# Malla Reddy Medical College for Women Suraram, Hyderabad, TS

28.08.2019

Minutes of Hospital Infection Control Committee (HICC) meeting conducted on 28.08.2019

Time: 02.00 PM - 04:00 PM

S No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	I sander De
2.	Dr N Srinivasa Rao	Medical Superintendent	Cunium
3.	Dr P Sarguna	HOD, Microbiology	Lane
4.	Dr B Shasidhar Reddy	HOD, General Surgery	Res
5.	Dr R Nagamani	HOD, General Medicine	Mari
6.	Dr B Venkata Chalam	HOD, Pediatrics	1
7.	Dr B Venkata Ramana	HOD, Orthopedics	Ray
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	The /
9.	Dr P Surender	HOD, Anaesthesiology	3
10.	Dr Hari Anupama	HOD, OBGY	Wagone
11.	Dr Vibha Rani	Profesor, Pharmacology	
12.	Dr CM Swathi	Associate Professor, Microbiology	Sparky
13.	Mr Prajith	Hospital Administrator	Kumba
14.	Ms Sowjanya	Nursing Superintendent	100.
15.	Ms Baby Sravani	ICN	P. Baby Gransmo
16.	Ms Neelima ICN	ICN	1 Jack

#### Agenda:

- 1. Constitution of the HICC committee
- 2. Introduction of the members
- 3. Briefing the functions of HICC activities
- 4. Discussion on responsibility of activities in various departments

#### Minutes of the meeting:

- Importance of the HIC activities in prevention and control of infections in the hospital was discussed.
- The following activities of HICC were explained to the members:
- ✓ Surveillance of Healthcare Associated Infections (HAI) and device related infections
- Standard precautions and Transmission based precautions
- ✓ Staff health including vaccination, needle stick injuries, Post exposure prophylaxis, eye wash facilities
- ✓ Outbreak management Communicable diseases and Multi-drug resistant (MDR) strains
- Auditing the activities like hand hygiene, Biomedical waste, needle stick injuries
- ✓ Training activities in HIC program to the doctors, nursing staff, other healthcare workers
- ✓ Surveillance of operation theaters, PICU. NICU, water, CSSD
- ✓ Checklists for cleaning activities to be put up in all places where healthcare is being provided
- The members were explained regarding their responsibilities towards the successful implementation of the progra
- Responsibilities of implementation of HIC surveillance were assigned to the Infection Control Nurses (ICN) under the supervision of Infection Control Officer (ICO).
- It was agreed upon that the responsibility of monitoring the above infection control activities shall be done by the residents and faculty in their respective wards of all departments, including labor room, operation theatre, postoperative wards, NICU, PICU.
- Anti-microbial Stewardship Program (AMSP) to be introduced
- Framing of antibiotic policy to be done with the cooperation of respective departments
- The committee has agreed to meet twice in an year regularly, or whenever needed

(ICO) Crath

Approved by: 2. P. Sargue.

## **MINUTES OF MEETING**

28.04.2020

# Minutes of Hospital Infection Control Committee (HICC) meeting conducted on 28.04.2020

Time: 02.00 PM - 04:00 PM

**Location:** Online Digital Class

S No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	t- side Jan
2.	Dr N Srinivasa Rao	Medical Superintendent	J- side ide
3.	Dr P Sarguna	HOD, Microbiology	Days
4.	Dr B Shasidhar Reddy	HOD, General Surgery	Bon
5.	Dr R Nagamani	HOD, General Medicine	RAngi
6.	Dr B Venkata Chalam	HOD, Pediatrics	Min
7.	Dr B Venkata Ramana	HOD, Orthopedics	Deall
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	(V)
9.	Dr P Surender	HOD, Anaesthesiology	8
10.	Dr Hari Anupama	HOD, OBGY	Harane
11.	Dr Vibha Rani	Profesor, Pharmacology	
12.	Dr.CM.Swathi	Associate Professor, Microbiology	Swarth
13.	Mr Prajith	Hospital Administrator	Farginila
14.	Ms Sowjanya	Nursing Superintendent ,	Will I
15.	Ms Baby Sravani	ICN	P. Bary Gravani
16.	Ms Neelima ICN	ICN	alas

#### Dr.C.M.Swathi (Microbiologist & Infection Control Officer) welcomed all members for the meeting.

SN	Points Discussed	Decision	Responsibility	Target Date	Status
1.	COVID-19 Testing & Reporting: Regular testing of hospital staff and patients for COVID-19 to ensure safety.	COVID-19 tests to be conducted bi-weekly. Reports to be shared with ICN for monitoring.	ICN & Microbiology Team	Date not fixed.	In Process
2.	PPE Management: Monitoring and maintaining a stockpile of PPE for staff working in high-risk areas.	Weekly stock assessments to be done, and requirements shared with the procurement team.	ICN & Maintenance	Date not fixed.	In Process
3.	Disinfection Protocols: Enhanced cleaning protocols for high-touch areas and patient handling equipment.	Daily disinfection of MICU, isolation wards, and other critical areas.	Housekeeping & Microbiology Department	Date not fixed.	In Process
4.	Quarantine & Isolation Monitoring: Dedicated areas to be set up for COVID-19 positive and suspected cases.	Isolation areas to be maintained as per guidelines, with regular review of infection control.	Maintenance & ICN	Date not fixed.	In Process
5.	Staff Health Monitoring: Regular health checks for staff showing symptoms of respiratory infections.	Monthly health reports of staff to be reviewed and shared with ICN.	HR & Microbiology	Date not fixed.	In Process
6.	Samples Collection: Ensuring all microbiology samples are correctly labeled and wired to avoid errors.	Training sessions to be conducted for staff on proper labeling, and sample handling.	ICN & Microbiology Department	Date not fixed.	In Process
7.	Sample Receiving Process: Streamlining the process of receiving microbiology samples during peak periods.	Implement a sample tracking system and ensure all samples are logged upon receipt.	Microbiology Team	Date not fixed.	In Process

Prepared by: Dr. CM. Swalls (ICO)

Approved by: Dr. P. Sargue

#### **MINUTES OF MEETING**

26.08.2020

# Minutes of Hospital Infection Control Committee (HICC) meeting conducted on 26.08.2020

Time: 02.00 PM - 04:00 PM

**Location:** Online Digital Class

S No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	L- ande Par
2.	Dr N Srinivasa Rao	Medical Superintendent	Sanion
3.	Dr P Sarguna	HOD, Microbiology	Lago
4.	Dr B Shasidhar Reddy	HOD, General Surgery	Des
5.	Dr R Nagamani	HOD, General Medicine	1 Nous
6.	Dr B Venkata Chalam	HOD, Paediatrics	R.
7.	Dr B Venkata Ramana	HOD, Orthopaedics	Rall
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	Jan /
9.	Dr P Surender	HOD, Anaesthesiology	Sund
10.	Dr Hari Anupama	HOD, OBGY	HD pene
11.	Dr Vibha Rani	Professor, Pharmacology	
12.	Dr.CM.Swathi	Associate Professor, Microbiology	Swath'
13.	Mr Prajith	Hospital Administrator	Lamb
14.	Ms Sowjanya	Nursing Superintendent	100
15.	Ms Baby Sravani	ICN ,	Baly Granmin
16.	Ms Neelima ICN	ICN	a left

Dr.C.M.Swathi (Microbiologist & Infection Control Officer) welcomed all members for the meeting.

As agenda points was available printed, Ms Shintu (Infection Control Nurse) began the meeting with reference to the points.

They were as follows

Old Points:

SN	Points Discussed	Decision	Responsibility	Target Date	Status
1.	COVID-19 Testing & Reporting: Regular testing of hospital staff and patients for COVID-19 to ensure safety.	COVID-19 tests to be conducted bi-weekly. Reports to be shared with ICN for monitoring.	ICN & Microbiology Team	Date not fixed.	Ongoing
2.	PPE Management: Monitoring and maintaining a stockpile of PPE for staff working in high-risk areas.	Weekly stock assessments to be done, and requirements shared with the procurement team.	ICN & Maintenance	Date not fixed.	Ongoing
3.	Disinfection Protocols: Enhanced cleaning protocols for high-touch areas and patient handling equipment.	Daily disinfection of MICU, isolation wards, and other critical areas.	Housekeeping & Microbiology Department	Date not fixed.	Ongoing
4.	Quarantine & Isolation  Monitoring: Dedicated areas to be set up for COVID-19 positive and suspected cases.	Isolation areas to be maintained as per guidelines, with regular review of infection control.	Maintenance & ICN	Date not fixed.	Ongoing
5.	Staff Health Monitoring: Regular health checks for staff showing symptoms of respiratory infections.	Monthly health reports of staff to be reviewed and shared with ICN.	HR & Microbiology	Date not fixed.	Ongoing
6.	Samples Collection: Ensuring all microbiology samples are correctly labeled and wired to avoid errors.	Training sessions to be conducted for staff on proper labeling, and sample handling.	ICN & Microbiology Department	Date not fixed.	Ongoing
7.	Sample Receiving Process: Streamlining the process of receiving microbiology samples during peak periods.	Implement a sample tracking system and ensure all samples are logged upon receipt.	Microbiology Team	Date not fixed.	Ongoing

#### New points:

SN	Points Discussed	Decision	Responsibility	Target Date	Status
1	JUSTIFICATION FORMS: Justification forms for restricted antibiotics are not being submitted appropriately by consultants.	Consultants must submit justification forms for high-end antibiotics prescribed during COVID-19 to track usage.	Consultant, ICN & Clinical Pharmacist	Date not fixed	In Process
2	CSSD Sterilization Backlog: Increased workload during COVID-19 caused delays in sterilization cycles.	Additional shifts and staff were deployed to manage sterilization backlog efficiently during the COVID-19 surge.	Maintenance & CSSD Dept.	Date not fixed	In Process
3	Shortage of Sterile Equipment Supplies: The need for sterile equipment increased during COVID- 19.	Emergency procurement was undertaken to ensure an uninterrupted supply of sterile equipment for COVID-19 cases.	CSSD Dept. & Procurement	Date not fixed	In Process

Prepared by: De CM. Swalti

Approved by: De P. Sargues. (Convener)

#### **MINUTES OF MEETING**

28.04.2021

Minutes of Hospital Infection Control Committee (HICC) meeting conducted on 28.04.2021
Time: 02.00 PM – 04:00 PM
Location: Online Digital Class

S No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	KN Sude Pa
2.	Dr N Srinivasa Rao	Medical Superintendent	Ku side Id
3.	Dr P Sarguna	HOD, Microbiology	Lago
4.	Dr B Shasidhar Reddy	HOD, General Surgery	Block
5.	Dr R Nagamani	HOD, General Medicine	Marin
6.	Dr B Venkata Chalam	HOD, Paediatrics	h
7.	Dr B Venkata Ramana	HOD, Orthopedics	Rall
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	أندل
9.	Dr P Surender	HOD, Anaesthesiology	2ml
10.	Dr Hari Anupama	HOD, OBGY	Wagon
11.	Dr Vibha Rani	Professor, Pharmacology	
12.	Dr CM.Swathi	Associate Professor, Microbiology	Swall
13.	Mr Prajith	Hospital Administrator	- January
14.	Ms Sowjanya	Nursing Superintendent	600
15.	Ms Baby Sravani	ICN	P. Raly Some
16.	Ms Neelima ICN	ICN	New

# Dr.C.M.Swathi (Microbiologist & Infection Control Officer) welcomed all members for the meeting.

#### **Points Discussed:**

SNO	Points Discussed	Decision	Responsibility	Target Date	Status
1.	COVID-19 Testing & Reporting: Regular testing of hospital staff and patients for COVID-19 to ensure safety.	COVID-19 tests to be conducted bi-weekly. Reports to be shared with ICN for monitoring.	ICN & Microbiology Team	Date not fixed	Ongoing
2.	Vaccination Drive: Discussion on ensuring all healthcare workers receive COVID-19 vaccination timely.	HR to coordinate with local health authorities for vaccination drives.	HR & ICŅ	Date not fixed	Ongoing
3.	PPE Management: Monitoring and maintaining a stockpile of PPE for staff working in highrisk areas.	Weekly stock assessments to be done, and requirements shared with the procurement team.	ICN & Maintenance	Date not fixed	Ongoing
4.	Disinfection Protocols: Enhanced cleaning protocols for high-touch areas and patient handling equipment.	Daily disinfection of MICU, isolation wards, and other critical areas.	Housekeeping & Microbiology Department	Date not fixed	Ongoing
5.	Quarantine & Isolation Monitoring: Dedicated areas to be set up for COVID-19 positive and suspected cases.	Isolation areas to be maintained as per guidelines, with regular review of infection control.	Maintenance & ICN	Date not fixed	Ongoing
6.	Staff Health Monitoring: Regular health checks for staff showing symptoms of respiratory infections.	Monthly health reports of staff to be reviewed and shared with ICN.	HR & Microbiology	Date not fixed	Ongoing
7.	Samples Collection: Ensuring all microbiology samples are correctly labeled and wired to avoid errors.	Training sessions to be conducted for staff on proper labeling, and sample handling.	ICN & Microbiology Department	Date not fixed	Ongoing
8.	Sample Receiving Process: Streamlining the process of receiving microbiology samples during peak periods.	Implement a sample tracking system and ensure all samples are logged upon receipt.	Microbiology Team	Date not fixed	Ongoing

## New points:

SN	Points Discussed	Decision	Responsibility	Target Date	Status
1	JUSTIFICATION FORMS: Justification forms for restricted antibiotics are not being submitted appropriately by consultants.	Consultants must submit justification forms for highend antibiotics prescribed during COVID-19 to track usage.	Consultant, ICN & Clinical Pharmacist	Date not fixed	In Process
2	CSSD Sterilization Backlog: Increased workload during COVID-19 caused delays in sterilization cycles.	Additional shifts and staff were deployed to manage sterilization backlog efficiently during the COVID-19 surge.	Maintenance & CSSD Dept.	Date not fixed	In Process

Prepared by: <u>A. CM. Gwalts</u>
(ICO)

Swath

Approved by: A. Sargue (Convener)

## Malla Reddy Medical College for Women Suraram, Hyderabad, TS

25.08.2021

# Minutes of Hospital Infection Control Committee (HICC) meeting conducted on 25.08.2021

Time: 02.00 PM - 04:00 PM

**Location:** Online Digital Class

S No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	-ande Jan
2.	Dr N Srinivasa Rao	Medical Superintendent	Suriou
3.	Dr P Sarguna	HOD, Microbiology	Laps
4.	Dr B Shasidhar Reddy	HOD, General Surgery	1869
5.	Dr R Nagamani	HOD, General Medicine	Mass
6.	Dr B Venkata Chalam	HOD, Pediatrics	My
7.	Dr B Venkata Ramana	HOD, Orthopedics	Real
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	7-1
9.	Dr P Surender	HOD, Anaesthesiology	Smy
10.	Dr Hari Anupama	HOD, OBGY	Hague
11	Dr Vibha Rani	Professor, Pharmacology	Q>
12	Dr C.M.Swathi	Associate Professor, Microbiology	Swatter
13	Mr Prajith	Hospital Administrator	James
14	Ms Sowjanya	Nursing Superintendent	low
15	Ms Baby Sravani	ICN	P. Baly Sranken
16	Ms Neelima ICN	ICN	Net

#### Old Points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	Water Culture: It was discussed that deep cleaning of tanks and pipelines to be carried out monthly and then the water to be checked from the source and the end water.	Water culture to be sent after cleaning of tanks and pipelines.	Mr. Ramana Reddy (Maintenance) & ICN.	Date not fixed.	Closed and doing follow up.
2	New Joinees list: It was discussed that intimation of the new joinees to be given to ICN on a monthly basis. List to be made by HR dept and intimation to be given to the employees regarding hepatitis vaccination date.	HR to make available list of new joinees to ICN on a regular basis.	HR	30/10/2022	In Process
3	MRSA Screening for medical & paramedical staff randomly.	It was discussed that random screening of MRSA needs to be done. ICO is supposed to have implemented and monitor the same along with the HIPC department.	ICO & ICN	· Date not fixed.	On going
4	Isolation area required in MICU.	It was discussed that isolation rooms are required in MICU in order to maintain barrier nursing.	Maintenance	Date not fixed.	On going

## New points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	JUSTIFICATION FORMS: Justification forms for restricted antibiotics are not properly submitting by the consultants.	It was discussed that justification forms for high-end & restricted antibiotics need to be shown by Consultants.	Consultant, ICN & Clinical Pharmacist.	Date not fixed.	Pending

SN	Points discussed	Decision	Responsibility	Target Date	Status
2	CSSD – Dump lift & sterile lift are not in working condition. Clear the complaints and make sure it is processing.	It was discussed that CSSD dumb lift and sterile lift are not functioning and need to clear the issue and CSSD items to be transferred only through this lift.		Maintenance & CSSD dept.	In Process
3	Leakage in CSSD wall in the ETO room	It was discussed that there are leakage in CSSD and it needs to be rectified as soon as possible.	Maintenance	30/01/2022	In Process

Prepared by 21: CM. Swalki.

(ICO)

(ICO)

Approved by A. P. Sayma.

# Malla Reddy Medical College for Women Suraram, Hyderabad, TS

27.04.2022

## Minutes of Hospital Infection Control Committee (HICC) meeting conducted on 27.04.2022

S No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	K. contes Ta
2.	Dr N Srinivasa Rao	Medical Superintendent	SNMON
3.	Dr P Sarguna	HOD, Microbiology	Lego
4.	Dr B Shasidhar Reddy	HOD, General Surgery	BM
5.	Dr R Nagamani	HOD, General Medicine	RNasi
6.	Dr B Venkata Chalam	HOD, Pediatrics	Ru
7.	Dr B Venkata Ramana	HOD, Orthopedics	Pall
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	18
9.	Dr P Surender	HOD, Anaesthesiology	Sunt
10.	Dr Hari Anupama	HOD, OBGY	Bulana.
11.	Dr Vibha Rani	Profesor, Pharmacology	
12.	Dr.C.M.Swathi	Associate Professor, Microbiology	Swath
13.	Mr Prajith	Hospital Administrator	Lammer
14.	Ms Sowjanya	Nursing Superintendent	600
15.	Ms Baby Sravani	ICN	P. Bary Graven
16.	Ms Neelima ICN	ICN	Sof

#### Old Points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	Water Culture: It was discussed that deep cleaning of tanks and pipelines to be carried out monthly and then the water to be checked from the source and the end water.	Water culture to be sent after cleaning of tanks and pipelines.	Mr. Ramana Reddy (Maintenance) & ICN	Date not fixed.	Closed and doing follow up.
2	New Joinees list: It was discussed that intimation of the new joinees to be given to ICN on a monthly basis. List to be made by HR dept and intimation to be given to the employees regarding hepatitis vaccination date.	HR to make available list of new joinees to ICN on a regular basis.	HR	30/10/2022	In Process
3	MRSA Screening for medical & paramedical staff randomly.	It was discussed that random screening of MRSA needs to be done. ICO is supposed to have implemented and monitor the same along with the HIPC department.	ICO & ICN	Date not fixed.	On going
4	Isolation area required in MICU.	It was discussed that isolation rooms are required in MICU in order to maintain barrier nursing.	Maintenance	Date not fixed.	Completed.

#### New points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	JUSTIFICATION FORMS: Justification forms for restricted antibiotics are not properly submitting by the consultants.	It was discussed that justification forms for high-end & restricted antibiotics need to be shown by Consultants.	Consultant, ICN & Clinical Pharmacist.	Date not 、fixed.	Pending
2	CSSD – Dump lift & sterile lift are not in working condition. Clear the complaints and make sure it is processing.	It was discussed that CSSD dumb lift and sterile lift are not functioning and need to clear the issue and CSSD items to be transferred only through this lift.		Maintenance & CSSD dept.	In process
3	Leakage in CSSD wall in the ETO room	It was discussed that there are leakage in CSSD and it needs to be rectified as soon as possible.	Maintenance	30/01/2023	In process

Prepared by: Dr. CN. Swalts

Approved by: Dr. P. Sargue (Convener)

## Minutes of Hospital Infection Control Committee (HICC) meeting conducted on 24.08.2022

Time: 02.00 PM - 04:00 PM

S No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	france Tar
2.	Dr N Srinivasa Rao	Medical Superintendent	Curinus
3.	Dr P Sarguna	HOD, Microbiology	Lapo
4.	Dr B Shasidhar Reddy	HOD, General Surgery	NM -
5.	Dr R Nagamani	HOD, General Medicine	RAL
6.	Dr B Venkata Chalam	HOD, Pediatrics	hom
7.	Dr B Venkata Ramana	HOD, Orthopedics	2 Pall
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	(hrs
9.	Dr P Surender	HOD, Anaesthesiology	3 ~~~
10.	Dr Hari Anupama	HOD, OBGY	11 Dame
11.	Dr Vibha Rani	Profesor, Pharmacology	
12.	Dr M Anuradha	Professor, Microbiology	Or
13.	Mr Prajith	Hospital Administrator	Lammilian
14.	Ms Sowjanya	Nursing Superintendent	1,000
15.	Ms Baby Sravani	ICN	P. Baly Gravano
16.	Ms Neelima ICN	ICN	Jak

Dr. Anuradha (Microbiologist & Infection Control Officer) welcomed all members for the meeting.

#### Old Points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	New Joinees list: It was discussed that intimation of the new joinees to be given to ICN on a monthly basis. List to be made by HR dept and intimation to be given to the employees regarding hepatitis vaccination date.	HR to make available list of new joinees to ICN on a regular basis.	HR	Date not fixed	In Process
2	MRSA Screening for medical & paramedical staff randomly.	It was discussed that random screening of MRSA needs to be done. ICO is supposed to have implemented and monitor the same along with the HIPC department.	ICO & ICN	Date not fixed	On going
3	Isolation area required in MICU.	It was discussed that isolation rooms are required in MICU in order to maintain barrier nursing.	Maintenance	Date not fixed	Completed

#### New points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	JUSTIFICATION FORMS: Justification forms for restricted antibiotics are not properly submitting by the consultants.	It was discussed that justification forms for highend & restricted antibiotics need to be shown by Consultants.	Consultant, ICN & Clinical Pharmacist.	Date not fixed.	Pending

Prepared by: Dr. M. Anuradha

Approved by: Dr. P. Sargue

(ICO)

## Minutes of Hospital Infection Control Committee (HICC) meeting conducted on 26.04.2023

Time: 02.00 PM - 04:00 PM

S No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	k- ande Par
2.	Dr N Srinivasa Rao	Medical Superintendent	Sumon
3.	Dr P Sarguna	HOD, Microbiology	Lapo
4.	Dr B Shasidhar Reddy	HOD, General Surgery	282
5.	Dr R Nagamani	HOD, General Medicine	RAME
6.	Dr B Venkata Chalam	HOD, Pediatrics	Kun
7.	Dr B Venkata Ramana	HOD, Orthopedics	D. Pacell
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	Vir /
9.	Dr P Surender	HOD, Anaesthesiology	8 ~
10.	Dr Hari Anupama	HOD, OBGY	102000
11.	Dr Vibha Rani	Profesor, Pharmacology	
12.	Dr M Anuradha	Professor, Microbiology	Ar
13.	Mr Prajith	Hospital Administrator	- January
14.	Ms Sowjanya	Nursing Superintendent	130
15.	Ms Baby Sravani	ICN	P. Baly Granami
16.	Ms Neelima ICN	ICN	192

## Dr.Anuradha (Microbiologist & Infection Control Officer) welcomed all members for the meeting.

#### Old Points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	New Joinees list: It was discussed that intimation of the new joinees to be given to ICN on a monthly basis. List to be made by HR dept and intimation to be given to the employees regarding hepatitis vaccination date.	HR to make available list of new joinees to ICN on a regular basis.	HR	Date not fixed	In Process
2	MRSA Screening for medical & paramedical staff randomly.	It was discussed that random screening of MRSA needs to be done. ICO is supposed to have implemented and monitor the same along with the HIPC department.	ICO & ICN	Date not fixed	On going
3	Isolation area required in MICU.	It was discussed that isolation rooms are required in MICU in order to maintain barrier nursing.	Maintenance	Date not fixed	Completed

## New points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	JUSTIFICATION FORMS: Justification forms for restricted antibiotics are not properly submitting by the consultants.	It was discussed that justification forms for highend & restricted antibiotics need to be shown by Consultants.	Consultant, ICN & Clinical Pharmacist.	Date not fixed.	Pending
2	CSSD – Dump lift & sterile lift are not in working condition. Clear the complaints and make sure it is processing.	It was discussed that CSSD dumb lift and sterile lift are not functioning and need to clear the issue and CSSD items		Maintenance & CSSD dept.	In process

SN	Points discussed	Decision	Responsibility	Target Date	Status
		to be			
		transferred			
		only through			
		this lift.			
3	Leakage in CSSD wall in the ETO	It was discussed	Maintenance	Date not	In process
	room	that there are		fixed	
		leakage in CSSD			
		and it needs to			
		be rectified as			
		soon as			
		possible.			

Prepared by: A. M. Annadhe

Approved by: A. P. Sayne,

(ICO)

# Malla Reddy Medical College for Women (MRMCW) Suraram, Hyderabad, TS

29.08.2023

#### **Constitution of Hospital Infection Control Committee (HICC)**

The HICC has been constituted at MRMCW with effect from 29.08.2023. Members of the committee are as follows:

S No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	k-ande Pa
2.	Dr N Srinivasa Rao	Medical Superintendent	Samon
3.	Dr P Sarguna	HOD, Microbiology	Lyc
4.	Dr B Shasidhar Reddy	HOD, General Surgery	1883
5.	Dr R Nagamani	HOD, General Medicine	LNnc
6.	Dr B Venkata Chalam	HOD, Pediatrics	Phy
7.	Dr B Venkata Ramana	HOD, Orthopedics	N. Rall
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	My
9.	Dr P Surender	HOD, Anaesthesiology	Sourt
10.	Dr Hari Anupama	HOD, OBGY	Holon
11.	Dr Vibha Rani	Profesor, Pharmacology	No.
12.	Dr M Anuradha	Professor, Microbiology	De
13.	Mr Prajith	Hospital Administrator	Lagradia
14.	Ms Sowjanya	Nursing Superintendent	low)
15.	Ms Baby Sravani	ICN	Jung Balys
16	Ms Neelima ICN	ICN	Nog

#### Old Points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	Water Culture: It was discussed that deep cleaning of tanks and pipelines to be carried out monthly and then the water to be checked from the source and the end water.	Water culture to be sent after cleaning of tanks and pipelines.	Mr. Ramana Reddy (Maintenance) & ICN.	Date not fixed.	Closed and doing follow up.
2	New Joinees list: It was discussed that intimation of the new joinees to be given to ICN on a monthly basis. List to be made by HR dept and intimation to be given to the employees regarding hepatitis vaccination date.	HR to make available list of new joinees to ICN on a regular basis.	HR	30/10/2023	In Process
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4	Isolation area required in MICU.	It was discussed that isolation rooms are required in MICU in order to maintain barrier nursing.	Maintenance	Date not fixed.	Completed.

## New points:

SN	Points discussed	Decision	Responsibility	Target Date	Status
1	JUSTIFICATION FORMS: Justification forms for restricted antibiotics are not properly submitting by the consultants.	It was discussed that justification forms for high-end & restricted antibiotics need to be shown by Consultants.	Consultant, ICN & Clinical Pharmacist.	Date not fixed.	In process
2	CSSD – Dump lift & sterile lift are not in working condition. Clear the complaints and make sure it is processing.	It was discussed that CSSD dumb lift and sterile lift are not functioning and need to clear the issue and CSSD items to be transferred only through this lift.		Maintenance & CSSD dept.	In process
3	Leakage in CSSD wall in the ETO room	It was discussed that there are leakage in CSSD and it needs to be rectified as soon as possible.	Maintenance		Completed

Prepared by: 2. M. And

Approved by: D. P. Sangua

(ICO)

# Malla Reddy Medical College for Women Suraram, Hyderabad, TS

24.04.2024

# Minutes of Hospital Infection Control Committee (HICC) meeting conducted on 24.04.2024

Time: 02.00 PM - 04:00 PM

No	Member	Designation	Signature
1.	Dr K N Sudha Ramana	Director, MRMCW	k-sadi Ta
2.	Dr N Srinivasa Rao	Medical Superintendent	K-soudi 12u Snison
3.	Dr P Sarguna	HOD, Microbiology	Any
4.	Dr B Shasidhar Reddy	HOD, General Surgery	Was
5.	Dr R Nagamani	HOD, General Medicine	RAM
6.	Dr B Venkata Chalam	HOD, Paediatrics	
7.	Dr B Venkata Ramana	HOD, Orthopaedics	Mu Dall
8.	Dr Md Sikander Ali Khan Lodhi	HOD, Ophthalmology	Dr/
9.	Dr P Surender	HOD, Anaesthesiology	Smy
10.	Dr Hari Anupama	HOD, OBGY	1402 0000
11.	Dr Vibha Rani	Professor, Pharmacology	
12.	Dr M Anuradha	Professor, Microbiology	Dr.
13.	Mr Prajith	Hospital Administrator	Januar
14.	Ms Sowjanya	Nursing Superintendent	
15.	Ms Baby Sravani	ICN	- Sampreduce
16.	Ms Neelima ICN	ICN	, Cost

#### **Previous points:**

- Water tanks were cleaned and water cultures sent to Microbiology department. Drinking water was found to be bacteriologically sterile.
- ICNs are being intimated regarding new joining employees for Hepatitis B vaccination.
- MRSA screening for faculty and para-medical staff was done randomly and report was submitted to the Medical Superintendent.
- Isolation room was arranged in MICU for infective cases.

#### New points discussed:

 As part of initiation of Antimicrobial Stewardship Program, AWARE categories of antibiotics (as given by WHO) was shared with the faculty.



SN	Points discussed	Decision	Responsibility	Target Date	Status
1	JUSTIFICATION FORMS: Justification forms for restricted antibiotics to be regularly received by the ICNs	It was discussed that justification forms for high-end & restricted antibiotics need to be filled by the faculty	Faculty, ICN & Clinical Pharmacist.	Date not fixed	In process
2	CSSD – Dump lift & sterile lift are not in working condition. Clear the complaints and make sure it is processing.	It was discussed that CSSD dump lift and sterile lift are not functioning and need to clear the issue and CSSD items to be transferred only through this lift.	Maintenance & CSSD dept.	Date not fixed	In process
3	Leakage in CSSD wall in the ETO room	It was discussed that there are leakages in CSSD, and it needs to be rectified as soon as possible.	Maintenance.	Date not fixed	Completed

Prepared by: Dr. M. Annalle

Approved by: De P. Sargure

(Convener)

(ICO)