

Action Points

Divisional Review Meeting Bokaro (Norht Chotangapur)

Held on 13.02.2013 at Bokaro

The North Chotangpur Divisional Review Meeting was chaired by Mr. K. Vidyasagar, Principal Secretary, DoHFW on 13.02.13 at Bokaro Club Ltd., Bokaro. The Mission Director – NRHM; Director in Chief – Health Services; Director Finance – JRHMS also attended the meeting. All Civil Surgeons, Programme Officers, MOICs, District and Block Level Programme Officers participated in this review meeting. State Programme Management Unit made detailed presentation on various programmes under NRHM with special focus to district / block level performance. Block wise programme physical & financial progress/ performances were reviewed and discussed. The focus given on Health indicators like IMR, MMR, institutional delivery, immunization etc. Following instructions / directions were given –

- **Directed for State Office, Ranchi –**

- Setup bench-mark for the contractual ANMs and Doctors performance based on major programmes indicators which will be used for contract renewal.
- Also setup bench-mark for regular ANMs and Doctors performance based on major programmes indicators which will be used for future transfers-posting and promotion.
- Develop template with guideline for the block level meeting of ANM and Sahiyya.

- **Civil Surgeon directed to –**

- Take disciplinary action against the district and block level officials absent in the meeting and send the action taken report to state.
- Ensure that the benefit of the programme is reaching to the common public and all health facilities. The delivery points must be fully functional.
- Rationalize the posting of ANMs. All the HSC must be functional by at least one ANM. CS directed to certify the rational deployment of ANMs within district and submit State office within 3 days.
- All CS directed to ensure regular meeting of DLVMC, DHM and DHS according to timeline mentioned in guideline send earlier.
- Keep proceedings of each of DLVMC, DHM, and DHS meeting. Action Taken Report (ATR) of the same should be prepared and sent to NRHM head quarter.
- Civil surgeon directed to ensure that the review meetings in CHCs are conducted in regular periods.

- Maintain transparency with proper documentation in procurement process at district and block level.
 - For procurement of drugs according to EDL, districts follow the e-tender process with the support of NIC officials at district level.
 - Details mapping of HSC must be submitted to State Office till 20th March 2013.
 - Civil Surgeon as well MOIC will be fully responsible for proper use of procured equipment's.
 - Take over the all building constructed till date and made them functional till 25th March 2013.
 - Civil Surgeon, Dhanbad directed to submit the details mapping of all health facilities with HR details.
- **All MOIC directed to –**
 - Check and correct the discrepancies in data. MOICs must certify the data/reports before sending it to district / state or uploaded in HMIS.
 - Ensure immunization schedule displayed on health facilities wall.
 - Plan for dropout / left out children for Immunization on campaign mode in non-immunization days.
 - Visit HSCs; attend VHNDs to monitor the services provided at grass root level.
 - ANMs who are not following the ANM Duty Roaster, issue them show-cause letter and take disciplinary action.
 - Ensure regular monthly meeting based on HMIS data with the help of BPM/BAM, ANMs and other staffs and take strict action to improve the performance in all indicators.
 - Ensure regular monthly meeting with ANMs and Sahiyya Sathi.
 - Each of these review meetings must be minuted and the proceedings should be submitted to civil surgeon.
 - Shows cause the ANMs who are poor performing.
 - Stay in CHC headquarters.
 - Conduct special drive for covering left out /dropout children for immunization. Involve local representatives/MLA/PRI members in the campaign.
 - Regarding the backlog payment of JSY, for 6 months or more delay in payment of JSY incentive to beneficiaries/Sahiyya, additional 20% of total incentive amount will be added per month form the salary of MOIC and Block Account Manager of concerned CHC.

- **Human Resource**

- For the district level HR recruitment, the completion date were given by the respective Civil Surgeon –

Bokaro – 31st March 2013 Chatra – 31st March 2013

Dhanbad – 15th March 2013 Giridih – 5th March 2013

Hazaribag – 31st March 2013 Koderma – 31st March 2013

Ramgarh – 31st March 2013

- All Civil Surgeon and MOIC directed to ensure the submission of Appraisal Form of Block Programme Manager and Block Account Manger till 10th March 2013.

- **District and Block level Trainign –**

- All due training must be completed till 25th March 2013 and their expenditure must be booked in book of accounts.

- **Mamta Vahan –**

- Mobile/Phone number of Mamta Vahan Call Centre needs to be printed on the OPD slip.
- Some discrepancies reports of Mamta Vahan were found in some of the blocks. Civil surgeons and MOICs directed to analyse the Mamta Vahan programme, correct the discrepancies, prepare action plan to improve the programme, in next 15 days.
- All Civil Surgeon directed to upload the Mamta Vahan reports in JRHMS website (www.jrhms.jharkhand.gov.in).
- It is clarified that service of Mamta Vahan can be used in transportation of pregnant women from home to HSC, also.
- All Civil Surgeon and MOICs directed to display entitlements of JSSK including free transportation on delivery, Mamta Vahan Phone No., Call Centre Phone no. etc. in all health facilities.
- All Civil Surgeons directed to monitor the Call Centre during nights.
- Involve local representatives for mobilizing the community for pooling of vehicles at panchayat level and awareness regarding Mamta Vahan.
- It has been directed to do proper IEC of Mamta Vahan in campaign mode through News Paper at state level.

- **ANC**

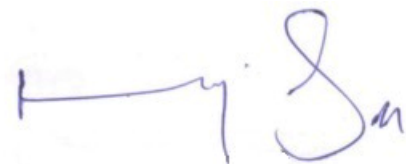
- Figures of ANC shows huge drop out since 1st ANC to 3rd ANC in all the blocks.

- All MOICs are directed to track all the pregnant women and to improve the performance
- Civil surgeon directed to procure IFA tablets according to the Rate Contract made by the State and ensure availability and distribution of IFA Tablets at all the facilities.
- **Institutional Delivery**
 - Figure on institutional delivery was unsatisfactory. Also there is very high percentage of unreported deliveries.
 - All Civil surgeon/MOICs are directed to ensure all delivery points are made fully functional and all MOs & ANMs must stay at the th respective place of posting.
 - SBA Trained ANMs are to be rationally deployed. Left out to be trained immediately.
 - Fix delivery targets for ANMs & Sahiyya and closely monitor their performance.
 - The district and block level monitoring on VHND is instructed with a special focus on ANC.
 - Stop salary and issue show-cause letter to MOs & ANMs posted in PHCs where institutional delivery is less than 10 with reference to review meeting presentation.
 - All Civil Surgeons directed to stop salary and issue show-cause letter to the ANMs who are posted in more than one year at those health sub-center, running in government building, with all required equipment/facilities and not performed institutional delivery. Civil Surgeon also directed to start the process for termination of contract of the contractual ANMs and dept. proceeding in the case of regular ANMs, on the basis of performance with respect to key indicators.
 - Civil Surgeon, Bokaro directed to issue show-cause letter to MOIC - Bermo.
 - Incharge of Pathuria PHC (Jaridih, Bokaro) directed to shift the PHC from existing rented building to start institutional delivery.
 - Civil Surgeon, Bokaro directed to depute 3 ANMs for Gomia CHC sub-centers.
 - Civil Surgeon, Dhanbad directed to issue show-cause letter to all MOICs for non-performance of institutional delivery and stop salary.
 - Civil Surgeon, Hazaribag directed to issue show-cause letter to MOIC - Barhi.
- **JSSK**
 - Implementation of JSSK is not satisfactory at all the district hospital and CHCs.
 - All MOICs including Civil Surgeon directed to provide diet to beneficiaries @ Rs. 50 per day per beneficiary.

- All the MOICs directed to display the entitlements under JSSK in-front of the facilities with details of doctor's (Name, Specialization, Mobile no).
 - Provide all the local representatives /PRI members /MLAs/MPs, the details of provisions under JSSK through letter.
 - During the meeting, it is observed that most of facilities are not providing referral services to sick neonates under the programme, thus it was directed to provide referral services to sick neonates.
- **Full Immunization**
 - All Civil Surgeon, RCH Officers and MOICs directed to verify the immunization and other data before uploading it in HMIS portal and cross check it after uploading.
 - Civil Surgeons directed to ensure the visits of district level officials to monitor the immunization sessions/VHND.
 - All District RCH Officer directed to submit the details report of those CHC where achievement is less than 60% within 15 days to Principal Secretary Office and Mission Director Office, Ranchi.
- **MTC**
 - All MOICs directed to arrange meeting of ANMs and Sahiyyas of catchment area where bed occupancy is less than 50%.
- **MCTS**
 - MCTS entry is very poor in maximum facilities.
 - All the Civil Surgeons directed to ensure 100% entry of MCTS data. For outsourcing of data entry, NIC approved rate for data entry may be followed.
- **FRU**
 - It has been observed that despite of regular review and instructions C. Sections are not being taken up in most of the FRUs. All the FRUs in charge directed to improve the performance otherwise punitive actions will be initiated against non-performing doctors.
 - Issue Showcause to EmOC and LSAS trained MOs, if they are not performing C. Section for recovery of training cost.
 - Civil surgeon, Bokaro directed to depute Dr. Mathili Thakur (Pathologist, Chas CHC) to FRU - Jainamore
 - Civil surgeon, Chatra directed to setup Blood Bank at DH and make it functional till 25th March 2013.

- Civil surgeon, Chatra directed to submit the details report with supporting document of doctors working in DH-FRU to Principal Secretary Office. (Name of doctor, Specialization, Date of posting, Details of training, Present address, Attendance sheet, Rental address used for house rent withdrawal etc.)
 - Civil surgeon, Giridih directed to issue show-cause letter for recovery of EmOC training expenditure from Dr. E. Kerkatta, FRU-Rajdhanwar.
 - Civil surgeon, Giridih directed to depute Dr. Rajesh Kumar (MD Aneathesia, posted in TB Office, Giridih) at FRU-Dumari.
 - Civil surgeon and DPM, Koderma directed to display the IEC on free entitlements under JSSK along with doctors detail information within 3 days at DH and report to the State Office.
 - Civil surgeon, Koderma directed to depute Dr. Chandra Mohan (LSAS, posted in DH) at FRU-Domchanc.
 - Civil surgeon, Koderma directed to submit last 6 months details report with attendance sheet of Dr. Mithlesh Kumar (Sadar Hospital)
 - According to information of MOIC, Koderma Sadar, Dr. Rajan Kumar (Posted at Chandwara PHC and deputed to DH) is absent since March 2012 without any information. Thus, Civil surgeon, Koderma directed to submit details report to P. Secretary Office alongwith duly filled form 'Ka' and proper record/evidences.
 - Civil surgeon, Koderma directed to submit all supportive documents and submit at Principal Secretary Office for explanation of those female specialist/ trained doctors who are not interested in C-section.
 - All MOICs directed to submit requisition immediately after the meeting for supply of instruments /equipments in FRU. Civil Surgeons directed to ensure the purchase and supply of equipment to their respective FRUs on top priority by next 15 days.
 - All the FRU in charge will ensure to fix display board with mentioning 24x 7 functioning of FRU and the name of the specialists and mobile no. posted in prominent place.
- **Family Planning**
 - The achievement of NSV and Tubectomy in most of the facilities are unsatisfactory. Civil surgeon and ACMO directed to monitor this and ensure improvement in performance.
 - **HMS/AMG/Untied Fund**

- Most of the CHCs have poor expenditure in HMS/AMG. MOICs are directed to visit their respective CHC/PHC/HSC, identify the works required in the facility, bring the issues with estimated expenditure into proceeding of HMS meeting, take approval and get the work done.
- Ensure proper and 100% utilization of Untied Fund as per guideline. All expenditure must be booked and SOE to be submitted till 25th March 2013.
- **MMU**
 - All the Civil Surgeons directed to ensure MMU are equipped with all mandatory equipments, medicines, doctors & staffs.
- **Finance**
 - All Civil Surgeons and MOIC are directed to improve expenditure.
 - All Civil Surgeons directed to issue show-cause letter facility wise to those MOICs or MOs whose expenditure is less than 50% till date.
 - All are strictly directed to follow financial rule / procedures in expenditure, ensure proper accounting, book keeping and documentation.
 - Financial review must be ensured every month at district and block level. Action plan to be submitted to Mission Director/Director Finance within 15 days.
 - Provide signed hard copy of FMR with physical as well as financial to state head quarter on or before 5th of every month.



(K. Vidyasagar)
Principal Secretary
Dept. of Health & Family Welfare
Govt. of Jharkhand