

# MEETING: HIC COMMITTEE FOR THE MONTH OF MAY'23

**HELD AT :** MANIPAL HOSPITALS SALT LAKE , KOLKATA

**VENUE :** TRAINING ROOM

MINUTES	DATE – 24/05/23	TIME – 2.00 PM.
<b>ATTENDANCE</b>	<b>PRESENT:</b> <ul style="list-style-type: none"> <li>• Mr. Arindam Banerjee</li> <li>• Dr. Dipankar Sarkar</li> <li>• Dr. Tania Lodh</li> <li>• DR. HIMADRI MONDAL</li> <li>• Ms. Sarmistha</li> <li>• Ms. Rituparna</li> <li>• Dr. Paramita Dey</li> <li>• Mr. Jomon</li> <li>• Ms. Satya</li> <li>• Subarna nandi</li> </ul>	<b>ABSENT:</b> <ul style="list-style-type: none"> <li>• DR. D. BOSE</li> <li>• Mr. Uttam Mandal</li> <li>• Ms. Joyeeta</li> </ul>

## Previous minutes of meeting:

Sl. No	Discussion	Action Item	Responsibility	Status of action item
1	Antibiotic sensitivity (epidemiology)	Antibiotic sensitivity DATA with graph must be shown in every IC meeting.	CMS + Microbiologist + Lab	Ongoing
2	Staffs Attire Policy	Staffs are not maintaining Attire Policy.	CMS + CNS	Done
3	Hand hygiene.	Discussed about 5 moments and 6 steps of hand hygiene. Availability of hand rub with every inpatient should be ensured & Training to be arranged for the staffs	ICN	Done
4	Biomedical Waste Management.	Biomedical waste Management to be focus on ER & OPD.	ICN	Done
5	Restricted Antibiotic forms	Restricted Antibiotic forms to be sent to pharmacy after filling by the Registrars.	ICN & CMS	Ongoing
6	ICU Isolation Curtain	Curtain outside the ICU Isolation needs to be do something done.	Support Service Manager	To be done

## Minutes of meeting:

Sl. No	Discussion	Action Item	Responsibility
1	Hand hygiene	Hand hygiene to be reinforced with different strategies. Relevent action taken should be shown along with the report.	ICN
2	Biomedical waste Management	BIOMEDICAL WASTE MANAGEMENT TO BE FOCUS ON DOCTORS.TRAINING TO BE DONE .	Support Service Manager
3	Infection Control prevention	Hospital scrubs will be provided by hospital for doctors. Attire policy to be maintain by the staffs. Cleanliness of the stairs to be done.	CMS, Support Service Manager & CNS
4	Restricted Antibiotic forms	Restricted Antibiotic forms to be filled by the Registrar after asking the consultant.	CMS & INTENSIVIST
5	NSI TRAINING	NSI TRAINING TO BE CONDUCTED FOR THE EVERY STAFF	ICN