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**MINUTES OF THE 1st MUG MEETING
Medical Section
IIT Guwahati**

The 1st meeting of the Medical User Group (MUG) committee 2022-23 was held on 22.11.2022 at 03.30 PM in the Conference Room of IIT Guwahati Hospital. The meeting was convened by Mr. Mohan Chandra Nath, Member Secretary of MUG 2022-23.

The following members of MUG were present in the meeting viz.:

1. Dr. Anuj Kumar Baruah
2. Prof. K.S.R. Murthy
3. Dr. Kula Kumar Senapati
4. Mr. Jayanta Kr. Mout
5. Mr. Ankit Saraf, GS Welfare Board
6. Mr. Uttam Meena
7. Mrs. Soumita Dalal
8. Mr. Mohan Chandra Nath

Dr. L. Barua and Prof. Sandip Paul could not attend the meeting due to their sudden indisposition.

Mr. Aditya Kr. Gogoi and Mr. Ishu, General Secretary HAB could not attend this meeting due to their prior engagements.

Mr. Mout, GS IITGNTEA represented Mr. Dhiren Chandra Sarmah and Mr. Ankit represented Mr. Ishu, GS HAB. Both Mr. Sarmah and Mr. Ishu were absent from the meeting due to their prior engagements.

Mr. Nath, Member Secretary of MUG introduced all the members present in the meeting.

Agenda for this meeting and subsequent resolution passed was taken up as follows:

1. Confirmation of minutes of the last meeting held on 11th MAY 2022.

The hospital briefed the MUG members about the follow-up action taken on the decision taken in the previous meeting held on 11th May 2022 (a copy of the Action Taken Report attached at the end of the minutes).

R/MUG/01/2022/1: The members confirmed the minutes of the MUG meeting held on 11th May 2022.

2. Revision of time limit submission of medical reimbursement claim in view of OM from the MoHFW, GOI.

The matter regarding revision of time limit for submission of medical reimbursement claim has been revised to 06 months. The Office Memorandum vide ref no. No. I-60/2017-CGHS/C&P/EHS dated 01st JUNE, 2020 from the Ministry of Health & Family Welfare, GoI on this matter was placed for a discussion.

R/MUG/01/2022/2: The members resolved that the matter related to *revision* of time limit for submission of medical claim to *06 months* be placed to higher authorities for approval.

3. Issue of free medical aid/care to security personnel engaged in IIT Guwahati duties.

The matter came for a discussion on a letter was received from the Outsourced Security Agency requesting for medical aid or care for security personnel engaged in security duties in the campus. A Gazette of India Notification was also read out regarding free annual medical camps for employees engaged in duties entailing occupational safety and health standards code. The HOS Medical Section opined that the occupational health care is specialized topic needs a detailed discussion prior to coming to any kind of conclusion on the topic.

R/MUG/01/2022/3: The members resolved that matter should be brought to the notice of Institute Authorities and meeting should be convened with all stake holders that includes sections hiring the services all outsourced employees engaged in IIT Guwahati duties. The outcome of the meeting will be taken up for discussion in the next MUG meeting.

4. Digitalization of Medical Booklet.

The Hospital informed the MUG that Ayushman Bharat Digital Mission (ABDM) will be implemented from next year and digitization of medical records of the patients will come the purview of ABDM.

No resolution was passed on the matter.

5. Reduction of fine on Medical Booklet.

The Hospital informed the MUG that the resolution on imposition of fine of Rs500/- for medical record book lost by users was taken in a HoAB meeting in 2017. The members opined that MUG is not the appropriate forum for taking up the matter.

No resolution was passed on the matter.

Handwritten signatures in blue ink, including the name 'Basu' and 'Sunita Dalal'.

6. Ambulance Policy for students.

The Hospital informed the MUG that Institute has "IIT Guwahati Ambulance Policy" for all its users.

The policy was approved in the 108th BOG meeting of the Institute.

7. Clarification on First aid and generic medicine box from medical section at hostel desk.

The Hospital informed the MUG that a resolution was already taken in a HoAB meeting in 2017 on purchase of first aid items for hostels/departments/centres from their respective contingency funds. The hospital will advise/ provide the list of items that should kept in first-aid box. The members opined that the hospital will not provide any first aid items to any hostels/ departments/ centres.

No resolution was passed on the matter.

Besides these agenda items, the following issue came for discussion"

8. The students' representative raised the issue of inappropriate response of the hospital reception desk on some occasions when ambulance support for hostel students was called especially at night.

R/MUG/01/2022/4: The MUG resolved that the students' welfare wing should carry out a *feedback survey* on the experience of the students on hospital's response on incidents of medical emergency call for ambulance needs.

9. Functioning of Patient's Token Number Display.

R/MUG/01/2022/4: The MUG resolved that hospital should immediately restart the Patient's Token Number Display for the benefit of all patients waiting in queue for OPD visit in the Institute hospital.

The meeting ended with a vote of thanks to all by Convener.



(Dr. Anuj Kumar Baruah)



(Prof. K.S.R. Murthy.)



(Dr. Kula Kumar Senapati)



(Mr. Jayanta Kr. Mout)

(Mr. Ankit Saraf)

(Mr. Uttam Meena)



(Mrs. Soumita Dalal)



(Mr. Mohan Chandra Nath)