

**Record note of meetings dated 29-04-21, 30-04-21 and 01-05-21 related to COVID-19 management**

Date & Time : 29-04-21, 30-04-21, 01-05-21 and 03-05-2021 at 7.30 PM

Venue : Conference Hall, F Block, Assam Secretariat

**Participants**

1. Shri Samir K Sinha IAS, Principal Secretary, Health & Family Welfare Deptt.
2. Shri Anurag Goel, IAS, Principal Secretary, Health & Family Welfare Deptt.
3. Dr. Lakshmanan S IAS, Mission Director NHM, Assam
4. Prof (Dr) Anup Kr Barman, Director Medical Education, Assam
5. Dr. Manoj Choudhury, Addl DME and Executive Director, NHM Assam
6. Dr. A .C. Baisya, Principal GMCH
7. Dr. Rathindra Bhuyan, Director of Health Services, Assam
8. Shri Kamaljit Talukdar, ACS, Deputy CEO, Atal Amrit Abhiyan Society, Assam
9. Smti Pomi Barua ACS, OSD, National Health Mission, Assam
10. Sri Pradeep Timung ACS, Addl DHS Assam
11. Sri Dhrubajyoti Bora, Addl DME Assam
12. Sri Sanjay Jha, Vice President, GVK EMRI (108)

The decision points of daily review meeting on COVID -19 chaired by Principal Secretary, Health & Family Welfare Department on 29-04-21, 30-04-21, 01-05-21 and 03-05-2021 are as follows:

**1. Logistic Arrangements in COVID Care Centres:**

- The refreshment of the Medical, Para-medical Staff and other employees including cleaning staff and institutional staff engaged in the Covid Care Centres and the staff engaged in COVID duty in COVID hospitals shall be up to maximum of Rs 500/- per day. This will be effective from 5<sup>th</sup> May, 2021.
- Considering the sanitary needs in the hospital/CCC, Packed food of reliable quality shall be given as per the timing of the day through an arrangement made by the district administration.
- The refreshment for the patients shall be continued at Rs 300/- per patient per day. However, the patient may arrange for own food from Home or other facilities as per need.
- The Medical/para medical staff engaged in COVID duty and belonging to the same city/region shall continue with his own accommodation/residence as may be possible/practicable. The transportation facilities for such staff may be organized by District Administration as per requirement.
- The medical/paramedical staff engaged from other districts on temporary basis shall be provided budget accommodation as identified and arranged by District administration.

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- The Service providers who organize the cleaning staff for CCC/Covid Hospitals shall be provided a service charge of 2% of cumulative amount payable to the cleaning staff engaged through them per month.
- Cleaning staff shall be provided their wages directly from the district administration whereas the Service providers shall be paid service charges separately with applicable taxes by the district administration.

## 2. Management of Admission of COVID patients in Guwahati:

- MD NHM presented the blue print of action plan for management of COVID positive patients in Guwahati through Command & Control Centre and engaging various stakeholders including District Administration, GMCH, 104,108, CCC/COVID Hospitals and Private Hospitals.
- The final presentation shall be made on 30-04-21 so that by 2nd May, the same can be implemented.
- Subsequently, on 30th May, team formation on the basis of inputs from DME and DHS were submitted. Similar teams will be formed in each district/ Medical College under the orders of DHS and DME as applicable.
- The intensive training of each of these teams will be mandatorily undertaken within 7th May and shall continue for all HR until they are deployed wherever required.

## 3. Death Audit and corrective actions to be taken:

- A statistical analysis of recent deaths due to COVID was presented by Director Medical Education.
- After review, it was decided that each death case shall be reviewed into micro-details to identify missing links resulting in death of the patients.
- DME shall prepare a detailed analysis pointing out weak/missing links so as to correct the same by concerned officer(s).

## 4. RAT and other test kit availability:

- MD NHM informed about the current difficulties in obtaining already ordered RAT kits from Delhi.
- Considering the emergency need of the RAT kits, especially in view of ECI guidelines related to Election Counting, NHM was directed to follow up the matter with the suppliers and transporters to ensure smooth supply of the materials.
- NHM was also entrusted to plan for future requirements of RAT/RTPCR test kits and to take necessary actions for procurement.


## 5. Emergency 108 Strengthening plan for COVID Management (30-04-21)

- In view of the increasing cases of COVID in the state, there is an emergency need to reorient and strengthen 108 ambulance system. The following steps are to be taken in this regard.
- 200 dedicated ambulances for COVID patient transportation shall be kept ready any time.
- District wise distribution of these ambulances with vehicle number and corresponding drivers phone numbers to be shared with each Deputy

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Commissioner/ ADC Health/Jt DHS / District Control room and NHM HQ Command & Control room by 01-05-21.

- All 108 Ambulance Pilots and ETs, COVID vaccination shall be done mandatorily in their corresponding districts within 4th May. All necessary protective equipments including PPE shall be collected from concerned district store managers for 15 days stock and placed in each vehicle.
- Refresher training for COVID related protocol of all Pilots/ET shall be completed within 2nd of May 2021. District coordinators of 108 shall ensure that each of the 108 employees are strictly following COVID protective protocols at all times.
- Every Ambulance will carry a pulseoxymeter and examine the oxygen saturation of the patient at the point of entry itself and recorded in a register for every patient transported. In case of any patient having oxygen saturation less than 94%, that patient must be taken to a COVID Hospital only initially. Further directions shall be given by the Medical Officer after detailed assessment of the patient at COVID Hospital.
- In order to ensure maximum ambulances are on road, 108 shall undertake emergency repair and service of all ambulances on war-footing. In case of additional assistance in this regard, FVK EMRI may take up with NHM on urgent basis for clearances if any.
- For hassle free service for movement of dead bodies of COVID Patients, GVK EMRI shall submit a proposal for temporarily engaging 40 numbers of vehicles to be used as Hearse vans, (5 in Kamrup, 2 in Dibrugarh and Silchar and 1 each in all remaining 31 districts) initially, which may be expanded further if need arises.
- These hearse vans will be equipped with COVID protective materials and the drivers shall be trained for COVID protective measures. The first dose vaccination of such drivers shall also be immediately undertaken through the concerned districts.
- The Vehicle numbers and phone numbers of the drivers of such vehicles shall be shared with each Deputy Commissioner/ ADC Health/Jt DHS / District Control room and NHM HQ Command & Control room by 03-05-21. The necessary expenditure in this regard shall be met by NHM HQ with necessary approvals from the government.
- In case of extremely high numbers of COVID positive cases in Guwahati, a plan for requisitioning private ambulances (initially 50 numbers) with the help of Transport Department and subsequent training/management by 108 shall be prepared and submitted for approval. Additional cost in this regard shall be met by NHM HQ with government approval.
- In order to provide timely assistance to the COVID patients, 20 numbers of seats may be increased in 108 call centre for a period of 3 months as was done during the first wave. Previously trained personnel may be given preference for re-engagement. The additional cost in this regard may be met by NHM with Government approval.
- The COVID management related activities by 108 in all districts shall be reviewed daily by NHM (OSD NHM) and a daily report will be submitted by 10 pm every night to Principal Secretary Health & Family Welfare Department.

  
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6. **Utilisation of Railway coaches as COVID Care centres:** NFR has offered 150 coaches modified to keep COVID patients, each having 8 bed capacity, totalling 1200 beds for mild symptomatic patients needing isolation. MD NHM shall submit a plan for deployment of the same after discussing with districts by 05-05-21, along with the HR and consumable plan for the same.

7. **Establishment of COVID CARE CENTRES in Kamrup (M) and Kamrup Districts:**

It is observed that the number of positive case have increased to 4,489 on 03/05/2021 out of which 1,645 are in Kamrup (M) only. It is expected that the cases will further increase as is observed in other parts of the country. The COVID CARE CENTRES have already been setup in Sarusajai Indoor Stadium, SIRD, Kahikuchi, Patanjali Hospital, Mirza & Royal Global University, Betkuchi, Guwahati.

However, this infrastructure may not last for more than 3 to 4 days due to the high positivity rate. It was therefore decided that the Deputy Commissioners of both Kamrup Rural and Kamrup Metro districts should take immediate steps in consultation with Principal Secretary, Health & Family Welfare Department Shri Anurag Goel, IAS to setup 2000 to 3000 Additional beds in these 2 (two) districts over next 7 (seven) days in a phased manner.

*Samir K. Sinha* 4/5/21

(Samir K. Sinha, IAS)

Principal Secretary to the Govt. of Assam,  
Health & Family Welfare Department

Memo No.HLA.270/2020/345-A

Dated Dispur the 4<sup>th</sup> May, 2021

Copy to:

1. The Principal Secretary to the Govt of Assam, Health & Family Welfare, Dispur.
2. The Mission Director, National Health Mission, Assam, Guwahati-5
3. The Director of Health Services, Assam, Hengerabari, Guwahati-36.
4. The Director of Health Services (FW), Assam, Hengerabari, Guwahati-36.
5. The Director of AYUSH, Assam, Dispur, Guwahati-6.
6. The CEO, Atal Amrit Abhuyan, Assam, Khanapara, Guwahati-22
7. The Director of Medical Education, Assam, Sixmile, Khanapara, Guwahati-22.
8. The Project Director, Assam State AIDS Control Society, Assam, Khanapara, Guwahati-22.
9. The Principal-cum-Chief Superintendent all Medical Colleges of Assam.
10. The Superintendent all Medical College & Hospital, Assam.
11. The Deputy Commissioner (all districts).
12. The Joint Director of Health Services (all districts).
13. The SO to Chief Secretary, Assam, Dispur, Guwahati-6.
14. PS to Chief Minister, Assam, Dispur, Guwahati-6.
15. PS to Hon'ble Minister, Health & Family Welfare, Assam, Dispur.
16. PS to Hon'ble Minister of State, Health & Family Welfare, Assam, Dispur.

By order etc.,

*Samir K. Sinha*  
04/5/21

Joint Secretary to the Govt. of Assam,  
Health & Family Welfare Department,