



GOVERNMENT OF WEST BENGAL
Department of Health & Family Welfare
Swasthya Bhawan, GN-29, Sector- V,
Salt Lake City, Kolkata – 91.

No.HF/SPSRC/21/2020/62

Dated : 30/04/2020

To
The Medical Superintendent Cum Vice Principal,
All Medical Colleges and Hospitals, West Bengal.

Subject: Good/ Innovative Practices followed in your Medical College and Hospital on the recent outbreak of COVID Epidemic.

Sir/Madam,

You are requested to document the Good/ Innovative Practices followed in your Medical College and Hospital on the recent outbreak of COVID Epidemic on the 12 Broad areas as enumerated below. You may additionally select more areas for documentation.

A model format (A) is enclosed for the submission.

On these Board areas the Good/ innovative Practices followed in your Medical College and Hospital on the recent outbreak of COVID Epidemic.


1. Management of Level III/IV COVID Hospitals
2. Management of Level I/II COVID Hospitals.
3. Management of Fever Clinics and Triage at the first point of contact.
4. Management of Laboratory services including increasing VRDL centre increasing testing capacity.
5. Management of Stores /Inventory at District Hospital.
6. Human Resources Management at COVID Hospitals.
7. Critical Care managements in COVID Hospitals including dialysis services.
8. Infection control measures at various levels.
9. Bio Medical Waste Management.
10. Management of Testing Centre with Capacity building.
11. Contact tracing.
12. Quality care with innovations.

The documented practices in the said format may be mailed to the e-mail ID:-
tospsrc5219@gmail.com.


30/04/2020
Director SPSRC & Addl. Secy.
H&FW Dept. Govt. West Bengal.

Copy forwarded for information and necessary action to:

1. Shri Binod Kumar, IAS & Secretary, Govt. of West Bengal.
2. Secretary & PD, WBSAPCS, H&FW Department.
3. Secretary & MD, NHM, H&FW Department.
4. Director of Medical Education, H&FW Department.
5. Addl. Secretary and MD, WBMSCL, H&FW Department.
6. Commissioner (GA) H&FW Department.
7. Commissioner (HS & IT), H&FW Department.
8. Special Secretary (ME), H&FW Department.
9. Special Secretary (Vig.), H&FW Department.
10. Principal, all Medical Colleges and Hospitals, West Bengal.
11. DDHS (Admin), H&FW Department.
12. IT, Coordinator for Web posting.
13. Sr. PS to Principal Secretary, H&FW Department.
14. Guard File.


30/04/2020
Technical Officer, SPSRC
H&FW Dept. Govt. of WB

Format (A)

**Best Practices being followed in relation to COVID 19 epidemic at the
_____ Medical College and Hospital.**

Date:-

Sl	Items	Details
1.	Name of the MCH	
2	Name of the MSVP	
3	Mobile No.	
4	Email Id	
5	Statement of the Problem/ issues	
6	Ways in which effective Management put in to place (100 words)	
7	Visible results	
8	Lessons learned	