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**Rajiv Gandhi Super Specialty Hospital Society
Tahirpur, Delhi – 110093**

No. F.10/15/RGSSH/2015-16/42-47

Date: 17th Mar 2016

MINUTES OF THE MEETING

To
Hon'ble Chairman & Members of Governing Council
'Rajiv Gandhi Super Specialty Hospital Society'

Enclosed herewith please find Minutes of the Governing Council Meeting held on 28th Jan 2016. The minutes have been approved by Chief Secretary, Govt of NCT of Delhi & Chairman of Governing Council.

Chief Secretary, Govt. of NCT of Delhi – Chairman
Pr Secretary (Finance), Govt. of NCT Delhi – Member
Secretary (H&FW), Govt. of NCT of Delhi – Member
Secretary (AR), Govt. of NCT of Delhi – Member
Dean-MAMC – Member
Director (Planning), Govt. of NCT of Delhi – Special Invitee

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Shuaal
Dr S K Khattri
Member Secretary

5710

**RAJIV GANDHI SUPER SPECIALITY HOSPITAL SOCIETY
TAHIRPUR, DELHI -110093**

Minutes of the Meeting of Governing Council

A meeting of Governing Council of Rajiv Gandhi Super Specialty Hospital Society was held on Thursday, 28th Jan 2016 at 5 PM under the Chairmanship of Chief Secretary, Govt. of NCT of Delhi. The meeting was attended by the following:

Shri K K Sharma, Chief Secretary – Chairman

Shri S N Sahai, Pr Secretary (Finance)

Shri Amar Nath, Secretary (H&FW)

Dr Vasantha Kumar N, Secretary (AR)

Dr Deepak Tempe, Dean-MAMC

Dr. B K Sharma, Director (Planning)

Dr S K Khattri, Director, Rajiv Gandhi Super Specialty Hospital

The agenda items were discussed in the meeting and the decisions taken by the Governing Council are as under:-

1. At the outset the Member Secretary made a detailed presentation about the status update of the hospital and action plan for operationalization of 250 beds in first phase by the end of March 2016.
2. Director proposed the recruitment rules for various teaching and non-teaching posts which was circulated as a part of agenda.
 - I. **Recruitment Rules for Assistant Professor** – The recruitment rules for the post of Assistant Professor as approved by Medical Council of India, CHS and AIIMS are same i.e. Fresh DM / MCh or equivalent. Thus the Governing council approved the RRs for the post of Assistant Professor as proposed in the agenda.

- II. **Recruitment Rules for Associate Professor** – The recruitment rules for the post of Associate Professor as approved by Medical Council of India i.e. 2 years experience as Assistant Professor + Minimum of two research publications in indexed/national journals. Provided that these research publications are published/accepted for publication in the Journals by the National Associations/ Societies of the respective specialties as the First Author. Further provided that the requirement of 2 research publications must be published during the tenure of the Assistant Professor. Thus the recruitment rules proposed for this post have been approved.
- III. **Recruitment Rules for Professor** – The recruitment rules for the post of Professor as approved by Medical Council of India i.e. 3 years experience as Associate Professor + Minimum of four research publications in indexed/national journals. Provided that these research publications are published/accepted for publication in the Journals by the National Associations/Societies of the respective specialties as the First Author. Further provided that the requirement of 4 research publications for promotion to the post of Professor should be taken on cumulative basis with minimum of 2 research publications must be published during the tenure of the Associate Professor. After detailed deliberation on the RRs for Professor, it was decided by the Governing Council that instead of 3 years experience as Associate Professor, we may have 4 years experience as Associate Professor. With this modification, the RRs for Professor were approved by the Governing Council.
- IV. The Director suggested that Recruitment rules for other posts are more or less similar to the posts that exist in Delhi Govt. and its autonomous Societies. The Governing Council agreed in principle for the proposed recruitment rules and suggested that the Director should work with Health department for any modification / improvement in these RRs if required. The Director submitted that nurses and technicians are also immediately required along with the doctors for operationalization of 250 beds in phase I. Thus the Recruitment rules proposed for nurses was also discussed. After a detailed deliberation, the Chairman directed that in case of nurses we should categorize them into four categories of nurses i.e. Staff Nurse, Nursing

5712

Sister, ICU Nurse and OT Nurse and may have separate RRs. This has been done and are as follows:

Name of the Posts	Qualification/Experience
Staff Nurse	Essential Qualification: 1. B.Sc. Nursing from a recognized Institution Or Matriculation or equivalent with Certificate in General Nursing and Midwifery from a recognized Institution or equivalent. 2. Knowledge of Computers. Registration with Delhi Nursing Council is mandatory at the time of joining.
Nursing Sister	Essential Qualification: 1. B.Sc. Nursing from a recognized Institution Or Matriculation or equivalent with Certificate in General Nursing and Midwifery from a recognized Institution or equivalent. 2. Knowledge of Computers Experience: 1. Five years experience as Nursing Sister in a Super Specialty Hospital of repute. Registration with Delhi Nursing Council is mandatory at the time of joining.
ICU Nurses	Essential Qualification: 1. B.Sc. Nursing from a recognized Institution Or Matriculation or equivalent with Certificate in General Nursing and Midwifery from a recognized Institution or equivalent. 2. Knowledge of Computers. Experience: 1. Five years experience as ICU Nurse in a Super Specialty Hospital of repute. Registration with Delhi Nursing Council is mandatory at the time of joining.
OT Nurses	Essential Qualification: 1. B.Sc. Nursing from a recognized Institution Or Matriculation or equivalent with Certificate in General Nursing and Midwifery from a recognized Institution or equivalent. 2. Knowledge of Computers. Experience: 1. Five years experience as OT Nurse in a Super Specialty Hospital of repute. Registration with Delhi Nursing Council is mandatory at the time of joining.

The Governing Council also decided that the selection process should include a written test. The Director informed the members that Hon'ble Minister of Health who is also Patron of the Society has conveyed that nursing staff of the hospital should be outsourced. The Director informed that compensation structure for nurses in corporate hospital is based on demand and supply and the compensation is lower than approved pay scales in the Govt. hospitals. Pr Secretary (Finance) also agreed with this point of view and informed that staff nurses in Apollo hospital Delhi are paid about Rs 15000/- per month. Aligning with the view of Health Minister efforts shall be made by the hospital to outsource nursing staff and keep the wages of staff nurse in the range of Rs 12000/-

56/0

– Rs 15000/- per month and wages for Nursing Sister, OT Nurses and ICU nurses in the range of Rs 30000/- – Rs 35000/- per month. At this stage Pr Secretary (Finance) suggested that the hospital should create a corpus of funds out of savings in operating cost which would be used for paying incentives to the performing staff in the hospital based on metrics and not simply by recommendations.

Recruitment rules for the post of Associate Professors and Professors in support specialties such as Anesthesia, Pathology, Radiology, Microbiology and Biochemistry will be placed before the Governing Council in subsequent meeting as a part of promotion policy. Similarly recruitment rules for Medical Superintendent, Nursing Superintendent, Deputy Nursing Superintendent, Assistant Nursing Superintendent, Librarian etc. will also be placed subsequently

3. The Governing Council examined the issue of implementation of user charges and business model together and approved CGHS pricing for the hospital. It was decided that the cost of free beds would be met by Government of NCT of Delhi so effectively the Delhi Government would be buying the healthcare services from the hospital and paying for it. User charges shall be applicable to all patients except the following:

- I. Medico-legal procedure including examination of child abuse
- II. Road side accidents / patient requiring stabilization and referred to other hospitals for further care within next 12 hours.
- III. Hospital staff and their dependent family members
- IV. In case of an unsuccessful outcome (death) final settlement of unpaid bills shall not be enforced.
- V. In case of emergent life threatening situations no person shall be denied treatment to save life regardless of inability to pay.

The Director informed that the revenue impact of this policy would be placed before the Governing Council periodically. The percentage of beds to be paid for by Govt. at CGHS rates would be based on government's approval.

4. The proposal of Cashless policy for Delhi Govt., ESI, Insurance TPAs, Other state Govt., PSUs, Central Govt. and corporate were approved in principle. The Pr Secretary (Finance) suggested that this scheme should be implemented initially for the working / retired employees of Delhi Govt. Health Scheme and gradually to others keeping one principle in mind that the revenue cycle management should be

357C

included in the MOU to be signed with such organization so that there are no long outstanding payables to the hospital.

5. The Director informed that the hospital is not likely to draw any GIA in FY 2015-16 since there is sufficient unspent balance available to meet the expenditure in the current fiscal. Proposal for utilization of unspent balance has been submitted to the Govt.
6. Budget estimate for FY 2016-17 was approved as follows:

Heads	Amount (in Rs.)
A.1 (1) (4) (10) – GIA to Rajiv Gandhi Super Specialty Hospital	
A.1 (1) (4) (10) (1) – Grant in Aid General	50.00 Cr
A.1 (1) (4) (10) (2) – Grant in Aid for Creation of Capital Assets	10.00 Cr
A.1 (1) (4) (10) (3) – Grant in Aid Salaries	65.00 Cr
A.1 (1) (4) (10) (4) – Grant in Aid for Machinery & Equipment	25.00 Cr
Total	150.00 Cr

7. Expenditure statement from 1st April 2015 – 19th Dec 2015 was noted.
8. The Director informed the Governing Council that the Govt. has constituted a structure of selection committee for doctors and the Secretary Health has nominated members of the committee and experts for the same.

Members of the core committee for selection of doctors are as follows:

S. No.	Name	Designation	Official Designation	Link Officer	Link Officer Designation
1	Deepak Tempe	Chairman	Dean, Maulana Azad Medical College	Dr Arun Aggarwal	Former Dean, Maulana Azad Medical College
2	Dr Tarun Seem	Member	DGHS & Secretary (H&FW)	Dr Amita Saxena	Regional Director (East)
3	Smt. Madhu Garg	Member	Spl. Secretary (H&FW)	Sh. Faiz O Hashmi	Spl. Secretary (H&FW)
4	Dr Anil Agarwal	Member	Dir. Professor, GB Pant Hospital	Dr Rajiv Uppal	Dir. Professor, Anesthesia GB Pant Hospital
5	Dr S P Jayant	Member	SAG, GB Pant Hospital	Dr Hriday Nag	Prof. GI Surgery, GB Pant Hospital
6	Dr S K Khattri	Member Secretary	Director - RGSSH		

54/c

In addition to above members, there will be two subject experts in each field from other Super Specialty Hospitals in the selection committee already nominated by Secretary (H&FW).

Selection committee for equivalent posts other than Group A posts were approved as follows:

Chairman – Director, Rajiv Gandhi Super Specialty Hospital

Representative/s from Health & Family Welfare department

Two outside experts from relevant fields of specialty

9. Pr Secretary (Finance) and Chairman Finance Committee, RGSSHS informed that he has gone through the Audited statement of accounts i.e. Statutory Audit Report and CAG Audit Report for FY 2014-15.

The Governing Council approved both the statutory and CAG audited statements.

10. The Governing Council discussed the requirement of proposed equipments in pipeline which were approved and are as follows:

S. No.	Name of Equipment	Estimated Cost (in Cr)
1.	256 Slice CT Scan	11.0
2.	3.0 Tesla MRI	14.0
3.	Ventilators	6.0
4.	Anesthesia Work Station	3.0
5.	OT Equipments & Instruments	10.0
6.	Nephrology, Urology equipments	7.5
7.	Endocrinology, Rheumatology equipments	1.0
8.	Cardiology, Cardiac Surgery, Thoracic Surgery & Vascular Surgery equipments	6.0
9.	Gastroenterology, GI Surgery equipments	6.0
10.	Fluroscopy equipment	6.0
11.	Digital Flat Panel Radiography Units	1.4
Estimated cost (approx.)		72.0

As per Govt. policy equipment which cost more than 1 Crore would need approval of Minister of Health, Govt. of NCT of Delhi.

53/c

There was discussions regarding installation of MRI on captive basis or on outsource basis. The majority was of the view that MRI should be installed on captive basis

11. Item 13 of agenda i.e. the society has been granted registration as charitable society under section 12 A was noted.
12. The Governing Council discussed the procurement of One ALS Ambulance and approved the same. Secretary Health informed that CATS have purchased ambulances and one would be placed in the hospital. The hospital can also take rates from CATS for procurement of ambulance from the same vendor and procure one ALS ambulance for the hospital.
13. Item 15 of Agenda regarding Appointment of Naveen Sudhir Associates as Statutory Auditors for FY 2015-16 was approved.
14. With the permission of the Chair, Sh Amar Nath, Secretary (H&FW) placed before the Governing Council proposal for extension of Tenure of Dr S K Khattri, Director RGSSH. Dr S K Khattri was initially appointed for a period of 3 years which is extendable up to a maximum age of 70 years. His initial appointment was till 31st Dec 2015 which was extended by the Govt. for a short period of 3 months till 31st Mar 2016 as an interim measure. The officer is 59 years 10 months old. Secretary (H&FW) requested the Governing Council to take a view on granting further extension to Dr S K Khattri. The matter was examined and discussed in details. The Governing Council decided that there should be stability in the tenure of Director for effective implementation of the objectives of the Society. The Governing Council approved the extension of Dr S K Khattri as Director for a period of 2 years or till he attains the age of 62 years, whichever is earlier w.e.f. 1st April 2016 and that the Director's performance should be appraised on a yearly basis.

The Governing Council decided that amendments in MOA & Rules of RGSSH Society in Para 16.2 should be made which should state that after initial appointment of three years the tenure of the Director shall be extended for a minimum period of two years each time up to a maximum age of 70 years.

Meeting ended with a vote of thanks to the Chair.

S.K. Khattri

Dr. S.K. Khattri
Director

Rajiv Gandhi Super Speciality Hospital
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