

(**RIGHT TO INFORMATION ACT, 2005**)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

**DEEP CHAND BANDHU HOSPITAL KOKIWALA BAGH, PHASE-IV,
ASHOK VIHAR, NEW DELHI-110052**

RIGHT TO INFORMATION ACT, 2005

MANUAL 1

Particulars of Organization, functions and duties

[Section 4(1) (b)(i)]

1. Aims & Objectives of the Organization

- To provide primary, secondary level of treatment.
- To Act as referral centre to various Dispensaries/Health Centres in the nearby area.
- To provide free medical facilities.
- To provide MCH & Family Welfare services including Immunization, participation in National Health Programme, surveillance and control of communicable and Non-communicable diseases.
- To provide/conduct basic Health Education, in-service training to Doctors, Nursing staff, Paramedical staffs and other staff.
- The hospital aims to provide quality outdoor and indoor services free of cost on the minimum assured services set by Indian Public Health Standards, Government of India.

2. Mission /Visions, Brief History and background for its establishment.

The vision of the hospital is to provide quality health services in all the specialties in a harmonious atmosphere to every section of society especially the under privileged through this 200 bedded hospital, whereby quality to be ensured by close monitoring, constant feedback from the people and regular CMEs for the staff.

The patients have rights at par with any other medical institution, to get best possible treatment in the hospital and to get information regarding his ailment. He has a right for privacy / confidentiality about his disease to be maintained.

The hospital is responsible for providing quality medical services to people in its catchment area and ensuring that basic amenities listed below are available:

- Clean and hygienic environment
- Potable water
- Clean toilets
- Comfortable sitting arrangement
- Adequate illumination
- Proper signage system

IEC activates for patients and visitors through all possible means above all the courteous behaviour of staff is very important

Deep Chand Bandhu Hospital was inaugurated on 22nd February, 2013 OPD services in basic branches i.e. Medicine, Surgery & O&G, ENT, Skin, Ortho, Eye, Dental, Paediatrics.

Round the clock 24 hour 200 bedded indoor services have started w.e.f. 17.9.15. Patients of General Medicine, Pediatrics and non-surgical patients requiring medical management are admitted.

Ward I (First Floor)- Female Medical Ward, Ward II (2nd Floor)- Male Medical Ward, Ward III (3rd floor)- Pediatrics Ward & level I New Born Nursery, Ward IV (4th Floor)- General Ward

Outsourced services: Housekeeping, Security, Nursing Orderlies, Kitchen and dietary services are in place.

Homeopathic and Ayurvedic OPDs are functioning since June, 2015 and Unani OPD has been started in this hospital in the same year.

3. AVAILABLE SERVICES

Deep Chand Bandhu Hospital is 200 bedded multispecialty secondary level hospital providing quality preventive, promotive and curative & palliative health services to the adjoining and distant areas of Delhi and NCT. The hospital besides providing outdoor consultation and dispensing, has indoor facility for 200 patients. It is 24 hours casualty services including emergency laboratory and x-ray investigations.

1. OPD Services (Daily except Sundays and Holidays)

a. Registration Timings

	OPD Registration Time
General OPD	8:30 a.m. to 12:30 p.m.
Special Clinics	1:30 p.m. to 2:30 p.m.

b. Registration Process

- Computerized Registration
- OPD card is issued free of cost
- Waiting time for registration is 5-10 minutes (average).
- There is facility for online OPD Registration through following web link:
[http://dshm.delhi.gov.in/mis/\(S\(5wy11rr5mxevqbotpgcbs5pz\)\)/opr/home.aspx](http://dshm.delhi.gov.in/mis/(S(5wy11rr5mxevqbotpgcbs5pz))/opr/home.aspx)
- One should get him/herself registered and then report to respective OPDs.

c. Registration Counter Location/Details

- Ground Floor of OPD Block
- Number of Counters- 4
- Separate counters for (1) new patients (male), (2) new patients (female), (3) senior citizens/differently abled/DGEHS staff and (4) old (already registered) patients.

d. Consultation by doctor

	Consultation Time
General OPD	9:00 AM to 1:30 PM
Special Clinics	2:00 PM to 3:30 PM

e. OPD Schedule (Department wise and Doctor wise): 9 AM -1.30 PM daily except Sundays and holidays

Specialty	Location (Room Number)	Specialist/M.O. In-

		charge/Paramedic
Orthopedics	Ground Floor (001, 004)	Dr. Pawan Kumar
Occupational therapy	Ground Floor (0008)	Mr. Shantanu
Antiretroviral Treatment Centre	Ground Floor (0011)	DSACS staff
Obstetrics &Gynecology	1 st Floor (1004, 1005, 1009)	Dr. Supriya Gupta
ANC (Pharmacy)	1 st Floor (1006, 1007)	S/N on duty
Pediatrics	1 st Floor (1019, 1020, 1021)	Dr. Archana Singh
Immunization	1 st Floor (1028)	Dr. Archana Singh
Dental OPD	1 st Floor (1011)	Dr. Dhirender Paul
DOTS center	1 st Floor (1014, 1016)	Dr. Sandeep Dahiya
Homeopathy	1 st Floor (1030), daily	Dr. Ravi Prakash Singh
Unani	1st Floor (1031) Mon, Wed, Friday	Dr. Shaikh Imran
Ayurvedic	1st Floor (1032). daily	Dr. Manisha Gupta
Injection Room /Dog Bite (Antirabies vaccination)	2 nd Floor (2013)	MO I/C (OPD)
General Medicine	2 nd Floor (2004, 2006, 2007, 2009)	Dr. Renu T. Bali
BP & Sugar Checking Room	2 nd Floor (2008)	S/N on duty
General Surgery	2 nd Floor (2040, 2041, 2042)	Dr. Sanjay Sinha
Eye	2 nd Floor (2037, 2038)	Dr. Vijay Kumar
Refraction	2 nd Floor (2031)	Ms. Amita
ENT	2 nd Floor (2020)	Senior Resident
Audiometry /Speech	2 nd Floor (2019)	Technician on duty
Skin and VD	2 nd Floor (2017, 2018)	Dr. Bharat Bhushan
Malaria lab	2 nd Floor (2016)	MCD staff
ICTC	1 st Floor (1015)	Sh. Lalit
EWS	Ground Floor (0019)	Ms. Aparana, Liaison Officer
Screening (BP &Sugar) Room	Ground Floor (0026)	S/N on duty
Minor O.T. (ENT, Skin, Surgery)	2 nd Floor (2029)	S/N on duty
Minor O.T. (Eye)	2 nd Floor (2030)	MO I/C (Eye)

f. OPD Schedule for Special Clinics (Timings:2 PM -3.30 PM on fixed days)

Name of the Clinic	Location (Room Number)	Days
Osteoporosis Clinic	G. Floor (0001)	Wed
Infertility Clinic	1 st Floor (1005)	Mon
Asthma Clinic	1 st Floor (1021)	Tues
Well Baby Clinic	1 st Floor (1021)	Friday
Neurology Clinic (Peads)	1 st Floor (1021)	Thursday
Geriatric	2 nd Floor (2001)	Daily
Diabetes / Hypertension Clinic	2 nd Floor (2002)	Wed
Asthma Clinic	2 nd Floor (2002)	1 st & 3 rd Tues
Cancer Clinic	2 nd Floor (2041)	Tues & Fri

g. Special facilitation in OPD for Special Groups (Handicaps/Senior Citizens/Pregnant women etc. – details of facilitation)

- Patients are seen at first come first serve basis. However, out of turn consultation may be provided in case of emergency.
- Senior citizens and differently abled persons are given consultation on priority and seen by consultant one after every 5th general patient.

h. Inter-departmental referral is made on the same OPD card. However, the patient will have to stand in queue at the OPD referred.

i. Nodal Persons details for any help/grievance Redressal (9 AM to 4 PM)

Dr. N.S. Khurana Designation: Deputy Medical Superintendent

Tele (O): 011-27305953

(M): 9968608010

Link officer: Dr. Vijay Kumar Designation: Head of Office

Tel (O): 011-27305954

(M): 9968608003

1. In case of any difficulty faced by the patients, the same is solved by the In charge OPD, Grievance Officer, DMS.
2. Medical Superintendent is the Final Authority in case the problem is not solved at above mentioned level.

4. Blood Bank Services: Blood Storage Centre shall be set up as per National Guidelines.

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MANUAL 2

POWER AND DUTIES OF OFFICERS AND EMPLOYEES

S.No	Name of Post	Sanctioned post	Power			Duties attached
			Administrative	Financial	Statutory	
1	Med. Superintendent (SAG)	01	YES	H.O.D	YES	Head of the Institution/Overall In-charge of the hospital
2	Additional MS	01	Yes			Working one MS(MCH) against the post of Addl. MS
3	Dy. Medical Supdt.	01	YES			Working as HOO & Clinical work in Eye Dept.
4	Specialist	23				11 posts vacant, Clinical works in their respective specialty in the form of patient care services
5	Medical Officer	16				All filled, Clinical Work in different departments/sections
6	CAS(Dental)	2				1 vacant, Clinical Work in their respective specialties
7	Senior Resident	43				12 posts vacant, Directly responsible for supervision of patient care in their respective dept. Under concerned specialists
8	Junior Resident	34				All filled, Under senior residents / specialists /emergency duty in casualty and wards
9	Statistical Officer	2	YES			MRO/MRD
10	AAO/ Accounts Officer	1	YES			Budget and Other Financial matters.
11	Office Supdt.	1	YES			Work related to Establishment Branch under H.O.O.
12	Head Clerk	1				Establishment related work under O.S.
13	Statistical Asstt.	3				1 vacant, Hospital Statistic and records, Planning etc. Duties assigned to Medical Record Dept.
14	Stenographer (Gr.III)	2				1 vacant, Personal Branch of Medical Superintendent, Drafting, and other works assigned by Med. Supdt.
15	UDC	3				Duties assigned in Establishment section and Account Branch

16	LDC	5				1 vacant, Duties assigned in Establishment section and Account Branch and Other fields like care taking, Diary & Dispatch etc.
17	A.N.S	2				Both Posts Vacant
18	Nursing Sister	16				13 posts vacant, Ward management and general supervision of nursing & group –‘D’
19	Staff Nurse	98				1 vacant, General & Nursing care of the patients in the Department
20	Sr. Radiographer	1				Duties assigned to Radiology Dept. As per their designation i.e. taking diagnosis, X-Ray films etc. and work assigned by Incharge of radiology Deptt.
21	Jr. Radiographer	7				4 posts vacant, In Collaboration with Sr. Radiographer
22	O.T Tech	2				Supervision of maintenance of O.T & assisting concerned specialist and other duties as assigned by In charge of the Deptt.
23	O.T Asstt	7				In Collaboration with O.T Tech.
24	CSSD Tech	2				Supervision of Maintain of CSSD, records keeping, and duties as assigned by Incharge of Deptt.
25	CSSD Asstt	1				In Collaboration with CSSD Asstt.
26	Lab. Tech.	2				1 post vacant, Lab Duties as assignedby concerned Specialist
27	Lab. Asstt	6				In Collaboration with lab Tech
28	Pharmacist	12				5 posts vacant, Distribution of Medicine, maintain store & supply, other work as and when assigned.
29	E.C.G Tech	2				1 vacant, Conducting ECGs, Handling and Maintains of ECG machine, Maintains Records etc.
30	Audiometric Asstt.	1				Duties assigned according to their designation and work assigned by the Incharge of the ENT Deptt.
31	Refractionist	1				Duties assigned according to

					their designation and work assigned by the Incharge of the Eye Deptt.
32	Physiotherapist	2			2 Posts vacant
33	Occupational Therapist	1			Duties assigned according to their designation.
34	Asstt. Dietician	1			Post vacant
35	Dental Hygienist	1			Duties assigned according to their designation and work assigned by the In charge of the Dental Dept.
36	Ambulance Attendant (outsourc)	3			3 Posts vacant.
37	Nursing Orderly	73			57 filled on outsourced basis as per current requirement, Duties assigned in the branch, wards and assist the nursing staff and senior staff in respective field.
38	Dresser (outsourc)	3			3 Posts vacant.
39	Security Cum Sanitation officer (outsourc)	1			1 Post vacant.
40	Store &Purchase Officer	1			1 Post is vacant
41	Security Guards	38+ 1 security supervisor			19 filled on outsourced basis as per current requirement
42	Plaster Room Assistant (outsourc)	2			2 Posts vacant
43	Data Entry Operator(outsourc)	3			3 Posts vacant
	Total	429			

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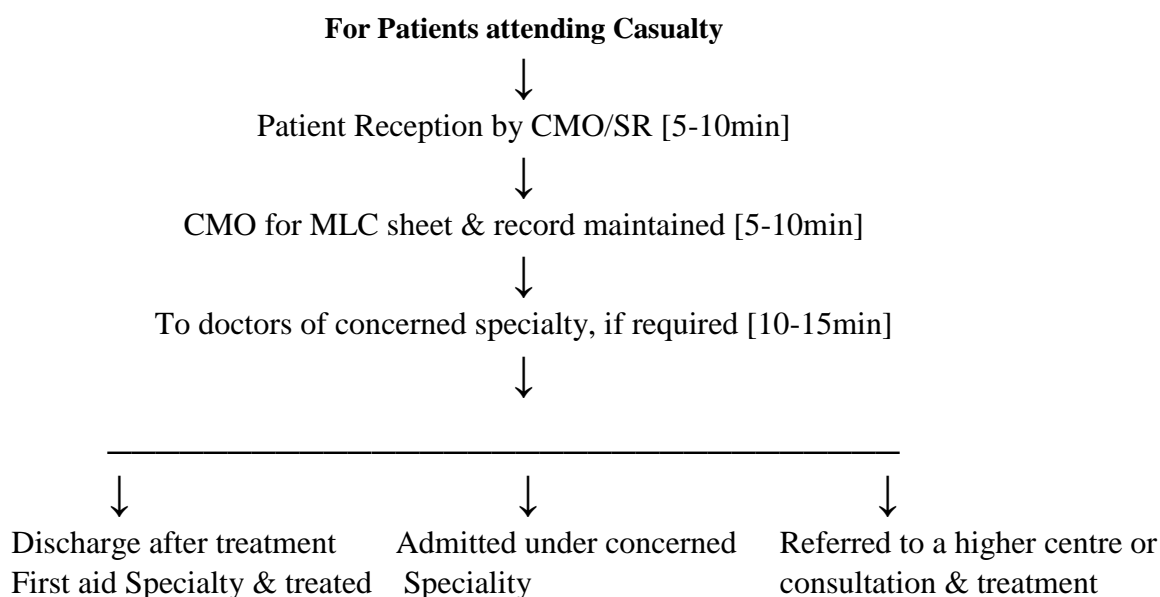
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[Section 4(1) (b) (ii)]

Procedures of Patients

Department	EYE	Surgery	ENT	Ortho	Procedures
Plaster Room				YES	
Dressing Room		YES			
Immunization Room					Paeds. Deptt.
Injection Room					Fully functional
Investigations					Fully functional
Radiology					Fully functional [upto 8:00 PM]
ECG					OPD / Emergency
Gynea & Obst. ANC (Pharmacy)					All days.
Dental					Tue. & Friday Tooth Extraction Day

Goes to concerned wards for Indoor treatment



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[Section 4(1) (b) (iv)] **Norms set for discharge of functions**

1. Patient examination, investigation and treatment as per standard protocols laid down in medical text books.
2. Purchase: As per the rules laid down in GFR.
3. Planning: As per the requirements.
4. Audit: As per the rules laid down by GNCTD.
5. Clinical Meeting: All interesting and rare cases are being discussed among the specialists/faculty members including resident doctors. CME, Seminar, Training Session as organized in a regular interval.

6. HUMAN RESOURCE DEVELOPMENT

Medical science has considerably advanced in the field of diagnosis, treatment and research.

To increase the efficiency and update knowledge, efficient effective delivery of health programmes and development and application of appropriate technology, the CME and reorientation programmes are regularly conducted for in service medical and paramedical staffs and other associated ancillary staffs.

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MANUAL NO – 5

Rules, Regulations, Manuals & Records for discharging

functions:- Section 4(1) (b) (v) List of regulations, manual and records.

S.No.	Name of act, rules, regulations, etc.	Brief list of the contents.	Ref. No. if any	Price in case of priced publication.
1.	A Hand Book on Medical Examination	Rules for Medical Exam & Reexam	----	----
	Rules Regulation issued by, Govt. of NCT of Delhi from time to time			
2	The gazette of India Extra Ordinary.	Regulations relating to the Physical Examination of candidates.		-----
3	MTP Act 1971 Revised 2002	Guidelines for Revised approval (Form Act 2002 A&B) Consent Form C&I		
4.	PNTD Act			
5.	BMWM & H Rules,1998			
6.	Non Smokers Health Protection Act			

Service Matters

S.No.	Name of act, rules, regulations, etc.	Brief gist of the contents.	Ref. No. if any	Price in case of priced publication.
1.	Swamy' s Manual	Service Rules		
2.	General Financial Rules	Financial Matter		Swamy's Manual
3.	Hospital Manual			Published by Govt. of India
4.	Bureau of Indian Standards	For specifications		

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A Statement of the Categories of documents held by it for under its control

[Section 4(1)(b)(vi)]

S.No	Nature of Record	Details of information available	Unit/section where available	Retention period where available
1	Hospital Statistic	Available	M.R.D	M.R.D
2	Hospital Records	Available	Establishment Branch	
	Establishment Matters			
	Health Programme			
	Public Grievances			
	Right to information			
3	Building Matters	Available	Concerned Nodal Officers	
	Transport			
	Bio-Medical Waste Management			
	Record of House keeping, Kitchen & Dietary and Security			
4.	Store & Distribution of Hospital items including medicines, equipments etc	Available	Store	

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MANUAL 7

The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation

[Section 4(1)(b)(vii)]

S.No	Name of Committee/Board	Constituted/ yet to be Constituted	Role and Responsibility	Frequency of meeting
1	Rogi Kalyan Samiti	The Samiti has been constituted under the chairmanship of local M.L.A. (Wazir Pur) with Dy. Commissioner (Revenue) North West, Dy. Comm. (MCD), Distt. Social Welfare Officer (North West), C.D.M.O. (North West), Medical Supdt., <u>DCBH</u> ,	The main function of the Samiti is to make all efforts to provide best possible services to outdoor and indoor patients and to improve the facilities in the hospital	Quarterly

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MANUAL 8
[Section 4(1) (b) (viii)]

Boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

S.N	Name and Address of the body	Main function of the body	Constitution of the body	Date of Constitution	Date Up to which Valid	Whether meeting open to public	Whether minutes assessable to public	Frequency of meeting
1	2	3	4	5	6	7	8	9
1.	Purchase Committee / Demand Estimation Committee, Committee for Repair and maintenance	Procurement of stores for the hospital Repair and Maintenance of equipment	Yes		Onward	No	Yes as and when sought	As and when required
2.	Hospital Supplies Verification Committee	To check the quality and quantity of hospital supplies	Yes		Onward	No	Yes as and when sought	As and when required
3.	Disaster Preparedness Committee.	To train the hospital staff for managing casualties in event of disaster	Yes		Onward	No	Yes as and when sought	Once in two months, as and when required
4.	Bio Medical Waste Monitoring committee	Management of BMW as per rules	Yes		Onward	No	Yes as and when sought	Monthly
5.	Infection Control committee	Surveillance of hospital of infection & antibiotic resistance are likely to be found & ensure good infection control	Yes		Onward	No	Yes as and when sought	Once in a month, as and when required
6.	House Allotment committee	To allot the accommodation available in hospital campus	Yes		Onward	No	Yes as and when sought	As and when required

7.	PWD Works Inspection Committee	To monitor the works done by PWD authorities	Yes		Onward	No	Yes as and when sought	As and when required
8.	SDF & Empty Vial Verification Committee	To check and reconcile the distribution of drugs and injections to patients	Yes		Onward	No	Yes as and when sought	Weekly, as and when required
9.	Sexual Harassment Prevention Committee	To mitigate and investigate the matters relating to sexual harassment	Yes		Onward	No	Yes as and when sought	Once in two months, as and when required
10.	Condemnation Committee	To Write off and dispose the unserviceable equipments and instruments and other items	Yes		Onward	No	Yes as and when sought	Once in a month, as and when required
11.	Committee for monitoring Punctuality	For maintaining punctuality in hospital	Yes		Onward	No	Yes as and when sought	As and when required
12.	Committee for monitoring housekeeping services	To monitor the housekeeping services, cleanliness and sanitation in the hospital	Yes		Onward	No	Yes as and when sought	As and when required
13.	Committee for preparation of tender documents	To prepare the tender documents for hospital	Yes		Onward	No	Yes as and when sought	As and when required
14.	Committee of Hospital Information Management system/ Computerization	To monitor the computerization of hospital services/work	Yes		Onward	No	Yes as and when sought	Once in 03 months, as and when required
15.	Environment Management Group	Safeguarding the environment, Implementing steps to prevent air, water, noise pollution	Yes		Onward	No	Yes as and when sought	Once in 03 months, as and when required
16.	OT Committee	To ensure the smooth functioning of OT services For coordination of various specialties	Yes		Onward	No	Yes as and when sought	Once in 03 months, as and when required
17.	Hospital Transfusion Committee	To monitor the practices of Blood transfusion and prevent/investigate adverse	Yes		Onward	No	Yes as and when	Once in 03 months, as and

		reactions					sought	when required
18	Central Coordination Committee	Coordination, monitoring facilitation of various committees/Nodal officers: preparation and monitoring of annual action plans	Yes		Onward	No	Yes as and when sought	Once a month, as and when required

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MANUAL – 9
[SECTION 4(1) (B) (IX)]

Email (mail.gov.in) :- User ID : msdcbhdhs.delhi@nic.in (MS),
msmchdcbh.delhi@gov.in(MS(MCH),
dmsdcbh.delhi@nic.in (HOO), dmsdcbh@gmail.com (DMS)
HOSPITAL'S EPABX NO. 27301374, 27305951

DIRECTORY OF OFFICER AND EMPLOYEES

Sr no.	Name & Designation	Telephone No.		Home Address & mail add.
		Office	Res./Mobile	
1.	Dr. Rakesh Kumar Gupta Coordinating MS & MS (Accident & Emergency Services)/HOD 1 st Appellate Authority (RTI) Overall Administrative I/C & Supervision of Hospital.	27305953 (CA No. 2044297571) 27305952 (Fax) CA No. (2044297567) R.No./ I.Com. No.3015 (3 rd Floor)	9910995252	A-16, Phase-2, Ashok Vihar, Delhi-52 E-mail :dr_rkg1955@yahoo.com Link Officer :- MS, ASJ Hospital
2.	Dr. Suman Kumari, MS(MCH) Medical Superintendent (Maternity & Child Health) Overall Administrative Incharge (Obst. & Gynae, Neonatology, Paediatrics & Family Planning Department, House Keeping & Sanitation Services, Kitchen & Dietary Services), NABH Accreditation Coordinator, Rogi Kalyan Samiti.	27305951 CA No. (2044297566) R.No./I.Com. No. 3003 (3 rd Floor)	9717293536	86, Avtar Enclave, Pashim Vihar, Delhi E-mail : drsumanbatra@gmail.com
3.	Dr. Vijay Kumar, HOO MO I/C (Eye), MOI/C (ENT), Clinical work in Eye OPD, HOO, Nodal Officer (Polyclinics),MO I/C (Residents), Vigilance Officer,Coordinator (Physical verification Stores), , Parliament & Vidhan Shabha Questions, Housekeeping & Sanitation Services.	27305954 CA No. (2044297568) R.No./I.Com. NO.3018 (3 rd Floor) 2038 (Eye) (2 nd Floor)	9968608003	Flat-50, Pkt. 7, Shaptarishi Apartment, Sec.23, Rohini, Delhi-85. dr.vijaykumar1972@gmail.com Link Officer-Dr. N.S. Khurana, DMS, for all administrative matters other than financial matters.
4.	Dr. N.S. Khurana, DMS Clinical work in Pathology Lab., Administrative Works related to start of Emergency and Indoor Services in the hospital. Nodal Officer (PWD Works), CUG, Nodal Officer & Chairman (Public Grievance), PGMS, Nodal Officer (Repair & Maintenance) etc. EMD Manager (e-office), HMIS	R.No./I.Com No. 3001 (3 rd Floor)	9968608010	B-2/25, S.F.Sector-16, Rohini, Delhi-89 E-mail : nskhurana2002@gmail.com Link Officer : Dr. Jyotsana Saini, MO (Admn.)
5.	Dr. Jyotsna Saini Medical Officer (Administration)/ Medical Officer I/C	R.No./I.Com No. 3005 (3 rd Floor)	9968608029	67, SFS Flats, Golden Jublee Apartments, Sector-11, Delhi E-mail:

	(OPD/MRD/CT/Pharmacy), PIO (RTI), Nodal Officer (EWS), Computerized OPD/Casualty/IPD Registration, Reimbursement of Telephone (Office & Res.) Auction of Scrap, Horticulture & Library, Coordination with Delhi State AIDS Control Society. Nursing Orderly Outsourced Services, MO I/C (General Store).			jyotsnasaini76@rediffmail.com dr.jyotsna2015@gmail.com Link Officer : Dr. N.S. Khurana, DMS
ACCIDENT & EMERGENCY DEPARTMENT – MTNL NO. 27305950 (CA No. 2044297569)				
ANAESTHESIA				
1.	Dr. Dharmesh Soni, Specialist Gr.III Specialist I/C (Anaesthesia), Commissioning of OT Services, O.T. (5 th Floor), Nodal Officer (ACLS & BLS Training)	R.No./I.Com No. 3012 (3 rd Floor)	9968608020	104-B, 2 nd Floor, Pocket-A, Harihar Apartment, Ashok Vihar, Phase-II, Delhi-52. E-mail : dr.sonidharmesh@gmial.com Link Officer : Dr. Vikram Kumar 2 nd Link Officer : Dr. Neeta Panwar
2.	Dr. Neeta Panwar Specialist Gr.III (Anaesthesia) Specialist I/C (CSSD-3 rd Floor).	R.No./I.Com No. 3012 (3 rd Floor)	9968608022	H.No. 541, 1 st Floor, West Permanand, Mukharji Nagar, Delhi-110009. E-mail : drneeta31@rediffmail.com Link Officer : Dr. Vikram Kumar
3.	Dr. Vikram Kumar Specialist Gr.III (Anaesthesia) Specialist I/C ICU (4 th Floor).	R.No./I.Com No. 3012 (3 rd Floor)	9968608021	5/35, Double Storey, Vijay Nagar, Delhi-110009 E-mail : vikram_mani2000@yahoo.com Link Officer : Dr. Dharmesh Soni
DENTAL (1st Floor)		1011		
1.	Dr. Dharendra Kumar Paul CAS (Dental)	R.N./IntercomNo. 1011	9968608014	B-39, Brij Vihar, Pitam Pura, Delhi-34 E-mail : pauldharendra@gmail.com DOJ in this Hospital : 31.10.2015
EYE (2nd Floor)		2038, 2031		
GYNAE.& OBS. (1st Floor)				
1.	Dr. Supriya Gupta Specialist Gr.III (Obst. & Gynea), Specialist I/C (Obst. & Gynea), Nodal Officer (Stree Shakti, Janani Suraksha, RCH, ICTC, NRHM, Care of Sexual Assault Victims), Gynae Ward (1 st Floor) & Labour Room, Laundry Services.	R.No./I.Com No. 1004 (1 st Floor)	9968608017	RU-184, RU Block, Pitam Pura, New Delhi-110088 E-mail : gupta.s 2000@gmail.com Link Officer : Dr. Salam Zeliang
2.	Dr. Salam Zeliang Specialist Gr. III (Obst. Gynae), UPSC Family Planning, Nodal Officer (AIDS Control), Specialist I/C Female General Ward-4 th Floor.	R.No./I.Com No. 1009 (1 st Floor)	9968608016	88, 1 st Floor, Aurobindo Apartment, DDA Flats, Adchini, Near NCERT, New Delhi-17. E-mail : salamzeliang@gmail.com Link Officer : Dr. Supriya Gupta
3.	Dr. Archana Medical Officer (UPSC-P.G. in Obst. & Gynae) Shift duty in casualty.	R.No./I.Com No. 1007 (1 st Floor)	9968608023	5/35, Vijay Nagar, Double Story, Delhi-110009. Email : manhipardeep@gmial.com Link Officer : Dr. Rachna Gupta, MO
4.	Dr. Rachana Gupta Medical Officer Nodal Officer (F-Anti-Retroviral Treatment Centre-ART Centre), Shift duty in Casualty.	R.No./I.Com No. 1007 (1 st Floor)	9968608024	3/193, 2 nd Floor, Subhash Nagar, New Delhi-110027 E-mail : rachana2181@gmail.com Link Officer : Dr. Archana, MO

	MEDICINE (2nd Floor)			
1.	Dr. Renu T. Bali Specialist Gr. III (Medicine) Member Secretary (Medical Board), Male Medical Ward (1 st & 2 nd Floor)	R.No./I.Com No. 2004 (2 nd Floor) R.No./I.Com No. 3008 (3 rd Floor)	9968608015	55-D, DDA Flats, Gulabi Bagh, New Delhi E-mail : dr.renutbali@gmail.com Link Officer :-Dr. Bharat Bhushan, MO
2.	Dr. Sandeep Goel Medical Officer Nodal Officer (Vector Borne & Communicable Diseases. Shift duty in Casualty.	R.No./I.Com No. 2006 (2 nd Floor)	9968608012	562/37, Onkar Nagar-C, Tri Nagar, Delhi-110035 E-mail : dr.goel.sandeep@gmail.com Link Officer : Dr. Amit Prakash, MO
3.	Dr. Thongkholal Changsan, Medical Officer Shift duty in Casualty, Nodal Officer (Swachh Bharataiya Abhiyan, Kayakalp Program, Nodal Officer (e-office & IT) and H1N1 Influenza-Swine Flu).	R.No./I.Com No. 2007 (2 nd Floor)	9968608011	B-191, 2 nd Floor, Naraina Vihar, New Delhi-110028 e-mail : tlchang77@gmail.com Link Officer : Dr. Sandeep Kr.Dahiya Link for R&M-Dr. Purushottam Rai,MO
4.	Dr. Purushottam Kumar Roy Medical Officer	R.No./I.Com No. 2004 (2 nd Floor)	8527498881 8860681222	C-20, 2 nd Floor, Gandhi Vihar, Delhi-110009. e-mail : drpururoy0123@gmail.com
6.	Dr. Tarun Kumar Medical Officer (UPSC)	R.No./I.Com No. 2007 (2 nd Floor)	8285502338	Flat No. 10036, Tower-2, Block-E 3, Ghz. Ghazibad, (UP) E-mail: drtarunchaudhary@yahoo. com
5.	Dr. Shipra Medical Officer	2009	9999794920 9807186717	10/208, Vikas Nagar, Lucknow (UP) Email : shiprakanaujia14@gmail.com
	ORTHOPAEDIC (GF)			
1.	Dr. Pawan Kumar, Medical Officer (Regular-CHS) Clinical/Administrative MO I/C (Orthopaedics), Purchase Officer & Disaster Management.	R.No./I.Com No.8004 (GF)	9968608008	H.No. 219, 2 nd Floor, Bharat Nagar, New Delhi-110052 E-mail : pawanrana95@gmail.com pawanrana95@nic.in/drpawanrana@nic .in Link Officer- Dr. S.K. Sinha
	PAEDIATRIC (1st Floor)			
1.	Dr. Archana Singh Spl. Gr.III (Paediatrics) UPSC Specialist I/C (Paeds.), I/C (PICU, NICU) Specialist I/C (Medicine Store), Nodal Officer - Pulse Polio Programme, Immunization.	R.No./I.Com No. 1021 (1 st Floor)	9968608032	C-201, Express Green Society, Sector-1, Vaishali, Ghaziabad (UP). E-mail : drarchanasingh@ymail.com Link Officer : Dr. Rekha Luthra Link for Medicine Store- Dr. Amit Prakash, MO
2.	Dr. Rekha Luthra Jr.Specialist (Paeds.) (Contract Basis) Female Medical & Children Ward-3 rd Floor, Nodal Officer (Vector Borne & Communicable Diseases)	R.No./I.Com No. 1021 (1 st Floor) R.No./I.Com No. 3007 (3 rd)	9968608033	24 A, Pocket A, Phase-III, Ashok Vihar, Delhi-52 sonyped@yaho.com Link Officer-Dr. Archana Singh
3.	Dr. Amit Prakash Medical Officer (UPSC) Shift duty in Casualty, MO I/C (Equipment & Surgical Consumable Store), Nodal Officer (CME).	R.No./I.Com No. 1021 (1 st Floor)	9968608018	F-37, 2 nd Floor, Dilshad Colony, Delhi- 110095. E-mail : doctoramitp@gmail.com Link Officer :- Dr. S.K.Sinha

4.	Dr. Vipin Sharma Medical Officer		9718502125	B-44, Mandakini Appartments, Pitam Pura, New Delhi-34 e-mail :- vipinsharmadr@yahoo.co.in
PATHOLOGY (1st Floor)				
1.	Dr. Manoj Singh Specialist Gr.III (Pathlogy), UPSC Specialist I/C (Pathology) 24 Hours Pathology Lab. Services (Detailed from DGHS in this Hospital)	R.No./I.Com No. 1026 (1 st Floor)	9968608025	H.N. USB-241, Uttariya School Block, Mandawli Fazalpur, Delhi- 110092 E-mail : drmsingh2015@gmail.com Link Officer : Dr. Reena Sankhla
2.	Dr. Reena Sankhla Specialist Gr.III (Pathology) UPSC Nodal Officer (Bio-Medical Waste Management, Histopathology Lab.), Specialist I/C (Blood Storage Centre), Nodal Officer (Kitchen and Dietary Services).	R.No./I.Com No. 1030 (1 st Floor)	9968608026	B-605, 2 nd Floor (back), Gate No. 4, Green Field Colony, Faridabad (Haryana) E-mail : sankhlar@yahoo.com and Link Officer : Dr. Manoj Singh
3.	Dr. Sandeep Kumar Dahiya Medical Officer (UPSC) DOTS, Nodal Officer (Geriatrics), Shift duty in Casualty. Security Services etc.	R.No./I.Com No. 1026 (1 st Floor)	9968608013	17/28, East Punjabi Bagh, New Delhi- 26 E-mail : drskdahiya84@gmail.com Link Officer : Dr. T. Changsan, MO
RADIOLOGY (GF)				
SKIN (2nd Floor)				
1.	Dr. Bharat Bhushan Bhartiya, Medical Officer (Regular) MO I/C (Skin), AMA (DGEHS), Epidemiology.	R.No./I.Com No. 2017 (2 nd Floor) R.No./I.Com No.3010(3 rd)	9968608009	Flat No. 59 (2 nd Floor), Pocket-12, Sector-24, Rohini, Delhi-85 E-mail : bbbhartiya@gmail.com bbbhartiya@nic.in/bbb74@nic.in Link Officer-Dr. Renu T. Bali
SURGERY (2nd Floor)				
1.	Dr. Sanjay K. Sinha Specialist Specialist I/C (Surgery), CCMO, Specialist I/C Male General Ward-5 th Floor, Anti Smoking& NSV Services.	R.No./I.Com No. 2040 (2 nd Floor)	9968608006	Flat No. C-02, Sahara Appartment, Plot No. 11, Sector-6, Dwarka, New Delhi-75. E-mail : dr.sksinha30@gmail.com Link Officer-Dr. Amit Prakash Link Officer : Dr. Pawan Kumar,MO for CCMO
ADMN/ACCOUNTS/MEDICAL RECORD DEPARTMENT/NURSING (3rd Floor)				
1.	Smt. Beena Tejwani, OS Overall I/C of Establishment Branch, Estate Officer, Vigilance matters & Nodal Officer (Management Information System (MIS), Transfer / Posting matters, APIO (RTI), Court Cases	R.No./I.Com No.3002 (3 rd Floor)	9968608043	I-126, Ashok Vihar, Phase-1, Delhi- 52 Link Official : Sh. Ramesh Kumar, HC
2.	Sh. Rohtash Kumar Sharma AO, DDO, Treasurer (RKS), Member (Purchase Committee, Demand Estimation Committee) Nodal Officer (For Implement on online Weekly/Monthly Expenditure Monitoring System)	27305955 CA No. (2044297570) R.No./I.Com No. 3004 (3 rd Floor)	9968608040 8750186282	C-682, Delhi Govt. Flats, Timarpur, Delhi-54. E-mail : rksharmaao@yahoo.com Link Officer : Dr. Vijay Kumar, HOO for Weekly/Monthly Expenditure Monitoring System)
3.	Sh. A.K. Gulati MRO(MRD) Indoor Patient Department Files and Medico Legal Cases.	R.No./I.Com No. 3031 (3 rd Floor)	9968608057	G-204, Gali No. 6, Swroop Nagar, Delhi-110042. Email : agulati1972@gmail.com Link Officer : Smt. Kiran Chopra

4.	Smt. Kiran Chopra MRO/SO(Medical Record Department) (MRD, Planning)	R.No./I.Com No. 3028 (3 rd Floor)	9968608056	N-27/A, Vijay Vihar, Uttam Nagar, New Delhi-59. Email : choprakiran35@yahoo.co.in choprakiran60@nic.in/choprakiran2020 @nic.in Link Officer : Sh. A.K. Gulati
5.	Smt. Usha Luthra, Nursing Sister Working as a ANS, Overall Nursing In Charge (Hospital), Nodal Officer (Skill Lab. For Nurses and Allied Health Providers), Monitoring of outsourced Services.	3027 (3 rd Floor)	9968608045	289, Gali No. 18, Partap Nagar, New Delhi-110007 Link Official- Smt. Rajni Arora E-mail : uluthra289@gmail.com
6.	Smt. Rajni Arora, Nursing Sister Overall I/C (OPD)	1033 (1 st Floor)1032	9968608059	B/F/106, 1 st Floor, Shalimar Bagh (East), Delhi. Link Official –Smt. Usha Luthra
7.	Smt. Gurdeep Kaur, S/N Overall I/C (IPD)	4045 (4 th Floor)	9968608063	Link : Smt. Jiji Sunil, S/N
8.	Smt. Jiji Sunil, S/N Sister I/C (Casualty)	8051 (Ground Floor)	9968608064	Link : Smt. Lalita Patalan, S/N

PURCHASE BRANCH (3RD Floor)

S.N.	Name	Designation	Contact No.	Work Assigned
1.	Dr. Pawan Kumar	Medical Officer	9968608008	P.O.
2.	Sh. J. B.Kaushik	Pharmacist	9968608035 27301374 CA No. (2044292155)	Pur.Branch, DA (Outsourced Services-Security, Housekeeping & Sanitation), Auction of Scrap, Chemist Shop, Laundry, Kiosk)

ANS, NURSING SISTER & STAFF NURSE

S.No.	Name	Designation DOJ	Contact No.	Work Assigned
1.	Smt. Usha Luthra	NS 08-09-82	9968608045	Working as a ANS , Monitoring of outsourced Services. Overall Nursing I/C, R.No. & Intercom No.3027 (3 rd Floor)
2.	Smt. Rajni Arora	NS 23.12.89	9968608059	Overall I/C (OPD) R.No. & Intercom No. 1033 (1 st Floor)
3.	Smt. Poonam W/o Sh. O.P. Sanjay (OPD)	SN 09-09-2009	9810958492	Asstt. Sister I/C (OPD & as well as in Medicine OPD) Intercom No. 1033
4.	Smt. Gurdeep Kaur	SN 10-07-97	9868330733	Overall I/C (IPD) 4th Floor, IPD
5.	Smt. Jiji Sunil	SN 06.07.2000	9968608064	Sister I/C (Casualty) Intercom No. 8051
6.	Smt.Lalita Patalan W/o Sh. Kuldeep Kr.	SN 09-02-2010	8527386730	Asstt. Sister I/C (Casualty) Intercom No. 8051
7.	Smt. Geeta Rani (OPD)	SN 21.12.2011	8130144005	Sister I/C (Inj. Room) Intercom No. 2013
8.	Smt. Khushboo	SN 03.09.2011	8285176168	Sister I/C Gynea OPD

9.	Smt. Chitra	SN 07.06.2011	9717298169	S/N I/C (Immunization Room) Intercom No. 1028
10.	Smt. Pooja	S/N 24-09-2014	7840001277	S/N I/C (Dressing & Plaster Room)
11.	Sh. Mahendra Kumar Verma	Male Nurse 01-10-2015	9136352543	BMW
12.	Ms. Aparna aparnaharshan8apr@gmail.com	S/N Employee ID No. 153269 24-09-2014	9968608052	Liaison Officer under EWS Category patients for the Jivodaya Hospital, Ashok Vihar & Vinayak Hospital, Plot No. 2, Derawal Nagar, Model Town Intercom No. 8019
13.	Sh. Raghunandan Sain sainraghu11@gmail.com	S/N Employee ID No. 153187 26-09-2014	9711312131	Liaison Officer under EWS Category Intercom No. 8019
14.	Smt. Rekha W/o Sh. Rakesh Dahiya	S/N 24.10.2011	9560707725	S/N I/C (Minor O.T. Eye)
15.	Smt. Sangeeta	S/N 01.01.2015	9250970551	S/N I/C (Minor O.T. ENT)
16.	Mrs.Heena Alam	S/N 05.03.2016	9650746264	Sister I/C Labour Room(1st Floor)
17.	Smt. Pinki	SN 09-03- 2009	9654202899 9711964991	Sister I/C IPD 1st Floor Ward-1050 1051, 1042 & 1045
18.	Smt. Shashi Kaushik	SN 05-01-2010	9582098570	Sister I/C IPD 2nd Floor Ward (Male Medical Ward) 2046(N/Station),2047(SisterI/C) 2042 & 2045 (Changes Room)
19.	Smt. Nargis Jahan Usmani	NS 16-10-1992	8800516903	Sister I/C IPD 3rd Floor Ward (Paeds. Ward-3046 (N/Station), Paeds Casulaty-3044 Sister I/C-3059
20.	Smt. Monika W/o Sh. Pankaj Kumar (CNBC)	SN 12-08-2011	9711792191	Asstt. Sister I/C IPD 3 rd Floor Ward-3059
21.	Smt. Lalita Devi W/o Sh. Mukesh Bharti	SN 21-08-2003	9958653179	Asstt. Sister I/C (IPD) & O.T. Block + ICU 4th Floor IPD, Intercom No. 4045
22.	Sh. Chandgi Ram	Male Nurse 14-03-2009	9871409356	I/C 4th Floor-4037, 4035, Dengue 5th Floor
23.	Sh. Rohitashva Mal Yadav	Male Nurse 12-10-2011	9650513983	SBA, SN I/C 6,7 th Floor, IPD-4037

FI-ARTC DCBH

S.N.	Name	Designation	Contact No.	Work Assigned
1.	Dr. Jyotsana Saini	MO (Admn.)	9968608029 9899659277	Coordination with Delhi State Aids Control Society for F-ART Centre related matters.
2.	Dr. Rachna Gupta	MO	9968608024 9582079890	Nodal Officer (F-ART Centre)
3.	Dr.	MO		R.No.8011 (GF)
4.	Ms. Sonal Sharma	Counselor-cum-Data Manager	9871622348 09919743177	
5.	Ms.Jyoti	S/N	9910450095	

**DEPARTMENT OF AYUSH, HOMEOPATHIC DISPENSARY-
DCBH (R.No.1030 & 1026) (Start w.e.f. 15-09-2015)**

S.N.	Name	Designation	Contact No.	Work Assigned
1.	Dr. Ravi Prakash Singh	MO	9891379499	Monday to Saturday in R.No. 1030 e-mail : ravi.shingh@gmail.com
2.	Sh. Jitender Rohilla	Pharmacist	8802514542	Mon., Wed., Fri. R.No. 1026
2.	Sh. Rattan Lal	NO	9717489597	Tue., Thur., Sat.

**DEPARTMENT OF AYUSH, UNANI DISPENSARY
DCBH (R.No. 1031, 1003) (Start w.e.f 27.05.2015)**

S.N.	Name	Designation	Contact No.	Work Assigned
1.	Dr. Shaikh Imran	MO (Unani)	7042925115	Monday, Wednesday & Friday in R.No. 1031 e-mail : imransk59@rediffmail.com
2.	Sh. Dalip Chand	NO	9810255072	Monday, Wednesday & Friday (R.No. 1003).

**DEPARTMENT OF AYUSH, AYURVEDIC DISPENSARY
DCBH (R.N.1032, 1029) (Start w.e.f. 07.04.2015)**

S.N.	Name	Designation	Contact No.	Work Assigned
1.	Dr. Manisha Gupta	MO	9868396499	Monday to Saturday in R.No. 1032 e-mail :
2.	Dr. Leena Gautam	BAMS		R.No. 1032
3.	Smt. Chandermukhi	Pharmacist	9717212169	Mon.,Wed., Friday in R.No.1029
3.	Sh. Dalip Chand	NO	9810255072	Tue., Thursday, Sat. R.No. 1029.

SANITATION & HOUSEKEEPING

Name & Address of the Firm:-M/S R.K. Jain & Sons HPSL, 96, Shaheed Bhagat Singh Market, Gole Market, New Delhi-110001.

Name of The Manager/Authorised Person : Sh. R.K.Jain, 9818396974
Sh. Anwar Beg- 9654901768

Phone No. 011-43081940
E-mail :- rkjainandsons@hspl.com

Name of the Supervisor: Sh. Nisar Ahamad (OPD & IPD) - 9711848915
(Room No. 4044-4th Floor)

REGISTRATION SERVICES

M/S GTI Infotel, A-51, Sector-8, Noida, UP-201301
E-mail: ajeetbhati1984@gmail.com, dktomer11@yahoo.com, dktomer11@gmail.com
Authorised Person-Sh. Ajeet Bhati, Telephone (Mobile) No. 9540056960, 9999142171
Supervisor:-Sh. Mohd. Firoj- 9810702078, Intercom No. 8035

KITCHEN SERVICES

M/S OM ENTERPRISES, 74, Old Roshan Pura, Najafgarh, N.Delhi-110043
E-mail: omenterprisesjaffarpur@gmail.com
Authorised Person-Sh. Adish Malik, Mobile No. 9811239378
Cook:-Sh. Gajender-9711387382, Helper: Sh. Ajay (Intercom No. 1055-1st Floor (Service Block)

**Re-organization of Health Care System in Delhi.
Creation of Polyclinics attached to DCB Hospital.**

List of Dispensary/Polyclinics attached with DCB Hospital

Dr. Puneeta Mahajan, **Regional Director (North)** North Region-8447734340
msbsah@yahoo.co.in, rdhsnorth@gmail.com

CDMO (North-West) 27861592, 27861464
dpmunorthwest@gmail.com, dpmunorthwestdelhi@gmail.com

1. DGD Ashok Vihar (North-West Distt.), H-Block, Near Mont Fort School, Phase-1, Ashok Vihar, Delhi-52. (Assembly-Wazirpur-17, Phone No. 27224165
MOI/C Dr. Ram Nath Sharma
E-mail :- dgdashokviharhbck@gmail.com
2. DGD Keshavpuram (North-West Distt.), B-4 Block, Near Tyagi Public School, Delhi-52 (Assembly-Wazirpur-17, Phone No. 27192215,
Dr. Beena Behl, MO I/C
E-mail :dgdkeshavpuramb4@gmail.com,
nirmalken3@gmail.com, kaushalchandel143@gmail.com

DGD Keshavpuram, C-7 Email :-dgdkeshavpuramc7@gmail.com

Dr. D.K.Tempe **Regional Director (Central)** Central Region 9718599401, 9868252828
deanmamc.2012@gmail.com

CDMO (Central) 23616835, 23551817
dpmucentral@gmail.com, ashokjamrani@gmail.com

3. DGD Inderlok (Central Distt.), DDA Community Hall Building (Barat Ghar), 1st Floor, Inderlok, Delhi-110035. (Assembly-Sadar Bazar-19, Phone No. 23128610
E-mail : dgd_inderlok@yahoo.com, dgd_inderlok@yahoo.in
4. DGD Shalimar Bagh, AC-1, Shalimar Bagh, Delhi.E-mail: dgdshalimarbaghac1@gmail.com,
MOI/C-011-27487505
5. DGD Shalimar Bagh, BB Block, E-mail: dgdshalimarbaghbbbck@gmail.com
6. Sawan Park Polyclinic-011-27117026 (Dr. Chhavi, MOI/C)
7. DGD Wazirpur, Phase-3, Delhi. E-mail: dgdwazirpurph3@gmail.com
8. DGD Wazirpur, JJ Colony- E-mail : dgdwazirpurjj@gmail.com
9. DGD Jaidev Park-E-mail: dgdjaidevpark@gmail.com, Phone No. 011-28313111

Detail of PTA/BLS/ALS Ambulances of CATS & their Deployment (Zone wise)

Sr.No.	Zone	Base Station	Location/Deployment Point	Vehicle No.	Operation Day/Night	Linkage of field Station with adjoining hospital
1.	North West	Inderlok Maternity Centre	Inderlok Metro Station	DL1A 2420	24x7	ABG Hospital Moti Nagar
2.		DCB Hospital	Old Authority, Ashok Vihar	DL1A 2212 (ALS)	24x7	DCB Hospital

PARAMEDICAL STAFF (DCBH) (PHARMACY & STORE (GF Floor))

S.N.	Name	Designation	Contact No.	Work Assigned
1.	Dr. Jyotsana Saini	MO		MO I/C (Pharmacy)
2.	Sh.J.B. Kaushik	Pharmacist	9968608035	Purchase Branch Jbkaushik1960@gmail.com
3.	Sh. Hari Kishan	Pharmacist	9968608062	Store Keeper (Medicine Store), DGEHS.Link : Sh. N.K. Verma E-mail : harikph.23@gmail.com
4.	Sh. N.K.Verma	Pharmacist	9968608046	Store Keeper (Equipment, Surgical Consumable Store & Lab. Store) Link Official-Sh. Hari Kishan nkverma147@gmailcom nkverma147@nic.in/ nkverma70@nic.in
5.	Sh. J.P. Attri	Pharmacist	9968608036	I/C Pharmacy (Dispensing). E-mail : jpattri1957@gmail.com
6.	Sh. Jagdish Chander	Pharmacist	9968608037	Pharmacy E-Mail : jagdishchanderdcbh@gmail.com
7.	Sh. N.K. Dahiya	Pharmacist	9968608038	Pharmacy E-mail : nkdaahiya63@nic.in dahiyanik@nic.in
8.	Sh. Rajesh Dhawan	Pharmacist	9999190987	Pharmacy E-mail : rkdhawan71@gmail.com

X-Ray Department

Sl. No.	Name	Designation	Department	Contact No.	Work Assigned
1.	Sh.Manoj Kumar Dhaka	Sr. Radiographer (Regular)	DCB Hospital	9717968367	X-Ray Deptt.- R.No.0017
2.	Ms. Sarita Ahalawat	Jr. Radiographer (Regular)	DCB Hospital	9717076342	X-Ray Deptt.- R.No. 0017
3.	Sh. Devashish Bhattacharjee	Jr. Radiographer (Con.)	DCB Hospital	9650478155	X-Ray Deptt.- R.No.0017
4.	Smt. Ritu Chauhan	Jr. Radiographer (Con.)	DCB Hospital	9654485462	X-Ray Deptt. – R.No. 0017

O.T. Department

Sl. No.	Name	Designation	Department	Contact No.	Work Assigned
1.	Sh. Prakash Chandra Rikhari	O.T. Tech.(Con.)	DCB Hospital	9868904456	I/C (OT Tech.) Minor O.T.
2.	Sh. Naresh Kumar	CSSD Tech.(Con.)	DCB Hospital	08930025164	I/C (CSSD Tech) CSSD
3.	Sh. Anil	O.T. Asstt.(Con)	DCB Hospital	9999632162	Minor O.T.
4.	Sh. Parveen	O.T.Asstt.(Con.)	DCB Hospital	09813794141	Minor O.T.
5.	Sh. Kanhaiya Lal	O.T. Asstt.(DDUH)	DCB Hospital	9899754848	Dressing Room
6.	Sh. Sanjay Kumar	O.T.Asstt/CSSD Asstt. (Regular)	DCB Hospital	8860303751	CSSD Room No. 2042
7.	Sh. Ramashish Prashad	O.T. Asstt.(DDUH)	DCBH	9013591048	-----
8.	Sh. Srinivas Vats	O.T. Asstt. (DDUH)	DCBH	9871702746	CSSD Assistant- 3 rd Floor

9.	Sh. Bharat Bhushan	O.T. Asst.(DDUH)	DCBH	26785812	Casualty
10.	Sh. Suresh Kumar	O.T.Asst. (DDUH)	DCBH	9968231349	Casualty
11.	Smt. Guddi Rani	CSSD Tech.(Con.)	DCB Hospital	9813049858	Admn. Br.

Lab. Department

Sl. No.	Name	Designation	Department	Contact No.	Work Assigned
1.	Sh. Rameshwar Das	Lab. Tech.(Regular)	DCBH	9312323731	Lab. Collection-R.No. 0024
2.	Ms. Bhavna Dhupar	Lab. Asstt. (Regular)	DCBH	9711366968	
3.	Ms. Megha Nangia	Lab. Asstt.(R)	DCBH	9971254009	
4.	Ms. Sneh	Lab. Asstt. (R)	DCBH	8376831770	
5.	Sh. Vijendra Prasad (MAMC)	Lab. Asstt.(R)	DCBH	9211485060	1 st Floor
6.	Sh. Vijay Kumar (MAMC)	Lab. Asstt. (R)	DCBH	8802539041	1 st Floor
7.	Sh. Subhash Chand Maurya	Lab.Asstt.(Contract)	North-West (DHS)	8527399372	Lab. Collection-R.No. 0024
8.	Ms. Kavita	Lab. Asstt.(Con.)	DCB Hospital	8802296245	Lab. R.No. 0024
9.	Sh. Manjeet	Lab. Tech. (con.)	NWD	9911146188 9813727086	
10.	Sh. Lucky	Lab. Asstt. (Con.)	NWD	9953700016	

OTHER PARAMEDICAL STAFF (DCBH)

Sl. No.	Name	Designation	Department	Contact No.	Work Assigned
1.	Sh. Shantanu Gupta	Occ.Therapist (Con.)	DCB Hospital	9015670119	Physiotherapy R.No. 0008
2.	Sh. Rajeev Kumar Ranjan	Dental Hygienist (Con.)	DCB Hospital	8595335989	Dental R.N. 1011
3.	Ms. Anuradha Singh	ECG Tech.(Con.)	DCB Hospital	8130185501	ECG Room No. 2014
4.	Ms.Anubhuti Kohli	Audiometry Asstt. (Con.)	DCB Hospital	9560056767	Speech Therapy R.No. 2019
5.	Ms. Amita	Refractionist (Con.)	DCB Hospital	7042623311	Eye R.No.2032
6.	Sh. Lalit Kumar	Counsellor (Contract)	DSACS	9654567535	ICTC ((under Gynae) R.No. 2013
7.	Sh. Naseeb Singh	Lab. Tech. (Con.)	DSACS	9711091104	ICTC (under Gynae) R.No. 2013
8.	Mrs. Deepa Sh. Tausif Khan(M,W,F)	Dots Provider (Contract)	BSA Chest Clinic	7529930786	DOTS Centre R. No. 1014
9.	Ms. Sarika Gupta	Lab. Tech. (Contract)	BSA Chest Clinic	9818934636	DOTS Centre R.No. 1014
10.	Sh. Lokesh Kr. Roy	CDEO (Con.)	NRHM	9990784479	For 3 days Tue., Thursday & Saturday-R.No. 1006

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEEP CHAND BANDHU HOSPITAL
KOKIWALA BAGH, ASHOK VIHAR, DELHI - 110052.

MANUAL -10

A Statement of monthly remuneration of various Categories of staffs [Section 4(1) (b) (x)]

S.No	Name of the Post	Pay Band	Grade pay	No of posts
1	Med. Supdt.(SAG)	37000-67000	10000	1
2	Addl Med. Supdt	37000-67000	8700	1
3	Dy. Med. Supdt.	37000-67000	8700	1
4	Specialist	15600-39100	6600	23
5	GDMO/CMO/MO	15600-39100	5400	16
6	CAS (Dental)	15600-39100	5400	2
7	Senior Resident	15600-39100	6600	45
8	Junior Resident	15600-39100	5400	34
9	A. N. S.	9300-34800	5400	2
10	Nursing Sister	9300-34800	4800	16
11	Staff Nurse	9300-34800	4600	98
12	Store and Purchase Officer	9300-34800	4200	1
13	Radiographer	5200-20200	2800	1
14	Jr. Radiographer	5200-20200	2400	7
15	Physiotherapist	9300-34800	4200	2
16	Occupational Therapist	9300-34800	4200	1
17	Asstt. Dietician	9300-34800	4200	1
18	Refractionist	5200-20200	2800	1
19	Dental Hygienist	5200-20200	2800	1
20	CSSD Tech.	5200-20200	2800	2
21	Pharmacist	9300-34800	4200	12
22	Lab. Tech.	5200-20200	2800	2
23	Lab. Asstt.	5200-20200	2400	6
24	O.T. Tech.	5200-20200	2800	2
25	E.C.G. Tech.	5200-20200	2800	2
26	Audiometry Asstt.	5200-20200	2800	1
27	O.T. Asstt.	5200-20200	1900	7
28	CSSD Asst.	5200-20200	1900	1
29	Statistical Officer	9300-34800	4600	2
30	AAO	9300-34800	4800	1
31	Office Supdt.	9300-34800	4800	1
32	Head clerk	9300-34800	4200	1
33	Stat. Asstt.	9300-34800	4200	3

34	Stenographer Gr. III	9300-34800	4200	2
35	UDC/Cashier	5200-20200	2400	3
36	LDC	5200-20200	1900	5
37	Security Supervisor	Outsource		
38	Nursing Orderly	Outsource		
39	Security Guard	Outsource		
40	Plaster Room Assistant	Outsource		
41	Dresser	Outsource		
42	Ambulance Attendant	Outsource		
43	Security cum Sanitation Officer	Outsource		
44	DEO	Outsource		
45	Dresser	Outsource		

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
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[Section 1(1)(b)(xi)]

Budget Allocation for the Current Financial Year 2015-16 (Plan)

SL. No. Head of Account 2210	Sub Head	BE-2015-16
REVENUE HEAD (2210 15)		Amount in (Rs.)
1	Salarles (15 00 01)	170000000
2	Medical Treatment (15 00 06)	1500000
3	Domestic Travel Expenses (15 00 11)	500000
4	Office Expenses (15 00 13)	60000000
5	Rents,Rates and Taxes (15 00 14)	3000000
6	Supplies & Materials (15 00 21)	35000000
7	Other contractual Services (15 00 30)	50000000
TOTAL (REVENUE HEAD)		320000000
CAPITAL HEAD (4210 66)		
8	Machinery & Equipment (66 00 52)	80000000
(TOTAL CAPITAL HEAD)		80000000
<u>GRAND TOTAL</u>		<u>400000000</u>

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
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Subsidies

[Section 4(1) (b) (xii)]

All services are provided free of cost.

Medical Superintendent can forward application for financial assistance to eligible EWS patients under Delhi Arogya Nidhi/ Delhi ArogyaKosh to concerned officer at Office of DGHS.

Disburses incentives money to eligible acceptors of permanent methods of Family Planning on behalf of Govt. of India.

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
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Information on Electronic Media. [Section 4(1)

(b) (xiv)]

1. Citizen Charter of the Hospital is available on the Website of Govt. of Delhi.

www.health.delhigovt.nic.in

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
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Facilities available to citizens for obtaining information [Section
4(1) (b) (xv)]

- Citizen Charter.
- Notice boards including the services available and room numbers.
- Signage's.
- Enquiry Counter.
- Right to Information.
- Page board [electronic].
- Website of Govt. of NCT of Delhi

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

DEEP CHAND BANDHU HOSPITAL
KOKIWALA BAGH, ASHOK VIHAR, DELHI - 110052

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PARTICULARS OF PIOs

List of Public Information Officers

S No.	Designation	Address	Telephone	Email Address
1	Dr Jyotsna Saini, MO (Administration)	Government of National Capital Territory of Delhi, Deep Chand Bandhu Hospital, Kokiwala Bagh, Ashok Vihar Phase-4, Delhi 110052	9968608029 011- 27301374/ 27305951 Ext 3005	drjyotsna2015@gmail.com

List of Assistant Public Information Officers

S No.	Designation	Address	Telephone	Email Address
1	Smt. Beena Tejwani	Government of National Capital Territory of Delhi, Deep Chand Bandhu Hospital, Kokiwala Bagh, Ashok Vihar, Phase- 4, Delhi 110052	9968608043 011- 27301374/ 27305951 Ext. 3036	-----

First Appellate Authority within the department

S No.	Designation	Address	Telephone	Email Address
1	Medical Superintendent	Government of National Capital Territory of Delhi, Deep Chand Bandhu Hospital, Kokiwala Bagh, Ashok Vihar Phase-4, Delhi 110052	011- 27305953	msdcbhdhs.delhi@nic.in

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
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(Section 4(1)(B)(IX))

Other information as may be prescribed

Nil

