

Guru Gobind Singh Medical College & Hospital, Faridkot

Rules regulations, instructions, manual and records held by it or under its control or used by its employees for discharging its functions

Manual-3	The rules, regulations, instructions, manuals and records; Held by it or under its control or used by its employees for discharging its functions.	<p>a) Instructions: The duties rosters of various doctors and paramedical staff under supervision of professor/unit in charges. Various notification, controlling and guiding admission teaching and examination</p> <p>b) Record: (1)The student record regarding their day today performance and assessment (i) Personal file of all student with their professional examinations marks sheets and internship duty (ii) Time table for all Professional of MBBS. (iii) Hospital duty roster of MBBS Student (iv) Internship duty rosters (v) Personal file of PG student (vi) Merit and Medals record (vii) Merit Scholarship record for Ist , 2nd and final professional examination (2) The different records, manuals and rules maintained include -OPD registers, -Medical record section records patient details, -Forensic Department records Medico legal register -Anatomy Department records dead body record etc.</p> <p>c) Rules and Manuals: The guidelines from Medical Council of India as amended from time to time and regulation of BFUHS and CSR PFR of Government of Punjab or among the manual instruction used by the employees.</p>
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