



**KHYBER MEDICAL COLLEGE PESHAWAR**  
**OFFICE OF THE CHAIRMAN (IMC)**  
**MTI (KMC/KTH/KCD)**

**MINUTES OF MEETING:**

11<sup>th</sup> meeting of the Institutional Management Committee (IMC), Khyber Medical College/KTH/KCD was held on Saturday 07-10-2017 at 12:00 Noon in the Conference Room of the Khyber Teaching Hospital, under the Chairmanship of Prof. Dr. Noor ul Iman, Dean, Khyber Medical College, Peshawar. The meeting was attended by the following members of the IMC:-

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| 1. The Hospital Director, KTH, Peshawar           | Member |
| 2. The Medical Director, KTH, Peshawar            | Member |
| 3. The Dean, Khyber College of Dentistry Peshawar | Member |
| 4. The Director Finance, KTH/KMC/KCD, Peshawar    | Member |
| 5. The Nursing Director, KTH, Peshawar            | Member |

The meeting started with the recitation from the Holy Quran.

The Dean KMC welcomed and thanked all the respected members for attending the IMC meeting.

The following agenda items were discussed and decided accordingly:-

<b>Agenda Item No.1</b>	<b>Institutional Based Practice</b>
<b>Issue</b>	Director Finance to give detail presentation on current IBP problems to be identified and solution given.
<b>Decision</b>	<p><b>A. CONSULTANT:</b></p> <ol style="list-style-type: none"> <li>1. Consultants who have opted for IBP must close their clinic outside the hospital failing which disciplinary action shall be taken against them. Medical Director to certify that they have closed their clinics.</li> <li>2. Those consultants who did not opt for IBP, shall vacate the IBP clinics with immediate effect.</li> <li>3. New consultants shall be provided clinics in IBP as soon as possible.</li> </ol> <p><b>B. SUPPORT STAFF AT IBP CLINIC:</b></p> <p><b>a. IBP RECEPTION:</b></p> <p>We need to these three mechanism for the convenience of fixing appointment a patients with concern consultant.</p> <ol style="list-style-type: none"> <li>i. Walk-in mechanism: MD to determine the strength of consultants based on which number of support staff will be determine for</li> </ol>

