

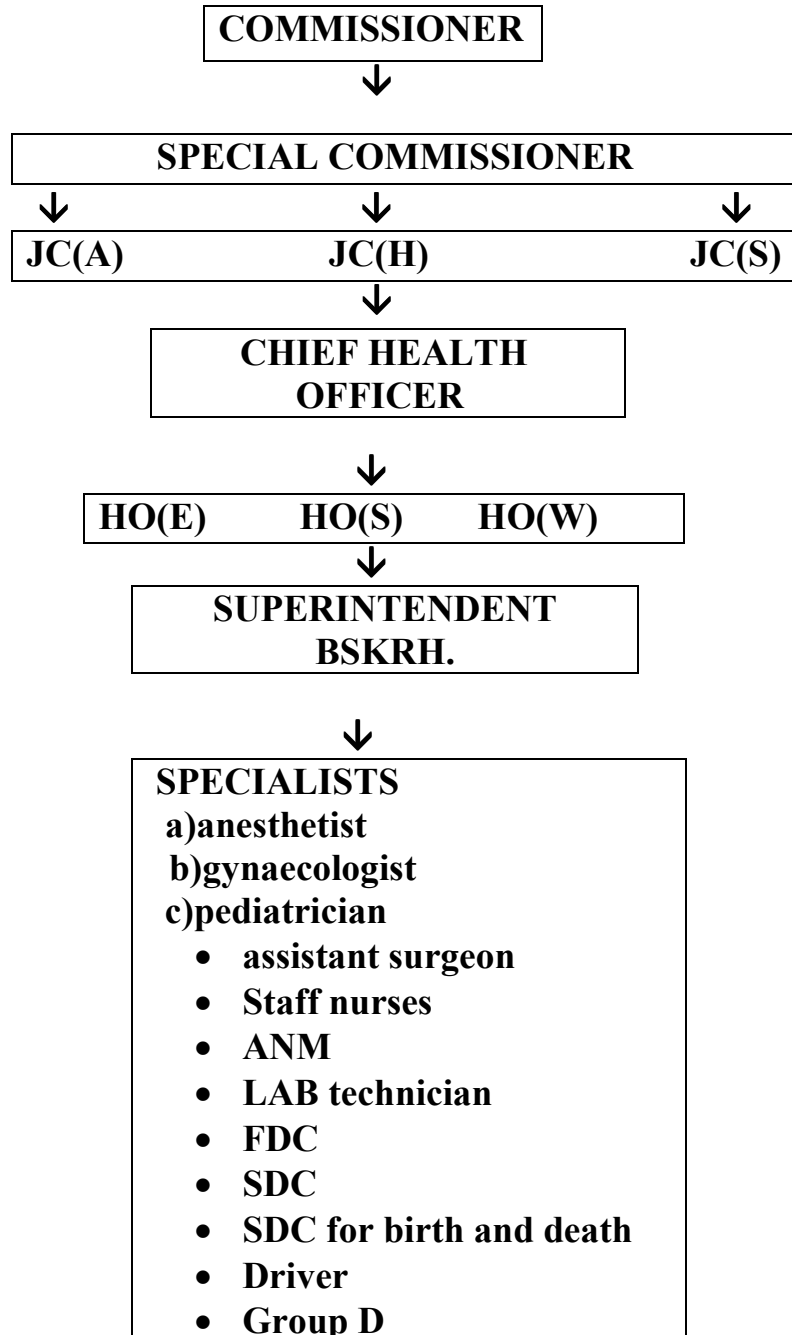
BANASHANKARI REFERRAL HOSPITAL

RTA 2005 SECTION 4 (1) (B)

I. Particulars of its organization, functions and duties;

a. Name of the Office : BSK R.H. Bangalore, 27TH Cross, 17th Main near
BSK Police station, BSK 2nd Stage B, Bangalore-70

b. Organization Chart



I(b).Functions and Duties of the Hospital:

- It is a primary referral hospital
 - Baby friendly hospital
 - Training Centre for MTP, Minilap
 - The clinical material at the hospital is utilized by interns and nursing students of private medical and nursing colleges
 - BSK R.H. Zone has 6 maternity homes, 8 health centers, 5 dispensaries,6UFWCS
 - At BSK R.H. following facilities are available –
 1. Deliveries round the clock
 2. Major surgeries like hysterectomy, caesarean section, tuboplasty, endoscopic surgeries, etc
 3. Minor procedures – D & C, medical termination of pregnancy, hysteroscopy, colposcopy
 4. Sterilization operations – Tubectomy, laparoscopic sterilization
 5. Family Planning procedures – IUCDs, Oral Pills, Nirodh distribution
 6. Basic laboratory facility
 7. OPD – Daily
 8. HIV counseling and testing for pregnant women – under PPTCT project
 9. Cancer detection camps in coordination with KIDWAI doctors
 - 10.Treatment of dog-bite cases including post exposure prophylaxis with tissue culture vaccines and immunoglobulins
 - 11.Treatment of T.B. cases under RNTCP project
 - 12.Immunization programme
 - 13.Ultrasound scanning for pregnant women
 - 14.Malaria surveillance
 - 15.Pulse polio programme
 - 16.Distribution of birth certificates
- Nominal Fee is collected for some facilities which is a source of revenue for BBMP

II.Powers and Duties of its Officers and Employees

a.Superintendent - Dr. H.N.Gangalakshmi.

- Supervision of MH activities
- Alternate arrangement of staff during leave period
- Clinical work.

b. Specialists

Gynaecologists

1.Dr. Jalaja R. V.

- Antenatal cases checkup
- Major / Minor surgeries
- Trainer for MTP / Minilap
- OPD cases checkup
- Incharge of PPTCT project and establishment of BSKRH
- Incharge of MR Bills and JSY cheques
- Incharge of Telephone,water and electricity bills

2.Dr. Shashikala (On OOD lien at PMH UFWC)

- Antenatal cases checkup
- Major / Minor surgeries
- Trainer for MTP / Minilap
- OPD cases checkup
- Incharge of Ultrasound scanning and
- Incharge of Madilu Yojane
- Treatment of dog-bite cases
- Incharge of CDC Camps

3.Gynaecologist Post vacant

4.Anesthetist Post vacant

Assistant surgeon/Paediatrician

5.Dr Girija

- works as paediatrician
- incharge of Hospital stores
- awareness regarding breast feeding to the
- post natal mothers(baby friendly hospital initiative)

Assistant Surgeon

6.Dr.Latha

- Incharge of user fees
- Also works at Yarab Nagar HC

c. Staff Nurses -

- **Gracy Cherian**
 - Conducts deliveries and other hospital activities
 - I/C condemned articles,biomedical waste disposal
 - maintenance of hospital cleanliness
- **Dhanalakshmi**
 - Conducts deliveries and other hospital activities
 - maintenance of hospital cleanliness
 - I/C hospital linen
- **Krishnaveni**
 - Conducts deliveries and other hospital activities
 - maintenance of hospital cleanliness
 - I/C substore stock, dog-bite injection
- **Gracy Shantha**
 - Conducts deliveries and other hospital activities
 - maintenance of hospital cleanliness
 - I/C major OT, instruments

- **Claura Geetha-I/C OPD,housekeeping and reporting work**
- Gunasundari-I/C Minor O.T,Incharge of postoperative ward**

d. SDC

- **Veerabhadraiah**
 - prepares salary bill of the staff
 - follow-up of files
- **Indira Bahaddur (birth and death)**
 - helps in procuring drugs and other items from the main store
- **I/C of (birth and death)**
- **registration of birth and ditrbution of birth certificates**

e. Driver

- **Ramachandra – driver of ambulance & its maintenance**
- **Harlees - driver of ambulance and its maintenance**

f. Peon

- **Ravikumar – tapal work**

g. Ayah

- **Jayamma – works in major OT**

h. P.K.

- **Subbamma – works in labour ward**

III.The Procedure Followed in decision making Process,including channel of supervision and accountability

The decision making lies partly with Superintendent of the referral hospital(For the entire Zone).In some areas, the applications are forwarded to higher authorities and decision given by them is followed.

Superintendent follows the Instructions/advise/Orders from Health officer(s),CHO and JC(H) and JC(ADmn),Special commissioner and commissioner and other higher authorities.

IV.The norms set by it for the discharge of its functions

The Norms/Protocols set by World Health organization(WHO),Indian medical council for diagnostic and therapeutic purposes are followed at BBMP Hospitals.

V.The rules,Regulations,Instructions,Manuals and Records held by it or under its control:or used by uts employees for discharging its functions

The Indian medical council protocols are followed and the guidelines and orders of CHO/Higher authorities of BBMP are followed.

VI.A statement of the categories of documents that are held by it or under its control.

- 1.Attendance book**
- 2.OPD book**
- 3.Drug Stock book**
- 4. Parturition book**
- 5. ANC book**
- 6. Birth Register**
- 7. Admission book**
- 8. Major OT book**
- 9. Sterilization Book**
- 10. IUCD book**
- 11.MTP/ D&C book**
- 12. Dog-bite cases book**
- 13. Dog-bite injection book**
- 14. Referral book**
- 15. Milk book**
- 16. Linen book**
- 17. Bread book**
- 18.Condem book**
- 19. Acquittance book**
- 20. PR register**
- 21. Tapal Book**
- 22. House surgeons attendance book**
- 23. Nursing students attendance book**
- 24. MTP/Minilap Training book**
- 25. Electricity / Waterbill book**
- 26. Userfee book**
- 27. Log book of ambulance**
- 28. Family welfare maintenance book**
- 29. Board of visitor meeting book**
- 30.Madilu Yojane Beneficiaries Register**
- 31.Milk Supply(to inpatients) Register**
- 32.JSY Beneficiaries Register**
- 33.Health cards to Employess Register**

VII. The Particulars of any arrangement that exists for consultation with or representation by members of the public in relation to the formulation of its policy or implementation there of;

- **Health education/Health awareness campaigns**
- **Through complaint box**
- **Through Medical officer or Medical superintendent of Referral hospital.**

VIII. A statement of the boards, Councils, Committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, Councils, Committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;

Board of visitors (Total 12 members) For each hospital is constituted and Meetings are held by them periodically. Minutes of the meetings are documented and their advice is followed.

IX.A directory of its officers and employees;

X.The monthly remuneration received by each of its officers and employees,including the system of compensation as provided in its regulations;

Sl no	NAME	Designation	Basic pay	Pay Scale
1	Dr.H.N.Gangalakshamma	Medical Superintendent	28,950 +2025	18,150-26,925
2	Dr.R.V.Jalja	Obstetrician and gynaecologist	25,650	18,150-26,925
3	L.V.Barthi	Staff Nurse	15,600	10,000-18,150
4	R.Nirmala	J.H.A.F	7,800	6,250-12,000
6	Manjuladevi	J.H.A.F	9,275	6,250-12,000
7	Selvi	Ayah	5,800	4,800-7,275
8	Savithri	P.K	8,400	5,200-8,200
9	Venkatamma	P.K	8,200	5,200-8,200
10	R.Subramani	Night watchman	7,625	5,200-8,200
11	S.Ramachandra	Driver	9,050	7,275-13,350
12	R.Raghavendra	SDC	6,375	5,800-10,500
13	R.Ravikumar	Peon	7,100	5,200-8,200
15	Boramma	Ayah	7,625	5,200-8,200

XI. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

Not Applicable

XII. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes

Not Applicable

XIII. Particulars of recipients of concessions, permits or authorizations granted by it;

Not Applicable

XIV. Details in respect of the information ,available to or held by it, reduced in an electronic form.

The informations with respect to Banashankari Referral Hospital are available in website:www.bmponline.org

XV. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;

Not Applicable

XVI.The names,designations and other particulars of Public information officers;

**1. Dr.Saraswathi-Medical superintendent of
Banashankari referral hospital**

2.1st APIO-Health Officer-(South)

3.2nd APIO-JC(Health)

XVII.Such other information as may be prescribed,and there after update these publications every year;

Not applicable