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Meeting Minutes of Integrated Hospital Management Software

Internal Requirement Assessment Meeting

Meeting No: 3
Date: 05.01.2022
Time: 4.00 p.m.
Location: Rev. Secretary Mhj. Office

Attendees & Distribution List

Attendees	Distribution List
Rev. Sw. Mokshavratanandaji Maharaj	Sw. Indunathanandaji Maharaj (Sw. Id.)
Sw. Harimahimanandaji Maharaj (Sw. Hm.)	Sri Hari Thapliyaal
Br. Ishwarachaitanya Maharaj (Br. Ish.)	
Dr. Indu Nair	
Sri Prakash	
Sri Nishanth (Online)	

S.No.	Description	Owner	Status	Remarks
1.	**Internal assessment meeting was held for the following;** a. To assess the current departmental workflow in Hospital. This assessment would be vital for the successful implementation of the iHMS & iPACS. The assessment could also be utilized for administrative purpose also. b. To assess the current deployment of medical equipment in all the departments in the Hospital. This assessment would be vital for the successful interfacing of all equipment that the hospital plans to integrate into the iHMS & iPACS. The assessment could also be utilized for managing the routine maintenance, calibration, services, upgradation of all the medical equipment in the Hospital.	SRKACH	Info.	-
2.	**Internal assessment documents** for the following were presented to Dr. Indu for feedback; a. Departmental list. b. Departmental requirement. c. Departmental workflow. d. Equipment list and integration requirement. **(Soft copy of the same are attached)**	Dr.Indu	Pending 05.01.22	-
3.	**IT infrastructure overhaul** Sri Prakash suggested a complete overhaul of the IT infrastructure of the Hospital. To perform an on-site requirements study for the new IT infrastructure.	Sri Prakash	Pending 05.01.22	-
4.	**Electrical & UPS** To check with our maintenance team on electrical & UPS aspects for the entire project. A separate IT earthing would be required with the value of less than 1 Ohm.	Sw. Hm	Pending 05.01.22	-

5.	**Local hosting vs cloud-based software system.** Sri Prakash presented the pros and cons of cloud-based system deployment. It was decided that local hosting would be the best solution for our Hospital.	Sri Prakash	Info.	-
6.	**Advanced OT. management system.** Br. Ish. requested the feedback of the team if Advanced OT management system which includes live streaming of operations would be required. Team members felt that at the moment it would not be required.	Br.Ish.	Info.	-
7.	**Commercial aspect** Sri Nishanth presented a product comparison between all the software vendors.	Sri Nishanth	Info.	-
8.	**Project work flow** Br. Ish discussed about the importance of first obtaining a comprehensive internal assessment of the software requirements in the hospital. Without an internal assessment we would not know our exact requirements hence there will be a drastic delay and cost implication during project implementation. **Proposed work flow for project implementation attached.**	Br. Ish.	Info	-

End of meeting minutes.

Next meeting: 13/01/2022 (Thursday @ 4.00 p.m. @ Rev. Sec. Mhj. Office.)

Meeting minutes recorded & prepared by: Br. Ishwarachaitanya (Havishant)

Note:

Any discrepancies in meeting matters should be clarified in writing within 24 Hours of circulation of the meeting minutes. Else all matters discussed would be accepted as detailed in this document.

Attachments:

1. **Departmental list.**
2. **Departmental requirement.**
3. **Departmental workflow.**
4. **Equipment list and integration requirement.**
5. **Project work flow.**
6. **IT Infra upgradation scope attached.**