

PHARMACOVIGILANCE COMMITTEE
Adesh Medical College & Hospital, Shahabad (M)
Minutes of the meeting

Date: 22nd March, 2026

Time: 2:00 PM

Venue: College Council Room, Medical College Building

A meeting of the Institutional Pharmacovigilance Committee was held under the chairmanship of **Dr. Naresh Jyoti**, Professor & Head, Department of Pharmacology. The meeting was attended by committee members and invited faculty representatives.

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.	Dr. Gurleen Kaur	Professor, Pharmacology	Member Secretary

Agenda:

1. Review of Adverse Drug Reaction (ADR) reporting activities during the previous quarter.
2. Assessment of awareness activities conducted for healthcare professionals and students.
3. Discussion on measures to strengthen ADR reporting and patient safety initiatives.
4. Planning of activities for the forthcoming National Pharmacovigilance Week.
5. To discuss various further steps to be taken in order to improve the ongoing adverse effects reporting system of the institute.

Proceedings:

1. **Review of ADR Reporting**
 - a. The Member Secretary presented the ADR reporting data received from various clinical departments during the previous quarter.
 - b. The members appreciated the improvement in reporting from Medicine and Pediatrics departments but emphasized the need for increased participation from all clinical specialties.
2. **Awareness and Training Activities**
 - a. The committee reviewed awareness programmes conducted for interns, postgraduate students, nursing staff, and faculty members.


Prof. & Head
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- b. It was noted that regular sensitization sessions have contributed to improved awareness regarding pharmacovigilance and medication safety.
3. **Strategies to Improve ADR Reporting**
- Members discussed barriers to ADR reporting, including lack of awareness, time constraints, and uncertainty regarding reportable events.
 - It was proposed that periodic departmental visits and refresher training sessions be conducted by the Pharmacovigilance Committee.
 - The committee recommended wider dissemination of ADR reporting forms in OPDs, wards, and pharmacies.
4. **Patient Safety Initiatives**
- The committee emphasized the importance of patient counselling regarding possible adverse effects of commonly prescribed medicines.
 - Departments were encouraged to promptly report serious and unexpected ADRs to the Adverse Drug Reaction Monitoring Centre (AMC).
5. **Planning for National Pharmacovigilance Week**
- The committee proposed organizing lectures, poster competitions, awareness campaigns, and social media activities during the forthcoming National Pharmacovigilance Week.
 - Departments were requested to nominate faculty coordinators for smooth conduct of activities.

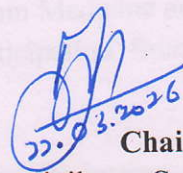
Resolutions

The following resolutions were unanimously approved:

- Monthly review of ADR reports will be undertaken by the Pharmacovigilance Committee.
- Regular awareness and training programmes shall be organized for healthcare professionals and students.
- ADR reporting forms and educational materials shall be made readily available at strategic locations within the hospital.
- Activities for National Pharmacovigilance Week shall be planned and implemented with active participation from all departments.
- Departmental ADR reporting performance shall be reviewed periodically and feedback provided to concerned departments.

All resolutions were forwarded to the Principal for approval and necessary action.

The meeting concluded with a vote of thanks to the Chair.



22.03.2026

Chairperson
Institutional Pharmacovigilance Committee
Adesh Medical College & Hospital, Shahabad (M)
Prof. & Head
Department of Pharmacology
Adesh Medical College & Hospital
NH-44, Mohri, Shahabad (M.)