



PES

Institute of Medical
Sciences & Research

PES INSTITUTE OF MEDICAL SCIENCES AND RESEARCH

KUPPAM, CHITTOOR DISTRICT, ANDHRA PRADESH - 517425



VISION

To create professionally superior and ethically strong global manpower.

MISSION

To provide students with a sense of history, an understanding of values and ethics, a commitment to law and morality, an appreciation of human creativity and an analytical inquiring mind.

STANDARD OPERATING PROCEDURE REOPENING OF MBBS CLASSES

QUALITY POLICY

Our policy is to develop highly skilled human being with an ability to adapt, to an intellectually and technologically changing environment, through the contribution from all the stake holders.

PESIMSR's goal is to
"Create technologically superior
& ethically strong global manpower",
a path for progressive nation building.

P.E.S. INSTITUTE OF MEDICAL SCIENCES & RESEARCH

KUPPAM – 517 425, CHITTOOR DIST, ANDHRA PRADESH.

Ref : PESIMSR/ESTAB/¹⁶⁰/2021-22

Date : 02.01.2021

REOPENING OF MBBS CLASSES

& COVID-19 STANDARAD PROCEDURES ON ARRIVAL AT PESIMSR, KUPPAM

As per the directions from Dr.NTRUHS vide Letter No.5389/Acad/A3/Acad/15 dated 01.01.2021 and Covid Instant Order No. 84 dated 30.11.2020 reopening MBBS classes at PESIMSR, Kuppam, as follows :-

II MBBS & Final MBBS Part-II : 06.01.2021
Final MBBS Part-I : 11.01.2021

Guidelines before leaving the Home Town :-

Travel Plan : Students are instructed to send their travel plan to the office of the Dean & Principal, filling the Google form - <https://forms.gle/a4Xfj2qA8SpNh8kNA> (Link will be sent to your whatsapp group).

- ❖ This information should reach 3 days prior to opening of the college. The following details to be provided in the google form.
 - Parents Contact Details
 - Mode of Travel
 - City of Departure
 - Date and Time of Arrival at PESIMSR, Kuppam
 - Any Covid 19 – Related symptoms and Co-Morbidities

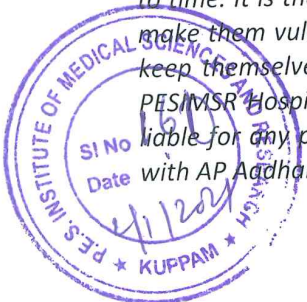
Standard Procedures on Arrival at PESIMSR, Kuppam :

- ❖ Students are requested to arrive one day prior to the commencement of classes
- ❖ All the students should undergo compulsorily RT PCR testing & should come with a NEGATIVE RT PCR report, within 72hrs of reporting.
- ❖ It is mandatory for all the students, parents and guardians, coming to the campus and occupying hostels, to undergo compulsorily screening at designated area at respective hostels/general hospital/ Emergency medicine Portico.
- ❖ Students are requested to wear face mask in campus i.e., covering the mouth and nose, in all the areas at all the time.
- ❖ Consciously maintain 6 feet physical distance between persons.
- ❖ Frequent hand washing with soap (for atleast 20 seconds)
- ❖ Please do not spit anywhere and prevent others from doing it.
- ❖ Installation & use of Aarogya Setu App
- ❖ No facility for accommodation and meals will be provided to parents and guardian in the college.
- ❖ Not to move in any area, where it is not necessary.
- ❖ Students must carry the PESIMSR Identity card along with them. Those without valid PESIMSR ID card will be refused entry to their hostel/campus.
- ❖ For any issue/queries, kindly send SMS/Whats message to Dr. Pawar Gurudatta S. Chief warden (Mob. No. +91 9845001642) and Dr.Vinay.A.V., Student Welfare Officer (Mob. No. +91 9880966679).

Essential items to carry :

- 3 – ply face mask - Minimum 100 Nos
- Face shields - 2 Nos
- Hand Sanitizer - 100 ml (5 Nos)
- Liquid Soaps for Personal Use in wash rooms – 2 bottle

Note : PESIMSR follows various COVID-19 guidelines/orders issued by Govt. of India/Andhra Pradesh from time to time. It is the students responsibility to strictly adhere to the Covid-19 safety directions and any breach may make them vulnerable to get infected. We request all the students to always abide by the prescribed norms to keep themselves safe. Despite our efforts, if a student develops Covid-19 infection, he/she will be treated in PESIMSR Hospital according to the PESIMSR treatment protocol. However PESIMSR will not be responsible or liable for any prosecution in any such cases. Students are advised to have insurance cover for Covid-19. Those with AP Aadhar Card will be covered under Aarogyasri Scheme.



DEAN & PRINCIPAL
PES Institute of Medical Science & Research
Kuppam-517425, Chittoor Dist, A.P.

STANDARD OPERATING PROCEDURE

FOR CONDUCT OF MBBS CLASSES

A. INTRODUCTION

4

PESIMSR, Kuppam is resuming Academic activities of the institute as per directions from the Dr.NTRUHS, Vijayawada vide Letter letter No. 5389/A3/Acad/15 dated 01.01.2021 and Covid instant Order No. 84 dated 30.11.2020 issued by Govt of Andhra Pradesh. The Institute has adopted a set of **Standard Operating Procedures (SoPs)** to prevent the spread of COVID-19 pandemic by setting the policy and procedural guidelines for the students, faculty and staff.

B. AIM

1. The aim of the policy and procedural guidelines is to adopt individual and collective measures to prevent COVID-19 pandemic spread among the Students and Staff after resumption of Academic activities
2. The institute aims to ensure measures to encourage individual and collective COVID- 19 responsible behaviour to prevent community spread of the disease.
3. Aim of the SoP is to orient all staff and students of the Institute to strictly observe self- discipline in adopting *COVID responsible* behavior at all times and under all circumstances.

C. SCOPE: This SOP applies to the following areas in the Campus:

1. Pre Clinical Departments of Anatomy, Biochemistry and Physiology
2. Departments Demonstration Rooms
3. Departmental Laboratories
4. Examination Hall
5. Boys and Girls Hostels
6. Administrative Office

D. BEFORE REOPENING OF THE COLLEGE AND HOSTELS FOR I MBBS STUDENTS

1. A College Level Task Force Committee, is constituted to prevent the spread of COVID 19 on 14.11.2020 (Annexure – I).
2. Online orientation to the students and parents regarding reopening of the classes for the IIMBBS, Final MBBS Part-I & Final MBBS Part-II conducted by Dean & Principal and others.
3. Prior to resumption of activities, all working areas including hostels, laboratories, other common utility areas shall be sanitized with 1% sodium hypochlorite solution, with particular attention to frequently touched surfaces.
4. Wherever skill based training on equipments are envisaged to be utilized, place the equipment 6 feet apart, wherever feasible, to facilitate physical distancing. Similarly, utilize any outdoor space by relocating equipment outside like in verandah, courtyard, shed, etc.
5. Face reading biometric attendance arrangements made.
6. Lockers of students will remain in use, as long as physical distancing and regular disinfection is maintained.
7. Prominently display signage, posters and standees must indicate the dos and don'ts for the staff and students – Annexure - II
8. Students particulars were collected using Google form before the travel.
9. Arrangements for Single Accommodation have been done.

E. GUIDELINES BEFORE LEAVING THE HOME TOWN

- ❖ Travel Plan : Students are instructed to send their travel plan to the office of the Dean & Principal, filling the Google form - <https://forms.gle/a4Xfj2qA8SpNh8kNA> (Link will be sent to your whatsapp group)- Annexure - III

❖ This information should reach by 3 days in prior to opening the college. The following details to be provided in the google form.

- Parents Contact Details
- Mode of Travel
- City of Departure
- Date and Time of Arrival at PESIMSR, Kuppam
- Any Covid 19 – Related symptoms and Co-Morbidities

F. PLANNING AND SCHEDULING OF ACTIVITIES

- ❖ Students are requested to arrive one day in prior before the commencement of classes
- ❖ All the students should undergo compulsorily RT PCR testing & should come with a NEGATIVE RT PCR report, within 72hrs of reporting.
- ❖ It is mandatory for all the students, parents and guardians, coming to the campus and occupying hostels, to undergo compulsorily screening at designated area at general hospital portico or Emergency medicine Portico.
- ❖ Students are requested to wear face mask in campus i.e., covering the mouth and nose, in all the areas at all the time.
- ❖ Consciously maintain 6 feet physical distance between persons.
- ❖ Frequent hand washing with soap (for atleast 20 seconds)
- ❖ Please do not spit anywhere and prevent others from doing it.
- ❖ Installation & use of Aarogya Setu App
- ❖ No facility for accommodation and meals will be provided to parents and guardian in the college.
- ❖ Students are advised to use their own plates, glasses and spoons for their safety.
- ❖ Not to move in any area, where it is not necessary.
- ❖ For any issue/queries, **kindly send SMS/Whats message** to Dr. Pawar Gurudatta S. Chief warden (Mob. No. +91 9845001642) and Dr.Vinay.A.V., Student Welfare Officer (Mob. No. +91 9880966679).

G. ESSENTIAL ITEMS TO CARRY

- 3 – ply face mask - Minimum 100 Nos
- Face shields - 2 Nos
- Hand Sanitizer - 100 ml (5 Nos)
- Liquid Soaps for Personal Use in wash rooms – 2 bottle

H. General Guidelines for Conduct of Classes:

- ❖ Theory/Practical/Clinical posting will be conducted in smaller batches.
- ❖ Safety guidelines as prescribed by the Dr.NTRUHs/Govt.AP.

I. HYGIENE AND SANITATION

- ❖ Daily cleaning of the floors shall be taken up.
- ❖ Provision of soap in toilets and hand sanitizers in other common areas in sufficient quantity must be ensured.
- ❖ Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, elevator buttons, hand rails, chairs, benches, washroom fixtures, etc.) to be made mandatory in all class rooms, laboratories, lockers, parking areas, other common areas etc. before beginning of classes and at the end of the day.
- ❖ Teaching materials, computers, laptops, printers, shall be regularly disinfected with 70% alcohol swipe.
- ❖ Deep cleaning of all drinking and hand washing stations, washrooms and lavatories shall be ensured.
- ❖ Students and staff should be advised to dispose of used face covers / masks in separate covered bins placed in class rooms, work stations and other common areas. The same may remain stored in the bins for 3 days and disposed of as dry general solid waste after cutting/shredding.
- ❖ Residential buildings, if any, also needs to be sanitized regularly.

J. RISK COMMUNICATION

- ❖ Create awareness to ensure the students do not gather when leaving the institute and in their time. Create awareness among the students to follow simple preventive health measures like hand hygiene, respiratory hygiene, physical distancing and wearing of masks.
- ❖ Ensure regular counselling is done for students reporting mental health issues such as anxiety and depression
- ❖ If a student, faculty or staff is sick, she/he should not come to institute and follow necessary protocols in this regard

K. ENSURE SAFE STAY AT HOSTELS AND OTHER RESIDENTIAL COMPLEXES

The measures as proposed above related to use of mask/face cover, hand hygiene, respiratory hygiene, physical distancing norms and environmental sanitation will apply to hostels and other residential buildings.



Further, the following specific points for Hostels/guest houses/other residential complexes shall also be followed:

- ❖ Screening of every boarder needs to be done before they start staying at the hostel. Only asymptomatic boarders should be allowed to join. Symptomatic boarders shall be isolated in the designated isolation facility at the institute, till such time, they are seen by a doctor.
- ❖ Proper crowd management in the hostel as well as in outside premises like parking lots – duly following physical distancing norms shall be ensured. Gatherings/congregations shall continue to remain prohibited.
- ❖ Single Accommodation facility is provided for all the Hostel Students.
- ❖ Mess facility, within the premises, shall follow physical distancing norms at all times. Staggering of meal timings may be done to prevent overcrowding.
- ❖ Hostel should be out of bound for all persons except essential staff with known health status.

L. SOP TO BE FOLLOWED IN CASE A STUDENT/FACULTY/STAFF DEVELOPS SYMPTOMS (FEVER, COUGH, DIFFICULTY IN BREATHING)

- ❖ Place the ill person in a room or area where they are isolated from others.
- ❖ Inform parents/guardians as the case may be
- ❖ Patient will remain isolated while wearing a mask/face cover till such time they are examined by a doctor.
- ❖ Immediately inform the Nodal Officer, PESIMSR Hospital, Kuppam.
- ❖ A risk assessment shall be undertaken by the Nodal Officer, PESIMSR Hospital, Kuppam, further action be initiated regarding management of case, their contacts and need for disinfection.
- ❖ Disinfection of the premises to be taken up if the person is found positive.

Note : PESIMSR follows various COVID-19 guidelines/orders issued by Govt. of India/Andhra Pradesh from time to time. It is the students responsibility to strictly adhere to the Covid-19 safety directions and any breach may make them vulnerable to get infected. We request all the students to always abide by the prescribed norms to keep themselves safe. Despite our efforts, if a student develops Covid-19 infection, he/she will be treated in PESIMSR Hospital according to the PESIMSR treatment protocol. However PESIMSR will not responsible or liable for any prosecution in any such cases. Students are advised to have insurance cover for Covid-19. Those with AP Aadhar Card will be covered under Aarogyasri Scheme.


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KUPPAM – 517 425, CHITTOOR DIST, ANDHRA PRADESH.

Ref : PESIMSR/ESTAB/ /2020-21

Date : 14.11.2020

ORDER

As per Govt order No.153 dated 30.10.2020, A College Level Task Force Committee , is constituted in compliance of SOP to prevent the spread of covid 19 at PESIMSR, Kuppam.

1) Chairman : Dr. H. R. Krishna Rao, Dean & Principal

2) Member Secretary/ Convenor : Dr. Gurudatta Pawar.S., Prof & HoD of Forensic
Medicine

& Chief Warden, PESIMSR Hostels

3) Nodal Officer : Dr. Vinay.A.V., Associate Professor, Physiology,
Student Welfare Officer

4) Committee Members:

- 1) Dr. V.S.S.R. Ryali, Vice Principal, Prof & Head, Dept. of Psychiatry & Counsellor
- 2) Dr. Shakunthala.M., Professor of Anatomy & Warden, Girls Hostel
- 3) Dr.Sindhu.R., Associate Professor, Physiology & Asst. Warden, Girls Hostel
- 4) Dr.Priyadarshini, Assistant Professor, SPM & Asst. Warden, Girls Hostel
- 5) Mr.Manivannan.K, , Assistant Professor, Anatomy & Asst. Warden, Boys Hostel
- 6) Mr.Gurudat, Asst. Warden, Boys Hostel
- 7) Mr.Lavanya, Care Taker Girl Hostel
- 8) Mr.Lokesh, Care Taker Boys Hostel

Cc to

MD/AMD


Vice Principal

All the Members

O/c


DEAN & PRINCIPAL
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PES Institute of Medical Science & Research
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DISPLAY BOARD - I




PES Institute of Medical Sciences & Research
KUPPAM - 517425, CHITTOOR DISTRICT, ANDHRAPRADESH

BACK-TO-COLLEGE TIPS

Protect Yourself from COVID-19


Watch your distance

Stay at least 6 feet apart from others, when possible




Wash your hands

or use hand sanitizer with at least 60% alcohol



Wear a mask

in public spaces and common areas



The more **closely** you interact with others and the **longer** that interaction, the **higher** the risk of COVID-19 spread.

DORM

Avoid sharing items with roommates or others.
If you do, clean and disinfect before sharing or using.

SHARED BATHROOM

Avoid placing toothbrushes directly on counter surfaces.
Don't Share Soap

CLASSROOM


Enroll in online classes if they fit your educational needs.
Wipe down your desk with a disinfectant wipe if possible.
Skip seats or rows to create physical distance between other students.
Avoid placing your personal items (e.g., cell phone) on your desk.

DINING HALL & MEALS

Avoid sharing food, drink, utensils or other items with people.
Pick up grab-and-go options for meals if offered.
Avoid buffets and self-serve stations.

LAUNDRY ROOM

Clean and disinfect surfaces that others have touched (e.g., buttons on the washing machine).
Wash masks in warmest appropriate water setting for the fabric.



BEFORE YOU GO OUT, TAKE THE FOLLOWING :

- Mask
- Tissues
- Hand sanitizer
- Disinfection wipes (if possible)

DISPLAY BOARD - II



PES Institute of Medical Sciences & Research

KUPPAM - 517425, CHITTOOR DISTRICT, ANDHRAPRADESH

Coronavirus health and safety tips



Wash your hands often



Use hand sanitizer



Wear a mask



Don't touch your face



Cover your sneezes and coughs



Avoid close contact



Use your own supplies



Clean your electronics

DISPLAY BOARD - IV

PESIMSR
KUPPAM - 517425, CHITTOOR DISTRICT, ANDHRAPRADESH

Slow the Spread of COVID-19

WASH YOUR HANDS OFTEN
20 SECONDS

WHEN OUT, WEAR A MASK

AND STAY 6 FEET APART FROM OTHERS


CLEAN FREQUENTLY TOUCHED OBJECTS

DO NOT TOUCH YOUR EYES, NOSE, AND MOUTH

Always Carry and Use Hand Sanitizers
60% ALCOHOL

STAY HOME IF YOU ARE SICK

DISPLAY BOARD - IV





PESIMSR

KUPPAM - 517425, CHITTOOR DISTRICT, ANDHRAPRADESH

COVID-19: Safety and Readiness Tips


Social Distancing


 If you are sick or feeling ill, **stay home**


 Maintain at least **6 feet** from customers and co-workers

Personal Hygiene


Your safety is in **YOUR** hands!


 **WASH YOUR HANDS**
Wash your hands often for at least **20 seconds**, use soap and water OR hand sanitizer


 **AVOID TOUCHING**
Avoid touching your eyes, nose, and mouth with unwashed hands

 **COVER YOUR MOUTH**
Cover your mouth and nose with a tissue when you cough or sneeze, Use the inside of your elbow to cough or sneeze into


The Ways to Catch the Virus


 The virus is thought to be spread between people who are in **close contact**


 Through respiratory **droplets** produced when a person **coughs or sneezes**


 **Clean** your working surfaces often to avoid spreading the virus


Signs & Symptoms of a COVID-19 case

 **COUGH**

 **FEVER** (100.4° F)

 **TIREDFNESS**

 **DIFFICULTY BREATHING**

 **SYMPTOMS 2-14 DAYS (After Exposure)**

Annexure - III

GOOGLE FORM – TEMPLATE

PESIMSR, Kuppam

Arrival Details of MBBS Students after Lockdown - November 2020

* Required

Email address *

Your email

Full Name of the Student

raja

University Registration Number *

16060131

Year of studying

Choose ▼

Student Mobile Number

Your answer

Student Email ID *

pesmed2007@yahoo.com



Contd.,14

Address *

kuppam

Hostler

Yes

No

Clear selection

Name of the Hostel *

Old Boys Hostel

Hostel Room Number *

Your answer

 This is a required question

If, Not Hosteler , Address of staying

1

Father Mobile Number

09391833752

Father Whatsapp Number

Your answer

Mother Mobile Number

Your answer



2



Contd.. 15

Mother Whatsapp Number

Your answer

Parent's Email ID

Your answer

Mode of Travel

Choose

City of Departure

chittoor

Expected date of Arrival

Date

23/11/2020

Expected time of arrival

Time

10 : 30 AM

Any COVID-19 related symptoms or recent exposure

No

Previously tested positive and recovered

Choose

Contd.,16

Willingness to write Examination

Choose

Willingness to stay in the Hostel

Choose

COVID-19 - NEGATIVE TESTED REPORT

Your answer

Any Other Information

Your answer

Send me a copy of my responses.

Submit

Never submit passwords through Google Forms.

reCAPTCHA
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Google Forms

4

