

**HIND INSTITUTE OF MEDICAL SCIENCES**  
Mau, Atariya, Sitapur – (U.P.)

**PHARMACOVIGILANCE COMMITTEE**  
Minutes of Meeting

Ref. No. HIMS/PHARMA/PVI/2019/M 03

Date 16.12.2019

Minutes of meeting Pharmacovigilance Committee 14 December, 2019 at 01:00 pm in the college council room, HIMS, Sitapur under the chairmanship of Dr.Hemant Kumar Singh.

The following members of the committee attended the meeting.

1.	Dr. Hemant Kumar Singh	-	Pharmacology	-	Chairman
2.	Dr. Anurag Pathak	-	Pharmacology	-	Secretary
3.	Dr. Alok Srivastava	-	General Surgery	-	Member
4.	Dr. Ratnesh Kumar	-	Orthopaedics	-	Member
5.	Dr. Abhishek Pathak	-	Phychiatry	-	Member
8.	Dr. Shweta Mishra	-	Obs. & Gayne.	-	Member
9.	Dr. Divya Verma	-	Pediatrics	-	Member
10.	Dr. C N Mehrotra	-	General Medicine	-	Member
11.	Dr. Shubhanshu Kumar	-	E.N.T.	-	Member

Agenda of meeting was to discuss reported adverse drug reaction.

1. Chairman of the committee welcome all member and Head of clinical Department and ask Member Secretary to precede the Meeting.
2. Secretary of committee ask to head of the all clinical department to read out reported adverse drug reaction.
3. Total 30 adverse drug reaction forms were filled in last 3 months and same were discussed (Medicine-07, Peadia-04, Surgery-02, OBS & Gyane-02, ortho-02, Skin- 10, E.N.T.- 02, Psychiatry- 01) one by one.
4. Only 22 ADR reporting form were properly filled up. Rest was not filled properly that's why reected.
5. Chairman of committee ask secretary to show a power point presentation of properly filled CSCO suspected Adverse Drug Reaction Reporting Form.
6. Chairman of committee requested to all the Head of the clinical departments to inform all the units for the proper filling of ADR form.
7. Chairman of committee requested to all the Head of the clinical departments to sensitize the Nursing staff posted in respective ward for reporting of ADR to strengthen the ongoing Pharmacovigilance program.
8. Chairman of the committee asked secretary to upload properly filled suspected adverse drug reaction reporting form on vigiflow date base and also send hard copy to National Coordinating centre, Pharmaco-vigilance Programme of India, IPC, Ghaziabad.

Meeting was ended with the vote of thanks to the all members.

*Anurag Pathak*

**(Dr. Anurag Pathak)**

Member Secretary

Pharmaco-vigilance Committee

Copy to:

9. Dean/Principal
10. Chief Medical Superintendent
11. All Members of Pharmaco-vigilance Committee
12. All clinical Departments.