

**OFFICE ORDER**

Sub:Re-constitution of Academic Society - Endorsement of Duties - Orders issued.

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**Dr.PSIMS & RF ACADEMIC SOCIETY**

Convener: Dr.G.Eswar, Professor of General Medicine

Co-convener: Dr.D.Ranga Rao, Prof. & HOD, Pathology

Members: 1. Dr.M.M.Rehman, Prof. & HOD, Surgery  
2. Dr.V.Kalyan Chakravarthy, Prof., Pathology  
3. Dr.K.B.Gayathri, Prof., OBG  
4. Dr.B.Varun Kumar, Assoc. Prof., Nephrology

**Principal will be the as ex-officio chairperson of the above committee.**

**Purpose:**

The Academic Society of Dr.Pinnamaneni SIMS is constituted to create a culture of academic atmosphere in the institution by sensitizing the faculty, residents and students to different academic activities and advances in Medicine.

**Objectives:**

To bring all the faculty, residents to conduct Institutional scientific and academic events and activities which will benefit everyone.

**Roles & Responsibilities:**

1. Will conduct regular academic programs on Wednesdays between 2-4 p.m.
2. Will co-ordinate Clinico Pathological Conference.
3. Will organize the Continuous Quality Improvement (CQI) meetings (Mortality Review).
4. Will organize Academic Meet once a week where Interesting Cases / Case Series / Interventions / Surgeries / Papers presented at State / Zonal / National Conferences will be presented to showcase the work done to other members of Dr.PSIMS & RF.
5. Will co-ordinate the Guest Lectures by National and International Distinguished Faculty when they visit Dr.PSIMS & RF.
6. Will help to co-ordinate with the organizers of any CMEs / Workshops/ Conferences conducted at Dr.PSIMS & RF.

**Agenda:**

1. Academic Society Committee will meet at least once in three months.
2. Will review the progress of ongoing project.
3. Discussion and review of events since last meeting.
4. Planning for the events and activities for the future.
5. Any other matter with the permission of the Chair.

**Records to be maintained:**

1. Convener is responsible for preparing the minutes of the meeting.
2. Attendance sheets of the meeting.
3. Records shall be maintained for a period of 5 years.

**Terms of office:**

The committee will be appointed for a period of two year. The members of the committee shall hold office for a period of two years from date of constitution.