

Ref. No.: QD/2019/June/108

Date: 13<sup>th</sup> June, 2019

**Minutes of HIC Committee Meeting**

1. Meeting of Hospital Infection Control Committee was held on 12<sup>th</sup> June 2019 at 3:00PM in the Hospital Committee Room (2<sup>nd</sup> flr).
2. Following members were present in the meeting:

Sr. No.	Position in Committee	Names	Department
1	Invitee	Dr. Ashok Gupta	Medical Superintendent
2	Chairperson	Dr. Rahul Goel	Microbiology
3	Secretary	Dr. Milan Jaiswal	Transfusion Services
4	Infection Control Officer	Dr. Apser Khan	Orthopaedics
5	Member	Dr. P.K. Pardal	Psychiatry
6	Member	Dr. Lalit Singh	Respiratory Medicine
7	Member	Dr. S.K. Sagar	Gen. Surgery
8	Member	Dr. Juhi Saran	Anaesthesia
9	Member	Dr. A.B. Mowar	Gen. Medicine
10	Member	Dr. Nitin Mishra	Dermatology
11	Member	Dr. Arvind K. Chauhan	Radiation Oncology
12	Member	Dr. Shanti Shah	Obst & Gynae.
13	Member	Dr. Surabhi Chandra	Paediatrics
14	Member	Dr. Mahesh Kashyap	Anaesthesia
15	Member	Dr. Ashish Mehrotra	ENT
16	Member	Dr. Akhil Agarwal	Ophthalmology
17	Member	Mrs. Joyce Wilson	Matron
18	Member	Dr. Shivani Gupta	Gen. Medicine
19	Member	Dr. Yatis Srivastava	Gen. Surgery
20	Member	Mr. Asif Rizvi	Maintenance
21	Member	Mr. Akhilesh Kumar	BMW
22	Member	Mr. Anoop k. Saxena	Laundry
23	Member	Mr. Anand Chaubey	CSSD
24	Member	Mrs. Soni Charde	Quality Department
25	Member	Mrs. Poonam Christopher	Quality Department
26	Member	Mrs. Nitu	Quality Department
27	Member	Mr. Virendra	Housekeeping



**3. Point discussed and decisions taken are tabulated below:**

<b>Points</b>	<b>Discussion &amp; action to be taken by</b>
Cleaning, disinfection & sterilization records of some wards are not signed by the ward I/C	Matron to communicate the same
Vaccination & health checkups of new joinees (staff & BMW handlers, housekeeping staff) must be ensured that they are done	ICNs & Housekeeping I/c is instructed to get this done at the earliest

*Rahul Kumar Goel*

**Dr. Rahul Goel**

**Chairperson- HIC Committee**

**Cc:-**

The Director Administration (E-mail)  
All Members of the HIC Committee.  
Quality Assurance Department / ICN  
Matron