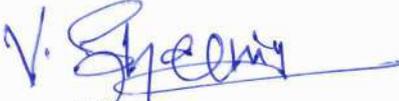
“Effective handling on pharmacy & stock movement“

All the Pharmacy staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/13

Date: 18 /09/2018

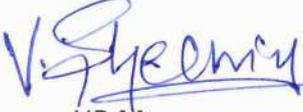
Circular

The below topic will be held on 21 Sep 2018 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Training on Bed making in hospital in SRMC .

“Training on Bed making“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/14

Date: 22 /09/2018

Circular

The below topic will be held on 25 Sep 2018 at Training Room between 11.00 am to 12.00 pm .This mentioned topic is to have information on Training on CODE BLUE in hospital in SRMC .

“Training on CODE BLUE“

All the Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/15

Date: 25/09/2018

Circular

The below topic will be held on 29th September 2018 , Saturday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“STERILITY AND CLEANLINESS IN SRMC “

All the Non-Teaching staff of SRMC &GH are requested to attend the meeting without fail.

Thank you one and all.


HR Manager



Copy to:

Medical Superintendent

Hospital Administrator

RMO

Nursing Superintendent

CSSD, LAUNDRY dept.

File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/16

Date: 02 /10/2018

Circular

The below topic will be held on 05 Oct 2018 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Taking care of Vulnerable patients in hospital in SRMC .

“Taking care of Vulnerable patients “

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/17

Date: 17 /10/2018

Circular

The below topic will be held on 22 Oct 2018 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Patient Confidentiality and privacy in hospital in SRMC .

“Patient Confidentiality and privacy“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager


Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/18

Date: 21/10/2018

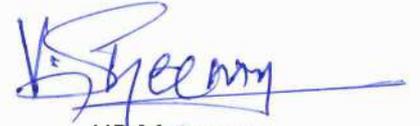
Circular

The below topic will be held on 27th October 2018 , Saturday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“MRD- HOW TO PERFORM MEDICAL RECORD WORK AND FILING “

All the MRD staff, Nursing Staff, and Central Lab team are requested to attend the meeting without fail.

Thank you one and all.



HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
MRD –In charge
Central Lab- In charge
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/19

Date :30/10/2018

Circular

The below topic will be held on 03 November 2018 , Saturday at Training Room between 10.00 am to 11.00am .This mentioned topic is know about the hierarchy and information of Santhiram Hospital .

“ORIENTATION OF THE HOSPITAL “

All the New on boarded Non-teaching staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
All Dept –Incharges
File


HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/20

Date: 06 /11/2018

Circular

The below topic will be held on 09 Nov 2018 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Training on Incidental reporting in hospital in SRMC .

“Training on Incidental reporting “

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/21

Date: 12/11/2018

Circular

The below topic will be held on 15 Nov 2018 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on Training on Disaster Management in hospital in SRMC .

“Training on Disaster Management“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/22

Date: 18/11/2018

Circular

The below topic will be held on 22 November 2018 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“CSSD : IMPROVING QUALITY “

All the CSSD Staff, Nursing Staff and OT Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager



Copy to:

HOD – Anesthesia
Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
CSSD – In charge
OT – In charge
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/23

Date: 03/12/2018

Circular

The below topic will be held on 6 December 2018 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“LAUNDRY SERVICES AND ITS IMPORTANCE IN PATIENT CARE “

All the LAUNDRY Staff, NursingStaffand OT Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
LAUNDRY – Incharge
OT – Incharge
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/24

Date: 11/12/2018

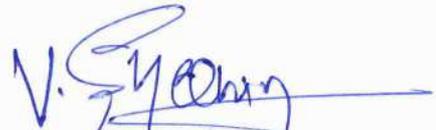
Circular

The below topic will be held on 14 Dec 2018 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on How to prevent reporting errors in hospital in SRMC .

“How to prevent reporting errors“

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/25

Date: 27 /12/2018

Circular

The below topic will be held on 31 Dec 2018 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on Admission and discharge process in hospital in hospital in SRMC .

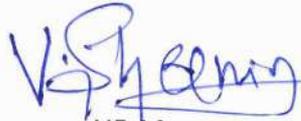
“Admission and discharge process in hospital“

All the Non-Teachingstaff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File


HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/26

Date: 04/01/2019

Circular

The below topic will be held on 7 January 2019, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“BLOOD BANK SERVICES “

All the Blood Bank Staff , Nursing Staff,Central LAB Technicians and OT Staff are requested to attend the meeting without fail.

Thank you one and all.

HR Manager



Copy to :

HOD –Pathology
Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
Blood bank – Incharge
File

Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/27

Date: 18 /01/2019

Circular

The below topic will be held on 21 Jan 2019 at Training Room between 02.00 pm to 03.00 pm .This mentioned topic is to have information on Training on patient safety in hospital in SRMC .

“Training on patient safety“

All the Non-Teachingstaff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/28

Date: 22 /01/2019

Circular

The below topic will be held on 24 Jan 2019 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on How to avoid prescription errors in hospital in SRMC .

“How to avoid prescription errors“

All the Non-Teachingstaff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/29

Date: 25/01/2019

Circular

The below topic will be held on 28 January 2019, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“HANDLING OF BIO MEDICAL WASTE MANAGEMENT “

All the Nursing Staff ,OT Team, RADIOLOGY Technicians , ALL ICU Team along with Emergency Staff are requested to attend the meeting without fail.

Thank you one and all.



HR Manager

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
File



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/30

Date: 25/01/2019

Circular

The below topic will be held on 28 January 2019, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“HANDLING OF BIO MEDICAL EQUIPMENTS IN SRMC “

All the Nursing Staff, OT Team, RADIOLOGY Technicians , ALL ICU Team along with Emergency Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
HOD –Radiology
HOD –Emergency Services
HOD –OT
Nursing Superintendent
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2018/31

Date: 04/02/2019

Circular

The below topic will be held on 7th Feb 2019 at Training Room between 12.00 pm to 01.00 pm .This mentioned topic is to have information on Prevention of child abduction in hospital in hospital in SRMC .

“Prevention of child abduction in hospital“

All the Non-Teachingstaff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/32

Date: 08/02/2019

Circular

The below topic will be held on 11 Febaury 2019, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“HOSPITAL INFORMATION MANAGEMENT SYSTEM TRAINING SESSION “

All the Front Desk and Billing (SRGH and Super Speciality division) and AHS Team, Central Lab, Computer Operators of all Departments are requested to attend the meeting without fail.

Thank you one and all.

Copy to:

Medical Superintendent
Hospital Administrator
RMO
Billing-Incharge
AHS -Incharge
File


HR Manager


Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/33

Date: 14/02/2019

Circular

The below topic will be held on 18 Feb 2019 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Ethical and legal implications of prescribing drugs in hospital in SRMC .

“Ethical and legal implications of prescribing drugs“

All the Non-Teachingstaff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

V. S. Sreem

HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/34

Date: 04 /03/2019

Circular

The below topic will be held on 08 Mar 2019 at Training Room between 10.00 am to 11.00 am .This mentioned topic is to have information on How to How to handle Medico legal Cases in hospital in SRMC .

“How to handle Medico legal Cases“

All the Non-Teachingstaff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all


HR Manager



Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File

Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/35

Date: 19 /03/2019

Circular

The below topic will be held on 22 Mar 2019 at Training Room between 03.00 pm to 04.00 pm .This mentioned topic is to have information on Maintenance of oxygen plant in hospital in SRMC .

“Maintenance of oxygen plant “

All the Non-Teaching staff, Nursing Staff and OT Staff is requested to attend the meeting without fail.

Thank you one and all

Copy to:

Medical Superintendent
Hospital Administrator
Nursing Superintendent
Pharmacy –IN Charge
RMO
File



HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/36

Date: 05/04/2019

Circular

The below topic will be held on 10th April 2019, Wednesday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

"CODE OF CONDUCT – SRMC NON-TEACHINGSTAFF "

All the Nursing Staff and Non-Teaching Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
Nursing Superintendent
Incharges –All DEPTS
File

V. Sreemini

HR Manager



Santhiram Medical College
Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/37

Date: 10/05/2019

Circular

The below topic will be held on 13 May 2019, Monday at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC .

“ CPR TRAINING – EMERGENCY HANDLING “

All the Nursing Staff and Non-Teaching Staff are requested to attend the meeting without fail.

Thank you one and all.

Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
File



HR Manager



Santhiram Medical College

Nandyal, Andhra Pradesh

SRMC/TP/L&D/2019/38

Date: 20/05/2019

Circular

The below topic will be held on 25 May 2019 at Training Room between 10.00 am to 11.00am .This mentioned topic is to improve the patient care in SRMC Teaching SRMC.

“ FIRE AND SAFETY TRAINING “

All the Fire and Safety Team along with Nursing Staff are requested to attend the meeting without fail.

Thank you one and all.


HR Manager



Copy to :

Medical Superintendent
Hospital Administrator
RMO
NURSING SUPERINTENDENT
Incharges –All DEPTS
Fire Incharge
File