

Minutes of the DMC Review Meeting held on 30/05/2024 is as below please.

ERS and Usercharges

- 1) It was apprised to the chair that DMCs are submitting monthly user charges reports late. Managing Director directed the DMCs for timely submission of it.
- 2) It was brought to the notice of Managing Director that hospitals are not depositing 100% user charges receipts in treasury that as per the guidelines of Finance Department. Managing Director by giving last chance, instructed all the DMCs for regular/in time deposit of user charges in treasury and further instructed that from the next DMCs meeting strict action will be taken against the defaulters.

Managing Director took serious view of non deposit of user charges in treasury by DH Ludhiana and DH Pathankot and directed to put up the case to the knowledge of PSHFW.

- 3) Managing Director instructed DMCs, to ask for the reason from the SMO I/c of concerned district hospitals for non deposit of ERF and also directed to give their comments on it. Further, ordered to put up the case of defaulters district hospitals before PSHFW.
- 4) Managing Director also took serious view of diversion of funds supplied for payment of electricity bills, for payment of salary/ other expenditures by DH Tarn Taran & CHC Mianwind and unnecessary retaining the electricity funds by CHC Harike. Managing Director ordered to issue show cause notice to the concerned DMC.

Engg Wing

1. Handing Over of Constructed Buildings: - The work for construction of PHC Saneta has been completed but till date not taken over by the medical authority. In the meeting Chair directed to Deputy Medical Commissioner, SAS Nagar to take over the building within two days with mentioning the defects/shortcoming if any in the

construction work and also directed to Superintending Engineer, PHSC to provide the signage & rectify the defects within 7 days.

In the meeting Chair has again directed the all Deputy Medical Commissioners to take over the completed buildings immediately with mentioning the defects/shortcoming if any in the construction work along with intimation to the Head office PHSC, otherwise strict action will be initiated against the concerned medical authority.

2. Changes in Drawings or Scope of Work:- The estimates have been prepared as per the approved drawings from the Head office PHSC. But during construction sometimes concerned medical authorities and Executive Engineers have changed the scope of work/drawings without the approval from Head office PHSC. So, in the meeting Chair has again directed the all Deputy Medical Commissioners as well as all Executive Engineers that no change in scope of work/drawings will be accepted without approval from the head office, otherwise concerned medical authority as well as Executive Engineer will be held responsible for the same and appropriate action will be initiated against them.

Whereas regarding the handing over of the drawings & scope of works for the ongoing construction works to the concerned Medical authority, the Executive Engineers have intimated that some of the drawings/scope of works have been handed over to the Medical authorities. On this the Chair has directed to all Executive Engineers of PHSC to share the drawings & scope of works with concerned DMCs & SMOs within 7 days with intimation to Head Office, PHSC.

3. Audit of Electrical Load in Hospitals: - In the meeting SE, PHSC apprised the Chair that the audit report of electrical load of all the DHs & SDHs have been received whereas audit report regarding electrical load of all CHCs are still pending. Chair directed the SE, PHSC to put up the compile report of DHs & SDHs within two weeks. Whereas for all CHC's, the SE, PHSC requested that the audit report

of electrical load of CHC's will be put up within 7 days after the receipt of data from the field.

4. To provide the Automation system to Water Tanks :- In the meeting SE, PHSC apprised the Chair that the automatic water level sensor automation cost for single phase motor is maximum upto Rs 7514/- per water tank whereas for 3 phase motors is maximum upto Rs 8363/- per water tank, for which the e-office file has already been put up for the approval. After discussion in the meeting the Chair directed that after getting approval all DMCs of PHSC should be intimated regarding the maximum price/rates for the installation of Automation system for Water Tanks. The Chair also directed all the DMC's to complete all the requisite procedure for the purchase and install the automation system for water tanks at terrace of hospitals to save the wastage of water within two weeks.
5. Fire Fighting Systems: - In the meeting SE, PHSC apprised the Chair that at present out of 225 hospitals (23 DHs+ 39 SDHs+ 163 CHCs) in State of Punjab, the firefighting system have already been installed in 65 hospitals (all 23 nos. DHs, 37 nos. SDHs and in 5 nos. CHCs). In remaining 2 SDHs and 20 nos. more CHCs the installation of firefighting systems work is under progress. SE, PHSC also apprised the Chair that at present out of 65 hospitals where the firefighting systems have already been installed, the system is functional only in 36 hospitals (8 nos. DHs, 23 nos. SDHs and 5 nos. CHCs). SE, PHSC also intimated that in first phase the case regarding the remaining 15 DHs firefighting systems to make these functional and the 5 years AMC of all 23 DHs is under process. The chair directed the SE, PHSC to put up the case of all DHs 5 years AMC for arrangement of funds within 7 days. The chair also directed that the case for 5 years AMC of firefighting systems in all SDHs should also be prepared after collecting the data from field for second phase.
6. AMC of Lifts: - In the meeting SE, PHSC apprised the Chair that at present there are 76 working lifts of different makes (38 nos.

Thyssenkrupp, 32 nos. Johnson Lifts Pvt Ltd, 5 nos. Kone Lift Pvt Ltd and 1 OTIS) in the hospitals. To make all the working lifts functional for 5 years continuously, the rates of AMC with replacement of any defective parts etc. have been invited from the respective companies which is comes out to be approximately 5.54 crore without the provision of lift operator. chair directed to compile the data and put up the proposal for the arrangement of funds within 10 days.

HMIS and LAB EQAS

POINTS DISCUSSED	ACTION TO BE TAKEN AND TIMELINE
<p>Consistent poor performing: Director, PHSC, took a serious note on consistent poor performance in all the HPIs for the month of February and March 24. Letters have been issued to the concerned DMCs</p>	<p>All DMCs</p>
<p>Weekly reviews: Director, PHSC, stressed on the importance of weekly reviews by all DMCs to bring improvement in consistent falling Hospital Performance Indicators.</p>	<p>All DMCs</p>
<p>Grading of Hospitals: Director PHSC, appreciated the performance of TOP 5 best performing hospitals in each HPI while reasons were asked from the concerned DMCs of poor performing hospitals. DMCs were asked to take necessary measures to bring improvement in Hospital</p>	<p>All DMCs</p>

performance.	
<p>Benchmarks of Specialist Doctors:</p> <p>Director PHSC, mentioned that appreciation letters were issued to Specialist doctors with > 500% achievement consistently for 3 months. D.O. letters were issued to those Specialist doctors who could not achieve targets consistently in the last 3 months. DMCs were directed to talk personally with those Specialist doctors to know their problem and help them resolve their issues so that they can perform better in future.</p>	All DMCs

Sanitation

There are 225 Hospitals under PHSC out of which 79 are covered under Sanitation Contract. All DMCs were once again directed by Director PHSC to cover all the institutes under Sanitation Contract by 15th of July 2024 positively. They were also asked to put in extra efforts to keep Sanitation services upto the mark in all hospitals

PATIENT SUPPORT SERVICES

- The Director PHSC directed all DMCs to open Canteen and Cycle stand in all PHSC hospitals by 15/07/2024 – Action to be taken by all DMCs.
- DMCs were once again directed by Director PHSC to ensure that all tender/renewal/cancellation case may be sent to PHSC head office for approval, no action to be taken at District or Hospital level. – Action to be taken by all DMCs.
- DMCs were also directed by Director PHSC to ensure that all cases sent to HQ must be sent along Video and Checklist provided by head office is duly filled by SMOs with facts & figures and duly signed by DMCs. – Action to be taken by all DMCs.
- DMCs and SMOs to give justified reasons for any reduction in reserve price of Canteen and Cycle stands else no reduction will be

allowed as conveyed by Director PHSC. – Action to be taken by all DMC.

- All DMCs were intimated that any case pending amount in respect to all PSS activities is not recovered within 1 month then responsibility will be fixed of SMO incharge. – Action to be taken by all DMC.

PMBJP

1. As per directions of Director PHSC, DMCs to ensure that PMBJK are opened in all DH by 15/07/2024 – Action to be taken by all DMCs
2. As per directions of Director PHSC, DMCs to ensure that PMBJK are opened in all SDH by 15/09/2024 – Action to be taken by all DMCs
3. As PMBJK are not operational in CH Amritsar, Jalandhar, Fazilka and SBS Nagar even after permission given by PHSC head office. The Director PHSC directed concerned officers to make it operational within a week else action will be taken against officer/official responsible for the same. – Action to be taken by DMC Amritsar, MS Jalandhar, DMC Fazilka and DMC SBS Nagar
4. All DMCs were intimated that No SMO will close PMBJK without prior approval of MD-PHSC.

BMMP

Following points were discussed in the Review meeting held with Deputy Medical Commissioners Virtually under the Chairmanship of Director, PHSC regarding Bio Medical Equipment Maintenance & Management Programme (BMMP):

1. Compliance to the Points of previous DMC Review Meeting held on 19.04.2024, were discussed. DMCs were directed to follow all the guidelines issued to them from time to time under BMMP and to :
 - i. Ensure that Report regarding verification of BMMP Dashboard as per Biomedical equipment present at all the facilities be sent to this office.

DMCs were asked to Send the verified lists of equipment of all Health Facilities of the concerned district (in PDF format) to H.Q. PHSC by 10th June 2024 (ref. letter No. PHSC/BME/2023/432-441 dt. 29.09.2023).

- ii. Allotment of Room to the Service Provider; M/s AOV for Equipment Maintenance and repair work at each District Hospital premises within 2 days time or intimate the reasons to H.Q. PHSC for non-allotment of the room to the Service Provider. Till date, only 7 District Hospitals have provided room to the Service Provider for repair/maintenance work.

List of district Hospitals, where room is still required to be provided to the Service Provider is as under:

Sr No	District Name	Status of Service Room Provided(YES/NO)	Remarks
1	AMRITSAR	NO	
2	BARNALA	NO	
3	BATHINDA	YES	
4	FARIDKOT	NO	
5	FATEHGARH SAHIB	NO	
6	FAZILKA	NO	
7	FIROZPUR	NO	
8	GURDASPUR	NO	
9	HOSHIARPUR	NO	
10	JALANDHAR	YES	Not sufficient . sharing with security.
11	KAPURTHALA	NO	
12	LUDHIANA	YES	
13	MALERKOTLA	YES	

Sr No	District Name	Status of Service Room Provided(YES/NO)	Remarks
14	MANSA	NO	
15	MOGA	NO	
16	MOHALI	NO	
17	MUKTSAR	NO	
18	NAWANSHAHR	YES	
19	PATHANKOT	NO	
20	PATIALA	YES	
21	ROPAR	YES	
22	SANGRUR	NO	
23	TARN TARAN	NO	

- iii. Provide Asset value/Purchase value of all the Equipment, for which Asset value/supporting documents have still not been provided to the Service Provider. Due to which, the service Provider is not able to calculate total inventory value. However, it is the prime responsibility of the concerned Hospital authorities/SMOs to keep all the record/ documents of equipment /inventory within the hospital after receiving from its issuing authority i.e.DHS/NHM/PHSC/PSACS/CS office/donating agency etc.

-

- It is, therefore, once again directed to send the relevant documents pertaining to the Asset Value of such equipment (District-wise List has already been circulated vide this office letter No. PHSC/BME/2024/37-39 dt. 22.02.2024 (Final Reminder)) or the concerned Senior Medical Officer Incharge may certify/verify the cost of equipment under his/her signatures, for which the asset value/supporting documents are not available in the hospital/record and send the certified copy of such declaration to PHSC H.Q. in following Proforma (pdf format). The SMO is directed to retain the original copy of certification in Hospital record:

S N	Name of Health Facility	Barcode	Equipment Name	Department	Manufacturer	Make / Model	Installation Date	Tentative Cost (Rs.) excl.GST	Remarks/ Declaration reg. Not available Asset Value
Certified and verified by:									
Stamp/Sign. →									
Pharmacy Officer SMO I/c							Concerned MO		

2. List of Institutions where condemnation of equipment has been done during the FY 2023-24 should be notified to H.Q. PHSC by 10th June 2024 in the following proforma (already circulated vide letter No. PHSC/BME/2024/348-352 dt. 21.05.2024):
3. If any equipment is found faulty, the complaint should be lodged on the toll free number of the Service Provider i.e. 1800-419-9938.
4. SOPs issued under BMMP have been put on PHSC website www.phsc.punjab.gov.in , which should be strictly followed by all District/Hospital Incharges
5. Strict instructions were given to all DMCs not to shift any Equipment without prior approval/intimation to the PHSC H.Q. as it has been noticed that due to shifting of some equipment without prior approval/ any intimation to the H.Q. PHSC/Service Provider, the Service Engineers of Service Provider M/s AOV are not able to track the location of the Equipment which leads to bad impact on their services, handling and verification of biomedical inventory of the hospitals as well as create complications while registering the complaints on BMMP Dashboard portal.
 - Therefore, shifting of Equipment without prior approval of PHSC H.Q. is strictly prohibited.

GNM

1. Concerned DMC's of the GNM schools to visit the mess periodically and taste the food so that the quality of food served to our students is ensured & share pictures in the group.

2. DMC Sangrur – Installation of washing machines & power back up be ensured & compliance report be submitted within two days. Otther DMC's to also share the compliance.
3. All the DMC's to ensure that facilities of outdoor games are provided at GNM School's & report be submitted before 15th June, 2024.

E-Library

- Link of National Medical Library <https://www.ermd.in> has already been shared with all Deputy Medical Commissioners and requested them to share with all Senior Medical Officers.

Training

- DMC Bathinda highlighted that doctors and staff have done dialysis training but not received their pending dues. In this regard the Budget for training has been demanded from DHS and the matter is pending at their level.
- PHSC is providing training in Dialysis, Phaco, Echocardiography etc but some of the institutions are showing poor performance in these sectors. So DMCs were directed to send nominations, if lack of trained staff is the reason behind under performance.
- DMC's were directed to send demand for training at Govt. Medical Colleges, Punjab only as they are providing free of cost training.

Dialysis

1. In the DMC meeting it was informed that DH Amritsar, DH Moga, SDH Banga, DH Pathankot SDH Samana are low performing Districts.
2. District Hospital Moga said that Dialysis performance is low because there is no Medical Specialist & patient are not coming.

patients under Ayushman Bharat are going to nearest private hospitals.

3. It was conveyed to Districts by Director, PHSC that Gap Analysis is being done for Dialysis buy and proposal is being made to provide.
4. In the DMC meeting it was conveyed all the Districts for Gap Analysis of machines will give 10 Dialysis machines at PH level and SDH will give 5 Dialysis Machines.
5. DMC Pathankot was requested to e-mail that UPS is not in working condition and for proper functioning of Dialysis Machines UPS may be provided..

Telemedicine

- PHSC shall be launching a pilot project in 6 facilities of distt. Bathinda for upliftment of Telemedicine in Punjab. Necessary guidelines shall be shared to all DMCs after the Gap Analysis is done and project is approved by authorities

NQAS

1. Quality Assurance : as per the target in Rop FY 2024-25, DH 70%, SDH 50%, CHC 50% CHC 50 %, PHC 50 %, UPHC 50 % and HWC 40% , the district must prepare the list of facilities and share with state before 5th June..
2. As the number of HWC is high i.e 1309 should be NQAS certified for achieving these targets, SQU have planned to conduct virtual state assessment of 10HWC-SC/Month of each district from June 2024 onwards. District shall nominate 10 targeted HWC-SC of your district by 5th day of every month.

KAYAKALP

1. Monthly Internal Assessment of all DH/ SDH/ CHC with CAPA records and same score be entered on HMIS monthly report and send Quarterly compiled report to state HQ
2. Quarterly internal Assessment of all UPHC be submitted

3. All compiled reports be submitted at kayakalp23@gmail.com
Only the score and screenshots of thematic areas.

104 MHL

1. DMC, Ludhiana advised to resolve the complaints at the earliest and they committed will resolve within a week.

AERB.

The AERB License status: 66 machines are unlicensed, all the facilities with X-ray machine should be AERB registered and License for operation.

BMWM :

BMWM Monthly Bills: DMC, s point out that the concerned firms CBWTF have not given then pending physical bill to the send facilities where for MD PHSC directed.

1. To write to the CBWTF to provide the pending Physical bills concerned health facilities and also to give a summarized pending bills report to the respected DMC's
1. MD PHSC also directed to all DMC's to clear all the pending BMWM monthly bills before the next review meeting as per the Govt rule/procedure.

Pending BMWM authorization:

MD PHSC Directed to all DMC, s to ensure health facilities must have statutory compliance authorization/NOCs regarding this letter no. PHSC/Admin/2024/1363-1545. Dated 29.5.2024.

ERS 108 ambulances

- Performance of ERS 108 ambulance was discussed for the period April 2023 to March 2024.
- Inspection report for the period of Jan'24 to Mar'24 for the pending districts is to be sent at the earliest.
- Online reporting for 108 ambulance inspection is to be Initiated within few weeks. Related directions shall be issued soon after approval.
- It was also discussed that Emergency Medical Officers are to be strictly directed that referral slip should have clear and complete information like Patient detail & medication history, Referral destination etc. Also Referral slip should be duly signed with stamp along with referral Doctor's name & contact no, so that attending

doctor at tertiary hospital can call if any additional information is required.

- The procedure of Condemnation and Auction of unserviceable ambulances standing at various health facilities of Punjab shall be centralized by PHSC HQ.

Demand from DMCs

- It has been apprised in the that meeting all pending cases related to outsourcing will be initiated after MCC

Statutory Provisions

It was decided that all the hospitals will get their Statutory Provisions with in one month. Director PHSC also intimated that letters were sent to all SMOs individually in this regard.