

**For kind information of medical superintendent**

**MINUTES OF MEETING**

**Departmental meeting / Academic Review Committee**

1. Departmental meeting of faculty members was called upon in the morning hours of 15<sup>th</sup> Nov. 2022 from 10 to 11am, to discuss upon streamlining of working in MRI & CT section.
2. Meeting was attended by.
  - a. Dr. Satish Pathak – Chair person (Professor & HOD)
  - b. Dr. V.P. Singh.
  - c. Dr. Shruti Chandak.
  - d. Dr. Rajul Rastogi
3. Following points were discussed during the meeting & consensus was reached.
  - I. Senior residents now perform their duties from 1pm to 8pm & finish off all the work in CT & MRI section before leaving, especially IPD cases of the day & OPD cases done till 4 pm.
  - II. CT sections will be taking all the cases both from IPD & OPD section from 8am to 8pm without any segregation of timings.
  - III. MRI section will segregate its timings into 8am to 10am & 4pm to 8pm timings for IPD cases while OPD cases will be preferentially scanned from 10am to 4pm. Emergency cases will be taken up for scanning all along.
  - IV. Morning hours i.e. from 9am to 1pm. Will be managed & worked after by respective consultant / faculty member in charge of respective CT & MRI section.
  - V. Senior residents whenever in doubt about complicated cases will contact their faculty member incharge of the section for further guidance in the matter.
  - VI. Chairperson thanked the members for their valuable suggestions & active participation & called the meetings to a close.

Members validation.

Dr. Satish Pathak

Dr. V.P. Singh

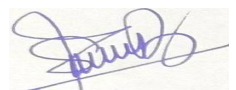
Dr. Shruti Chandak

Dr. Rajul Rastogi

With Thanks

& Regards

Copy to –: Principal office  
: Director Admin



Dr. Satish Pathak  
Professor & HOD

**TEERTHANKER MAHAVEER MEDICAL COLLEGE & RESEARCH CENTRE, TMU**

Delhi Road, Moradabad – (U.P) – 244001

**OFFICE OF THE HEAD OF DEPARTMENT OF RADIO-DIAGNOSIS**

**Date: 17/01/2023**

**For kind information of medical superintendent**

**MINUTES OF MEETING**

**-Departmental meeting / Academic Review Committee**

1. Departmental meeting of faculty members was called upon in the morning hours of 16<sup>th</sup> Jan. 2023 from 10 to 11am, to discuss upon the formation of different teams with their faculty incharge leaders to execute work & prepare for forthcoming CME cum workshop on 22<sup>nd</sup> January 2023.

2. Meeting was attended by.

- a. Dr. Satish Pathak – Chair person (Professor & HOD)
- b. Dr. (Prof.) V.P. Singh.
- c. Dr. (Prof.) Shruti Chandak.
- d. Dr. (Prof.) Rajul Rastogi
- e. Dr. Subhasish Panda (Asst. Professor)
- f. Dr. Subhashree (Asst. Professor)

3. Following points were discussed during the meeting & consensus was reached.

- I. Dr. Rajul Rastogi will be incharge of the academic committee for this CME & will take care of all the activities related to smooth execution all deliberation during this CME programme.
- II. Dr. Vijai Pratap Singh with handle all the work related to registration desk with his team & will also take care of media coverage of the event.
- III. Dr. Shruti Chandak will be taking charge of inauguration event & will preside over all the activities during this event with her team.
- IV. Different teams were formed for the above purpose comprising of postgraduate students from 1<sup>st</sup> year to 3<sup>rd</sup> year for smooth execution of the work.
- V. Chairperson thanked the members for their valuable suggestions & active participation & called the meetings to a close.

Members validation.

Dr. Satish Pathak

Dr. V.P. Singh

Dr. Shruti Chandak

Dr. Rajul Rastogi

Dr. Subhasish Panda

Dr. Subhashree

Thanks & Regards

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Dr. Satish Pathak  
Professor & HOD

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Delhi Road, Moradabad – (U.P) – 244001

**OFFICE OF THE HEAD OF DEPARTMENT OF RADIO-DIAGNOSIS**

**Date: 10/05/2023**

**For kind information of medical superintendent & Mr. Ajay Garg (Director Hospital Admin.)**

**MINUTES OF MEETING**

**Departmental meeting / Academic Review Committee**

1. Departmental meeting of faculty members was called upon in the morning hours of 6<sup>th</sup> May 2023 from 10 to 11am, to discuss upon the major breakdown coming in CT scan machine & the necessary departmental working modifications needed to cope up with the eventualities arising of present situation.
2. Meeting was attended by.
  - a. Dr. Satish Pathak – Chair person (Professor & HOD)
  - b. Dr. (Prof.) V.P. Singh.
  - c. Dr. (Prof.) Shruti Chandak.
  - d. Dr. (Prof.) Rajul Rastogi
  - e. Dr. Subhasish Panda (Asst. Professor)
  - f. Dr. Subhashree Dash (Asst. Professor)
3. Following points were discussed during the meeting & consensus was reached.
  - I. It was mutually agreed upon by all the faculty members that possible CT cases would be transferred for MRI scanning to take care of Radiological diagnostic support to the clinical departments.
  - II. To cater for the increased patient load over MRI machine, the services of MRI scanning will remain open for **24 hrs**. Duties of the CT/MRI Technicians will be rearranged to cater to newer pattern of working.
  - III. With increasing MRI case load the redundant posted CT section faculty & post graduate students will start a parallel reporting station in PACS reporting room (Room No. 55).
  - IV. Dr. (Prof.). Rajul Rastogi incharge of the section of Radiology machine & maintenance, member purchase committee will perceive to expedite the purchasing process of newer CT machine.
  - V. Chairperson thanked the members for their valuable suggestions & active participation & called the meetings to a close.

Members validation.

Dr. Satish Pathak

Dr. V.P. Singh

Dr. Shruti Chandak

Dr. Rajul Rastogi

Dr. Subhasish Panda

Dr. Subhashree

Thanks & Regards

Copy to –: Principal office



Dr. Satish Pathak  
Professor & HOD

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**OFFICE OF THE HEAD OF DEPARTMENT OF RADIO-DIAGNOSIS**

**Date: 23/05/2023**

**MINUTES OF MEETING**

**Departmental meeting / Academic Review Committee**

1. Departmental meeting of faculty members was called upon in the morning hours of 22<sup>nd</sup> May 2023 to discuss upon streamlining interventional Biopsy & FNAC procedures in the department.
2. Meeting was attended by.
  - a. Dr. Satish Pathak – Chairperson (Professor & HOD)
  - b. Dr. (Prof.) V.P. Singh.
  - c. Dr. (Prof.) Shruti Chandak.
  - d. Dr. (Prof.) Rajul Rastogi
  - e. Dr. Subhasish Panda (Asst. Professor)
  - f. Dr. Subhashree Dash (Asst. Professor)
3. Following points were discussed during the meeting & consensus was reached.
  - I. For the purpose of streamlining of the Biopsy & FNAC procedures, during mutual discussion with Dept. of Pathology HOD it has been agreed upon that the procedures will be carried out between 12 am to 1 pm & between 3pm to 4pm in two slots. Prior information & necessary coordination will be sought before starting of the procedure.
  - II. All necessary arrangements for consumables & instruments will be ensured before starting of the procedure.
  - III. Pre procedural investigative & billing procedures will be ensured through respective posted resident groups in the respective section.
  - IV. Post procedural proper monitoring & follow up to be ensured by the respective faculty incharge through posted resident groups.
  - V. Chairperson thanked the members for their valuable suggestions & active participation & called the meetings to a close.

Members validation.

Dr. Satish Pathak

Dr. V.P. Singh

Dr. Shruti Chandak

Dr. Rajul Rastogi

Dr. Subhasish Panda

Dr. Subhashree

Thanks & Regards

Copy to –: Principal office

-: Director Hospital Administration.

-: Add. M. S.

-: HOD Pathology



**TEERTHANKER MAHAVEER MEDICAL COLLEGE & RESEARCH CENTRE, TMU**

Delhi Road, Moradabad – (U.P) – 244001

**OFFICE OF THE HEAD OF DEPARTMENT OF RADIO-DIAGNOSIS**

**Date: 05/06/2023**

**MINUTES OF MEETING**

**Departmental meeting / Academic Review Committee**

1. To discuss various aspects of forthcoming Pre-University exams for P.G. students of Batch 2020-23.
2. Meeting was attended by.
  - a. Dr. Satish Pathak – Chairperson (Professor & HOD)
  - b. Dr. (Prof.) V.P. Singh.
  - c. Dr. (Prof.) Shruti Chandak.
  - d. Dr. (Prof.) Rajul Rastogi
  - e. Dr. Subhasish Panda (Asst. Professor)
  - f. Dr. Subhashree Dash (Asst. Professor)
  - g. Dr. Ankur (Asst. Professor)
3. Following points were discussed during the meeting & consensus was reached.
  - I. In view of the forthcoming Pre-University exams for 2020-23 batch of PG students to be held in the month of June 2023, examination schedule for department of Radiology was discussed.
  - II. The proposed dates for theory paper are 15<sup>th</sup>, 17<sup>th</sup>, 19<sup>th</sup> & 21<sup>st</sup> June 2023 & practical examination will be held on 26<sup>th</sup> June 2023.
  - III. Written examination will be conducted in LT6 at 6th Floor in Hospital building on the proposed dated from 10:00am to 01:00pm. Dr. Ankur Chaurasia (Asst. Professor) will be invigilator from the department.
  - IV. Professor Dr. Satish Pathak (Head), Professor Dr. Shruti Chandak & Professor Dr. Rajul Rastogi will be involved in undertaking practical exam evaluation of exam going students on 26<sup>th</sup> June 2023.
  - V. Chairperson thanked the members for their valuable suggestions & active participation & called the meetings to a close.

Members validation.

Dr. Satish Pathak

Dr. V.P. Singh

Dr. Shruti Chandak

Dr. Rajul Rastogi

Dr. Subhasish Panda

Dr. Subhashree

Dr. Ankur

Thanks & Regards

Copy to –: Principal office

–: Add. M. S



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**OFFICE OF THE HEAD OF DEPARTMENT OF RADIO-DIAGNOSIS**

**Date: 10/07/2023**

**MINUTES OF MEETING**  
**Departmental meeting / Academic Review Committee**

1. To discuss various aspects of forthcoming Final university exams for P.G. students of Batch 2020-23.
2. Meeting was attended by.
  - a. Dr. Satish Pathak – Chairperson (Professor & HOD)
  - b. Dr. (Prof.) V.P. Singh.
  - c. Dr. (Prof.) Shruti Chandak.
  - d. Dr. (Prof.) Rajul Rastogi
  - e. Dr. Subhasish Panda (Asst. Professor)
  - f. Dr. Subhashree Dash (Asst. Professor)
  - g. Dr. Ankur (Asst. Professor)
  - Dr. Shweta Kataria (Senior Resident)
  - Dr. Ahmad Umar Khan (Senior Resident)
  - Dr. Akul Mohan (Senior Resident)
3. In view of the forthcoming Final University M.D. examination of 2020-23 batch to be held in the month of July 2023 coupled with MRI inspection on the day of practical examination, Following points were discussed.
  - I. Professor Dr. Satish Pathak (HOD) & Professor Dr. Shruti Chandak will be internals for the exam.
  - II. Dr. Manoj Mathur (Prof. & Head Dept. of Radiodiagnosis, Govt. Medical College Patiala) and Dr. Amit Disawal (Associate Professor Dept. of Radiodiagnosis Govt. Medical College Nagpur) will be coming as external examiners.
  - III. Theory examinations will be held on 15<sup>th</sup>, 18<sup>th</sup>, 20<sup>th</sup> & 22<sup>nd</sup> July & practical examinations will be on 25<sup>th</sup>, 26<sup>th</sup> & 27<sup>th</sup> July 2023.
  - IV. Since a simultaneous MCI inspection is also proposed on the day of practical examination, all necessary files to be checked by respective section incharge & ensure that all information is updated & complete.
  - V. While professors in the department will be busy conducting practical exams, Junior Faculty members, Senior Residents & other residents to ensure proper & adequate level of Radiological services are rendered in respective sections of the department.
  - VI. Chairperson thanked the members for their valuable suggestions & active participation & called the meetings to a close.

Members validation.

Dr. Satish Pathak

Dr. Shweta Kataria

Dr. V.P. Singh

Dr. Ahmad Umar Khan

Dr. Shruti Chandak

Dr. Akul Mohan

Dr. Rajul Rastogi

Dr. Subhasish Panda

Dr. Subhashree

Dr. Ankur

Thanks & Regards

Copy to –: Principal office

-: Add. M. S.

A handwritten signature in black ink, appearing to read 'Satish Pathak', with a stylized flourish at the end.

Dr. Satish Pathak  
Professor & HOD