

Date: 12/04/2025

**Minutes of the meeting**

**PHARMACOVIGILANCE COMMITTEE**

Adesh Medical College & Hospital, Shahabad (M)

The meeting of Pharmacovigilance Committee, Adesh Medical College & Hospital, Mohri was chaired by Dr Naresh Jyoti. The meeting was held on 12<sup>th</sup> April, 2025 at 11 am in the College Council room, Medical College Building. Following members attended the meeting:

S.No	Name of the Member	Designation & Department	Designation in Committee
1.	Dr. Naresh Jyoti	Professor & Head, Pharmacology	Chairperson
2.	Dr. Gurdeep Singh Dhanjal	Professor & Head, Pediatrics	Member
3.	Dr. Sushil Kumar Mittal	Professor & Head, Surgery	Member
4.	Dr. Neeru Bhaskar	Professor & Head, Biochemistry	Member
5.	Dr. Satwant Kaur	Professor & Head, Obst. & Gynaecology	Member
6.	Dr. Dalip Kumar Gupta	Professor & Head, General Medicine	Member
7.	Dr. Dheeraj Kumar	Assistant Professor, Pharmacology	Member
8.	Mr. Manoj Kumar	Assistant Professor, Pharmacology	Member
9.	Ms. Jagpreet Kaur	Pharmacovigilance Associate	Member
10.	Dr. Gurleen Kaur	Professor, Pharmacology	Member Secretary

**Agenda:**

1. To update regarding the regular recordkeeping of all ADR forms received at the AMC at AMCH.
2. To discuss various further steps to be taken in order to improve the ongoing adverse effects reporting system of the institute.

**Proceedings:**

1. Dr Naresh Jyoti informed that all the ADR forms received at our AMC Centre in the department of Pharmacology were analyzed and their record updated on the vigiflow portal regularly. All the records were also maintained physically in a register at AMC Centre.
2. It was also informed that a new batch of students were trained in pharmacovigilance. A group of 11 students of MBBS Batch 2021 were trained for 14 days in ADR collection, filling of forms, performing analysis and uploading on vigiflow.
3. It was decided to give some orientation regarding ADR identification and reporting to PG students. The incoming batch of PG students of Batch 2024 shall be trained in the same to improve ADR reporting in the institute.

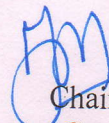


**Proposal:** Following points were proposed and resolved:

1. To include ADR reporting in the PG orientation program to train PG students

The proposal was forwarded to Principal for final approval and necessary directions.

The meeting ended with vote of thanks to the chair.

 12.04.25

Chairperson  
Institutional Pharmacovigilance Committee  
Adesh Medical College & Hospital, Shahabad (M)