

## MEDICAL CELL -2024-25

### **Purpose**

To provide immediate and basic medical care to students and staff, promote health and wellness on campus, manage medical emergencies, and serve as a liaison with local hospitals for advanced medical support.

### **Functions**

- Provide first-aid and primary medical care for minor illnesses and injuries on campus.
- Manage and respond to medical emergencies efficiently.
- Maintain and manage the inventory of the medical room (first-aid kits, medicines, equipment).
- Organize health check-up camps and vaccination drives in collaboration with hospitals.
- Conduct awareness sessions on topics like hygiene, mental health, and substance abuse.
- Maintain confidential health records of treated cases.
- Coordinate with local hospitals and clinics for referrals and emergencies.
- Ensure a hygienic environment in hostels and cafeterias through periodic checks.

### **Objectives**

- **Prompt Medical Response**

Ensure immediate and effective care for any medical situation on campus.

- **Preventive Healthcare**

Promote a healthy lifestyle and preventive practices among students and staff.

- **Awareness & Education**

Educate the campus community on crucial health issues.

- **Preparedness**

Be prepared with plans, contacts, and supplies for any medical emergency.

- **Supportive Environment**

Provide a supportive and caring environment for those in medical need.

- **Compliance**

Adhere to all health and safety guidelines prescribed by the institution and government

## Committee Composition

S. No.	Name	Designation	Role in Committee
1	Dr. Ch. Mallikarjun	Principal	Chairman
2	Dr. Ashok Reddy	Assoc.prof	Member & Chief Coordinator
3	Mrs. P.V. Padmavathi	Administrative Officer	Member
4	Mr. N. Hanumantha Rao	Student Affairs Coordinator	Member Secretary
5	Dr. Smitha Reddy	Visiting Medical Officer (VMO)	Medical In-Charge
6	Ms. A. Lakshmi	Staff Nurse	Member
7	Ms. B. Sravani	Student -- Final Year CSE	Student Representative
8	Mr. Karun kumar	Student -- Final Year EEE	Student Representative

## Meeting Frequency

- **Biannual Meetings:** One at the start of each semester to plan health initiatives.
- **Review Meetings:** Convened as needed after major medical events or drills.

## Reporting & Documentation

- **Minutes of Meeting (MoM):** Recorded for every meeting.
- **Medical Logs:** Daily record of treated cases (maintaining patient confidentiality).
- **Inventory Records:** Stock register for medicines and medical supplies.
- **Emergency Drill Reports:** Documentation of mock drills and outcomes.
- **Camp & Workshop Reports:** Details of health events organized.
- **Compliance Reports:** Submitted to management as required.