



अखिल भारतीय आयुर्विज्ञान संस्थान, ऋषिकेश
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Dated: 26-05-2025

Minutes of Meetings on COVID-19 Preparedness and Response

Location: MS Office / Executive Director's Office

Dates: 23rd May 2025 and 26th May 2025

Meeting 1: COVID-19 Update and Preparedness

Date: 23rd May 2025

Time: 3:00 PM

Venue: MS Office

Chairperson: Prof. Dr. B. Satya Shree, Medical Superintendent (**Convened under:** Guidance of the Executive Director)

Purpose: Review of recent COVID-19 cases and communication with the State Health Authority

Attendees:

1. Prof. B. Satya Shree – Medical Superintendent
2. Prof. Yogendra Pratap Mathuria – Microbiology
3. Prof. Nilotpal Choudhury – Pathology
4. Dr. Prasan Kumar Panda – General Medicine
5. Dr. Smita Sinha - Department of Community and Family Medicine
6. Dr. Prakhar Sharma – Pulmonary Medicine

Key Discussions and Decisions:

- MS welcomed all attendees and took updates regarding recent COVID-19 cases.
- It was noted that three positive COVID-19 cases had been detected in the hospital during the past week.
- The situation was assessed as part of a seasonal outbreak; no panic was advised.
- Weekly monitoring meetings will be held for timely service upgradation.
- A circular promoting "COVID Appropriate Behaviour" (CAB) among all healthcare workers (HCWs) was released on 24th May 2025. Key directives included:
 - Use of face masks (preferably N95) when indicated
 - Regular hand hygiene and social distancing
 - Avoidance of crowding in hospital areas
 - Immediate self-care and medical consultation in case of flu-like symptoms

State Authority Update (Post-Meeting Communication – 24th May 2025):

In response to an urgent state-level email from the Dehradun Office:

- A high-level meeting summary was shared highlighting:
 - Adequate preparedness of the hospital including availability of PPE, ICU beds, oxygen, ventilators, isolation facilities, and advanced diagnostic tools (RT-PCR, Multiplex PCR, genome sequencing).
 - Issuance of internal advisory promoting strict CAB.

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- Implementation of phased COVID-19 response protocol, as per case surge.
- Request for state-level support with NGS kits.
- Suggestion to maintain a well-structured SARI referral system across Uttarakhand.

Meeting 2: Review of COVID-19 Surveillance

Date: 26th May 2025

Time: 11:30 AM

Venue: Executive Director's Office

Chairperson: Executive Director

Purpose: Follow-up review and situational update

Attendees:

1. Prof. Meenu Singh, Executive Director & CEO
2. Prof. B. Satya Shree – Medical Superintendent
3. Prof. Yogendra Pratap Mathuria – Microbiology
4. Prof. Nilotpal Choudhury – Pathology
5. Dr. Prasan Kumar Panda – General Medicine
6. Dr. Pradeep Agarwal - Department of Community and Family Medicine
7. Dr. Prakhar Sharma – Pulmonary Medicine

Key Discussions and Decisions:

- The Executive Director welcomed the attendees and briefed on the Centre's plan regarding the ongoing outbreak.
- It was decided to:
 - Continue close monitoring of all new COVID-19 cases.
 - Conduct Next Generation Sequencing (NGS) of isolated pathogens.
 - Reinforce COVID appropriate behaviours across all departments.
 - Adopt a "Wait and Watch" policy with readiness to escalate responses if needed.

Conclusion:

All meetings were concluded with expressions of gratitude from the attendees. The institution reaffirmed its commitment to proactive surveillance, evidence-based preparedness, and adherence to national and state guidelines in managing COVID-19 cases.

Signature of all above attending:

Dr. Prakhar Sharma
(Addl. Professor)
Pulmonary Medicine

Dr. Smita Sinha
(Addl. Professor)
Community and Family Medicines

Dr. Pradeep Agarwal
(Addl. Professor, CFM)

Dr. Prasan Kumar Panda
(Addl. Professor)
General Medicine

Prof. Nilotpal Choudhury
(Pathology Dept.)

Prof. Yogendra Pratap Mathuria
(HOD, Microbiology)

Prof. B. Satya Shree
(Medical Superintendent)

Prof. Meenu Singh
(Executive Director & CEO)