



**Dr. D. Y. Patil Medical College, Hospital and Research Centre**

Pimpri, Pune: 411 018

NABH/NABL Accredited Hospital

**Dr. D. Y. Patil Vidyapeeth, Pune**

**(Deemed to be University)**

**(Accredited (3<sup>rd</sup> Cycle) by NAAC with CGPA of 3.64 on four-point scale at  
"A++" Grade)**

**(ISO 9001:2015 and 14001:2015 Certified University)**

Ref. No.: DYPMC/ DO/4757/2024

Date: 03/07/2024

## **OT MANAGEMENT COMMITTEE**

### **OBJECTIVES**

1. Ensure maximum standard of safety.
2. Optimum utilization of OT and staff time
3. Optimize working conditions.
4. Provide a soothing environment.

### **FUNCTIONS**

1. Recommends and approves policy and procedures that are specific to the pre-operative areas, OT and Post Operative.
2. Governs allocation of resources between departments, and where appropriate, surgeons
3. Addresses efficiency and costs associated with OT operations.
4. Provides Institutional oversight and direction for staff and faculty education related to operative and invasive procedures and care of the surgical patient.
5. Ensures an effective process for patient and family education related to surgical care and informed consent.
6. Monitors data related to operative and other invasive procedures.
7. Monitors adherence to policies and procedures.

### **MEMBERSHIP**

- Dean (Chairperson)
- Principal Director & CEO
- CEO
- Professor and HOD anaesthesia (Secretary)
- HOD's from all surgical specialties.
- Medical superintendent
- Deputy Registrar
- Nursing Director
- DNS OT
- HICO

- CSSD Incharge
- Facility manager
- Manager pharmacy
- Biomedical HOD
- Quality Manager

#### **FREQUENCY OF MEETINGS**

- The Committee shall meet 4 times per year and at the call of the Chair.

#### **QUORUM**

- 50% of membership

#### **MEETING VENUE**

- As decided by the chairperson.

#### **CIRCULATION**

- Minutes are circulated to all Committee members and management within a week.

#### **REPORTING RELATIONSHIP**

- Management through proper channel.

#### **EVALUATION**

- Evaluation to be completed by the next meeting.

This Committee is amended & updated on 03/07/2024.



Dr. J. S. Bhawalkar  
Dean

A handwritten signature in blue ink, consisting of several overlapping loops and lines, positioned over the printed name and title.