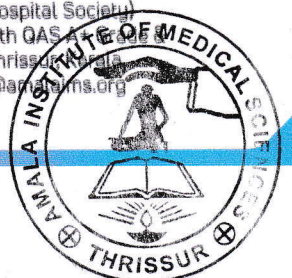


MANAGEMENT COUNCIL MEETING MINUTES

Management Council meeting of Amala Institute of Medical Sciences was held at 8:30 am on 2nd April 2025 in Director's Chamber, Chavara Block. All members except Fr. Shibu Puthenpurackal were present. Meeting started with a prayer. Fr. Jaison read out the minutes of the previous meeting. Following points were discussed.

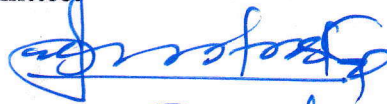
1. Fr. Director suggested purchasing a new Ecco vehicle for bringing patients and bystanders from parking lot. Fr. Deljo was asked to do the needful. Fr. Director agreed to inform the same to Fr. Shibu Puthenpurackal.
2. The meeting decided to convene a meeting with Mr. Jemmu and administrative fathers for clarifying EMR implementation, NABL requirement and purchase tablet computers. Fr. Antony Mannummel has been entrusted to do the needful.
3. Fr. Director entrusted Fr. Antony Mannummel to supervise the indoor stadium by assigning a security staff for the same. He was also asked to stop cycling inside the indoor stadium.
4. Fr. Antony Perinchery was asked to do the needful to prevent wind during shuttle coke play.
5. Fr. Jaison suggested a doobby facility available for long term IP patients. He was asked to inform the same to Fr. Shibu. He added that bystanders have no facility to dry their cloths in the IP rooms.
6. Fr. Jaison suggested making the IP Canteen food available in the IP rooms on patient's request especially when they had been admitted in the room after the order taking time. He also suggested charging extra amount for the same. He was asked to inform Fr. Shibu for doing the needful.
7. Fr. Jaison suggested displaying IP Canteen land line or WhatsApp number for IP patients so that they can order the food directly even when the land line is busy.
8. Fr. Jaison suggested displaying the Nursing station's land line number in the IP rooms so that patients or bystanders can call the duty nurse easily. He added that verification of the room extension working order before the patients get admitted by the Ward Admin has to improve since many extensions are not working properly. Fr. Deljo agreed to do the needful.
9. Fr. Director agreed to appoint a security staff in the basement of St. Mary's block during night. 9:00 p.m. to 5:00 a.m. This is on request of the PG Doctors in the Radiology Department. It was suggested to inform Mr. Sanu to do the needful.



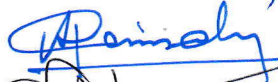
10. Fr. Deljo said the ISO audit will be held in this week itself.
11. Fr. Deljo said he will not be available in Amala from April 11 to April 20 since he is going to North East for accompanying Fr. Anil Konkoth CMI.
12. Rev. Fr. Provincial joined the meeting for a short while. He enquired about improving the nursing care in Santhwanam.
13. It was decided to convene the next Executive Committee Meeting at 4:30 p.m. on April 22, 2025.
14. The Meeting came to an end at 11:00 a.m.

Members of Administrative Committee

1. Fr. Julious Arakkal, Director



2. Fr. Antony Perinchery, Joint Director



3. Fr. Jaison Mundanmany, Joint Director



4. Fr. Shibu Puthenprackal, Joint Director



5. Fr. Deljo Puthoor, Joint Director



6. Fr. Antony Mannumel, Associate Director







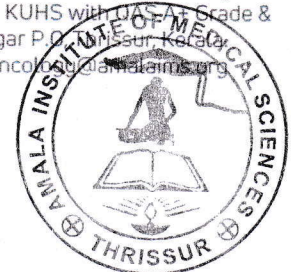
30.04.2025

Action Take Report of Management Council Meeting
(Held On 02.04.2025)

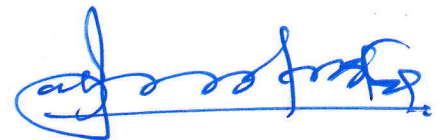
Sl. No.	Agenda / Decision	Responsibility	Action Taken / Status
1	Purchase of a new Ecco vehicle for bringing patients and bystanders from parking area	Fr. Deljo Puthoor/ Fr. Shibu Puthenpurackal	Completed. New Ecco vehicle has been arranged and put into service.
2	Meeting with Mr. Jemmu and Administrative Fathers regarding EMR implementation, NABL requirement and purchase of tablet computers	Fr. Antony Mannummel	Work in Progress.
3	Supervision of indoor stadium and appointment of security staff; stop cycling inside the stadium	Fr. Antony Mannummel	Completed. Security staff assigned and cycling inside the indoor stadium has been restricted.
4	Prevent wind during shuttle cock play in the indoor stadium	Fr. Antony Perinchery	Completed. Necessary corrective measures implemented to prevent wind during play.
5	Provision of dhobi facility for long-term IP patients and addressing lack of clothes-drying facility for bystanders	Fr. Shibu Puthenpurackal	Work in Progress. Feasibility and infrastructure arrangements under review.
6	Make IP Canteen food available in IP rooms on request; charge extra if required	Fr. Shibu Puthenpurackal	Completed. IP Canteen food service to rooms has been implemented as per patient request with applicable additional charges.



Amala Institute of Medical Sciences (An Undertaking of Amala Cancer Hospital Society)
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Sl. No.	Agenda / Decision	Responsibility	Action Taken / Status
7	Display IP Canteen landline/WhatsApp number in IP rooms	Administration	Completed. IP Canteen landline and WhatsApp numbers displayed in IP rooms.
8	Display Nursing Station landline numbers in IP rooms; verify room extensions before admission	Fr. Deljo Puthoor / Ward Administration	Work in Progress. Instructions issued; technical verification ongoing.
9	Appoint night security staff in the basement of St. Mary's Block (9:00 p.m. - 5:00 a.m.)	Mr. Sanu (through Administration)	Completed. Night security staff deployed in the basement of St. Mary's Block as scheduled.
10	ISO audit to be conducted during the same week	Fr. Deljo Puthoor	Completed. ISO audit conducted as scheduled during the same week.



Fr. Julious Arakkal CMI
Director





MANAGEMENT COUNCIL MEETING MINUTES

Management Council meeting of Amala Institute of Medical Sciences was held at 8:30a.m. on 19th June 2024 in Director's Chamber, Chavara Block. All members were present. Meeting started with a prayer. Fr. Jaison read out the minutes of the previous meeting. Following points were discussed.

1. Fr. Director suggested: online facility can also be introduced for the Wig distribution programme since people from faraway places would like to see the programme.
2. It was decided to invite the heads of all institution of Amala, all in-charges and HODs for the Founder's day.
3. Fr. Director suggested convening separate meeting instead of Management Council for discussing the progress of Fouders day. Fr. Antony Mannummel has been entrusted for the same.
4. It was decided to conduct weekly briefing on Mondays about the programmes that are to be conducted in the following week.
5. Fr. Antony Perinchery said Rs. 14 Cr. has to get from ESI Central government.
6. Fr. Director shared the idea of spending one day 10 a.m to 4 p.m. with doctors in a resort in connection with Doctors day in July. Fr. Deljo and Fr. Antony Mannummel have been assigned to enquire more details about it. He also suggested implementing the same for other staff instead of family meet in the present year.
7. Fr. Antony Perinchery has been entrusted to make sure that the sound system in the whole hospital is working properly. It was reported that the morning thought is not audible in many places.
8. Committee discussed renovation plans of Medical College building and process of renovation is approved in the meeting.

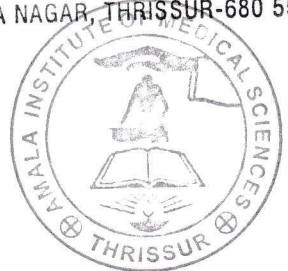
Members of Management Council:

1. Fr. Julious Arakkal, Director
2. Antony Perinchery, Joint Director
3. Fr. Jaison Mundanmany, Joint Director
4. Fr. Shibu Puthenprackal, Joint Director
5. Fr. Deljo Puthoor, Joint Director
6. Fr. Antony Mannummel, Associate Director

Betsy

Dr. BETSY THOMAS
MD, FRCOG, DNB, MICOG
PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCE
AMALA NAGAR, THRISSUR-680 555





MANAGEMENT COUNCIL MEETING MINUTES

Management Council meeting of Amala Institute of Medical Sciences was held at 8:30a.m. on 10th June 2024 in Director's Chamber, Chavara Block. All members were present. Meeting started with a prayer. Fr. Jaison read out the minutes of the previous meeting. Following points were discussed.

1. Fr. Director suggested: Amala Prayer should be played in all the campus and make sure all should be silent during the prayer time.
2. It was decided Start staff wellbeing talk series with relevant issues of the society.
3. It was decided to conduct founders day in the month of August.
4. Fr. Antony Perinchery said Rs. 25Cr. has to get from ESI Central government, ESI state government and other schemes.
5. Fr. Director shared that this year we may celebrate doctors' day in a different mode in Month of July. He also suggested implementing the same for other staff instead of family meet in the present year.
6. Fr. Antony Perinchery has been entrusted to make sure that maintenance system in the whole hospital is working properly.
7. Committee discussed increase of MBBS seat 100 to 150. Fr Director appointed a committee under the leadership of Dr Betsy for studying the possibilities of increment the Seats without losing our quality of education.

Members of Management Council:

1. Fr. Julious Arakkal, Director

2. Antony Perinchery, Joint Director

3. Fr. Jaison Mundanmany, Joint Director

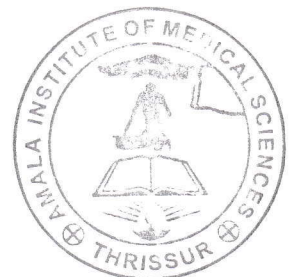
4. Fr. Shibu Puthenpurackal, Joint Director

5. Fr. Deljo Puthoor, Joint Director

6. Fr. Antony Mannummel, Associate Director

Dr. BETSY THOMAS
MD, FRCOG, DNB, MICOG
PRINCIPAL
AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555

Betsy



MANGEMENT COUNCIL MEETING MINUTES

