

PGI/DHA/ 148/17

Dtd. 07 April 2017

To,

The Dean  
SGPGIMS  
Lucknow.

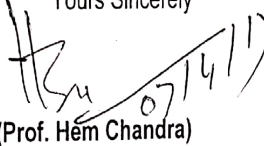
**Subject: Booking of Mini Auditorium.**

Sir,

This is to inform you that Deptt. of Hospital Administration, SGPGIMS in collaboration with Quality Council of India, New Delhi is going to organize 4 days "IA & QMS training (NABL) program" in mini auditorium from 19-07-2017 to 22-07-2017. You are requested to kindly make available the Mini Auditorium for above mentioned period.

Thanking you,

Yours Sincerely



(Prof. Hem Chandra)

Head

Dept. of Hospital Admn.



Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow





**Sanjay Gandhi Post Graduate Institute of Medical Sciences**  
Raibareli Road, Lucknow, U.P  
Phone: 0522-2495363, 2495365 Fax: 91-0522-2668017

PGI/HA/283/17

Date: 29-06-2017

To  
The Medical Superintendent  
Sahara Hospital  
Viraj Khand  
Gomti Nagar  
Lucknow

**Sub: Request for field visit and preparation of Gap analysis of various support services under hospital administration/management by Post-Graduate (MHA) Students of Hospital Administration, SGPGIMS -Reg.**

Sir,

Sanjay Gandhi Postgraduate Institute of Medical Sciences is considering to go for probable NABH Accreditation. As Sahara Hospital, one of the Pioneer Hospitals in Lucknow city is also in the process of re-validation of existing Accreditation, it would be of great help to us if the visit by MHA students from the Department of Hospital Administration is accepted at your end.

The MHA students will be visiting to study/gap analysis support services in your facility and will prepare a Gap Analysis Report. The proposed days of visit are from 3<sup>rd</sup> July, 2017 to 6<sup>th</sup> July, 2017. The students will be reporting to you on 3<sup>rd</sup> July, 2017 at 9.30am in your office. The schedule of their visit will be finalized with mutual discussion with Dr. R. Harsvardhan / Dr. V. B. M. Rao, DoHA. The students will report back to SGPGIMS on 7<sup>th</sup> July, 2017.

The students who will be reporting are:

1. Dr. Akansha Singh
2. Dr. Archana Yadav
3. Dr. Ritika Rai
4. Dr. Tulika Gupta
5. Dr. Shubhankur Bhardwaj
6. Dr. Aina Mehra

Looking forward to your positive reply.

**Prof. Hem Chandra**  
Head, Hospital Administration &  
Medical superintendent, SGPGIMS  
Lucknow

Copy:

- Dr. R. Harsvardhan, Assoc. Prof., Hospital Administration, SGPGIMS, Lucknow
- Dr. V. B. Malleswara Rao, Senior Resident, Hospital Administration, SGPGIMS, Lucknow

**Lt Col Varun Bajpai VSM**  
Executive Registrar  
SGPGIMS, Lucknow



PGU/HA/300/17

Date : 12-07-17

To,  
The Executive Registrar  
SGPGIMS

Through :  
The Head, Department of Hospital Administration  
SGPGIMS, Lucknow

**Sub : Intimation about having applied for NABH Assessor Training Course scheduled for 26 to 30 July at Hyderabad, reg.**

Sir,

With regard to subject mentioned as above, I would like to convey the following :

1. I have been assigned with the responsibility of Accreditation of SGPGIMS Hospital, by the Director/CMS.
2. In order to add value to the said obligation, I have applied for the NABH Assessor Training Course scheduled for 26 to 30 July at Hyderabad.
3. In the eventuality of selection, which is based on scoring/short listing/possible interview; I will be in need of permission to attend the same as my 2<sup>nd</sup> National Conference, with full financial support.

Keeping in mind above three propositions, may I request you for an early permission, in the eventuality of selection & subsequent application in due format.

**Enclosure :** Copy of the advt on NABH website

Copy : HOD-HA

Sincerely,

(Dr. R. Harsvardhan)  
Associate Professor, Hospital Administration  
SGPGIMS

OFFICIATING  
Chief Medical Supdt.  
S.G.P.G.I.M.S.  
Lucknow-226014

Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow





DEPARTMENT OF HOSPITAL ADMINISTRATION  
Sanjay Gandhi Post Graduate Institute of Med. Sciences,  
Raibareli Road, Lucknow- 226 014 (U.P.), INDIA

Ref No : PGI / HA /17/ 510

Date : 15-07-2017

**From :** Prof. Hem Chandra, Head, Hospital Administration

**To :** Prof. S. K. Yachha, Chief Librarian

**Sub :** Procurement of Journals for the year 2018 for the Department of  
Hospital Administration -reg.

Ref : Circular No. PGI/LIB/681/2017 dated, 20-06-2017

With reference to the circular cited above, find the list of journals to be procured for the Department of Hospital Administration in the decreasing order of priority as follows:

1. International Journal of Research Foundation of Hospital & Healthcare Administration - RFHHA
2. The Journal of NABH - NABH
3. Journal of Hospital Administration - SCIEDU
4. Harvard Business Review - HBR
5. Quality Management in Healthcare - LWW Journals
6. International Journal of Care Pathways - Kuleuven
7. American Journal of Medical Quality - SAGE
8. Indian Journal of Public Health Research & Development - Institute of Medico-legal publications

**Prof. Hem Chandra**  
**Head, Deptt. Of Hospital Administration**

Copy:- Dr. R. Harsvardhan, Assoc. Professor, Deptt. of Hospital Administration

**Lt Col Varun Bajpai VSM**  
Executive Registrar  
SGPGIMS, Lucknow

**Prof. Hem Chandra**  
**Head, Deptt. Of Hospital Administration**



CONTROL COMMITTEE  
**DEPARTMENT OF HOSPITAL ADMINISTRATION**  
Sanjay Gandhi Post Graduate Institute of Med. Sciences,  
Raibareli Road, Lucknow- 226 014 (U.P.), INDIA

Ref No.: PGI / HA / 315/2017

Dated: 12-07-2017  
17

**OFFICE ORDER**

The **Sanitation Services Surveillance Team** is hereby being constituted (out of Post-Graduate Students, DOHA) and being assigned with Hospital areas, as delineated here under for Continuous Quality Improvement through Observation, Gap Analysis, Reporting & Follow-up:

Sl.No.	Name : Post-Graduate Student	Area Assigned
1	Dr. Harshit Kumar Gupta	Main Hospital
2	Dr. Akansha Singh	New OPD Block, PMSSY Block
3	Dr. Archana Yadav	All PRA, Technology College/Nursing College Block
4	Dr. Ritika Rai	General Hospital, Resident's Hostels, Nursing Girl's Hostel
5	Dr. Shubhankur Bhardwaj	Residential/Campus Area except the inclusions, as above

As an inherent part of PG Training & in addition to existing responsibilities/area postings, the Post-Graduate Students will - visit their areas, do onsite physical observation along Structured Checklist, prepare Gap Analysis Report for submission to Nodal officer, Sanitation services; for onward cumulative reporting by him to MS/CMS.

This order will come into force with immediate effect.

(Prof. Hem Chandra)  
Head, Hospital Administration &  
Medical Superintendent

**Distribution:**

- Dr. R. Harsvardhan, Nodal Officer, Sanitation Services & Assoc. Prof, Hospital Administration
- Dr. V. B. Malleswara Rao, S. R., Hosp. Admin., SGPGIMS
- All Concerned Post- Graduate Students, DOHA, SGPGIMS

**Copy:**

- Chief Medical Superintendent, SGPGIMS

(Prof. Hem Chandra)  
Head, Hospital Administration &  
Medical Superintendent



Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow



**Dr. Hem Chandra**

MBBS, MHA, M.Phil, MBA, Ph.D, D.Litt  
FIMA, FIMSA, FAHA, MNASC, MNAMS

Prof. & Head

Department of Hospital Administration

& Medical Superintendent 09/11/17

रायबरेली रोड, लखनऊ-226014, उ० प्र० (भारत)  
Raebareli Road, Lucknow-226014, U. P. (India)

05-09-2017

**Sub: Request for permission to visit and conduct study -reg.**

Dear Sir,

Congratulations to you and your team for ISO certification received by UP 100 recently and thereby becoming the first police control room in the country to do so. As Sanjay Gandhi Post Graduate Institute of Medical Sciences, Lucknow is a part of Health Emergency Management System in the state and adopts technology to cater health needs of both urban and rural population of the state, we see wide range of opportunity to learn from your outstanding system and enrich our emergency handling system.

The Department of Hospital Administration, SGPGIMS, Lucknow is conducting a two-year program, Masters in Hospital Administration and Emergency Management is part of their course-curriculum. In this regard, a team from our Institute would like to visit to the UP 100 control room to learn the process of operations and management system adopted by you. We would like to conduct a study on emergency management system of calls especially medical emergencies.

In view of the above, we require your permission for the Department of Hospital Administration students to visit your control room and also conduct a study. We also need your permission to access the data as needed from UP 100 for the purpose of study.

Thanking you in anticipation and waiting for your kind reply.

With Warm Regards,

Yours Sincerely,

  
(Prof. Hem Chandra)

Medical Superintendent & Head  
Deptt. of Hospital Administration  
SGPGIMS, Lucknow

Shri Anil Agrawal, I.P.S.  
ADG(ITECCS)  
UP 100 Bhawan  
7/13 Gomti Nagar Extension Shaheed Path.  
Lucknow-226027



Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow

Tel. : + 91-2494062(O); Fax: + 91-0522-2668017, 2668078 ; e-mail: hchandra@sgpgi.ac.in , hchandra555@gmail.com  
www.sgpgi.ac.in ; Residence Address: Type V-14 New Campus, Raebareli Road, SGPGIMS, Lucknow-226 014 (India)



Ref. No: PGI/MS/510 117

Dtd.: 24-10-2017

**CIRCULAR**

A meeting will be held on 25-10-2017 at 2.30 P.M. under the chairmanship of the Medical Superintendent in Department of Hospital Administration regarding to discuss overcrowding in the corridor of "E" block near Endoscopy Theatre. Following Officers/members are requested to attend the same.

1. Faculty nominated by HOD Gastroenterology.
2. Chief Nursing Officer.
3. Sister Incharge Endoscopy
4. Sister Incharge, Gastro-medicine Ward A & B.
5. Incharge Internal Transportation.

(Prof. Hem Chandra)  
HOD Hosp. Admn. &  
Medical Superintendent

**Copy to:**

1. Prof. V.A. Saraswat, HOD Gastroenterology.
2. Chief Nursing Officer.
3. Sister Incharge Endoscopy
4. Sister Incharge, Gastro-medicine Ward A & B.
5. Incharge Internal Transportation.

Li Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow

Ref No: PGI/DIR/Camp/ 390 /2017

Urgent / Top Priority

To : All Head of Department, SGPGIMS

From : Director

Date : 31-10-2017

Sub : Information for submission of the proposal for as "Institution of Eminence"

This is for your information that UGC has invited proposals from eligible and interested applicants to become Institutions of Eminence (IOEs) under the following categories.

- (i) Existing Government Educational Institutions
- (ii) Existing private higher educational Institutions to upgrade themselves to Institutions of Eminence.
- (iii) Sponsoring Organizations for setting up of new Institutions of Eminence.

The Government is committed to improvement of quality of higher education world class status, from amongst the existing Government/Private Institutions and new institutions from the private sector. (10 Govt. & 10 Pvt. Institutions) The Government Educational Institutions selected as public institutions of eminence will be given financial incentives up to Rs. 1000 Cr. The detail can be seen on the UGC website.

After due approval of the President, SGPGIMS / Chief Secretary, Government of Uttar Pradesh, SGPGI has decided to submit proposal for "Institute of Eminence" as per the Press Release of UGC dated 12.09.2017. It would be a great opportunity for the Institute.

Therefore you are requested to kindly provide information relevant to your Department [page 12(IV), 13(V,VI) in annexed prescribed Proforma of UGC on priority basis within 07 days as the proposal is to be submitted by end of November 2017. For detail information, you may see the website of UGC:

[www.ugc.ac.in](http://www.ugc.ac.in)

(Prof. Rakesh Kapoor)  
Director

Copy to :

1. Prof. Amit Agarwal, Chief Medical Superintendent.