



**OFFICE OF THE MISSION DIRECTOR
NATIONAL HEALTH MISSION, ASSAM**

Saikia Commercial Complex, Srinagar Path, Christianbasti, G.S. Road, Guwahati-5

No. HSE/MH/District RoP/134/2018/

Date: / /2018

From: **J.V.N. Subramanyam, IAS**
Mission Director, NHM, Assam

To: **The Joint Director of Health Services cum Member Secy.,**
District Health Society, (all districts), NHM

Sub: Programme Implementation Plan, NMHP, FY2018-19.

Sir/Madam,

With reference to the subject cited above, the district wise physical & financial allocation along with Operational Guidelines on NMHP activities for the FY 2018-19 (RoP 2018-19) has been prepared for implementation of the activities in the state. GoI has approved for execution of different activities in 21 districts including training, IEC/BCC, operational cost, ambulatory service, drugs, equipments, community level activity, etc for the FY 2018-19. The district wise budget allocations against each of the activity/FMR code along with Operational Guidelines are enclosed herewith.


The district should strictly follow the all financial norms, procedures and guidelines for implementation of the approved activities. And for any clarification regarding implementation of the activities, you are requested to contact with respective owner of the activities. In case of any changes are made in the implementation plan, the matter will be communicated to districts

It is to inform you that not to make any change in the allocation among different FMR codes without approval of the undersigned. Owner of the activity has been indicated in the Programme Implementation Plan against each of the activities. He/She will be responsible for implementation and performance (physical & financial) of these activities within stipulated time schedule.

You are, therefore, requested to circulate the Programme Implementation Plan, NMHP activities to the all concerned immediately for timely implementation of the activities.

Yours sincerely,

Enclosure: As stated above.



(J.V.N. Subramanyam, IAS)
Mission Director
National Health Mission, Assam

Memo No. HSE/MH/District RoP/134/2018/

Date: / /2018

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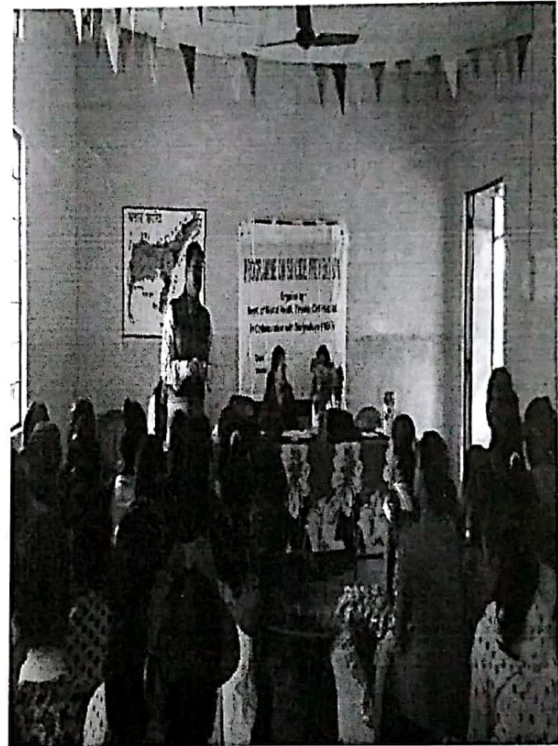
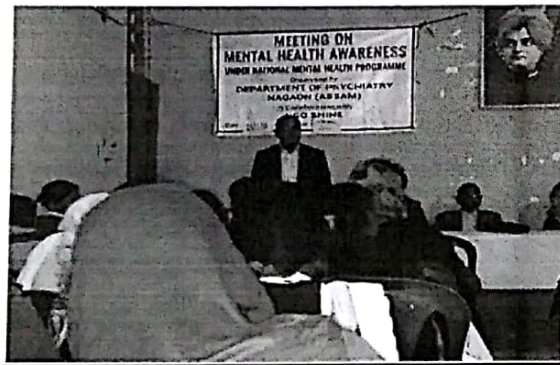
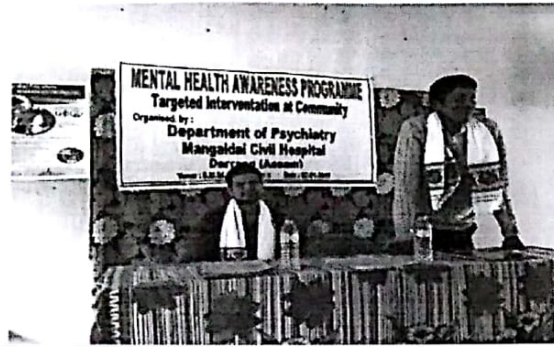
1. P.S to the Hon'ble Minister, Health & FW, Assam, Dispur for kind appraisal to the Hon'ble Minister, Health & FW
2. P.S to the Principal Secretary to the Govt. of Assam, Department of Health and Family Welfare for kind appraisal of Principal Secretary.
3. Principal Secretary of the Autonomous Council/ Deputy Commissioner cum Chairman, District Health Society, (all districts).
4. Executive Director, NHM, Assam
5. Director of Health Services Assam, Hengrabari, Guwahati-36.
6. Director, Finance & Accounts, NHM, Assam
7. State Programme Manager, NHM, Assam
8. All SPO/SNO, Consultant, SFM, Component In-charges, SPMU, NHM, Assam.
9. DSO, NMHP, _____ district for necessary action.
10. DPM/DAM, NHM.....(all districts) for necessary action.


Mission Director
National Health Mission, Assam

OPERATIONAL GUIDELINES

2018-19

NATIONAL MENTAL HEALTH PROGRAMME



National Health Mission, Assam

Saikia Commercial Complex, Christian Basti, Guwahati-05

Approved
ML

Operational Guideline for the FY 2018-19 of National Mental Health Programme

Pranav

Shilpa

INDEX

Sl. No.	FMR Code	Activity	RoP Approvals, 2018-19			State HQ Allocation			Total Allocation against Districts		
			Committ ed Unspent Amount (A) (Rs. In Lakhs)	Appr oved Budg et (B) (Rs. In Lakh s)	Total Appro val, 2018-19 (A+B) (Rs. In Lakhs)	Commi tted unspent Amoun t (Rs. In Lakhs)	Phy. Target	Fresh RoP appro vals (Rs. In Lakhs)	Commi tted unspent Amoun t (Rs. In Lakhs)	Phy. Target	Fresh RoP approv als (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	42.000	105.000	147.000	24.00	21 districts	0.00	18.00	21 districts	105.000
2	3.2.5.3	District Counseling Centre (DCC) and crisis helpline outsourced to psychology department/NGO per year	0.000	63.000	63.000	0.00	21 districts	63.00	0.00	21 districts	0.000
3	5.3.15	District DMHP Centre, Counseling Centre under psychology department in a selected college including crisis helpline	0.000	51.000	51.000		21 districts		0.00	21 districts	51.000
4	6.1.1.20.a	Equipment	30.000	21.000	51.000	30.00	21 districts	21.00	0.00	21 districts	0.000
5	6.2.16.1	Drugs and Supplies for NMHP	0.000	126.000	126.000	0.00	21 districts	126.00	0.00	21 districts	0.000
6	7.7	Ambulatory Services	14.000	21.000	35.000	8.00	21 districts	0.00	6.00	21 districts	21.000

7	9.5.1 6.1	Training of PHC Medical Officers, Nurses, Paramedical workers & Other Health Staff working under NMHP	19.000	63.00 0	82.000	19.00	21 distric ts	44.73	0.00	21 distric ts	18.270
8	9.5.1 6.2	Others (Training)	0.000	20.00 0	20.000	0.00	21 distric ts	20.00	0.00	21 distric ts	0.000
9	11.19 .1	Translation of IEC materials and distribution	0.000	21.00 0	21.000	0.00	21 distric ts	21.00	0.00	21 distric ts	0.000
10	11.19 .2	Awareness generation activities in the community, schools, workplace with community involvement	0.000	42.00 0	42.000	0.00	21 distric ts	21.00	0.00	21 distric ts	21.00
11	15.7. 1	NGO based activities	0.000	15.00 0	15.000	0.00	3 day care centre s	15.00	0.00	3 distric ts	0.000
12	16.1	Operational expenses of the district centre: rent, telephone expenses, website etc.	1.400	2.100	3.500	0.80	21 distric ts	0.00	0.60	21 distric ts	2.100
13	16.1	Contingency under NMHP	42.15	84.00	126.15 0	36.75	21 distric ts	45.78	5.40	21 distric ts	38.22
Total			148.550	634.1 00	782.65 0	118.550		377.51 0	30.000		256.590

Perera

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Activity No. 1:**FMR Code: 2.3.2.3**

Name of the Activity: 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.

About the activity:

- District level screening cum intervention camps in whole community including schools, colleges, offices, slum areas, out of schools, jails, NGOs by a team of District Program Officer, Clinical Psychologist, Psychiatric Social Worker, Psychiatric Nurse and Community Nurse.
- Stress management workshops at workplaces.
- Camps on suicide prevention in the community/ Depression clinics on fixed days.

Aim: To sensitize the whole community by the trained community health workers about mental health, features of mental disorders, screening of mental health disorders among whole 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**.
7. Targeted interventions about mental health, features of mental disorders, availability of their management and stress management at **NGOs**.
8. Camps in the community on **suicide prevention/depression**.

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 March, 2019.

- ***NB:** 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 detailed report shall have to be submitted at the State cell after the completion of the activities along with the UC and SOE.
- 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 Health Act and Rules and report shall be submitted at the State cell on a monthly basis.

- Average number of camps will be 12-14 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.
- For the suicide prevention camps, a fixed day depression clinics or outreach sessions can be conducted for the vulnerable group such as single elderly, widows, orphans etc. A simple questionnaire PHQ9 can be used for this purpose
- Support of DC concern along with Joint Director of Health Services shall be taken to organize the targeted intervention cum screening camps at workplaces

Total Budget and Numbers of Camps:

Unit Cost	Targeted interventions at colleges							Stress management at workplaces						
Rs. 5 lakhs/district	Total camps:9							Total camps:8						
	Budget: Rs. 58500/-							Budget: Rs. 52000/-						
	Rs. 6500/ camp							Rs. 6500/camp						
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	2	1	2	1	1	1	1	1	2	1	1	1	1	1

Unit Cost	Targeted interventions at community							Targeted interventions at schools						
Rs. 5 lakhs/district	Total camps:10							Total camps:8						
	Budget: Rs.65000/-							Budget: Rs. 52000/-						
	Rs. 6500/camp							Rs. 6500/camp						
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	1	1	2	2	1	2	1	1	1	1	1	2	1	1

Unit Cost	Targeted interventions at Jail once in a month (15 th of every month)							Targeted interventions at NGOs, Halfway Homes twice in a month (every 2 nd and 4 th Friday)						
Rs. 5 lakhs/district	Total camps:7							Total camps:17						
	Budget: Rs. 52000/-							Budget: Rs. 110500/-						
	Rs. 6500/camp							Rs. 6500/ camp						
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	1	1	1	1	1	1	1	2	3	2	3	2	3	2

Unit Cost	Adolescent problems and targeted interventions at urban slums							Suicide prevention camps						
Rs. 5 lakhs/dist rict	Total camps:8							Total camps:8						
	Budget: Rs. 52000/-							Budget: Rs. 52000/-						
	Rs. 6500/camp							Rs. 6500/ camp						
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	2	2	1	1	2	1	2	2	1	2	2	1	2	1

District wise Budget Breakup-

1. For Targeted intervention camp cum screening camp at community level:

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/-

2. For Targeted intervention camp cum screening camp at schools:

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

3. For Targeted intervention camp cum screening camp at colleges:

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

4. For Stress management camp cum screening camp at workplaces (All district level Govt. offices and sub-divisional level offices of all department):

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

5. For Adolescent problems and targeted intervention camps cum screening camp at urban slums:

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

6. For Suicide prevention camp cum screening camp:

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

7. For Targeted Intervention Camp cum Screening Camp at Jail:

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

8. For Targeted Intervention Camp cum Screening Camp at NGOs:

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

For any other miscellaneous expense on above activity	Rs 6000/-
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District fund breakup**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	75 camps	5.00
2	Barpeta	75 camps	5.00
3	Bongaigaon	75 camps	5.00
4	Darrang	75 camps	5.00
5	Dhemaji	75 camps	5.00
6	Dhubri	75 camps	5.00
7	DimaHasao	75 camps	5.00
8	Goalpara	75 camps	5.00
9	Golaghat	75 camps	5.00
10	Hailakandi	75 camps	5.00
11	Kamrup (M)	75 camps	5.00
12	Karimganj	75 camps	5.00
13	KarbiAnglong	75 camps	5.00
14	Kokrajhar	75 camps	5.00
15	Lakhimpur	75 camps	5.00
16	Majuli (Jorhat)	75 camps	5.00
17	Morigaon	75 camps	5.00
18	Nalbari	75 camps	5.00
19	Nagaon	75 camps	5.00
20	Sivasagar	75 camps	5.00
21	Tinsukia	75 camps	5.00
22	State HQ	-	-
Total		1575 camps	105.00

Activity No. 2**FMR Code: 3.2.5.3**

Name of the Activity: District Counseling Centre (DCC) and crisis helpline outsourced to psychology department/NGO per year

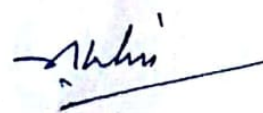
Guideline: This activity will be started under the supervision of State Programme Officer for Counseling Centre and Crisis Helpline in collaboration with "The SARATHI 104"- Health information helpline service for answering all health queries.

FMR Owner & Responsible Person: State Programme Officer

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

Fund breakup**FMR Code- 3.2.5.3**

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	State HQ	1	63.00
Total			63.00

Activity No. 3**FMR Code: 5.3.15**

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

About the activity: 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

1. Psychiatric services are not available in the affordable and approachable manner
2. Severe stigma is attached to mental disorders and psychiatric consultation
3. Lack of awareness

Therefore, one counseling centre, where two of their teachers will be the counselors in each college to help them to get rid of their any kind of mental health problems. The teacher shall provide referral and support to those students who suffer from psycho-social problems and mental morbidity.

Aim: 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. Training of **college teachers** [2 teachers (1Male & 1Female) from each college] at the district hospital. About 25-30 teachers will be trained in a batch & training will be conducted in two batches.
3. Half day **support group meeting** once in a 2 months with the teachers in the district hospital to discuss about the encountered problems by the teachers. Total 8 meetings will be conducted in each district.
4. 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 March, 2019.

Budget:

Unit Cost	Training of college teachers [2 teachers (1Male & 1Female) from each college] at the district hospital	
Rs. 19350/ Batch	Total Batches- 2	
	Batch Size: 30 persons	
	September	November
	1	1

District wise Budget Breakup:**1. For the Training of College Teachers:**

FMR Code	Sl. No	Particulars	Unit Cost	Quantity	Amount
5.3.15	1	Banner	350/-	1	350/-
	2	Venue Hiring	3000/-	1	3000/-
	3	Water bottle, tea & refreshments	100/-	35	3500/-
	4	Honorarium for Resource Person	1000/-	1	1000/-
	4	Stationary (Folder, pen, paper etc.)	50/-	30	1500/-
	5	Lunch	200/-	35	7000/-
	6	TA for the participants	200/-	30	6000/-
	7	Miscellaneous	1000/-	1	1000/-
Total for 1 batch					23350/-
Total for 2 batches (23350 x 2)					46700/-

1. For Half day support group meeting:

FMR Code	Sl. No	Particulars	Unit Cost (In Rs.)	Quantity	Amount (In Rs.)
9.5.16.1	1	Tea & refreshment	50/-	35	1750/-
	2	Venue Hiring	1500/-	1	1500/-
	3	Contingency (Hiring chair etc.)	1000/-	1	1000/-
Total for 1 meeting					4250/-
Total for 4 meetings (4250 x 2)					17000/-

2. For Maintenance of counseling room:

FMR Code	Particulars	Total Amount (In Rs.)
9.5.16.1	Maintenance of counseling room in colleges	50000/district

3. For identification and renovation of DMHP centre in the District Hospital: Unit Cost- 1.28 Lakhs

Fund can be incurred in the following requirement:

- Two attached rooms for proper setting of counseling
- Furniture for the counseling rooms
- A common telephone set
- All essential things for record keeping
- Drinking facilities
- Flipcharts/IEC materials

District fund breakup**EMR Code- 53.15**

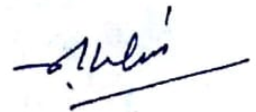
Sl.No.	District/ State HQ	Phy. Target	Allocated Fund (Rs. In Lakhs)
1	Baksa	Teachers training and Counseling centre in each colleges	2.43
2	Barpeta	Teachers training and Counseling centre in each colleges	2.43
3	Bongaigaon	Teachers training and Counseling centre in each colleges	2.43
4	Darrang	Teachers training and Counseling centre in each colleges	2.43
5	Dhemaji	Teachers training and Counseling centre in each colleges	2.43
6	Dhubri	Teachers training and Counseling centre in each colleges	2.43
7	Dima Hasao	Teachers training and Counseling centre in each colleges	2.43
8	Goalpara	Teachers training and Counseling centre in each colleges	2.43
9	Golaghat	Teachers training and Counseling centre in each colleges	2.43
10	Hailakandi	Teachers training and Counseling centre in each colleges	2.43
11	Kamrup (M)	Teachers training and Counseling centre in each colleges	2.43
12	Karimganj	Teachers training and Counseling centre in each colleges	2.43
13	Karbi Anglong	Teachers training and Counseling centre in each colleges	2.43
14	Kokrajhar	Teachers training and Counseling centre in each colleges	2.43
15	Lakhimpur	Teachers training and Counseling centre in each colleges	2.43
16	Majuli (Jorhat)	Teachers training and Counseling centre in each colleges	2.43
17	Morigaon	Teachers training and Counseling centre in each colleges	2.43
18	Nalbari	Teachers training and Counseling centre in each colleges	2.43
19	Nagaon	Teachers training and Counseling centre in each colleges	2.43
20	Sivasagar	Teachers training and Counseling centre in each colleges	2.43
21	Tinsukia	Teachers training and Counseling centre in each colleges	2.43
22	State HQ	-	-
Total		84 No.s of Training	51.00

Activity No. 4:**FMR Code: 6.1.1.20.a****Name of the Activity:**Equipment**Aim:** For providing all equipments along with the assessment tools in District Hospitals.**Guideline:** This activity will be started under the supervision of AE (Instrument)/State Programme Officer for providing all equipments along with the assessment tools to District Hospitals and the procurement process will be done at the State level.**FMR Owner & Responsible Person:**AE (Instrument)/State Programme Officer

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

Fund breakup**FMR Code- 6.1.1.20.a**

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	State HQ	1	21.00
Total			21.00

Activity No. 5:**FMR Code: 6.2.16.1****Name of the Activity:** Drugs and supplies under NMHP**Aim:** For providing all needed psychotic drugs to the District Hospitals**Guideline:** This activity will be started under the supervision of DSM (HQ)/State Programme Officer for providing all needed psychotic drugs and consumables to the District and the procurement process will be done at the State level.**FMR Owner & Responsible Person:** DSM (HQ)/State Programme Officer

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

Fund breakup**FMR Code- 6.2.16.1**

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	State HQ	1	126.00
Total			126.00




Activity No. 6:**FMR Code: 7.7****Name of the Activity:** Ambulatory Services**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.**Expenditure can be incurred on the following activity:**

1. For mobility of the patients

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

FMR Code	Activity	Sanctioned Amount	Unit Cost	Quantity	Amount
7.7	Ambulatory Services	Rs. 1 Lakh/District	Rs. 1 lakh	21	Rs. 21 Lakhs for all 21 districts

District fund breakup**FMR Code- 7.7**

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	1	1.00
2	Barpeta	1	1.00
3	Bongaigaon	1	1.00
4	Darrang	1	1.00
5	Dhemaji	1	1.00
6	Dhubri	1	1.00
7	DimaHasao	1	1.00
8	Goalpara	1	1.00
9	Golaghat	1	1.00
10	Hailakandi	1	1.00
11	Kamrup (M)	1	1.00
12	Karimganj	1	1.00
13	KarbiAnglong	1	1.00
14	Kokrajhar	1	1.00
15	Lakhimpur	1	1.00
16	Majuli (Jorhat)	1	1.00
17	Morigaon	1	1.00
18	Nalbari	1	1.00
19	Nagaon	1	1.00
20	Sivasagar	1	1.00
21	Tinsukia	1	1.00
22	State HQ	-	-
Total		21	21.00

Activity No. 7:**FMR Code: 9.5.16.1**

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

About the activity: Training of MOs, Staff Nurses, Paramedical workers, 108 & 102 drivers, police personals, 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 PHCs/CHCs, so that later they can at least provide mental health OPD services in PHC/CHC level and can identify the mentally ill patient and refer to the District Hospitals.

2. For providing knowledge to the Staff Nurses on mental illnesses and their basic treatment at PHC/CHC level, so that later they can help the MOs to treat the mentally ill patient and refer to the District Hospital.
3. For providing the knowledge to the paramedical staff and other staff about the mentally ill patient and the basic things for their treatment at PHC/CHC level.
4. For providing training to the 108 & 102 ambulance drivers, so that they may help in the mobility of the patient from the respective places.
5. For providing training to the Police personals and Magistrate, so that they can get the knowledge about their duty in terms of homeless mentally ill patients, their rescue, their treatment etc.
6. For providing training to the NGO workers who are working for homeless mentally ill patients.
7. For providing training to the Govt. Official, Jail doctor and Personal from Deptt. of Social Welfare in each district.

Expenditure can be incurred on the following activity:

1. For the training of PHC/CHC Nurses, Paramedical workers, BPHC/MMU Doctors, Tea Garden Doctors and 108 & 102 drivers (Batch Size- 30)
2. For the training of Police personals, Magistrates, Jail Doctor, Social Welfare Deptt. personal, Government Officials and NGO workers (Batch Size- 30)

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 March, 2019.

District wise budget breakup;

1. **For the Training of PHC/CHC Nurses, Paramedical workers, BP/HC/MMU Doctors, Tea Garden Doctors and 108 & 102 drivers**

FMR Code	Sl. No	Particulars	Unit Cost (In Rs.)	Quantity	Amount (In Rs.)
9.5.16.1	1	TA for the participants	200.00	30	6000.00
	2	Breakfast, Lunch & Tea for the trainees	250.00	35	8750.00
	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					23100.00
Total for 3 batches					69300.00

2. For the Training of Police personals, Magistrates, Jail Doctor, Social Welfare Deptt. personal, Government Officials and NGO workers

FMR Code	Sl. No	Particulars	Unit Cost (In Rs.)	Quantity	Amount (In Rs.)
9.5.16.1	1	Banner	350.00	1	350.00
	2	Venue Hiring	3000.00	1	3000.00
	3	Stationary (Folder, pen, paper etc.)	100.00	30	3000.00
	4	Honorarium for Resource Person	1000.00	2	2000.00
	5	Lunch & breakfast for the trainees	250.00	35	8750.00
	6	Contingency (Hiring chair etc.)	1000.00	1	1000.00
Total					18100.00

District fund breakup**FMR Code- 9.5.16.1**

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	2 trainings (4 batches)	0.87
2	Barpeta	2 trainings (4 batches)	0.87
3	Bongaigaon	2 trainings (4 batches)	0.87
4	Darrang	2 trainings (4 batches)	0.87
5	Dhemaji	2 trainings (4 batches)	0.87
6	Dhubri	2 trainings (4 batches)	0.87
7	DimaHasao	2 trainings (4 batches)	0.87
8	Goalpara	2 trainings (4 batches)	0.87
9	Golaghat	2 trainings (4 batches)	0.87
10	Hailakandi	2 trainings (4 batches)	0.87
11	Kamrup (M)	2 trainings (4 batches)	0.87
12	Karimganj	2 trainings (4 batches)	0.87
13	KarbiAnglong	2 trainings (4 batches)	0.87
14	Kokrajhar	2 trainings (4 batches)	0.87
15	Lakhimpur	2 trainings (4 batches)	0.87
16	Majuli (Jorhat)	2 trainings (4 batches)	0.87
17	Morigaon	2 trainings (4 batches)	0.87
18	Nalbari	2 trainings (4 batches)	0.87
19	Nagaon	2 trainings (4 batches)	0.87
20	Sivasagar	2 trainings (4 batches)	0.87
21	Tinsukia	2 trainings (4 batches)	0.87
22	State HQ	Training	44.73
Total		42 trainings	63.00

Activity No. 8:**FMR Code: 9,5.16.2****Name of the Activity:**Others (Training)

Aim: For providing training to the Non- Psychiatric Medical Officers along with Clinical Psychologist and Psychiatric Social Worker at LokpriyaGopinathBordoloi Regional Institute of Mental Health (LGBRIMH), Tezpur under National Mental Health Programme (NMHP).

Guideline:For the training of Non- Psychiatric Medical Officers along with Clinical Psychologist and Psychiatric Social Worker at LokpriyaGopinathBordoloi Regional Institute of Mental Health (LGBRIMH), Tezpur under National Mental Health Programme (NMHP),the communication with LGBRIMH, Tezpur and the whole training process will be done from the state level.

FMR Owner & Responsible Person: State Programme Officer

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

Fund breakup**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	State HQ	1	20.00
Total			20.00



Operational Guideline for the FY 2018-19 of National Mental Health Programme



Activity No. 9:**FMR Code: 11.19.1****Name of the Activity:** Translation of IEC materials and distribution**Aim:** For providing the IEC materials and training modules to the districts**Guideline:** Developing IEC materials and printing and distribution of the training modules for Medical Officers, Clinical Psychologist, Psychiatric Social Worker, Psychiatric Nurse and Community Nurse to the district which will be develop in the state level under the supervision of State Programme Officer.**FMR Owner & Responsible Person:** State Programme Officer

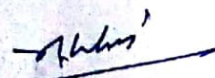
- ❖ The activity will be implemented at State HQ, so there is no budget provision for districts.

Fund breakup**FMR Code- 11.19.1**

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	State HQ	1	21.00
Total			21.00



Operational Guideline for the FY 2018-19 of National Mental Health Programme



Activity No. 10:**FMR Code: 11.19.2**

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

About the activity: Activities like broadcasting of video clips on mental illness and treatment on local TV channels, dissemination of messages through community radio, showing films on mental health in different communities, advertisement on mental health in local newspapers, magazines, etc., making of hoarding, bus panels, exhibitions, wall painting, street plays, puppets' shows, dance & song shows, community meeting with general people, meetings with the family members of the patients, interactive sessions on mental health in Haats, other specific activities etc. in different community, schools, colleges, workplaces for awareness generation on mental illness and their treatment.

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. Outdoor Media
2. Folk Media
3. Interpersonal Communication (IPC)

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

Budget:

Unit cost	Awareness generation through outdoor media			Awareness generation through folk media	Awareness generation through interpersonal communication (IPC)	
	Street plays	Cultural Rally at district level	Hoardings	Community meetings with general people	Meetings with family members of the patients	Interactive sessions on mental health in Markets, Haats etc.
	Total: 3	Total: 1	Total: 3	Total: 6	Total: As much can conduct	
Rs. 1 lakh/ district	Budget: Rs. 4000/ play Total: Rs. 4000/- x 3 = 12000/-	Budget: Rs. 10000/-	Budget: Rs. 12000/ Hoarding Total: Rs. 12000/- x 3 = 36000/-	Budget: Rs. 5000/meeting Total: Rs. 5000/- x 6 = 30000/-	Total Budget: 12000/-	

District fund breakup**FMR Code- 11.19.2**

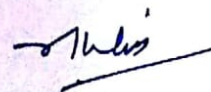
<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	Outdoor media/folk media/IPC	1.00
2	Barpeta	Outdoor media/folk media/IPC	1.00
3	Bongaigaon	Outdoor media/folk media/IPC	1.00
4	Darrang	Outdoor media/folk media/IPC	1.00
5	Dhemaji	Outdoor media/folk media/IPC	1.00
6	Dhubri	Outdoor media/folk media/IPC	1.00
7	DimaHasao	Outdoor media/folk media/IPC	1.00
8	Goalpara	Outdoor media/folk media/IPC	1.00
9	Golaghat	Outdoor media/folk media/IPC	1.00
10	Hailakandi	Outdoor media/folk media/IPC	1.00
11	Kamrup (M)	Outdoor media/folk media/IPC	1.00
12	Karimganj	Outdoor media/folk media/IPC	1.00
13	KarbiAnglong	Outdoor media/folk media/IPC	1.00
14	Kokrajhar	Outdoor media/folk media/IPC	1.00
15	Lakhimpur	Outdoor media/folk media/IPC	1.00
16	Majuli (Jorhat)	Outdoor media/folk media/IPC	1.00
17	Morigaon	Outdoor media/folk media/IPC	1.00
18	Nalbari	Outdoor media/folk media/IPC	1.00
19	Nagaon	Outdoor media/folk media/IPC	1.00
20	Sivasagar	Outdoor media/folk media/IPC	1.00
21	Tinsukia	Outdoor media/folk media/IPC	1.00
22	State HQ	Mass media/ Outdoor media/folk media/IPC	21.00
Total			42.00

Activity No. 11:**FMR Code: 15.7.1****Name of the Activity:** NGO based activities**Aim:** To develop 3 (Three) Day Care Centre in the existing registered NGOs in 3 (Three) different districts in the state**Guideline:** For developing 3 (Three) Day Care Centres, one state level tender will be done under the supervision of the state Programme officer and the best 3 (Three) NGOs will get the fund and other facilities along with guidance from the state to be develop as Day Care Centres for the mentally ill patients.**FMR Owner & Responsible Person:** State Programme Officer

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

Fund breakup**FMR Code- 15.7.1**

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	State HQ	3	15.00
Total			15.00

Activity No. 12:**FMR Code:16.1****Name of the Activity:** Operational expenses of the district centre: rent, telephone expenses, website etc.**About the activity:** Operational expenses of the district centre: rent, telephone expenses, website etc.**Expenditure can be incurred on the following activity:**

1. Rent
2. Telephone bill
3. Internet bill

FMR Owner & Responsible Person: State Programme Officer/District Programme Officer**Total Budget:**

Activity	Unit cost	Quantity	Total
Operational expenses of the district centre: rent, telephone expenses, website etc.	Rs. 0.10 lakh/ district	21	Rs. 2.10 lakhs

District fund breakup**FMR Code- 16.1**

<u>Sl.No.</u>	<u>District/ State HQ</u>	<u>Phy. Target</u>	<u>Allocated Fund (Rs. In Lakhs)</u>
1	Baksa	Rent/Telephone bill/website	0.10
2	Barpeta	Rent/Telephone bill/website	0.10
3	Bongaigaon	Rent/Telephone bill/website	0.10
4	Darrang	Rent/Telephone bill/website	0.10
5	Dhemaji	Rent/Telephone bill/website	0.10
6	Dhubri	Rent/Telephone bill/website	0.10
7	DimaHasao	Rent/Telephone bill/website	0.10
8	Goalpara	Rent/Telephone bill/website	0.10
9	Golaghat	Rent/Telephone bill/website	0.10
10	Hailakandi	Rent/Telephone bill/website	0.10
11	Kamrup (M)	Rent/Telephone bill/website	0.10
12	Karimganj	Rent/Telephone bill/website	0.10
13	KarbiAnglong	Rent/Telephone bill/website	0.10
14	Kokrajhar	Rent/Telephone bill/website	0.10
15	Lakhimpur	Rent/Telephone bill/website	0.10
16	Majuli (Jorhat)	Rent/Telephone bill/website	0.10
17	Morigaon	Rent/Telephone bill/website	0.10
18	Nalbari	Rent/Telephone bill/website	0.10
19	Nagaon	Rent/Telephone bill/website	0.10
20	Sivasagar	Rent/Telephone bill/website	0.10
21	Tinsukia	Rent/Telephone bill/website	0.10
22	State HQ	-	-
Total			2.10

Activity No. 13:**FMR Code: 16.1****Name of the Activity:** Contingency under NMHP**About the activity:** Contingency costs including Miscellaneous costs, Travel costs and Contingency costs**Expenditure can be incurred on the following activity:**

1. Miscellaneous costs can include **overhead expenditures**.
2. Travel costs will include the **mobility costs** as per **NHM norms** for monitoring and supervision purposes and for camps if required.
3. Contingency costs will include expenditure for **office contingency** like maintenance of the office, internet data card, Office furniture (if not purchase earlier and after proper approval of Jt. DHS), small handy camera (6000- 7000/-) etc., and review meeting at district level.

FMR Owner & Responsible Person: State Programme Officer/District Programme Officer**Total Budget:**

Activity	Unit cost	Quantity	Total
Contingency under NMHP	Rs. 1.62 lakh	21	Rs. 34.02 lakhs

District wise budget breakup:

Unit Cost	Office Contingency/stationary/others	Monitoring & supervision	Review meeting at district level	Small handy Camera for report writing	Office furniture (If not purchased earlier and after approval from JDHS)	Observation of special days (World Mental Health Day & World Schizophrenia Day)	overhead expenses
Rs.162 000/District	20000	60000	5000	7000	40000	30000	20000

District fund breakup**FMR Code- 16.1**

<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	1.82
2	Barpeta	Miscellaneous/travel/contingency	1.82
3	Bongaigaon	Miscellaneous/travel/contingency	1.82
4	Darrang	Miscellaneous/travel/contingency	1.82
5	Dhemaji	Miscellaneous/travel/contingency	1.82
6	Dhubri	Miscellaneous/travel/contingency	1.82
7	DimaHasao	Miscellaneous/travel/contingency	1.82
8	Goalpara	Miscellaneous/travel/contingency	1.82
9	Golaghat	Miscellaneous/travel/contingency	1.82
10	Hailakandi	Miscellaneous/travel/contingency	1.82
11	Kamrup (M)	Miscellaneous/travel/contingency	1.82
12	Karimganj	Miscellaneous/travel/contingency	1.82
13	KarbiAnglong	Miscellaneous/travel/contingency	1.82
14	Kokrajhar	Miscellaneous/travel/contingency	1.82
15	Lakhimpur	Miscellaneous/travel/contingency	1.82
16	Majuli (Jorhat)	Miscellaneous/travel/contingency	1.82
17	Morigaon	Miscellaneous/travel/contingency	1.82
18	Nalbari	Miscellaneous/travel/contingency	1.82
19	Nagaon	Miscellaneous/travel/contingency	1.82
20	Sivasagar	Miscellaneous/travel/contingency	1.82
21	Tinsukia	Miscellaneous/travel/contingency	1.82
22	State HQ	Miscellaneous/travel/contingency	45.78
Total			84.00

Annexure 1Terms of Reference (TORs) for staff to be appointed at District Hospital**a) 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 do the outreach activity/plan/camps and clinical psychology clinics in PHCs/CHCs and other sites periodically
 - d) To refer complicated cases to tertiary level hospitals
 - 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 do the outreach activity/plan/camps in NGOs for homeless mentally ill patients, Halfway homes, Shelter homes, Jails along with the Programme Officer in fixed days

b) 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 in-patient care to the mentally ill patients
 - c) To do the outreach activity/plan and manage psychiatry clinics in PHCs/CHCs and other sites periodically
 - d) To impart training to the health personnel of Community Health Centre and Primary Health Centre as per guidelines issued by National Mental Health Cell

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
- c) 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
- d) To be a part of the team under the Psychiatrist for screening and awareness camps in different community.
- e) Any other job assigned by the concerned officials.

d) **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 outreach activity/plan and manage psychiatry clinics in PHCs/CHCs and other sites periodically
 - d) To impart training to the health personals of Community Health Centre and Primary Health Centre as per guidelines issued by National Mental Health Cell in the State.

e) **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 facilitate the dissemination of Programme information./Data from District to the State Programme Cell/Officer
 - c) Monitoring and Evaluation of different programmes activities at district level under DMHP
 - d) To prepare the Statements of Accounts and Facilitate the preparation of utilization certificate and its submission to the State Programme Officer at regular interval

- e) Ensure regular entry of all relevant data in the computer pertaining to various aspects of DMHP in a systematic manner to facilitate its analysis
- f) Analyse Data and Compile report
- g) Any other job assigned as per programme need

f) **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) Analyse the data and compile reports at District level
 - c) Any other job assigned as per programme need

g) **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

Annexure 2**Monthly Monitoring Proforma for District Mental Health Programme**

1. Reporting month & year: _____ (Year)
2. Name of the District: _____ State/UT: _____
3. Contact details of the authorities concerned with implementation of NMHP in the state

District Nodal Officer	Name & Address*	
	Telephone*	
	Mobile*	
	Fax*	
	Email id*	
	Date of joining	

1. Status of availability of Mental Health Professionals under DMHP

Designation/Positions	Existing	Recruited under DMHP
Psychiatrist/	Yes/No & Number	Yes/No
Clinical Psychologist/Psychologist	Yes/No & Number	Yes/No
Psychiatric Social Worker/ Social Worker	Yes/No & Number	Yes/No
Psychiatric Nurse/ Trained Nurse	Yes/No & Number	Yes/No
Community Nurse	Yes/No & Number	Yes/No
Monitoring & Evaluation Officer	Yes/No & Number	Yes/No
Case Registry Assistant	Yes/No & Number	Yes/No
Ward Assistant/ Orderly	Yes/No & Number	Yes/No

2. Status of trainings and capacity building of the health professionals in the DMHP district

S. No.	Health Professionals	Total no. in the district	Total no. of professionals trained		No. yet to be trained
			In the reporting quarter	Cumulative	
A.	Medical Officers at district hospital				
	Psychologist				
	Social worker				
	Nurse				
	Medical Officer of CHC and PHC (30 per batch)				
B.	Para medical staff/Health workers				
B1.	Pharmacists				
B2.	Nurses				
B3.	ANMs				
B4.	Others; if any, please specify				
C.	Other stakeholders of the community				
C1.	Panchayat leaders				
C2.	Community members				

3. Status of Mental Health Services available in DMHP district

A.	Mental Health Services – Out Patient Department (OPD) and referral services at District Health Care Level	
A 1.	Total no. of new patients seen in the OPD in the reported quarter	
A 2.	Total no. of follow – up cases seen in the OPD in the reported quarter	

A 3.	Total no. of cases referred to tertiary care hospital in the reported quarter		
B.	Mental Health Services – In Patient Department (IPD) at District Health Care Level		
B 1.	Availability of In-patient services (Yes/No)		
B 2.	No. of beds available		
B 3.	Total No of patients admitted in IPD		
B 4.	Average duration of stay (in days)		
B 5.	are there any linkages between DMHP and other institutions to provide discharged patients with continuing community care		
C.	Mental Health Services – after treatment continuing care services at District Level		
C 1.	No. of Day care Centers available/set up in the district		
C 2.	No. of Residential Continuing Care Centre(stay upto 6 mths) in the district		
C 3.	No. of Long Term Residential Continuing Care Centre (long stay) in the district		
		Quarter	Cumulative
C 4	Total No. of Patients availed services at Day care Centers		
C 5	Total No. of Patients availed services at Residential Continuing Care Centre		
C 6	Total No. of Patients availed services at Long Term Residential Continuing Care Centre (
D.	Mental Health Services – Out –reach services		
	Approach used by DMHP to deliver mental health services [A=Outreach (camp) based, B=PHC based, C=Both (outreach and PHC based)]	<div style="text-align: center;"> A B C (encircle anyone) </div>	
	If outreach (Camp) based or both the approaches are used; please answer following		
		Quarter	Cumulative
D 1.	Total no. of outreach visits made by DMHP team in the quarter		
D 2.	Total no. of cases examined in the outreach camps		
D 3.	Total No. of cases referred at District level for management		
D 4.	Total no of cases referred for rehabilitation/counseling		

E.	Mental Health Services – Availability and Dispensing of Essential Psychotropic Drugs		
		District Level	PHC Level
	Classification of Drugs	<i>Hint to fill the responses: (A=regularly available, B=irregularly available and NA=not available)</i>	
E1.	Antidepressant		
E2.	Antipsychotic		
E3.	Anticonvulsant		
E4.	Anxiolytic/hypnotic		
F.	Source of Essential Drugs		
F1.	Source of essential drugs	State govt. /DMHP fund (mark whichever is applicable)	

4. Status of Awareness generation activities (Information, Education & Communication activities) in the district. {Please attach photographs in support of the activities conducted}

Media	Type of Media used (activities)	No. of IEC activities undertaken	Level (District/PHC)
Mass Media	Broadcasting of video clips on local TV channels		
	Dissemination of messages through community radio		
	Showing films on mental health		
	Advertisement on mental health in local newspapers, magazines, etc.		
Outdoor media	Hoardings		
	Bus panels		
	Exhibitions		
	Wall paintings		
	Street plays		
Folk media	Puppets shows		
	Dance and song shows		

	Community meetings with general people		
Interpersonal communication (IPC)	Meetings with the family members of the patients		
	Interactive sessions on mental health in Haats		
	Specify activities		
Others if any;			

5. Status of Inter-sectoral linkages /partnership developed with the Department of Human Resource Development DMHP district

S. No.	Professionals	Total no. of professionals trained		No. yet to be trained
		In the reporting quarter	Cumulative	
A.	Number of school teachers /NGO representatives trained to impart Life skill education			
B.	Number of College teachers (Psychology) trained to provide counseling services in the colleges			

6. Financial status – as on

S. No.	Activity	Budget Received	Expenditure incurred	Balance	Remarks
1.	Staff				
2.	Equipment				
3.	Training				
4.	Medicines/Stationary/C contingency				
5.	IEC				
6.	Any other				
	Total				

Is there any difficulty in using the funds allocated to your district? If Yes, please explain.

7. Communitisation of DMHP

- 9.1 No. of NGOs engaged for mental health activities.....
 9.2 No. of Panchayati Raj Institutions engaged for mental health activities of
 DMHP.....
 9.3 No. of User Groups/Family Associations in the district

8. Any other relevant information

Signature of nodal officer of DMHP/ DMHP-Psychiatrist

Dated.....

(Please send the filled inproforma to State Programme Officer, National Mental Health Programme, Assam, on 7th day of every successive month. Simultaneously, a soft copy of the same may be sent on the nmhpassam@gmail.com)

Ramesh

[Signature]