

JJNRH , AVALAHALLI HC
RT/2005 SECTION 4 (1)(a)

41(A) MAINTENANCE OF ALL RECORDS OF THIS HOSPITAL DULY CATALOGUED AND INDEXED IN A MANNER AND FORM AS PER RTI ACT.

CATEGORY –‘A’

SL. NO.	PARTICULARS	CODE	TOTAL
1.	Parturition Register	PAR	Nil
2.	Birth and Death Register	BDR	Nil
3.	Indent Book	IDB	4
4.	Niyojana File	DPF	-
5.	Transfer File	TRF	-
6.	Circulars (Suttalegal Adesha)	ADR	1
7.	Service Book (Old+New)	SRR	-
8.	Acutance Rolls & Pay and Other Allowances.	AQR	-

CATEGORY-‘B’

SL. NO.	PARTICULARS	CODE	TOTAL
1.	Repairs and Maintenance Vehicle Register.	RMV	-
	• Petrol Bill Book	-	-
	• Diesel Bill Book	-	-
	• Repair Bill Book	-	-
	• Reading Record Book	-	-
	• KGD Insurance Book	-	-
2.	Festival Advance Register	FAR	-
3.	Legal Files (Nyayalayada Kadatagalu)	LGF	-
4.	Audit Report Follow up Register	AUR	1
5.	User Fees Register		
	• Challen Reg.	CHL	02
	• UF Cash Book	UCB	01
	• Bank Pass Book	BPB	02
	• Receipt Books Counter files.	RCB	125
6.	Stock Book	STB	03

CATEGORY 'C'

SL. NO.	PARTICULARS	CODE	TOTAL	
1.	Scale Register of Establishment	SRE	08	Nil

CATEGORY 'D'

SL. NO.	PARTICULARS	CODE	TOTAL	
1.	PR Register	PRR		Nil
2.	Tappal Book	TPB		01
3.	Attendance Register	ATT		04
4.	Medical Re-imbursement Files	MRS		00
5.	DC Bill Book	DCB		01
6.	Log Book	LOG		Nil
7.	LPC Register	LPC		Nil
8.	Out Patient Register	OPD		05
9.	Admission Register	ADR		Nil
10.	Antenatal Register	ANC		02
11.	Major OT Register	MAJ		Nil
12.	Minor OT Register	MIN		Nil
13.	Infant Register	IFT		Nil

CATEGORY 'E'

SL. NO.	PARTICULARS	CODE	TOTAL	
1.	RTI File	RTI	01	
2.	Casual Leave Register	CLR	01	
3.	Dog Bite Register	DOG	02	
4.	Maternity case sheets	MCS	-	
	▪ Delivery		-	
	▪ Major Case Sheets	SCS	-	
	▪ Sterilisation case Sheets		-	
5.	MTP Register	MTP	-	
6.	IUCD Register	CUT	-	
7.	Lab Register	LAB	01	
8.	Referral Book	RFF	01	
9.	Complaint Files	CPF	01	
10.	Condemn Register	CON	01	
11.	Scaning Register	CON	-	
12.	Doctor's Call Book	DOC	-	