

Ref. No.: SRMSIMS/MS/2021-22/180

Date: 09 /12 /2022

## Minutes of Bio Medical Waste Management Committee meeting held on 30/11/2022

- Bio Medical Waste Management Committee** meeting was held on **30/11/2022 at 03:00 PM** in **Hospital Committee Room (4<sup>th</sup> Floor)**.
- Following Members were present in the meeting.

Sr.No.	Position in Committee	Members of Committee	Department & Designation
2.	Member	<b>Dr. C.M Chaturvedi</b>	Deputy Medical Superintendent
3.	<b>Infection Control Office(ICO)</b>	Dr.Vandana Sardana	Microbiology
4.	Member	Mrs. Joyce Wilson	Matron
5.	Member	Mrs.Soni Charde	Manager- Quality Assurance Dept
6.	Member	Mr. Raj Kapoor Jauhari	Health & Hygiene Manager
7.	<b>Secretary</b>	Mr. Akhilesh Kumar	Health Inspector
8.	Member	Mr. Dharmendra	In-charge (ICU)
9.	Member	Mrs. Meenakshi	Ward In-charge (NICU/PICU)
10.	Member	Mrs.Alice Bading	Nursing Staff (Medical Ward)
11.	Member	Mr. Sarvesh Kumar	Male Nursing Staff(GRR)
12.	Member	Mrs. Premlata	Ward In-charge (Gyane ward)
13.	Member	Mrs.Reene Varghese	Ward In-charge (Ortho Ward)
14.	Member	Mrs. Sangeeta Singh	In-charge (ICCU)
15.	Member	Mrs. Chanda	Matron-Office
16.	Member	Mrs. Premlata	Nursing Staff(Surgery Ward)
17.	Member	Mr. Gyan Prakash	Ward In-charge (Surgery Ward)
18.	Member	Mrs. Kochurani	Ward In-charge (Cardiac Ward)
19.	Member	Mr. Sachidanand Nayak	In-charge (Dialysis Unit)
20.	Member	Mrs. Harleen Kaur	Nursing Staff (Pedia Ward)
21.	Member	Mrs.Deena	In-charge (OT)
22.	Member	Mrs.Meeta	Ward In-charge(Private Ward 2 <sup>nd</sup> floor)
23.	Member	Mrs.Chandra Bhan	Health Inspector
24.	Member	Mrs. Suman Dayal	Ward In-charge(Labour Room)
25.	Member	Mrs. Lilly Prasad	Ward In-charge (ONCO/EYE Ward)
26.	Member	Mrs. Vinita Willium	Ward In-charge(Respiratory Medicine Ward)
27.	Member	Mrs. Doris B.Marik	Nursing In-charge(Psychiatry Ward)
28.	Member	Mrs. Shalini	ICN (Quality Assurance Dept.)
29.	Member	Mrs. Poonam Christopher	ICN (Quality Assurance Dept.)
30.	Member	Roselen	ICN (Quality Assurance Dept.)
31.	Member	Nitu	ICN (Quality Assurance Dept.)
32.	Member	Hema	ICN (Quality Assurance Dept.)
33.	Member	Ajay Kumar sexena	Central Store(O.E)

### 3. Following points were discussed in the meeting.

#### a) Biomedical waste is being discarded in an indiscriminate manner under mentioned areas:

Sr. no.	Location	Observation	Action to be taken/ Responsibility
I.	GRR, ICU & OT	<ul style="list-style-type: none"> <li>• Glucometer strip was found in white container</li> <li>• Cotton and Needle was found in red poly bag</li> <li>• Cotton and mask was found in black poly</li> <li>• Needle was found in red poly bag</li> <li>• Ampoule and Cotton was found in red poly bag</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
II.	Surgical HDU, Dressing Room & BMW Collection area	<ul style="list-style-type: none"> <li>• Dressing pads discarded in chilamchi</li> <li>• Surgery ward dressing pads discarded on the floor by Resident doctors</li> <li>• Foley's tube was discarded in a black dustbin</li> <li>• Recapped needles were found in puncture proof container</li> <li>• General waste was found in Yellow poly bag</li> <li>• Cotton was found on the Floor</li> <li>• Requisition sent without HIV consent</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector  Sample for HIV test should be sent along with the consent- Ward Incharge should ensure compliance
III.	Gyane Ward	<ul style="list-style-type: none"> <li>• Foley's catheter was found discarded on the floor</li> <li>• Gloves were found in Yellow poly bag</li> <li>• Glucometer strips were found in red dustbin</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
IV.	Medical Ward	<ul style="list-style-type: none"> <li>• The biopsy sample was sent back from sample collection room to the ward. However, the sample was not found anywhere, upon further investigation. The amount had to be refunded to the patient</li> </ul>	The sample collection room staff should communicate the ward incharge about the reason for returning the sample. Ward Incharge must ensure proper requisition & sample is sent to the sample collection room.  <b>Ward In-charge, Sample collection technician</b>
V.	Deluxe Ward	<ul style="list-style-type: none"> <li>• Sample sent without requisition form</li> <li>• IP number &amp; name of the patient must be mentioned on the sample vials &amp; containers</li> </ul>	Ward Incharge must ensure proper requisition & sample is sent to the sample collection room.
VI.	OPD-14 Neuro, plastic surgery OPD	<ul style="list-style-type: none"> <li>• Used cotton were found discarded on the floor</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
VII.	OPD-11 Male dressing Room	<ul style="list-style-type: none"> <li>• Used Gloves were found kept on top of the dustbin</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
VIII.	Pedia Ward & BMW Collection area	<ul style="list-style-type: none"> <li>• An empty urine bag was held at the bedside</li> <li>• Gloves were found in Yellow poly bag</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
IX.	EYE Ward	<ul style="list-style-type: none"> <li>• Syringe was found in Puncture proof container</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
X.	OT-1 <sup>st</sup> floor BMW Collection area	<ul style="list-style-type: none"> <li>• Needle was found in red poly bag</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
XI.	Private 1st floor	<ul style="list-style-type: none"> <li>• No name IP number on sample vials</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
XII.	Medical Ward	<ul style="list-style-type: none"> <li>• Incorrect IP number mentioned on vial</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
XIII.	Cath Lab	<ul style="list-style-type: none"> <li>• Red bag checked in BMW storage area that was found Needle &amp; Syringes hub not being cut in the red poly bag</li> </ul>	Department In-charge, Housekeeping Supervisor & Health Inspector
XIV.	Laundry	<ul style="list-style-type: none"> <li>• Disposable Cup, Cotton and Gutka was found in Red dustbin</li> <li>• Syringes with fixed needle found on the floor</li> </ul>	Laundry supervisor, Housekeeping Supervisor & Health Inspector

b) Additional Point were discussed in the meeting:

Sr. No.	Points Discussed	Action to be taken / Responsibility
1.	The ward In-charges have been again STRICTLY instructed to check the samples before sending it to the sample collection room. The samples should be properly labeled with patient name & IP number. The samples should be in adequate quantity. Requisition slip must be checked for correct identification of patient sample & the proper test is mentioned. The incharges are also instructed to keep a check on the sample receiving register if any sample is marked "SNR" sample not received, then proper corrective action must be taken.	Ward In-Charges
2.	All In-charges should ensure that they send requisitions to Central stores for damaged dustbins in their department.	Ward In-charges

c) Needle Stick Injury Report:

Sr. No.	Date	Name	Category	Location	Site of Injury	Procedure Associated	Immunization Status
<b>October'2022</b>							
1.	04/10/22	Sandhya Gangwar	Nursing Staff	Surgery Ward	Rt.hand finger	BMW Segregation	Complete
2.	14/10/22	Hina Ansri	GNM	NICU	Rt.hand thumb	Segregation tray	One dose left
3.	18/10/22	Deeksha Katiyar	Nursing Staff	ICU	Lt.hand Finger	ABG Testing	Complete

**Dr. R.P. Singh**  
**Chairperson- BMW Management Committee**

**CC To:**

The Director Administration (email)  
 The Principal- Nursing college  
 All Members of the BMW Management Committee  
 Quality Assurance Department