



MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES, SEVAGRAM

Procedures for optimal resource utilization

The Local Management Committee, the Standing Finance Committee, the Governing Council and the Kasturba Health Society meet twice a year. The major decisions about growth and development of the institute are taken by the members of these committees. These committees review proposals, approve them and allocate budgets according to the vision of the institute.

The leadership expects excellence in academics, service and research. Departments are encouraged to strive to be among the best in the country. They are expected to present short term and long-term plans for improvement. These are presented to the management, which looks into the justification of budget allocations and makes decisions. Despite being located in a rural area, Kasturba Hospital and MGIMS are at par with the best hospitals in the country with state-of-the-art facilities.

The administration is responsive to the needs of its stakeholders. It interacts and gathers feedback from students, faculty and staff through formal and informal means. Based on requirements of patients, efforts are continuously made to expand services provided to patients, improve quality and efficiency of patient care, purchase new equipment or construct new infrastructure.

The management of MGIMS Sevagram works closely with the faculty for overall development of the institute. Attempts are made to decentralize decision making to make it faster and more efficient. The institution involves all the departments in institutional planning. Every department submits its short term, intermediate term and long term plans for departmental improvement after discussion with the faculty members within their department. The infrastructural, equipment, ICT, academic and financial needs are presented and discussed with the administration. A budget and plan document is created and a time frame is agreed upon.

1. **EQUIPMENT PURCHASE:** Distribution of resource material is done according to the requirements of different departments. Each department is requested to furnish its requirements in the beginning of the academic year with a justification document. The request is put before management and accordingly the requests are fulfilled on case-to-case basis. The use of the new equipment purchased is monitored and its optimal utilization is asked for before the next budget is allocated.

2. **LIBRARY BOOKS AND JOURNALS PURCHASE:** There is a library advisory committee comprising of nine members, including the Dean, Officer in Charge of library, Officer In-charge, Technical, Librarian, Faculty representing pre, para and clinical departments. The advisory committee reviews the working of library, takes decisions on policy matters, making the library more student friendly, annual expenditure, budget allocations for books to different departments and planning on future development.
3. **IT INFRASTRUCTURE:** The institute budgets Rs 50,00,000/- each year for maintaining and covering recurring expenditure related to the IT and Hospital Information System
4. **STUDENTS COUNCIL ACTIVITIES:** The funding of the following activities is done by the Institute: Foundation Day, Annual Social gathering, Ganesh Festival, Sports Day, Magazine and Literary day
5. **FACULTY DEVELOPMENT:** The institute funds faculty development activities conducted by the Medical Education Unit. Faculty who demonstrate excellence in their work are allowed study leave to train in specialized areas, and come back and develop these facilities in MGIMS. The management is approachable to students and employees alike and regularly interacts with them in formal and informal ways.
6. **TRIBAL HEALTH:** In view of the institute's philosophy to provide outreach services, KHS has expanded its services to the tribal belt of Amravati. The Dr Sushila Nayar Hospital is now functional in the Utawali area of Melghat, which is prone to malnutrition and high neonatal mortality.