



St. PETER'S ENGINEERING COLLEGE
(UGC-AUTONOMOUS)

Maisammaguda, Opp. Forest Academy, Dhulapally, Kompally, Medchal, Hyderabad - 500055.

MEDICAL CELL

2020-2021



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Committee Members

Proceedings of the Principal, St Peters Engineering College, Maisammaguda (V), Hyderabad.

Sub: Spec, Constitution of Medical committee for the academic year 2020-21

The undersigned is pleased to constitute Medical committee with the following members for the academic year 2020-21 to strengthen the Medical facilities in the Institute.

S.No	Name of the Member	Designation	Department	Position Held
1	Mrs. Rameshwari	Assoc. Professor	S&H	Coordinator
2	Mr.N.Dhananjaya Rao	Assistant Professor	ECE	Member
3	Mr.R.Anusha	Assistant Professor	CSE	Member
4	Mrs. Lakshmi Prasanna	Assistant Professor	MECH	Member
5	Ms.Divya	Assistant Professor	EEE	Member
6	Ms. Renuka	Assistant Professor	CIVIL	Member
7	Dr.JoshiDaniel	Doctor	Medical	Member
8	Mrs.SumaParijatha	Nurse	Medical	Member
9	Finny Abraham	Psychiatrist	Medical	Member
10	Venkatesh	Student	CSE	Member
11	Pallavi.P	Student	IT	Member
12	Bharath. Ch	Student	ECE	Member
13	Hema sunder	Student	MECH	Member
14	Harshita	Student	EEE	Member
15.	Sahithi	Student	Civil	Member



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Medical Committee

FUNCTIONS OF COMMITTEE:

S.NO	Functions of the Cell	Po's
1	Arrangements/monitoring of First-aid box in buses, All labs, Library, Sports and Hostel	Po 8
2	Prepare Health cards for New Students and maintain Health cards for other students	Po 7
3	Counselling the students by Doctor	Po 12
4	Provide an in-house centre for medical Emergencies.	Po 11
5	Availability of Ambulance in college for emergency.	Po 7
6	Provide regular check up to students	Po 9



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Medical Committee

FACILITIES OF COMMITTEE:

1. One room (G5) for dispensary with two beds
2. Full time Nurse with well-equipped dispensary.
3. Ambulance with driver
4. First Aid boxes in all the labs, library and buses



Coordinator



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Medical Committee

Composition of the committee:

1. The composition of the committee comprises one senior faculty member as coordinator from department of science and humanities.
2. One faculty member and one student from department of mechanical engineering.
3. One faculty member and one student from department of electronics and communications engineering.
4. One faculty member and one student from department of civil engineering
5. One faculty member and one student from department of computer science engineering
6. One faculty member and one student from department of electrical and electronics engineering
7. One student from department of Information of technology engineering
8. One doctor for regular check-up of students and faculty's and one nurse for assistance.



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Medical committee

Roles and responsibilities of the committee members:

Committee Coordinator:

1. Coordinator and faculty members shall look after the facilities in dispensary.
2. Coordinator and nurse should maintain the medical bills required in the dispensary
3. Monitoring the First –aid box in buses, all labs, library, sports&hostel and report to the committee on regular basis.
4. Update the student health record or card.

Faculty Member:

5. Members shall look after the facilities in dispensary.
6. Faculty Member schedules the events i.e. seminar or training class for faculty and students
7. updating of health card shall look after by faculty member from committee

Doctor:

8. Check up and reference for any emergence of students and faculty's

Nurse:

9. Regular maintenances of dispensary in campus

Student Member:

10. Encourage more no. of students to join the committee and organize event in the institution.
11. Create Awareness among the students about availability of medical facilities


Coordinator



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MEDICAL COMMITTEE

CIRCULAR

Date: 23/09/2020

All the medical committee coordinators are requested to attend the meeting in board room on 25/09/2020 at 3.00Pm.

S.NO	NAME OF THE STAFF	DEPARTMENT	SIGNATURE
1	Mrs.P. Rameshwari	S&H	
2	Mrs. Divya	EEE	
3	Mrs.G. Udayasree	MECH	
4	Mrs.N.Dhananjaya Rao	ECE	
5	Mr.R.Anusha	CSE	
6	Mrs.Renuka	CIVIL	

coordinator



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MINUTES OF MEETING

Meeting was held by the Medical committee coordinators of all the departments on 25/09/ 2020
at 3.00pm at T3 room

Mrs. P. Rameshwari was presided over the meeting:

AGENDA:

1. Formation of new committee by staff members.
2. Checking first aid boxes in labs, HOD cabins & medical committee member.
3. To encourage the students to join medical committee.

The following members were present in the meeting:

S.NO	NAME OF THE STAFF	DEPARTMENT	POSITION HELD	SIGNATURE
1	Mrs.P. Rameshwari	S&H	Coordinator	
2	Mrs. Divya	EEE	Member	
3	Mrs.G. Udayasree	MECH	Member	
4	Mrs.N.Dhananjaya Rao	ECE	Member	
5	Mr.R.Anusha	CSE	Member	
6	Mrs.Renuka	CIVIL	Member	
7	Mrs.P. Rameshwari	S&H	Member	


Coordinator