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Government of Rajasthan
National Health Mission, Rajasthan
Department of Medical, Health & FW, SwasthyaBhawan, Jaipur.
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F.No. F 50 (1) NHM/QA/2018/ 587

Date: 25/10/2018

All Health Managers,

Subject: Reallocation of Mentors to districts for NQAS implementation
Ref: Health Manager Meeting Minutes F 2 (198) NHM/SPM/2018/712dt.18.10.18

In compliance to above mentioned meeting minutes, following revision has been made in allocation of mentors to district to strengthen the implementation of the NQAS guidelines in state:

S.NO	Name of Health Manager	Additional assigned District for QA mentoring
1.	Ms. Jyoti (DH- Rajsamand)	Udaipur
2.	Mr. Vikas Pareek (DH- Chittorgarh)	Bhilwara
3.	Dr. Naveed Akhtar (DH - Tonk)	Sawai Madhopur
4.	Mr. Rajkumar (DH- Dausa)	Bharatpur
5.	Mr. Prabal (DH- Nagaur)	Jodhpur
6.	Mr. Siddhant Joshi (DH- Beawer)	Pali
7.	Dr. L B D Chaudhary (DH- Dholpur)	Karauli
8.	Mr. Anup Singh (DH- Jalor)	Sirohi
9.	Mr. Narender Kumar Khatri (DH- Jaisalmer)	Barmer
10.	Mr. Amit Kaushik (DH - Bundi)	Kota

**Please note previous mentoring office order no. 496 dt. 6.6.18 is cancelled*

Mentor will be responsible for following activities in the assigned district:

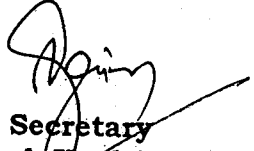
1. Visit the District Hospital and atleast 1 proactive/Kayakalp award winning APHC or FRU CHC of the assigned district atleast quarterly and mentor the facilities for NQAS. Rest of the time mentor can have telephonic/mail conversation with the facility to monitor its progress after their visit and provide technical help when ever needed.
2. Help the facility in identification of gaps and development of time bound action plan for its closure and provide technical support to the facility as and when needed. Ensure state level gaps are forwarded to the state committee.
3. Ensure that the facility forwards the state level gas to state quality assurance committee.
4. Ensure the facility has formed District Quality Team/Internal Quality Team and 8 sub-committee and is conducting its meeting as per the requirement.
5. Help the facility in completing the documentation work required for NQAS like policies, standard operating procedures (SOP), work instructions, etc as required by NQAS Annexure A.
6. To provide assistance to the health facility in achieving compliance to statutory requirements such as BMW, Blood bank license etc.

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7. Conduct training of the staff as per requirement.
 8. Ensure that the facility captures the outcome indicators and KPI submit the same to state quality cell.
 9. Ensure with the help of DPM that the DQAC/DQAU conducts its meeting as per requirement and forwards its meeting minutes to SQAC.
 10. Mentor will submit quarterly report to SQAU as per the reporting format. Also, they have to ensure that the facility forwards the state level gaps to the committee.

Also, Health Manager Banswara, Bundi, Jaisalmer, Jalore and SPM unit are instructed to complete their 5 days QA orientation visit to the assigned facility as decided in the meeting by 15th Nov'18.

All health managers are advised to ensure compliance with above mentioned meeting minutes dt. 18.10.18 and order no. 553 dt. 23.8.18. Also, submit the tour plan for mentoring within 1 week to State QA cell.

Enclosed : Reporting Format


Secretary
Medical, Health & FW
Mission Director-NHM

F2(1)NHM/QA/2018/ 587

Date: 25/10/18

Copy to:-

1. PS to Secretary, MH&FW & MD – NHM
2. Director Finance-NHM
3. PD, NHM
4. State Nodal Officer QA & Kayakalp
5. SPM-NHM
6. All Joint Directors
7. CMHO – Udaipur, Bhilwara, Sawai Madhopur, Bharatpur, Jodhpur, Pali, Karauli, Sirohi, Barmer and Kota to disseminate the information to selected health facility incharges under NQAS programme and coordinate with mentors for gap closure of their selected health facilities.
8. Dy. CMHO (F.W.)- Udaipur, Bhilwara, Sawai Madhopur, Bharatpur, Jodhpur, Pali, Karauli, Sirohi, Barmer and Kota for information & necessary action.
9. Principal Medical Officer – Rajsamand, Nagaur, Beawer, Bundi, Dholpur, Jalore, Tonk, Dausa, Churu, Sikar Jaisalmer & Chittorgarh to ensure compliance with meeting minutes.
10. DPM Udaipur, Bhilwara, Sawai Madhopur, Bharatpur, Jodhpur, Pali, Karauli, Sirohi, Barmer and Kota to coordinate with the mentors for gap closure and DQAC/DQAU minutes.
11. Health Manager Churu, Sikar and SPMU unit to ensure compliance as per meeting minutes and submit their visit report as per the reporting format to QA cell.
12. Health Manager Banswara, Bundi, Jaisalmer, Jalore and SPM unit to avail the TA/DA as per rules from their place of posting for QA orientation visit.
13. CO-IT to email all concerned


Project Director
NHM

Reporting Form

Facility Name :

District :

Mentor Name :

Date of last Visit to Facility :

Reporting Months:

A: Gap Closure Status

	No. of Gaps	closed	In Process	Not initiated
A.1	Facility Level			
A.2	District Level			
A.3	State Level			
A.4	Total			
A.5	Brief Description of Required Resources			

B. State whether the assessment is done by the facility quarterly or not? Yes/No
 If no, state the reason :

C. Status of the sub committee meeting of the facility

	Sub committee name	Frequency	Date of last meeting	MOM documented by facility or not
C.1	District Quality Team	Monthly		
C.2	Disaster Management	At least Quarterly		
C.3	Committee against Sexual Harassment	Should activate when any complaint received		
C.4	Drug and Therapeutic Committee	At least Quarterly		
C.5	Maternal Death Review Committee	Monthly		
C.6	Child Death Review Committee	Monthly		
C.7	Hospital infection control committee	Monthly		
C.8	Medical Audit committee	At least Quarterly		
C.9	Death Audit Committee	Monthly		

D. Quarterly submission of KPI done or not?
 If no, state the reason:

E. Date of last DQAU meeting :
 DQAU MOM attached or not

F. Date of last DQAC meeting :

DQAC MOM attached or not

G. Status of documentation of SOPs & Policies as per annexure A

H. Status of following regulatory requirements

	Status	Remarks
H.1	NOC from fire safety authority	
H.2	authorization for handling BMW from PCB	
H.3	Certificate of inspection of electrical installation	
H.4	Licence for operating lift	
H.5	X ray department has registration & layout approval from AERB.	
H.6	X ray department has type approval of equipment with QA test report for X ray machine	
H.7	USG department has registration under PCPNDT	
H.8	Blood Bank licence	
H.9	License for storing spirit	
H.10	Updated copies of relevant laws, regulations and government orders at the facility	

I. Status of budget utilization

Sanctioned Budget	Quarterly Expenditure (Amt)	% Utilization

I. List of training conducted by facility during last quarter :

J. Any relevant issue

Signature of facility incharge

Signature of mentor