

## Chettinad Academy of Academy of Research and Education

### Minutes of Outreach Committee meeting

Minutes of the 1<sup>st</sup> meeting of the Outreach Committee for the Academic year 2014 – 2015 held at 2 pm on 13.08.2015 in the Conference Hall, Registrar Office, Chettinad Academy of Research and Education, Rajiv Gandhi Salai, Kelambakkam, Kancheepuram District.

#### Members Present

- |                             |          |
|-----------------------------|----------|
| 1. Dr.G. Murali Mohan Reddy | Convenor |
| 2. Dr. R. Ganavi ✕          | Member   |
| 3. Mrs.Vinili Simpson       | Member   |
| 4. Mrs.Leela P Murugesan ✕  | Member   |

*G. Murali Mohan Reddy*  
*Vinili Simpson*  
*Leela P Murugesan*

#### Special Invitees:

- |                               |                                    |
|-------------------------------|------------------------------------|
| 5. Dr. Ravindiran.K           | Vice Chancellor                    |
| 6. Mr. Spk. Chidambaram       | Registrar                          |
| 7. Dr. Ramesh Rao.K           | Dean, CHRI                         |
| 8. Dr. Ganesan.R              | Medical Superintendent             |
| 9. Prof.L.Lakshmi             | Principal, CCN                     |
| 10. Dr. Koyeli Grigosami      | NSS Coordinator                    |
| 11. Mr. Venu Gopala Rao Konda | NSS Coordinator                    |
| 12. Dr. Irfan <i>praveen</i>  | Faculty Incharge, UHTC, Karapakkam |

The convenor welcomed the gathering.

#### Agenda 1:

*Action taken on minutes of the previous meeting held on 28.10.2014*

The Action taken by the Outreach Committee for the resolutions which were passed in the Outreach Committee meeting held on 28.10.2014.

#### Copy enclosed

The following were discussed

The issue of increasing the quality of the outreach camps was discussed by the committee at length. The key issues discussed were

1. Reducing the frequency of the camps
2. Establishing proper system and standard operating procedures for scheduling and organizing the outreach camps
3. Restriction of outreach camps to within 30 km radius in and around the Parent Hospital.
4. The team composition of the medical personnel attending the camp
5. The transport arrangements for the camp
6. Collection of quality data and up gradation of the same to the MRD
7. Co-coordinating the Follow up services of the camp patients coming to the CHRI and maintenance of the proper record of those patients (to specify who will coordinate).

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The following were accepted unanimously by the members of the ORC and approved

1. Improving the quality of the camps by reducing the numbers into 2 per month and arranging them as "need based".
2. Continuation of Gummidipondi camps, sponsored by the MICHELENE tyres (Obtained MOU) inclusive of those 2 camps / month as they provide good conversion rates
3. Planning the camps with other collaborators considering the distance, population and the commitments from the collaborators.
4. Continuing the provision of Manpower support to the dental camps and should be delinked with ORC for which the Manpower has to be separate.
5. Inclusion of the data generated from all the camps including dental camps in MRD as mandatory.
6. Establishing and strictly complying with a system of SOPs to schedule, organize and follow-up of the camps and health care services provided to the camp patients'
7. Conducting camps within the radius of 30 km in and around the Parent Hospital. In connection to that collecting the detailed maps of those villages from Ezhilagam, Chepauk.
8. Displaying the Maps at appropriate areas, CHC and color marking of each camp to ensure proper geographical coverage of camps over a period of time
9. Conducting the camps in the villages diagonally.
10. Provision of medical support with minimum of senior resident or Assistant Professor from the respective departments. Failing in which the Post graduate students of that department must conduct the camp. This has to be intimated through a circular to all the heads of the departments.
11. To avoid failure rates, providing transportation earlier and starting the camp by 9 am and exploring the other possibilities like travel arrangements by collaborators, etc.
12. Usage of data collection templates suitable for various population groups
13. Exploring the possibility of using palmtops/laptops for the real time data entry at the camp site , with the help of Head IT Mr.Veeraragavan
14. Guiding the camp patients with referral card for further referral services to various departments of the Hospital, which is to be carried out by PRM.

#### **Agenda 2:**

*Formulation of objectives for the Academic year 2015 – 2016*

- 1. Community Oriented Primary Care (COPC) services:**

1. Provision of community oriented primary care (COPC) services to the adopted villages.
2. Proposed to adopt Kuzhipantandalam village located in Thirukalikundram block of Kaancheepuram district, considering its demographics, strategic location and the rapport with the community.
3. Formulation of 100 COPC primary teams, consisting of 2 MBBS students from 3<sup>rd</sup> and 6<sup>th</sup> semester along with a Nursing/Allied Health Science student.  
Function - Family health survey in the adopted village; referral services.
4. Forming of COPC UNIT consisting of 10 COPC primary teams, supervised by PG community medicine student/Post Basic B. Sc nursing student.
5. Support of COPC UNIT by a group of coordinators, which includes field coordinators, coordinators for capacity building and data management, Liaison officer with clinical departments, logistics coordinator and student coordinators.
6. Supervision of the entire activity by the convener, outreach committee and submission of reports periodically to the office of Dean and Vice chancellor for necessary support and guidance.
7. Conducting Family survey on 2<sup>nd</sup> and 4<sup>th</sup> Saturdays, considering the availability of the transport on those days.
8. Instead, providing compensatory leave to the he students attending the Survey on a working Saturday.
9. Timeline of the proposed activities (copy enclosed).
10. Conducting orientation to the COPC teams, PRIs and community volunteers of the adopted village with regard to services provided by CARE and the payment structure at CARE with a comparison of nearby hospitals.

### Agenda 3:

*Any other matter with the permission of the Chairperson*

1. **Provision of anti diabetic and anti hypertensive drugs to NCD clinic at RHC, Poonjeri**
  1. Submitting a proposal with regard to the drug requirements with the cost to the DEAN to utilize the budget already sanctioned for camps as the numbers are reduced


### 2. Services to the adopted Village by NSS

1. Accommodating the camps at Thiruvadishoolam village as adopted by NSS.



### 3. Provision of IEC materials for the camp

1. **Trying out the resources of IEC materials through sponsorship by Pharma** companies

The meeting concluded with a decision to conduct the next meeting in the second week of October to review the implementation of decisions taken during the meeting. The convener proposed vote of thanks to all the members participated in the outreach committee.

  
 Convener

### Copy to:

1. Vice Chancellor 
2. Registrar 
3. All the members