



KHYBER MEDICAL COLLEGE PESHAWAR
OFFICE OF THE CHAIRMAN (IMC)
MTI (KHYBER MEDICAL COLLEGE/KTH/KCD)

MINUTES OF MEETING:

4th Meeting of the Institutional Management Committee (IMC), Khyber Medical College/KTH/KCD was held on Monday 10th July, 2017 at 12:00 noon in the Conference Room of the Khyber Teaching Hospital, under the Chairmanship of Prof. Dr. Noor ul Iman, Dean, Khyber Medical College, Peshawar. The meeting was attended by the following:-

1. Dr. Nek Dad Khan
Hospital Director, MTI, KTH.
2. Prof: Dr. Irshad Ahmad
Associate Dean (Postgraduate), MTI, KTH.
3. Prof. Dr. Jamila Mehnaz
Medical Director, MTI KTH
4. Dr. Hina Gul
Chairperson, Radiology deptt: MTI, KTH.
5. Dr. Kalsoom Nawab
Asstt: Prof: Radiology Deptt: MTI, KTH.
6. Mr. Yousaf Jamal
Manager HR, MTI, KTH.
7. Mr. Ali Waqas,
Manager Supply Chain, MTI, KTH
8. Mr. Bilal
Bio medical Engineer, MTI, KTH.

One item agenda regarding services provided by the Radiology Department MTI KTH was discussed in detail and the following decisions were taken:-

1. It was decided that each consultant will be on call every 4th day.
2. There will be 8-TMOs available per shift.
3. TR with senior TMO (4th year TMO) shall be on duty in the afternoon and night shift
4. DMS (Evening & Night) will check the duty Rota of all the deptts on regular basis and will submit report.
5. Radiology department was advised that maximum ultrasound machines shall be operational at any given time as required and same shall apply to all Radiology services.
6. The Radiology deptt: stated that the machines available in ultrasound department were of older version and breakdown frequently, moreover


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one of the Doppler machine is in working condition along with four other ultrasound machines. Bio medical engineer was asked to look into the matter and to check the machines if there can be repaired on permanent basis there should be repaired if not then there should be sent for condemnation.


7. Chairperson Radiology Department was asked that maximum utilization of available resources should be made in term of Human Resource and equipment so that waiting time and building long queue should be avoided.
8. The Radiology Department was appreciated for their performance.


The meeting ended with vote of thanks from and to the chair.

Dean,
Khyber College of Dentistry
Peshawar


Hospital Director,
Khyber Teaching Hospital
Peshawar

Medical Director,
Khyber Teaching Hospital
Peshawar


Nursing Director,
Khyber Teaching Hospital
Peshawar


Director Finance
KMC/KTH/KCD,
Peshawar



Chairman
Institutional Management Committee
MTI (Khyber Medical College/KTH/KCD)

No. 7410-12/Estt/PS/KMC

Dated: 21/7/2017

Copy to:

- 1- All respected members of IMC MTI (KMC/KTH/KCD), Peshawar
- 2- The Chairperson, Radiology Department MTI KMC/KTH, Peshawar
- 3- Secretary Board of Governors MTI (KMC/KTH/KCD), Peshawar


DEAN
Khyber Medical College
Peshawar/**Chairman**
Institutional Management Committee
MTI (Khyber Medical College/KTH/KCD)