

**OPERATIONAL
GUIDELINE UNDER
NATIONAL MENTAL
HEALTH
PROGRAMME (NMHP)**

FY 2020-21



National
Mental
Health
Programme

National Health Mission, Assam

Saikia Commercial Complex, Christian Basti, Guwahati-05

Preface

The National Health Mission (NHM) strives to provide health care services on Mental Health to all the citizens of the State in an equitable manner through the National Mental Health Programme (NMHP). The main objectives of the programme is to provide mental health services including prevention, promotion and long- term continuing care at different levels of healthcare delivery system, to augment institutional capacity in terms of infrastructure, equipment and human resource for mental health care, to promote community awareness and participation in the delivery of mental health care services, to broad- base mental health into other related health programmes.

The strategy of NMHP is to integrate mental health services with primary health care, provision of tertiary care institutions for treatment of mental disorders and eradicating stigmatization of mentally ill patients and protecting their rights through regulatory institutions like the Central Mental Health Authority and State Mental health Authority.

Components included in this programme are **a. Service provision:** Management of cases of mental disorders in both OPD and IPD, counseling at healthcare delivery system and providing the essential psychiatric drugs, **b. Targeted intervention camps:** District level screening cum intervention camps in the community including schools, colleges, offices, slum areas, out of schools, jails, NGOs, Stress management workshops at workplaces, Camps on suicide prevention in the community/ Depression clinics etc., **c. Capacity building:** Manpower training on mental health to the MOs, Staff Nurses, Paramedical workers, 108 & 102 drivers & technicians , police personnels, Jail Doctors, Persons from Social Welfare department, Govt. officials, Magistrates and NGO workers for mentally ill patient and development for prevention, early identification and management of mental disorders, **d. Awareness generation:** through IEC activities for early identification of mental disorders so that timely management of such cases is possible as well as for removal of stigma attached to Mental illness.

This operational guideline is intended to support the efforts of the districts in ensuring a smooth and successful functioning of District Mental Health Programme (DMHP) under National Mental Health Programme (NMHP) of health facilities.

INDEX

<u>Sl. No</u> :	<u>FMR Code</u>	<u>Activity</u>	RoP Approval s, 2020- 21(Rs. In Lakhs)	State HQ Allocation		Total Allocation against Districts		Page No.
				Phy. Target	Fresh RoP approv als (Rs. In Lakhs)	Phy. Target	Fresh RoP approvals (Rs. In Lakhs)	
1	2.3.2.3	DMHP: Targeted interventions at community level Activities & interventions targeted at schools, colleges, workplaces, out of schools, colleges, workplaces, out of school adolescents, urban slums and suicide prevention camps and strengthening of Day Care Centre	129.20	1	11.55	27 districts	117.65	5-15
2	5.3.15	District DMHP centre, Counseling centre under psychology department in a selected college including crisis helpline	12.00	-	-	27 districts	12.00	16-18
3	6.1.1.20.1	Equipment	6.00	1	6.00	-	-	19
4	6.2.16.1	Drugs and Supplies for NMHP	67.50	1	37.50	27 districts	30.00	20-21
5	7.7	Ambulatory Services	5.40	1	4.40	8 districts	1.00	22
6	9.5.16.1	Training of PHC Medical Officers, Nurses, Paramedical workers & Other Health Staff working under NMHP	37.75	1	0.36	27 districts	37.39	23-26
7	9.5.16.2	Others (Training)	59.43	1	28.07	27 districts	31.36	27-29
8	11.19.1	Translation of IEC materials and distribution	15.00	1	15.00			30



Sl. No	FMR Code	Activity	RoP Approvals, 2020-21 (Rs. In Lakhs)	State HQ Allocation		Total Allocation against Districts		Page No.
				Phy. Target	Fresh RoP approvals (Rs. In Lakhs)	Phy. Target	Fresh RoP approvals (Rs. In Lakhs)	
9	11.19.2	Awareness generation activities in the community, schools, workplace with community involvement	27.00	1	7.06	27 districts	19.95	31-33
10	16.1- (16.1.3.3.13)	Miscellaneous/Travel/Contingency under NMHP	53.60	1	7.10	27 districts	46.50	34-35
11	16.1 – (16.1.4.2.6)	Operational expenses of the district centre: rent, telephone expenses, website etc.	2.70	-	-	27 districts	2.70	36-37
Total			415.58	-	117.03	-	298.55	




11

District wise total fund breakup for the FY- 2020-21

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Allocated Fund including all activity (Rs. In Lakhs)</u>
1	Baksa	9.57
2	Barpeta	10.77
3	Bongaigaon	12.38
4	Cachar	10.97
5	Chirang	8.93
6	Darrang	12.45
7	Dhemaji	9.86
8	Dhubri	11.53
9	Dibrugarh	12.85
10	DimaHasao	8.82
11	Goalpara	11.69
12	Golaghat	11.46
13	Hailakandi	10.76
14	Kamrup (M)	11.97
15	Kamrup (R)	9.79
16	Karimganj	12.49
17	KarbiAnglong	10.97
18	Kokrajhar	11.13
19	Lakhimpur	12.49
20	Jorhat (Majuli)	8.71
21	Morigaon	12.17
22	Nalbari	10.75
23	Nagaon	12.55
24	Sivasagar	10.59
25	Sonitpur	12.31
26	Tinsukia	12.70
27	Udalguri	7.89
District Total		298.55
State HQ Total		117.03
State Total (State HQ & District Allocation)		415.58

Activity No. 1:

FMR Code: 2.3.2.3

FMR Owner & Responsible Person: At State HQ: State Programme Officer, NMHP

Approved Budget in the FY 2020-21: 129.20 lakhs

At Dist. Level: District Programme Officer

Name of the Activity: DMHP: Targeted interventions at community level, schools, colleges, workplaces, out of school adolescents, district jail, NGOs, urban slums and suicide prevention camps.

About the activity:

- District level screening cum intervention camps in whole community including schools, colleges, offices, slum areas, out of schools, jails, NGOs by the DMHP team.
- Stress management workshops at workplaces.
- Camps on suicide prevention in the community/Depression clinics on fixed days.

Aim: To sensitize the whole community about mental health, features of mental disorders, screening of mental health disorders among the population, availability of their management in the PHCs/CHCs/District Hospitals and benefits of treatment.

Expenditure can be incurred on the following activity:

1. Targeted interventions about mental health, features of mental disorders, availability of their management in the **community**.
2. Targeted intervention about mental health, features of mental disorders, availability of their management in **schools**.
3. Targeted interventions about mental health, features of mental disorders, availability of their management in **colleges**.
4. Targeted interventions about mental health, features of mental disorders, availability of their management and stress management at **work places**.
5. Targeted interventions about **Adolescents problems**& targeted interventions at **urban slums** about mental health, features of mental disorders, availability of their management.
6. Targeted interventions about mental health, features of mental disorders, availability of their management and stress management in the **jail once in a month (about the same time in every month.)**
7. Targeted interventions about mental health, features of mental disorders, availability of their management and stress management at **NGOs (Twice in a month to each NGO)**.
8. Camps in the community on **suicide prevention/depression**.

Timeline to complete the activity: This activity needs to be completed by the end of the March, 2021.

Note:

- Those districts who do not have NGO for mentally ill/homeless mentally ill/de-addiction centre/halfway homes will conduct these camps in the community, school & colleges.
- A monthly format capturing the number of cases screened and interventions given in each such camp has to be recorded.
- During the visit to the NGO, **a survey needs to be done as per the Mental Healthcare Act and Rules and report shall be submitted to the State cell on a monthly basis.**

- Average number of camps will be **7-9 per month**. The clinical Psychologist shall take active part in camps conducted in schools and colleges and shall visit the schools and colleges as and when required.
- It is necessary to **take support of Deputy Commissioner and Joint Director of Health Services concerned** to organize the targeted intervention cum screening camps at workplaces.
- The amount provided in the budget for travel is tentative amount and in case it is not sufficient for the same the DMHP team may utilize the amount given under the **FMR code: 16.1 (16.1.3.3.13)** which is given for miscellaneous/travel/contingency.
- The amount provided in the budget for lunch is meant for the DMHP team (DPO, CP, PSW, CN and others) who are directly involve in the activities in the camps.

Total Budget and Numbers of Camps:

❖ **Budget Breakup for targeted intervention cum screening camps:-**

FMR Code	Sl. No	Particulars	Unit Cost	Quantity	Amount
2.3.2.3	1	IEC materials (Banner, Poster etc.)	500/-	1	500/-
	2	Tea & Refreshment	50/-	10	500/-
	3	Lunch	250/-	10	2500/-
	4	Vehicle	2000/-	1	2000/-
	5	Miscellaneous	1000/-	1	1000/-
Total					6500/-

Note:

- Above mentioned budget breakup is applicable for all kind of targeted intervention cum screening camps under the **FMR code:2.3.2.3**

Handwritten signature

Targeted intervention camp at <u>College</u>										
Sl. No.	Districts	June	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Total
1	Baksa	1	1	1	1	1	1	1	1	8
2	Barpeta	-	1	1	1	1	-	1	1	6
3	Bongaigaon	1	1	1	1	1	1	1	1	8
4	Cachar	-	1	1	-	1	-	1	-	4
5	Chirang	-	1	1	-	1	-	1	-	4
6	Darrang	1	1	1	1	1	1	1	1	8
7	Dhemaji	1	1	1	1	1	1	1	1	8
8	Dhubri	-	1	1	1	1	-	1	1	6
9	Dibrugarh	1	1	1	1	1	1	1	1	8
10	DimaHasao	-	1	1	1	1	-	1	1	6
11	Goalpara	-	1	1	1	1	-	1	1	6
12	Golaghat	-	1	1	1	1	-	1	1	6
13	Hailakandi	-	1	1	-	1	-	1	-	4
14	Kamrup (M)	1	1	1	1	1	1	1	1	8
15	Kamrup (R)	-	1	1	-	1	-	1	-	4
16	Karimganj	-	1	1	1	1	-	1	1	6
17	KarbiAnglong	1	1	1	1	1	1	1	1	8
18	Kokrajhar	1	1	1	1	1	1	1	1	8
19	Lakhimpur	1	1	1	1	1	1	1	1	8
20	Majuli (Jorhat)	-	1	1	1	1	-	1	1	6
21	Morigaon	-	1	1	1	1	-	1	1	6
22	Nalbari	1	1	1	1	1	1	1	1	8
23	Nagaon	1	1	1	1	1	1	1	1	8
24	Sivasagar	-	1	1	1	1	-	1	1	6
25	Sonitpur	1	1	1	1	1	1	1	1	8
26	Tinsukia	1	1	1	1	1	1	1	1	8
27	Udalguri	-	1	1	-	1	-	1	-	4



Targeted intervention camp at <u>School</u>										
Sl. No.	Districts	June	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Total
1	Baksa	-	1	-	1	-	1	-	1	4
2	Barpeta	1	1	1	1	1	1	1	1	8
3	Bongaigaon	-	1	1	-	1	1	1	1	6
4	Cachar	-	1	-	1	-	1	-	1	4
5	Chirang	-	1	-	1	-	1	-	1	4
6	Darrang	1	1	1	1	1	1	1	1	8
7	Dhemaji	1	1	1	1	1	1	1	1	8
8	Dhubri	-	1	1	-	1	1	1	1	6
9	Dibrugarh	1	1	1	1	1	1	1	1	8
10	DimaHasao	-	1	1	-	1	1	1	1	6
11	Goalpara	-	1	1	-	1	1	1	1	6
12	Golaghat	-	1	1	-	1	1	1	1	6
13	Hailakandi	-	1	1	-	1	1	1	1	6
14	Kamrup (M)	-	1	1	-	1	1	1	1	6
15	Kamrup (R)	-	1	-	1	-	1	-	1	4
16	Karimganj	-	1	1	-	1	1	1	1	6
17	KarbiAnglong	1	1	1	1	1	1	1	1	8
18	Kokrajhar	-	1	1	-	1	1	1	1	6
19	Lakhimpur	-	1	1	-	1	1	1	1	6
20	Majuli (Jorhat)	1	1	1	1	1	1	1	1	8
21	Morigaon	1	1	1	1	1	1	1	1	8
22	Nalbari	1	1	1	1	1	1	1	1	8
23	Nagaon	1	1	1	1	1	1	1	1	8
24	Sivasagar	-	1	1	-	1	1	1	1	6
25	Sonitpur	-	1	1	-	1	1	1	1	6
26	Tinsukia	-	1	1	-	1	1	1	1	6
27	Udalguri	-	1	-	1	-	1	-	1	4

Targeted intervention camp at <u>Community</u>										
Sl. No.	Districts	June	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Total
1	Baksa	1	1	1	1	1	1	1	1	8
2	Barpeta	1	1	1	1	1	1	1	1	8
3	Bongaigaon	1	1	1	1	1	1	1	1	8
4	Cachar	1	1	1	1	1	1	1	1	8
5	Chirang	1	1	1	1	1	1	1	1	8
6	Darrang	1	1	1	1	1	1	1	1	8
7	Dhemaji	1	1	1	1	1	1	1	1	8
8	Dhubri	1	1	1	1	1	1	1	1	8
9	Dibrugarh	1	1	1	1	1	1	1	1	8
10	DimaHasao	1	1	1	1	1	1	1	1	8
11	Goalpara	1	1	1	1	1	1	1	1	8
12	Golaghat	1	1	1	1	1	1	1	1	8
13	Hailakandi	1	1	1	1	1	1	1	1	8
14	Kamrup (M)	1	1	1	1	1	1	1	1	8
15	Kamrup (R)	1	1	1	1	1	1	1	1	8
16	Karimganj	1	1	1	1	1	1	1	1	8
17	KarbiAnglong	1	1	1	1	1	1	1	1	8
18	Kokrajhar	1	1	1	1	1	1	1	1	8
19	Lakhimpur	1	1	1	1	1	1	1	1	8
20	Majuli (Jorhat)	1	1	1	1	1	1	1	1	8
21	Morigaon	1	1	1	1	1	1	1	1	8
22	Nalbari	1	1	1	1	1	1	1	1	8
23	Nagaon	1	1	1	1	1	1	1	1	8
24	Sivasagar	1	1	1	1	1	1	1	1	8
25	Sonitpur	1	1	1	1	1	1	1	1	8
26	Tinsukia	1	1	1	1	1	1	1	1	8
27	Udalguri	1	1	1	1	1	1	1	1	8



Targeted intervention camp at <u>Workplace</u>										
Sl. No.	Districts	June	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Total
1	Baksa	-	1	1	-	1	-	1	1	5
2	Barpeta	1	1	1	-	1	1	1	1	7
3	Bongaigaon	-	1	1	-	1	-	1	1	5
4	Cachar	-	-	1	-	1	-	1	-	3
5	Chirang	-	-	1	-	1	-	1	-	3
6	Darrang	1	1	1	-	1	1	1	1	7
7	Dhemaji	1	1	1	-	1	1	1	1	7
8	Dhubri	-	-	1	-	1	-	1	-	3
9	Dibrugarh	-	1	1	-	1	-	1	1	5
10	DimaHasao	-	1	1	-	1	-	1	1	5
11	Goalpara	1	1	1	-	1	1	1	1	7
12	Golaghat	1	1	1	-	1	1	1	1	7
13	Hailakandi	1	1	1	-	1	1	1	1	7
14	Kamrup (M)	1	1	1	-	1	1	1	1	7
15	Kamrup (R)	-	-	1	-	1	-	1	-	3
16	Karimganj	-	1	1	-	1	-	1	1	5
17	KarbiAnglong	1	1	1	-	1	1	1	1	7
18	Kokrajhar	-	1	1	-	1	-	1	1	5
19	Lakhimpur	1	1	1	-	1	1	1	1	7
20	Majuli (Jorhat)	-	-	1	-	1	-	1	-	3
21	Morigaon	-	1	1	-	1	-	1	1	5
22	Nalbari	-	-	1	-	1	-	1	-	3
23	Nagaon	1	1	1	-	1	1	1	1	7
24	Sivasagar	-	1	1	-	1	-	1	1	5
25	Sonitpur	-	1	1	-	1	-	1	1	5
26	Tinsukia	1	1	1	-	1	1	1	1	7
27	Udalguri	-	-	1	-	1	-	1	-	3

Adolescent Problems and targeted interventions at <u>Urban Slums</u>										
Sl. No.	Districts	June	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Total
1	Bongaigaon	-	1	1	-	1	-	1	1	5
2	Cachar	-	1	1	-	1	-	1	1	5
3	Dhubri	-	1	1	-	1	-	1	1	5
4	Dibrugarh	-	1	1	-	1	-	1	1	5
5	Goalpara	-	1	-	1	-	1	-	-	3
6	Jorhat	-	1	-	1	-	1	-	-	3
7	Kamrup (M)	1	1	1	1	1	2	1	2	10
8	Karimganj	-	1	-	1	-	1	-	-	3
9	KarbiAnglong	-	1	1	-	1	-	1	1	5
10	Lakhimpur	-	1	1	-	1	-	1	1	5
11	Nagaon	-	1	1	-	1	-	1	1	5
12	Sivasagar	-	1	1	-	1	-	1	1	5
13	Sonitpur	-	1	1	-	1	-	1	1	5
14	Tinsukia	-	1	1	-	1	-	1	1	5



Suicide prevention/Depression camps at different community										
Sl. No.	Districts	June	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Total
1	Baksa	1	1	1	1	1	1	1	1	8
2	Barpeta	1	1	1	1	1	1	1	1	8
3	Bongaigaon	-	1	1	1	1	1	1	-	6
4	Cachar	-	-	1	-	1	-	1	-	3
5	Chirang	-	-	1	-	1	-	1	-	3
6	Darrang	1	1	1	1	1	1	1	1	8
7	Dhemaji	-	1	1	1	1	1	1	-	6
8	Dhubri	-	1	1	1	1	1	1	-	6
9	Dibrugarh	1	1	1	1	1	1	1	1	8
10	DimaHasao	1	1	1	1	1	1	1	1	8
11	Goalpara	-	1	1	1	1	1	1	-	6
12	Golaghat	-	1	1	1	1	1	1	-	6
13	Hailakandi	1	1	1	1	1	1	1	1	8
14	Kamrup (M)	1	1	1	1	1	1	1	1	8
15	Kamrup (R)	-	-	1	-	1	-	1	-	3
16	Karimganj	-	1	1	1	1	1	1	-	6
17	KarbiAnglong	-	1	1	1	1	1	1	-	6
18	Kokrajhar	1	1	1	1	1	1	1	1	8
19	Lakhimpur	1	1	1	1	1	1	1	1	8
20	Majuli (Jorhat)	-	-	1	-	1	-	1	-	3
21	Morigaon	-	1	1	1	1	1	1	-	6
22	Nalbari	-	1	1	1	1	1	1	-	6
23	Nagaon	-	1	1	1	1	1	1	-	6
24	Sivasagar	-	1	1	1	1	1	1	-	6
25	Sonitpur	1	1	1	1	1	1	1	1	8
26	Tinsukia	1	1	1	1	1	1	1	1	8
27	Udalguri	-	-	1	-	1	-	1	-	3

Targeted intervention camp (Compulsory) at **Jail once in a month (about the same time of every month)**

Sl. No.	Districts	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
1	Baksa	No District Jail												
2	Barpeta	1	1	1	1	1	1	1	1	1	1	1	1	12
3	Bongaigaon	1	1	1	1	1	1	1	1	1	1	1	1	12
4	Cachar	1	1	1	1	1	1	1	1	1	1	1	1	12
5	Chirang	1	1	1	1	1	1	1	1	1	1	1	1	12
6	Darrang	1	1	1	1	1	1	1	1	1	1	1	1	12
7	Dhemaji	1	1	1	1	1	1	1	1	1	1	1	1	12
8	Dhubri	1	1	1	1	1	1	1	1	1	1	1	1	12
9	Dibrugarh	1	1	1	1	1	1	1	1	1	1	1	1	12
10	DimaHasao	1	1	1	1	1	1	1	1	1	1	1	1	12
11	Goalpara	1	1	1	1	1	1	1	1	1	1	1	1	12
12	Golaghat	1	1	1	1	1	1	1	1	1	1	1	1	12
13	Hailakandi	1	1	1	1	1	1	1	1	1	1	1	1	12
14	Kamrup (M)	1	1	1	1	1	1	1	1	1	1	1	1	12
15	Kamrup (R)	1	1	1	1	1	1	1	1	1	1	1	1	12
16	Karimganj	1	1	1	1	1	1	1	1	1	1	1	1	12
17	KarbiAnglong	1	1	1	1	1	1	1	1	1	1	1	1	12
18	Kokrajhar	1	1	1	1	1	1	1	1	1	1	1	1	12
19	Lakhimpur	1	1	1	1	1	1	1	1	1	1	1	1	12
20	Majuli (Jorhat)	1	1	1	1	1	1	1	1	1	1	1	1	12
21	Morigaon	1	1	1	1	1	1	1	1	1	1	1	1	12
22	Nalbari	1	1	1	1	1	1	1	1	1	1	1	1	12
23	Nagaon	1	1	1	1	1	1	1	1	1	1	1	1	12
24	Sivasagar	1	1	1	1	1	1	1	1	1	1	1	1	12
25	Sonitpur	1	1	1	1	1	1	1	1	1	1	1	1	12
26	Tinsukia	1	1	1	1	1	1	1	1	1	1	1	1	12
27	Udalguri	1	1	1	1	1	1	1	1	1	1	1	1	12

M. S. S.

Targeted intervention camp (Compulsory) at **NGOs, Halfway Homes twice in a month (every 2nd and 4th Friday)**

Sl. No.	Districts	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
1	Baksa	2	2	2	2	2	2	2	2	2	2	2	2	24
2	Barpeta	2	2	2	2	2	2	2	2	2	2	2	2	24
3	Bongaigaon	2	2	2	2	2	2	2	2	2	2	2	2	24
4	Cachar	2	2	2	2	2	2	2	2	2	2	2	2	24
5	Chirang	2	2	2	2	2	2	2	2	2	2	2	2	24
6	Darrang	2	2	2	2	2	2	2	2	2	2	2	2	24
7	Dhemaji	No NGO dealing with mentally ill persons												
8	Dhubri	2	2	2	2	2	2	2	2	2	2	2	2	24
9	Dibrugarh	2	2	2	2	2	2	2	2	2	2	2	2	24
10	DimaHasao	No NGO dealing with mentally ill persons												
11	Goalpara	2	2	2	2	2	2	2	2	2	2	2	2	24
12	Golaghat	2	2	2	2	2	2	2	2	2	2	2	2	24
13	Hailakandi	2	2	2	2	2	2	2	2	2	2	2	2	24
14	Kamrup (M)	2	2	2	2	2	2	2	2	2	2	2	2	24
15	Kamrup (R)	2	2	2	2	2	2	2	2	2	2	2	2	24
16	Karimganj	2	2	2	2	2	2	2	2	2	2	2	2	24
17	KarbiAnglong	2	2	2	2	2	2	2	2	2	2	2	2	24
18	Kokrajhar	2	2	2	2	2	2	2	2	2	2	2	2	24
19	Lakhimpur	2	2	2	2	2	2	2	2	2	2	2	2	24
20	Majuli (Jorhat)	No NGO dealing with mentally ill persons												
21	Morigaon	2	2	2	2	2	2	2	2	2	2	2	2	24
22	Nalbari	2	2	2	2	2	2	2	2	2	2	2	2	24
23	Nagaon	2	2	2	2	2	2	2	2	2	2	2	2	24
24	Sivasagar	2	2	2	2	2	2	2	2	2	2	2	2	24
25	Sonitpur	2	2	2	2	2	2	2	2	2	2	2	2	24
26	Tinsukia	2	2	2	2	2	2	2	2	2	2	2	2	24
27	Udalguri	No NGO dealing with mentally ill persons												

District wise fund breakup under FMR Code- 2.3.2.3

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	57 camps	3.71
2	Barpeta	73 camps	4.75
3	Bongaigaon	74 camps	4.81
4	Cachar	63 camps	4.10
5	Chirang	58 camps	3.77
6	Darrang	75 camps	4.88
7	Dhemaji	49 camps	3.19
8	Dhubri	70 camps	4.55
9	Dibrugarh	78camps	5.07
10	Dima Hasao	45 camps	2.93
11	Goalpara	72 camps	4.68
12	Golaghat	69camps	4.49
13	Hailakandi	69 camps	4.49
14	Kamrup (M)	83 camps	5.40
15	Kamrup (R)	58 camps	3.77
16	Karimganj	70 camps	4.55
17	KarbiAnglong	78camps	5.07
18	Kokrajhar	71 camps	4.62
19	Lakhimpur	78camps	5.07
20	Majuli (Jorhat)	43 camps	2.80
21	Morigaon	69 camps	4.49
22	Nalbari	69 camps	4.49
23	Nagaon	78camps	5.07
24	Sivasagar	72 camps	4.68
25	Sonitpur	76 camps	4.94
26	Tinsukia	78camps	5.07
27	Udalguri	34 camps	2.21
Total for 27 district			117.65
28	State HQ		11.55
Total			129.20

Signature

Activity No. 2:

FMR Code: 5.3.15

FMR Owner & Responsible Person: At State HQ: State Programme Officer, NMHP

At Dist. Level: District Programme Officer

Approved Budget in the FY 2020-21: 12.00 lakhs

Name of the Activity: District DMHP centre, Counseling centre under psychology department in a selected college including crisis helpline

About the activity:

1. Upgradation of DMHP Counselling centre situated in District Civil Hospitals in 6 new districts namely Cachar, Chirang, Dibrugarh, Kamrup (Rural), Sonitpur and Udalguri and 12 old DMHP districts namely Bongaigaon, Dhuburi, Darrang, Golaghat, Dima Hasao, Goalpara, Jorhat (Majuli), Karimganj, Lakhimpur, Nalbari, Nagaon, Sivasagar.
2. Establishment of counseling centre in colleges and providing counselling services to the college students with the help of trained college teachers and DMHP team because counseling services are not available in most of the colleges in the state at present. The students with psycho-social problems and mental morbidity do not seek psychiatric treatment because Psychiatric services are not available in the affordable and approachable manner and lack of awareness leads to stigma is attached to mental disorders and psychiatric consultation.

Aim:

1. To provide a better mental health counseling setup with minimum facilities in the form of separate counseling room so that the patients get confidence and can express their problems to the counselor without any hesitation.
2. To help the college students to be cured from depression, anxiety, somatoform disorder, adjustment disorder, personality disorder, stress problem, alcohol and drug abuse problem etc.

Expenditure can be incurred on the following activity:

1. Identification and renovation of **DMHP centre at District Civil Hospital**
2. Maintenance of the **counseling room** in each college.

FMR Owner & Responsible Person: State Programme Officer/District Programme Officer

Timeline to complete the activity: This activity needs to be completed by the end of the February, 2021.

District wise Budget Breakup:

- The following mentioned budget breakup is applicable for **Cachar, Chirang, Dibrugarh, Kamrup (Rural), Sonitpur and Udalguri:**

Unit Cost	Particulars	Total Amount (In Rs.)
Rs. 0.85 Lakh/District	Upgradation of DMHP counseling room in District Civil Hospital	0.75 Lakh/district
	Maintenance of counseling room in colleges	0.10 lakhs/district

- The following mentioned budget breakup is applicable for **Bongaigaon, Dhuburi, Darrang, Dima Hasao, Golaghat, Goalpara, Jorhat (Majuli), Karimganj, Lakhimpur, Nalbari, Nagaon, Sivasagar:**

Unit Cost	Particulars	Total Amount (In Rs.)
Rs. 0.50 Lakh/District	Upgradation of DMHP counseling room in District Civil Hospital	0.40 Lakh/district
	Maintenance of counseling room in colleges	0.10 lakhs/district

- The following mentioned budget breakup is applicable for **Baksa, Barpeta, Dhemaji, Hailakandi, Kokrajhar, Karbi Anglong, Kamrup (Metro), Morigaon and Tinsukia:**

Unit Cost	Particulars	Total Amount (In Rs.)
Rs. 0.10 Lakh/District	Maintenance of counseling room in colleges	0.10 lakhs/district

District wise fund breakup under FMR Code: 5.3.15

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	0.10
2	Barpeta	0.10
3	Bongaigaon	0.50
4	Cachar	0.85
5	Chirang	0.85
6	Darrang	0.50
7	Dhemaji	0.10
8	Dhubri	0.50
9	Dibrugarh	0.85
10	DimaHasao	0.50
11	Goalpara	0.50
12	Golaghat	0.50
13	Hailakandi	0.10
14	Kamrup (M)	0.10
15	Kamrup (R)	0.85
16	Karimganj	0.50
17	KarbiAnglong	0.10
18	Kokrajhar	0.10
19	Lakhimpur	0.50
20	Majuli (Jorhat)	0.50
21	Morigaon	0.10
22	Nalbari	0.50
23	Nagaon	0.50
24	Sivasagar	0.50
25	Sonitpur	0.85
26	Tinsukia	0.10
27	Udalguri	0.85
Total for 27 district		12.00



Activity No. 3:

FMR Code: 6.1.1.20.1

FMR Owner & Responsible Person: At State HQ: State Programme Officer, NMHP/BME HQ

Name of the Activity: Equipment

Approved Budget in the FY 2020-21: 6.00 lakhs

Aim: For providing equipments along with the psychological assessment tools to the Districts.

Guideline: This activity will be started under the supervision of BME HQ/State Programme Officer for providing equipments along with the psychological assessment tools to the Districts.

- ❖ **The activity will be implemented at State HQ, so there is no budget provision for districts.**

Fund breakup

FMR Code- 6.1.1.20.1

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	State HQ	1	6.00
Total			6.00

[Handwritten signature]

9

Activity No. 4:

FMR Code: 6.2.16.1

FMR Owner & Responsible Person: At State HQ: DSM (HQ)/State Programme Officer (NMHP)

At Dist. Level: District Programme Officer/ DSM

Name of the Activity: Drugs and supplies under NMHP

Approved Budget in the FY 2020-21: 67.50 lakhs

Aim: For providing psychotic drugs to the patients.

Guideline: This activity is for providing psychotic drugs to the patients. In the district level, there is a purchase committee for emergency procurement of psychotic drugs which was notified vide **letter no: NHM/18011/30/2018-PROC-NHM/746/791 dated: 25/07/2019** which will be responsible for the local procurement of psychotic drugs as per the drugs & consumables in EDL. Respective Account Manager will ensure the proper booking of expenditure at district level.

In the State level, tender process will be done for providing psychotic drugs and consumables to the District and the procurement process will be done at the State level.

Timeline to complete the activity: This activity needs to be completed at the earliest.



District wise fund breakup under FMR Code: 6.2.16.1

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	0.50
2	Barpeta	0.50
3	Bongaigaon	2.00
4	Cachar	0.50
5	Chirang	0.50
6	Darrang	2.00
7	Dhemaji	1.50
8	Dhubri	1.00
9	Dibrugarh	1.00
10	DimaHasao	1.00
11	Goalpara	1.50
12	Golaghat	1.50
13	Hailakandi	1.00
14	Kamrup (M)	1.50
15	Kamrup (R)	0.50
16	Karimganj	1.50
17	KarbiAnglong	1.00
18	Kokrajhar	1.50
19	Lakhimpur	1.50
20	Majuli (Jorhat)	0.50
21	Morigaon	2.00
22	Nalbari	0.50
23	Nagaon	1.50
24	Sivasagar	0.50
25	Sonitpur	1.00
26	Tinsukia	1.50
27	Udalguri	0.50
Total for 27 district		30.00
28	State HQ	37.50
Total		67.50

Milani

Activity No. 5:

FMR Code: 7.7

FMR Owner & Responsible Person: At State HQ: State Programme Officer, NMHP

At Dist. Level: District Programme Officer

Name of the Activity: Ambulatory Services

Approved Budget in the FY 2020-21: 5.40 lakhs

About the activity: Ambulatory services for the mobility of the patients

Aim: For providing mobility services for the mentally ill patients within the district and out of the district also.

- For the transfer of the patients from Dist/Block will use free 108/102 referral transport services, if free transportation services is not available, Dist/Block will use local transport facilities as per norms.

Expenditure can be incurred on the following activity: : For providing mobility services for the mentally ill patients within the district and out of the district also.

District wise fund breakup under FMR Code- 7.7

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Bongaigaon	0.10
2	Darrang	0.10
3	Dhemaji	0.10
4	Goalpara	0.10
5	Hailakandi	0.20
6	Lakhimpur	0.10
7	Morigaon	0.10
8	Tinsukia	0.20
Total		1.00
9	State HQ	4.40
Total		5.40

9

Activity No. 6:

FMR Code: 9.5.16.1

FMR Owner & Responsible Person: At State HQ: State Programme Officer, NMHP

At Dist. Level: District Programme Officer

Approved Budget in the FY 2020-21: 37.75 lakhs

Name of the Activity: Training of PHC Medical Officers, Nurses, Paramedical Workers & Other Health Staff working under NMHP

About the activity: District level training of MOs, Staff Nurses, Paramedical workers, 108 & 102 drivers, police personnels, Jail Doctor, Personal from Social Welfare Deptt., Govt. officials, Magistrates and NGO workers for mentally ill patient.

Aim:

1. For providing knowledge, basic information about the mental illnesses and their treatment to **the Medical Officers of BPHCs/PHCs/MMU/Tea Garden/Jail Doctors**, so that they can provide basic mental health OPD services and can identify the mentally ill patient and refer to the District Hospitals if needed.
2. For providing knowledge to the **Staff Nurses** on mental illnesses and basic treatment, so that they can help the MOs to treat the mentally ill patient and refer to the District Hospital if needed.
3. For providing the knowledge to the **paramedical staff** about the mentally ill patient and the basic things for their treatment at PHC/CHC level, **108 & 102 ambulance drivers, technicians and other staff** so that they may help in the mobility of the patient from the respective places.
4. For providing training to the **Police personnels, Magistrates, Govt. Officials and Personals from Deptt. of Social Welfare, NGO workers** who are working for homeless mentally ill patients **/De-addiction Centers** so that they can get the knowledge about their duty in terms of homeless mentally ill patients, their rescue, treatment etc.
5. For providing training to the **school teachers** and **college teachers** to orient them about the students with mental illness so that they can be detected and help in initiating their treatment by appropriate referral. The students may have different types of mental issues namely depression, anxiety, somatoform disorder, adjustment disorder, personality disorder, stress problem, alcohol and drug abuse problem.

Expenditure can be incurred on the following activity:

1. **Training of the Medical Officers of BPHCs/PHCs/MMU/Tea Garden/Jail Doctors (Batch size- 30)**
2. **Training of the Staff Nurses (Batch size- 30)**
3. **Training of the paramedical staffs, 108 & 102 ambulance drivers and technicians and other staffs (Batch size- 30)**
4. **Training of the Police personnels, Magistrates, Govt. Officials and Personals from Deptt. of Social Welfare, NGO workers who are working for homeless mentally ill patients /De-addiction Centres (Batch size- 30)**
5. **Training of school teachers (Batch size- 30)**
6. **Training of college teachers (Batch size- 30)**

Timeline to complete the activity: This activity needs to be completed by the end of the **February, 2021.**



District wise distribution of Training batches

Sl. No.	Districts	Medical Officers of BPHCs/PHCs/MMU/ Tea Garden/Jail Doctors	Staff Nurses	paramedical staffs, 108 & 102 ambulance drivers and technicians and other staffs	Police personnels, Magistrates, Govt. Officials and Personals from Deptt. of Social Welfare, NGO workers	School Teachers	College Teachers	Total
1	Baksa	-	1	1	1	1	1	5
2	Barpeta	-	-	1	1	1	1	4
3	Bongaigaon	1	-	-	1	1	1	4
4	Cachar	-	1	1	-	1	1	4
5	Chirang	1	-	1	-	-	-	2
6	Darrang	1	-	-	1	1	1	4
7	Dhemaji	1	1	-	-	1	1	4
8	Dhubri	-	-	1	1	1	1	4
9	Dibrugarh	1	1	-	1	1	1	5
10	Dima Hasao	1	1	-	-	1	1	4
11	Goalpara	-	1	1	-	1	1	4
12	Golaghat	1	-	1	-	1	1	4
13	Hailakandi	1	-	-	1	1	1	4
14	Kamrup (M)	1	-	-	1	1	1	4
15	Kamrup (R)	-	-	1	-	1	1	3
16	Karimganj	1	-	-	1	1	1	4
17	Karbi Anglong	1	-	1	1	1	1	5
18	Kokrajhar	1	-	-	1	1	1	4
19	Lakhimpur	1	1	1	-	1	1	5
20	Majuli (Jorhat)	-	1	1	-	1	1	4
21	Morigaon	1	1	-	-	1	1	4
22	Nalbari	-	1	1	1	1	1	5
23	Nagaon	1	-	-	1	1	1	4
24	Sivasagar	-	-	1	1	1	1	4
25	Sonitpur	-	1	1	-	1	1	4
26	Tinsukia	1	-	1	1	1	1	5
27	Udalguri	-	1	-	-	-	1	2
Total		16	12	15	15	25	26	109

Handwritten signature

District wise budget breakup:

<u>FMR Code</u>	<u>Sl. No</u>	<u>Particulars</u>	<u>Unit Cost (In Rs.)</u>	<u>Quantity</u>	<u>Amount (In Rs.)</u>
9.5.16.1	1	TA for the participants (on actual)	400.00	30	12000.00
	2	Breakfast, Lunch & Tea for the trainees	350.00	40	14000.00
	3	Honorarium for Resource Person	1000.00	2	2000.00
	4	Banner	350.00	1	350.00
	5	Venue Hiring	3000.00	1	3000.00
	6	Contingency (Teaching materials, folder, pen etc.)	100.00	30	3000.00
Total					34350.00

Note:

- Above mentioned budget breakup is applicable for all kind of training programmes under the **FMR code: 9.5.16.1**
- The above mentioned honorarium for resource person is not for DMHP staff.



District wise fund breakup under FMR Code- 9.5.16.1

Sl.No.	District/ State HQ	Phy. Target	Allocated Fund (Rs. In Lakhs)
1	Baksa	Training (total 5 batches)	1.72
2	Barpeta	Training (total 4 batches)	1.37
3	Bongaigaon	Training (total 4 batches)	1.37
4	Cachar	Training (total 4 batches)	1.37
5	Chirang	Training (total 2 batches)	0.69
6	Darrang	Training (total 4 batches)	1.37
7	Dhemaji	Training (total 4 batches)	1.37
8	Dhubri	Training (total 4 batches)	1.37
9	Dibrugarh	Training (total 5 batches)	1.72
10	DimaHasao	Training (total 4 batches)	1.37
11	Goalpara	Training (total 4 batches)	1.37
12	Golaghat	Training (total 4 batches)	1.37
13	Hailakandi	Training (total 4 batches)	1.37
14	Kamrup (M)	Training (total 4 batches)	1.37
15	Kamrup (R)	Training (total 3 batches)	1.03
16	Karimganj	Training (total 4 batches)	1.37
17	KarbiAnglong	Training (total 5 batches)	1.72
18	Kokrajhar	Training (total 4 batches)	1.37
19	Lakhimpur	Training (total 5 batches)	1.72
20	Majuli (Jorhat)	Training (total 4 batches)	1.37
21	Morigaon	Training (total 4 batches)	1.37
22	Nalbari	Training (total 5 batches)	1.72
23	Nagaon	Training (total 4 batches)	1.37
24	Sivasagar	Training (total 4 batches)	1.37
25	Sonitpur	Training (total 4 batches)	1.37
26	Tinsukia	Training (total 5 batches)	1.72
27	Udalguri	Training (total 2 batches)	0.69
Total for 27 district			37.39
28	State HQ		0.36
Total			37.75

Handwritten signature

Activity No. 7:

FMR Code: 9.5.16.2

FMR Owner & Responsible Person: At State HQ: State Programme Officer, NMHP/SPM

At Dist. Level: District Programme Officer

Approved Budget in the FY 2020-21: 59.43 lakhs

Name of the Activity: Any other training

Aim:

1. **At State level:**

- i) **Training of Non- Psychiatric Medical Officers** at Lokpriya Gopinath Bordoloi Regional Institute of Mental Health (LGBRIMH), Tezpur under National Mental Health Programme (NMHP).
- ii) Printing and distribution of training modules.
- iii) State & Zone level Mental Health Review Meeting cum Training

2. **At District level:** Training of ASHA and ASHA Supervisors (Batch size – 50)

Timeline to complete the activity: This activity needs to be completed by the end of the **February, 2021.**

District wise budget breakup for training of ASHA and ASHA Supervisors:

<u>FMR Code</u>	<u>Sl. No</u>	<u>Particulars</u>	<u>Unit Cost (In Rs.)</u>	<u>Quantity</u>	<u>Amount (In Rs.)</u>
9.5.16.1	1	TA for the participants (on actual)	400.00	50	20000.00
	2	Breakfast, Lunch & Tea for the trainees	350.00	60	21000.00
	3	Honorarium for Resource Person	1000.00	2	2000.00
	4	Banner	350.00	1	350.00
	5	Venue Hiring	3000.00	1	3000.00
	6	Contingency (Teaching materials, folder, pen etc.)	100.00	50	5000.00
Total					51350.00

Note:

- Above mentioned budget breakup is applicable for all kind of training programmes under the **FMR code: 9.5.16.2**
- The above mentioned honorarium for resource person is not for DMHP staff.

Handwritten signature

Activity No. 7:

FMR Code: 9,5.16.2

FMR Owner & Responsible Person: At State HQ: State Programme Officer, NMHP/SPM

At Dist. Level: District Programme Officer

Approved Budget in the FY 2020-21: 59.43 lakhs

Name of the Activity: Any other training

Aim:

1. At State level:

- i) **Training of Non- Psychiatric Medical Officers** at Lokpriya Gopinath Bordoloi Regional Institute of Mental Health (LGBRIMH), Tezpur under National Mental Health Programme (NMHP).
- ii) Printing and distribution of training modules.
- iii) State & Zone level Mental Health Review Meeting cum Training

2. At District level: Training of ASHA and ASHA Supervisors (Batch size – 50)

Timeline to complete the activity: This activity needs to be completed by the end of the February, 2021.

District wise budget breakup for training of ASHA and ASHA Supervisors:

<u>FMR Code</u>	<u>Sl. No</u>	<u>Particulars</u>	<u>Unit Cost (In Rs.)</u>	<u>Quantity</u>	<u>Amount (In Rs.)</u>
9.5.16.1	1	TA for the participants (on actual)	400.00	50	20000.00
	2	Breakfast, Lunch & Tea for the trainees	350.00	60	21000.00
	3	Honorarium for Resource Person	1000.00	2	2000.00
	4	Banner	350.00	1	350.00
	5	Venue Hiring	3000.00	1	3000.00
	6	Contingency (Teaching materials, folder, pen etc.)	100.00	50	5000.00
Total					51350.00

Note:

- Above mentioned budget breakup is applicable for all kind of training programmes under the **FMR code: 9.5.16.2**
- The above mentioned honorarium for resource person is not for DMHP staff.

District wise training batch distribution list		
Sl. No.	Districts	Training of ASHA & ASHA Supervisors
1	Baksa	2
2	Barpeta	3
3	Bongaigaon	2
4	Cachar	3
5	Chirang	1
6	Darrang	2
7	Dhemaji	2
8	Dhubri	3
9	Dibrugarh	3
10	Dima Hasao	1
11	Goalpara	2
12	Golaghat	2
13	Hailakandi	2
14	Kamrup (M)	2
15	Kamrup (R)	2
16	Karimganj	3
17	Karbi Anglong	2
18	Kokrajhar	2
19	Lakhimpur	2
20	Majuli (Jorhat)	2
21	Morigaon	3
22	Nalbari	2
23	Nagaon	3
24	Sivasagar	2
25	Sonitpur	3
26	Tinsukia	3
27	Udalguri	2
Total training batches		61

District wise fund breakup under FMR Code- 9.5.16.2

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	Training (total 2 batches)	1.03
2	Barpeta	Training (total 3 batches)	1.54
3	Bongaigaon	Training (total 2 batches)	1.03
4	Cachar	Training (total 3 batches)	1.54
5	Chirang	Training (total 1 batches)	0.51
6	Darrang	Training (total 2 batches)	1.03
7	Dhemaji	Training (total 2 batches)	1.03
8	Dhubri	Training (total 3 batches)	1.54
9	Dibrugarh	Training (total 3 batches)	1.54
10	DimaHasao	Training (total 1 batches)	0.51
11	Goalpara	Training (total 2 batches)	1.03
12	Golaghat	Training (total 2 batches)	1.03
13	Hailakandi	Training (total 2 batches)	1.03
14	Kamrup (M)	Training (total 2 batches)	1.03
15	Kamrup (R)	Training (total 2 batches)	1.03
16	Karimganj	Training (total 3 batches)	1.54
17	KarbiAnglong	Training (total 2 batches)	1.03
18	Kokrajhar	Training (total 2 batches)	1.03
19	Lakhimpur	Training (total 2 batches)	1.03
20	Majuli (Jorhat)	Training (total 2 batches)	1.03
21	Morigaon	Training (total 3 batches)	1.54
22	Nalbari	Training (total 2 batches)	1.03
23	Nagaon	Training (total 3 batches)	1.54
24	Sivasagar	Training (total 2 batches)	1.03
25	Sonitpur	Training (total 3 batches)	1.54
26	Tinsukia	Training (total 3 batches)	1.54
27	Udalguri	Training (total 2 batches)	1.03
Total for 27 district			31.36
28	For State level training and review meeting		28.07
Total			59.43

Activity No. 8:

FMR Code: 11.19.1

Name of the Activity: Translation of IEC materials and distribution

Total approved budget in FY 2020-21: 15.00 Lakhs

Aim: For providing the IEC materials/for developing mass media activities

FMR Owner & Responsible Person: State Programme Officer/ State Media Expert

Timeline to complete the activity: This activity needs to be completed by the end of the **March, 2021.**

Budget breakup:

<u>FMR Code</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
11.19.1	State HQ	1	15.00
Total			15.00

Activity No. 9:

FMR Code: 11.19.2

Name of the Activity: Awareness generation activities in the community, schools, workplaces with community involvement

Total approved budget in FY 2020-21: 27.00 Lakhs

About the activity: Activities like advertisement on mental health in local newspapers, magazines, news channels etc., street plays, community meeting with general people, meetings with the family members of the patients (Home Visit) & Interactive sessions on mental health in Public places and Puppet show/Wall Painting/Exhibition/Cultural Rally/Any Competition etc.

Aim: For creating awareness generation amongst the people on mental health stigma, features of mental disorder, treatment availability and their management in the PHCs/ CHCs/District hospitals, benefits of treatment to the ill persons and the family.

Expenditure can be incurred on the following activity:

1. Mass Media
2. Outdoor Media
3. Folk Media
4. Interpersonal Communication (IPC)
5. Others

FMR Owner & Responsible Person: State Programme Officer/District Programme Officer/District Media Expert

Timeline to complete the activity: This activity needs to be completed by the end of the **February, 2021.**

Budget:

- ➔ The following mentioned budget breakup is applicable for **Bongaigaon, Darrang, Dhemaji, Dhuburi, Dibrugarh, Golaghat, Hailakandi, Kamrup (Metro), Lakhimpur, Morigaon, Nagaon and Tinsukia:**

Unit cost	Awareness generation through mass media	Awareness generation through outdoor media	Awareness generation through folk media	Awareness generation through interpersonal communication (IPC)	Others
	Advertisement on mental health in local newspapers, magazines etc.	Street plays	Community meetings with general people	Meetings with family members of the patients (Home Visit) & Interactive sessions on mental health in Public places.	Puppet show/Wall Painting/Exhibition/Cultural Rally/Any Competition etc.
		Total:3	Total: As much can conduct	Total: As much can conduct	
Rs. 0.77 lakh/district	Total Budget: 10000/-	Budget: Rs. 6000/ play Total: Rs. 6000/- x 3= 18000/-	Total Budget: 25000/- per district	Total Budget: 14000/- per district	Total Budget: 10000/- per district

- ➔ The following mentioned budget breakup is applicable for **Baksa, Barpeta, Cachar, Chirang, Dima Hasao, Goalpara, Karimganj, Karbi Anglong, Kokrajhar, Kamrup (Rural), Majuli (Jorhat), Nalbari, Sonitpur, Sivasagar and Udalguri:**

Unit cost	Awareness generation through mass media	Awareness generation through outdoor media	Awareness generation through folk media	Awareness generation through interpersonal communication (IPC)	Others
	Advertisement on mental health in local newspapers, magazines etc.	Street plays	Community meetings with general people	Meetings with family members of the patients (Home Visit) & Interactive sessions on mental health in Public places.	Puppet show/Wall Painting/Exhibition/Cultural Rally/Any Competition etc.
		Total:3	Total: As much can conduct	Total: As much can conduct	
Rs. 0.71 lakh/district	Total Budget: 10000/-	Budget: Rs. 6000/ play Total: Rs. 6000/- x 2= 12000/-	Total Budget: 25000/- per district	Total Budget: 14000/- per district	Total Budget: 10000/- per district

District wise fund breakup under FMR Code- 11.19.2

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	Awareness generation activities	0.71
2	Barpeta	Awareness generation activities	0.71
3	Bongaigaon	Awareness generation activities	0.77
4	Cachar	Awareness generation activities	0.71
5	Chirang	Awareness generation activities	0.71
6	Darrang	Awareness generation activities	0.77
7	Dhemaji	Awareness generation activities	0.77
8	Dhubri	Awareness generation activities	0.77
9	Dibrugarh	Awareness generation activities	0.77
10	DimaHasao	Awareness generation activities	0.71
11	Goalpara	Awareness generation activities	0.71
12	Golaghat	Awareness generation activities	0.77
13	Hailakandi	Awareness generation activities	0.77
14	Kamrup (M)	Awareness generation activities	0.77
15	Kamrup (R)	Awareness generation activities	0.71
16	Karimganj	Awareness generation activities	0.71
17	KarbiAnglong	Awareness generation activities	0.77
18	Kokrajhar	Awareness generation activities	0.71
19	Lakhimpur	Awareness generation activities	0.77
20	Majuli (Jorhat)	Awareness generation activities	0.71
21	Morigaon	Awareness generation activities	0.77
22	Nalbari	Awareness generation activities	0.71
23	Nagaon	Awareness generation activities	0.77
24	Sivasagar	Awareness generation activities	0.71
25	Sonitpur	Awareness generation activities	0.71
26	Tinsukia	Awareness generation activities	0.77
27	Udalguri	Awareness generation activities	0.71
Total for 27 district			19.95
Total for State HQ			7.05
Total approved budget			27.00

Handwritten signature

Activity No. 10:

FMR Code: 16.1.3.3.13

FMR Owner & Responsible Person: At State HQ: State Programme Officer, NMHP

At Dist. Level: District Programme Officer

Approved Budget in the FY 2020-21: 53.60 lakhs

Name of the Activity: Miscellaneous/Travel/Contingency costs under NMHP

Expenditure can be incurred on the following activity:

- The total fund given under **(1) Office Contingency/stationary/others** may be utilized for maintenance of the office, purchasing of stationary items, purchasing of internet data card and paying internet bill and other expenses.
- The total fund given under **(2) Monitoring/supervision/Travelling** may be utilized for monitoring of extension clinics, providing handholding to the trained (State and District level) Medical Officers working at different PHCs/CHCs within the district, Maintenance of counseling room in colleges (if needed), any kind of travelling costs for DMHP staff as per **NHM norms** for monitoring and supervision purposes and for camps if required.
- The total fund given under **(3) Small Handy Camera** at Rs. 10,000/- for 6 newly approved districts namely Cachar, Chirang, Dibrugarh, Kamrup (Rural), Sonitpur and Udalguri for record keeping of the activities.
- The total fund given under **(4) Office furniture** may be utilized for the procurement of office furniture if not purchased earlier and renovation (not for new construction) of district DMHP Centre after approval from Jt. DHS.
- The total fund given under **(5) Observation of special days** may be utilized for celebration of **World Mental Health Day & World Schizophrenia Day etc.**
- The total fund given under **(6) Cultural Rally/any other activities at district level** may be utilized for any kind of cultural rally with proper information regarding mental health issues which may be observed in the celebration of World Mental Health Day & World Schizophrenia Day etc. or any other school/college annual day celebration etc. and the fund may also utilize for making any kind of short informative videos/films on mental health.
- The total fund given under **(7) Overhead expenses** may be utilized for any kind of miscellaneous costs at district level.


Timeline to complete the activity: This activity needs to be completed by the end of the March, 2021.

District wise budget breakup:

(1)	(2)	(3)	(4)	(5)	(6)	(7)
Office Contingency/stationary/others	Monitoring/supervision/Travelling	Small handy Camera for record keeping for new districts	Office furniture (If not purchased earlier and after approval from Jt. DHS)	Observation of special days (World Mental Health Day & World Schizophrenia Day etc.)	Cultural Rally/any other activities at district level	overhead expenses
30000	50000	10000	50000	20000	10000	10000

District wise fund breakup under **FMR Code- 16.1.3.3.13**

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	Miscellaneous/Travel/Contingency	1.70
2	Barpeta	Miscellaneous/Travel/Contingency	1.70
3	Bongaigaon	Miscellaneous/Travel/Contingency	1.70
4	Cachar	Miscellaneous/Travel/Contingency	1.80
5	Chirang	Miscellaneous/Travel/Contingency	1.80
6	Darrang	Miscellaneous/Travel/Contingency	1.70
7	Dhemaji	Miscellaneous/Travel/Contingency	1.70
8	Dhubri	Miscellaneous/Travel/Contingency	1.70
9	Dibrugarh	Miscellaneous/Travel/Contingency	1.80
10	DimaHasao	Miscellaneous/Travel/Contingency	1.70
11	Goalpara	Miscellaneous/Travel/Contingency	1.70
12	Golaghat	Miscellaneous/Travel/Contingency	1.70
13	Hailakandi	Miscellaneous/Travel/Contingency	1.70
14	Kamrup (M)	Miscellaneous/Travel/Contingency	1.70
15	Kamrup (R)	Miscellaneous/Travel/Contingency	1.80
16	Karimganj	Miscellaneous/Travel/Contingency	1.70
17	KarbiAnglong	Miscellaneous/Travel/Contingency	1.70
18	Kokrajhar	Miscellaneous/Travel/Contingency	1.70
19	Lakhimpur	Miscellaneous/Travel/Contingency	1.70
20	Majuli (Jorhat)	Miscellaneous/Travel/Contingency	1.70
21	Morigaon	Miscellaneous/Travel/Contingency	1.70
22	Nalbari	Miscellaneous/Travel/Contingency	1.70
23	Nagaon	Miscellaneous/Travel/Contingency	1.70
24	Sivasagar	Miscellaneous/Travel/Contingency	1.70
25	Sonitpur	Miscellaneous/Travel/Contingency	1.80
26	Tinsukia	Miscellaneous/Travel/Contingency	1.70
27	Udalguri	Miscellaneous/Travel/Contingency	1.80
Total for 27 district			46.50
28	State HQ	Miscellaneous/Travel/Contingency	7.10
Total			53.60



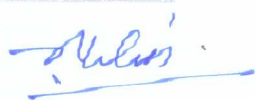
Revised Terms of Reference (TORs) for staff to be appointed at District Hospital under NMHP, Assam

a) Job Title: Consultant Psychiatrist

- **Qualification: Essential:**
- MD in Psychiatry or equivalent degree from institution recognized by Medical Council of India.
- **Desirable:** 2 years experience of working as a specialist in a hospital.
- **Job requirements/responsibilities:**
 - a) To examine and manage health care needs of the mentally ill patients
 - b) To provide in-patient care to the mentally ill patients.
 - c) To do periodic follow up of the mentally ill patients
 - d) To do the outreached activity/plan/camps in NGOs for homeless mentally ill patients, Halfway homes, Shelter homes, Jails along with the other members of DMHP team in fixed days
 - e) To refer complicated cases to tertiary level hospitals
 - f) To impart training to the health professional of community Health Centre and primary Health Centre as per guidelines issued by National Mental Health Cell of the State.

b) Job Title: Clinical Psychologist

- **Qualification:** Post Graduate Degree in Psychology or Applied Psychology and a Master of Philosophy in Medical and Social Psychology or Masters of Philosophy in Mental Health and Social Psychology obtained after completion of a full time course of two years which includes supervised clinical training, approved and recognized by the Rehabilitation Council of India.
- **Job requirements/responsibilities:**
 - (a) To examine and manage health care needs of the mentally ill patients
 - (b) To do periodic follow up of the mentally ill patients
 - (c) To refer complicated cases to tertiary level hospitals
 - (d) To do Psychological Assessment of the patient by using standard Psychological Assessment Tools as per their requirement.
 - (e) To impart training to the health professional of Community Health Centre and Primary Health Centre as per guidelines issued by National Mental Health Cell of the State
 - (f) To impart training to the school teachers and college teachers along with the Psychiatric Social Worker.
 - (g) To do the outreached activity/ awareness plan/ screening camps/ targeted interventions through using IEC in Schools, Colleges, Community, Slums, NGOs for homeless mentally ill patients, Halfway homes, Shelter homes, Jail etc. along with the Programme Officer/Psychiatric Social Worker/Community Nurse in fixed days.
 - (h) To train/orient the Psychologist/Counselors of other related programmes like RBSK/RKSK.
 - (i) Any other job assigned by the concerned officials.



c) **Job Title: Psychiatric Social Worker**

- **Qualification- Essential:** Post Graduate Degree awarded after completion of course of study of minimum two years in mental health or psychiatric social work.
- **Job requirements/responsibilities:**
 - a) To help patients gain access to support groups, day care facilities, higher education, vocational skills and employment facilities, certification, reservations and other benefits.
 - b) To make domiciliary visits for persons with Severe Mental Disorder (SMD) so that the home environment is examined, monitored and made conducive to the extent possible and to provide a range of community based **rehabilitation interventions** along with Community Nurse.
 - c) To do periodic follow up of the mentally ill patients.
 - d) To do the outreach activity/ awareness plan/ screening camps/ targeted interventions/ Psycho-Social Assessment through using IEC in Schools, Colleges, Community, Slums, NGOs for homeless mentally ill patients, Halfway homes, Shelter homes, Jail etc. along with the Programme Officer/Clinical Psychologist/Community Nurse in fixed days.
 - e) To impart training to the ASHA workers and Other Community Leaders along with Clinical Psychologist.
 - f) To do interactive sessions with the community including general people, meeting with family members of the patient through counseling along with the Community Nurse.
 - g) To facilitate Access to education for children in the family, old age pension for elders in the family etc. to reduce the overall burden of care and improve quality of the life for patients and their families.
 - h) Any other job assigned by the concerned officials.

d) **Job Title: Psychiatric Nurse**

- **Qualification:** BSc. in Nursing or equivalent degree from institution recognized by Nursing council of India and at least 2 years experience of working in psychiatry/mental health Institution/Hospital.
- **Desirable:** PG Diploma in Psychiatric Nursing from Institution recognized by nursing council of India.
- **Job requirements/responsibilities:**
 - a) To examine and manage health care needs of the mentally ill patients
 - b) To provide out-patient/in-patient care to the mentally ill patients
 - c) To do periodic follow up of the mentally ill patients
 - d) To do the outreach activity/plan and manage psychiatry clinics in PHCs/CHCs and other sites periodically
 - e) To impart training to the ASHA workers and Other Community Leaders along with the DMHP team members.

- f) To impart training to the health personnel of Community Health Centre and Primary Health Centre as per guidelines issued by National Mental Health State Cell.
- g) Any other job assigned by the concerned officials.

e) **Job Title: Community Nurse**

- **Qualification- Essential:** BSc. Nursing from Institution recognized by nursing council of India.
- **Desirable:** 2 years experience of working in a hospital
- **Job requirements/responsibilities:**
 - a) To examine and manage health care needs of the mentally ill patients
 - b) To keep track of follow-up patients availing treatment at CHC and PHC
 - c) To do the outreached activity/ awareness plan/ screening camps/ targeted interventions through using IEC in Schools, Colleges, Community, Slums, NGOs for homeless mentally ill patients, Halfway homes, Shelter homes, Jail etc. along with the Programme Officer/Clinical Psychologist/Psychiatric Social Worker in fixed days.
 - d) To assist the Psychiatric Social Worker to make domiciliary visits for persons with Severe Mental Disorder(SMD) so that the home environment is examined, monitored and made conducive to the extent possible and to provide a range of community based rehabilitation interventions
 - e) To do interactive sessions with the community including general people, meeting with family members of the patient along with the Psychiatric Social Worker.
 - f) Any other job assigned by the concerned officials.

f) **Job Title: Record Keeper/ Monitoring and Evaluation Officer**

- **Qualification- Essential:** Graduation in any subject from a recognized university
Knowledge of Windows-based packages/applications
- **Desirable:** 2 years experience of working in a health care institution
- **Job requirements/responsibilities:**
 - a) To provide coordination among CMO/CDMO, District Psychiatrist and other officials of District health department for implementation of various activities under DMHP
 - b) To fill the GoI format on monthly basis & submit to the State NMHP Cell on or before 7th of each month
 - c) To facilitate the dissemination of Programme information./Data from District to the State Programme Cell/Officer
 - d) Monitoring and Evaluation of different programmes activities at district level under DMHP

- e) To prepare the Statements of Accounts and facilitate the preparation of utilization certificate and its submission to the State Programme Officer on monthly basis (On the 7th of each month).
- f) Ensure regular entry of all relevant data in the computer pertaining to various aspects of DMHP in a systematic manner to facilitate its analysis
- g) To prepare the reports of each camps/activity conducted in the district under DMHP and submit the same to the State Programme Officer.
- h) Analyze Data and Compile report
- i) Any other job assigned as per programme need

g) Job Title: Case Registry Assistant

- **Qualification- Essential:** Higher Secondary and knowledge of Windows-based packages/applications
- **Desirable:** 1 years experience of working in a health care institution
- **Job requirements/responsibilities:**
 - a) To ensure regular entry of all relevant data in the computer pertaining to patients in a systematic manner to facilitate their tracking and follow-up
 - b) Analyze the data and compile reports at District level
 - c) Any other job assigned as per programme need

h) Job Title: Ward Assistant/Orderly

- **Qualification- Essential:** Higher Secondary from a recognized Education Board or equivalent
- **Desirable:** 1 years experience of working in a health care institution
- **Job requirements/responsibilities:**
 - a) To provide support to the nurses in provision of in-patient care to the mentally ill Patients in Psychiatry ward of District Hospital
 - b) Helping the Patients in carrying out their daily chores during their stay in the hospital