



कार्यालय मुख्यकार्यपालन अधिकारी एवं अधिष्ठाता

शासकीय स्वशासी चिकित्सा महाविद्यालय रतलाम

सैलाना रोड, ग्राम बंजली, रतलाम (म0प्र0)

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अंगदान करें - जीवन बचाएँ

क्रमांक: 238 / छात्रशाखा. / जी.एम.सी / 2021

रतलाम, दिनांक: 21/1/21

// कार्यालयीन आदेश //

शासकीय चिकित्सा महाविद्यालय, रतलाम के शैक्षणिक सत्र 2020-21 में एम0बी0बी0एस0 स्नातक पाठ्यक्रम में प्रवेशित समस्त छात्र एवं छात्राओं को सूचित किया जाता है, कि उनकी नियमित कक्षाएं दिनांक 1 फरवरी 2021 से प्रारंभ हो जायेगी। जिसमें समस्त छात्र एवं छात्राओं को महाविद्यालय द्वारा जारी की गई सभी गाईड लाईन का पालन करते हुए उपस्थित होना अनिवार्य होगा।

संलग्न:-

1. Undertaking form students & Parents.
2. COVID-19 Do's and Don't's
3. Standard Operating Procedure
4. Measures Taken at Institution Level in the Prevention of COVID-19

नोट:- समस्त अभ्यार्थी महाविद्यालय की website: www.gmcratlam.org को नियमित देखते रहें।

Handwritten Signature
मुख्य कार्यपालन अधिकारी एवं अधिष्ठाता
शासकीय स्वशासी चिकित्सा महाविद्यालय
Ratlam (M.P.)

क्रमांक: 239-44 / छात्रशाखा. / जी.एम.सी / 2021

रतलाम, दिनांक: 7/1/21

प्रतिलिपी:-

1. प्राध्यापक एवं विभागाध्यक्ष, एनॉटामी, बायोकेमिस्ट्री, फिजियोलॉजी एवं सामुदायिक चिकित्सा विभाग शा. चि. महा. रतलाम की ओर सूचनार्थ प्रेषित।
2. एम0ई0यू0 को-ओडिनेटर, शा. चि. महा. रतलाम की ओर सूचनार्थ प्रेषित।
3. छात्र शाखा, प्रभारी अधिकारी की ओर सूचनार्थ प्रेषित।
4. चीफ वॉडन, शा. चि. महा. रतलाम की ओर सूचनार्थ प्रेषित।
5. वॉडन गर्ल्स होस्टल एवं वॉइस होस्टल की ओर सूचनार्थ प्रेषित।
6. नोटिस बोर्ड:- कॉलेज, गर्ल्स होस्टल, वॉयज होस्टल।

मुख्य कार्यपालन अधिकारी एवं अधिष्ठाता
शासकीय स्वशासी चिकित्सा महाविद्यालय

"BE A PART OF THE MOVEMENT TO PROMOTE ORGAN DONATION"

अंगदान के महायज्ञ में अपनी सहभागिता दें।



OFFICE OF THE DEAN & CEO
GOVERNMENT MEDICAL COLLEGE, RATLAM

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A Letter of Undertaking from Students

I, (Full name of Student) with
Enrolment NoSon/Daughter of..... having been
admitted to (Course) and in Term..... admit that I am
fully aware of the Pro's and Con's of COVID 19 Infection severity and the necessity
to wear proper face masks, maintain social distance, avoid gatherings and follow all
othre preventive measures against COVID 19.

I hereby in my conscious give an undertaking that, I will not hold the GMC,
Ratlam and/or authorities responsible if I acquire the Infection despite all the
information provided and preventive measures taken by the GMC, Ratlam.

Signature of Student

Date :

Name of Student :

Enrolment No :

Email Id :

Phone No :

Address :



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A Letter of Undertaking from Parents

I , (Full name of Parent)
Father/Mother of(Student Name)
admitted to (Course) and inTerm do understand the
Pro's and Con's of COVID 19 Infection severity and the necessity to wear face
masks, maintain social distance, avoid gatherings and follow all other preventive
measures against COVID 19.

With respect to the above I hereby in my full conscious give an undertaking that I
will not hold the GMC, Ratlam and/or authorities responsible if my Son/ Daughter
acquires COVID 19 Infection despite all the information provided and preventive
measures taken by the GMC, Ratlam.

I permit him to travel from home to campus and attend to his teaching, learning
and evaluation activities.

Date :

Signature of Parent

Name of Parent :

Phone No of Parent :

Email Id of Parent :

Name of Student-

Enrolment No :

Email Id :


Phone No :

Address :

COVID-19

DO'S AND DONT'S

| DO'S | DONT'S |
|--|---|
| <p>Wash your hands frequently using soap & water atleast for 20sec. use sanitizers.</p> <p>Sanitization of the Lecture Hall/Dissection hall and Practical laboratories before and after each session/lecture.</p> <p>Students are advised to clean hands by soap and take bath after reaching their place of stay</p> <p>Facility for sanitization shall be available in front of all teaching halls</p> | <p>Don't go in groups and Unnecessary outing Picnic, is not permitted looking in COVID situation.</p> |
| <p>Always wear a triple layered mask when you come out to attend classes and a cloth mask can be used in your hostel.</p> <p>Disposal of masks should be in only designated bins</p> <p>Students should bring their own hand sanitizers and drinking water</p> | <p>Do not touch your nose, mouth and eyes with your unwashed hands</p> |
| <p>Thermal scanning to be used before entry in Lecture hall/Dissection Hall & Practical Laboratories. Maintain at least 2 feet distance between yourself and others</p> | <p>Don't move around unnecessarily in the corridors, Canteen and Sanchi Point</p> <p>Celebration of birthdays and any group activities is prohibited in hostel.</p> |
| <p>Stay indoors and talk and share your feelings with your friends and family on phone to remain positive and focused</p> | <p>Do not shake your hands with anyone and avoid unnecessary interaction with friends</p> |
| <p>If you have fever, cough and difficulty breathing, inform wardens/mentors and seek medical attention. If your colleague is symptomatic, inform authorities and contact mentor</p> | <p>Don't touch railings and then touch your face</p> |
| <p>When coughing and sneezing, cover mouth and nose with handkerchief or tissue. Dispose of the used tissue in a closed bin.</p> | <p>Do not use the lift, use staircase instead</p> |
| <p>Maintain good hygiene and cleanliness of your room</p> | <p>Do not spit in public places</p> |
| <p>Wear plastic slippers which can be washed frequently with a detergent</p> | <p>Avoid wearing slippers in the room which has been worn outside</p> |
| <p>Try to make digital payment using any of the apps</p> | <p>Avoid cash payments</p> |
| <p>Eat healthy food & fruits and drink lots of water.</p> <p>Wash the fruits purchased thoroughly before consumption</p> | <p>Avoid junk food and any food material that cannot be washed (In case required then must be stored in a place for atleast 72 hours before consumption)</p> |
| <p>Get good 8 hours of sleep</p> <p>Do exercises, yoga, breathing exercises and meditation etc. to keep yourself fit</p> | <p>Do not smoke and consume alcohol</p> |
| <p>Regularly sanitize your phones, laptops and other media accessories.</p> <p>Download Arogya Setu app for self- monitoring.</p> | <p>Do not share your electronic items, books, learning materials and even food</p> |
| <p>A Register to be maintained with date and time for any medical complaint in hostel area.</p> <p>If you have any problem contact with your caretaker, mentor & warden</p> | |


Dean
 Govt Medical College,
 Raipur, (M.P.)



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STANDARD OPERATING PROCEDURE

1. REPORTING –

An Intimation has to be given by the Students regarding the date and time of commencement of class by dean & CEO & Wardens are instructed to take care of all students in hostels & HODs to take care in representative departments.

2. SCREENING –

- a. All students to get RTPCR done within 48 -72 hours before the travel time. The negative test report done in an ICMR recognized lab only has to be submitted by the students at the time of reporting to hostel.
- b. In case any student is found to be a suspect for COVID 19 or having symptoms or signs of corona infection during stay in hotel students will be examined at fever clinic and RTPCR testing will be done and in the mean time student will be in isolation. Report if found negative after testing student will be allowed to reside in hostel as other students or if found positive will be admitted in hospital for treatment.
- c. All arrangements for students will be there in hospital and medical student will be treated on priority basis. Separate private rooms will be earmarked for all medical students in hospital.
- d. All the students will undergo daily thermal screening at college entry gate.

3. UNDERTAKING

Students have to submit an Undertaking attested by their parents and the students confirming their continuous stay at home and also to insist their wards to follow all the precautionary measures during their travel and also while residing in the hostel. The Institution will not hold any responsibility with regard to the exposure of the students outside the Campus.

4. ACCOMODATION

- a. Students will be sent to their respective rooms in the hostels. Monitoring of movement of students at the entry and exit of the hostel gates is strictly done.
- b. Students staying independently in private accommodations and local residents will undergo daily thermal screening and frequent health check up at the Fever Clinic.

5. FACILITIES IN THE HOSTEL FOR FOOD

- a. Students have to strictly maintain social distancing, compulsory wearing mask and use of hand sanitizers
- b. Arrangements are made for food in the respective Hostel Mess allowing only a small number at a time with extended timing

6. HEALTH CARE NEEDS:

- a. Regular visits by the counselors so the students can talk about their anxiety and stress.
- b. The team comprising of mentors assistant warden & wardens shall visit the students on regular basis at their accommodation, address to any grievances, counsel them and update the Dean about the student's accommodation, food, security and health.
- c. Arrangements for Mentorship activity will be done by the Mentor Mentee Committee and update and take feedback from students regularly.


Dean
Govt Medical College,
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MEASURES TAKEN AT INSTITUTION LEVEL IN THE PREVENTION OF COVID 19

Safety Measures

1. Compulsory download of Arogya Setu app. All the students reporting to the campus will produce the report of RTPCR which should be done 48 – 72 hours in an ICMR recognized lab only before the travel time from any state.
2. Thermal scanning for all faculty, staff and students at various places and compulsory wearing of mask.
3. Signage's, symbols posters, etc regarding measures for prevention of Covid 19 and Emergency No, Helpline No's, email id and contact details in case of any grievances are displayed at prominent places in the Institution.
4. The Norms of physical distancing, sanitization and disinfection process (using 1% sodium hypochlorite) at common facilities and also frequently touched areas at lecture hall, practical laboratories, railing of the staircase canteen etc. after the classes.
5. The entry of visitors will strictly monitor at the entry and exit in the campus & hostels. It is mandatory for all the students and faculty to wear mask & keep ID cards.
6. Dustbins are placed for collection of used facemasks, hand gloves and their disposals are done as per safety norms.

Teaching learning

1. The class size will be reduced to 50% to maintain social distancing and Practical classes will held on rotation basis.

Hostels

1. Gymnasium & library is closed in view of COVID-19 shall follow MoHFW guidelines
2. Symptomatic students will not be allowed to stay in the hostels but will be shifted to hospital facility.
3. The students will be strictly monitored at the entry and exit at the hostel gates. It is mandatory for all the students to wear ID cards & mask all the time.
4. There should be no overcrowding in hostel areas, dining halls, canteen, common rooms etc. where common utilities are shared.

5. Food and water will be supplied in the earmarked areas and students are instructed to maintain social distancing. Meals are provided in time slots in mess so as to avoid gathering and lunch pack facility will also be available if student demands.
6. Hygiene will be monitored in the kitchens, dining halls, bathrooms and toilets & regular sanitization will be done
7. Health & Hygiene will be monitored of all the mess workers & it is compulsory for them were mask, caps & aprons & maintain social distancing.

Health

1. Students, staff & faculty to submit a self-disclosure if any of their family members have been infected and if they are a primary contact.
2. Regular monitoring of the health of students, staff & faculty by thermal scanner will be done.
3. Mobile No's will be provided and also displayed at various prominent places in the Institution regarding mental health, psychological concerns and wellbeing of students which will be regularly monitored by the chief warden, warden, assistant warden & counselors.
4. Regular mentoring of students by the Mentors personally or either on phone or what's app for resolving any issues related to hostels.
5. Awareness program will be conducted as to how the infection spreads common symptoms, precautions and measures to be taken to contain its spread.


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