

# **ANNUAL REPORT**

## **2017-18**

**LOKOPRIYA GOPINATH BORDOLOI REGIONAL INSTITUTE OF MENTAL HEALTH**

TEZPUR-784001

ASSAM



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## FROM THE DIRECTOR'S DESK



The Annual Report of the Lokopriya Gopinath Bordoloi Regional Institute of Mental Health (LGBRIMH) for the period 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018 is presented herewith. With a legacy of 142 years behind it, the Institute continues to reach out to the neediest persons with mental health issues in the society. This Annual Report depicts the performance of the Institute in all spheres of its activity. It centers on the various Services, Academic Training and Research undertaken, along with the financial implications arising from it.

Since its inception, Lokopriya Gopinath Bordoloi Regional Institute of Mental Health has strived towards providing psychiatric care services for the region. Currently catering to most of the 'eight sisters' of North East India, the services of the Institute have also been sought by neighboring countries. Equipped with a newly designed infrastructure slated to be inaugurated in the forthcoming year, the quantum and type of services provided is set to undergo a major change. All the departments in the Institute are gearing up to meet this transition and the challenges in a smooth manner.

Over the past decade, the Institute has grown from a service provider to assume the role of a major centre for manpower development in mental health. The basic courses for trained mental health professionals in the disciplines of Psychiatry, Psychiatric Nursing, Psychiatric Social Work and Clinical Psychology have stabilized over the years under the affiliation of Gauhati University and the respective Medical, Nursing and Rehabilitation Councils. An important achievement for the Department of Psychiatry has been the permission from Medical Council of India to increase the intake capacity of M.D. in Psychiatry from seven to eleven for the session starting in May, 2018. Another major development for the Institute has been the recognition accorded to the Departments of Psychiatric Social Work and Psychiatric Nursing to start the full-time PhD programs in the respective disciplines, from the October 2017 session. All of the entrance examinations for the entry into the disciplines of Psychiatric Nursing, Psychiatric Social Work and Clinical Psychology at the PG, MPhil and PhD levels, are conducted by the Gauhati University through the GU-RET examinations.

LGBRIMH was a collaborator in the National Mental Health Survey (NMHS 2016) and had, in the previous year, completed the first Mental Health Survey in Assam. The landmark survey for Assam was funded by the

Ministry of Health and Family Welfare, Govt. of India. The published report was released on World Mental Health Day, 10<sup>th</sup> Oct 2017, by the local MP and MLA of Tezpur. It is hoped that the Government of Assam factors in the recommendations projected in the NMHS, Assam Survey and ushers-in the much needed Mental Health Policy for the State.

An important milestone for the Institute was the development of the physical infrastructure consisting of the living quarters for Faculty and Staff, Hostels for Senior and Junior Residents, and the Academic Building. The newly constructed buildings by the Hospital Services Consultancy Corporation Limited (HSCC), New Delhi, were handed over and occupied during the financial year of the report. The new Hospital Complex, Nurses Hostel and the Auditorium are in the process of being handed over.

This journey of growth would not have been a reality, had each person in this Institute not been dedicated towards the goal of development and change with utmost sincerity. I take this opportunity to thank all the Officers of the Administration, Faculty and Staff members of Departments of Psychiatry, Psychiatric Nursing, Psychiatric Social Work, Clinical Psychology, Pathology, Bio-Chemistry and Micro-Biology, Staff of the hospital and the students of various courses, for their commitment to patient care services, academic pursuits and research initiatives. I further extend my gratitude to the Central Ministry, and the various departments of the Government of India, District Administration, Governmental offices of the State of Assam, civil bodies and the public of Assam, who have always wished well and supported the development of the Institute.

**Dr. S. K. Deuri**  
Director

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## **LGBRIMH, Tezpur**

The Lokopriya Gopinath Bordoloi Regional Institute of Mental Health (LGBRIMH), initially set up as 'Tezpur Lunatic Asylum' under the British Government in April, 1876, completes 142 years of its existence and service in the area of mental health care.

The institute has been playing an active role in manpower development, service provision and research in the field of mental health and allied sciences. Efforts are being made to establish the departments of Neurology and Neurosurgery in LGBRIMH, upgrade its services and training and attain the status of an Institute of National Importance.

The Institute has an active outpatient department and an inpatient care facility for 336 beds in the hospital with free of cost services. The institute also conducts regular community based extension programs..

The Institute offers regular courses under Gauhati University with M.D. in Psychiatry, M.Sc. in Nursing (Psychiatric Nursing), M. Phil in Psychiatric Social Work and Clinical Psychology and also a Post-Basic Diploma course in Psychiatric Nursing. In the current session, the Institute has started Ph. D. programme in Psychiatric Social Work and Psychiatric Nursing under Gauhati University and is planning to start Ph.D programme in Clinical Psychology from the next session. The Institute also provides exposure training to visiting students from various medical, para-medical and non-medical institutions.

## VISION

To develop Lokopriya Gopinath Bordoloi Regional Institute of Mental Health as an Institute of National Importance.

## MISSION

1. To deliver free mental health care uniformly for all.
2. To develop manpower for delivering the services.
3. To promote research activities for enhancing knowledge.

## OBJECTIVES

1. To provide equitable access to mental health care to all sections of society with effective linkages to the other health related institutions.
2. To develop human resources for delivering the services.
3. To reduce overall disease burden by providing appropriate sustainable rehabilitation measures.
4. To promote positive mental health for all sections of people of the region through collaborative activities with different social and educational organizations.
5. To provide conducive environment for research activities in collaboration with different agencies.
6. To facilitate implementation of National Mental Health Programme (NMHP).
7. To develop infrastructure for all related activities with a multimodal approach.

# ADMINISTRATION AND MANAGEMENT

The Board of Governors, Executive Council, Board of Visitors and the Finance Committee are the core management functionaries of the Institute. A list of the administrative bodies along with their respective Chairman and members is given below:-

The Board of Governors is the apex body governing the Institute. The Union Minister of Health and Family Welfare is its Chairman.

## CHAIRMAN AND MEMBERS OF THE BOARD OF GOVERNORS

1.	The Union Minister of Health & Family Welfare	Chairman
2.	The Chief Minister of Assam	Vice-Chairman
3.	A Representative of the Planning Commission	Member
4.	The Health Minister of Assam	Member
5.	The Health Minister of Arunachal Pradesh	Member
6.	The Health Minister of Meghalaya	Member
7.	The Health Minister of Manipur	Member
8.	The Health Minister of Mizoram	Member
9.	The Health Minister of Nagaland	Member
10.	The Health Minister of Sikkim	Member
11.	The Health Minister of Tripura	Member
12.	The Secretary, Health & Family Welfare, Govt. of India	Member
13.	The Secretary, Ministry of DONER, Govt. of India	Member
14.	The Secretary, North Eastern Council, Shillong	Member
15.	The Director, General of Health Services, Govt. of India	Member
16.	The Addl. Secy. & F.A, Ministry of Health & F.W, Govt. of India	Member
17.	The Vice Chancellor of the Gauhati University	Member
18.	The President of Medical Council of India	Member
19.	The President of Indian Nursing Council	Member
20.	The President, National Board of Examination	Member
21.	The President, Rehabilitation Council	Member
22.	The Director, NIMHANS, Bangalore	Member
23.	Two Psychiatrists to be nominated by the Ministry	Member
24.	The Director, LGB Regional Institute of Mental Health	Member Secretary

## CHAIRMAN AND MEMBERS OF THE EXECUTIVE COUNCIL

The Executive Council manages the day to day business and affairs of the society as well as the Institute. The Secretary of Health and Family Welfare, Govt. of India, is its Chairman.

1.	The Secretary, Health & Family Welfare, Govt. of India	Chairman
2.	The Secretary, North Eastern Council, Shillong	Vice-Chairman
3.	The Addl. Secy. & F. A, Ministry of Health & F. W, Govt. of India	Member
4.	The Commissioner & Secretary, Health & F. W, Assam	Member
5.	The Commissioner & Secretary, Health & F. W, A.P	Member
6.	The Commissioner & Secretary, Health & F. W, Meghalaya	Member
7.	The Commissioner & Secretary, Health & F. W, Manipur	Member
8.	The Commissioner & Secretary, Health & F. W, Mizoram	Member
9.	The Commissioner & Secretary, Health & F. W, Nagaland	Member
10.	The Commissioner & Secretary, Health & F. W, Tripura	Member
11.	The Commissioner & Secretary, Health & F. W, Sikkim	Member
12.	The Joint Secretary, Ministry of Health & F. W, Govt. of India	Member
13.	A Representative of Director General of Health Services, GOI	Member
14.	The Medical Superintendent, LGBRIMH, Tezpur	Member
15.	Academic Representative, LGBRIMH, Tezpur	Member
16.	Nominated Member of the Ministry	Expert Member
17.	Nominated Member of the Ministry	Expert Member
18.	The Director, LGBRIMH, Tezpur	Member Secretary

**BOARD OF VISITORS**

The Secretary, Ministry of Health and Family Welfare, Govt. of India, Nirman Bhavan, New Delhi has constituted the Board of Visitors of LGBRIMH with the following members:

1. Dr. Hiranya Kr. Goswami, Professor & Head, Dept of Psychiatry, Assam Medical College, Dibrugarh.
2. Dr. H. R. Phookan, Retd. Professor and Head, Dept of Psychiatry, Gauhati Medical College and Hospital, Guwahati.
3. Major General (Rtd.) Dr. Purnananda Das, Ex-Professor of Psychiatry (AFMC, Pune).
4. Dr. Dipesh Bhagabati, Retd. Professor Head, Dept. of Psychiatry, Gauhati Medical College and Hospital, Guwahati and Secretary State Mental Health Authority.
5. Representative of the Director of Health Services, State of Assam.
6. Shri Om Prakash Bagaria, Local Resident, C/o K. B. Stores, Main Road, Tezpur.
7. Mrs. Meenakshi Bhuyan, Social Worker, K.P. Memorial School, Porua Tiniali, Tezpur.
8. Md. Nazim Ahmed, Social Worker, Ex-Police Line, Tezpur.

# **GENERAL ADMINISTRATION**

## **Director**

Dr. S. K. Deuri, DPM (CIP, Ranchi University), MD (NIMHANS, Bangalore)

## **Medical Superintendent**

Dr. Anil Ch. Sarmah, MD (AMCH, Dibrugarh University)

## **Deputy Medical Superintendent I/C**

Dr. D. J. Chetia, MD (AMCH, Dibrugarh University)

## **Controller of Examinations**

Dr. K. Pathak, MD (GMCH, Gauhati University), MPS(IIPS, Mumbai)

## **Assistant Medical Superintendent**

Dr. K. K. Tamuli, DNB (LGBRIMH, Tezpur)

## **Chief Finance & Accounts Officer**

Mr. J. K. Sarmah, BA (SOGE)

## **Senior Accounts Officer**

Mr. Ujjal Tarafdar, B. Com (SOGE)

## **Administrative Officer**

Mr. Tapan Mohanta, MA

## ACADEMIC SECTION

The Institute started various academic programs in the field of mental health and allied sciences with an objective to increase the mental health professionals in the country. The academic departments were established in the year 1998 and the first academic programme got underway in 2001 in the form of Diploma in Psychiatric Nursing.

Academic courses offered by the Institute in the field of mental health and behavioral sciences are:

- MD (Psychiatry)
- M. Sc. Nursing (Psychiatric Nursing)
- Diploma in Psychiatric Nursing (DPN)
- M. Phil (Psychiatric Social Work)
- M. Phil (Clinical Psychology)
- Ph. D. (Psychiatric Social Work)
- Ph. D. (Psychiatric Nursing)

Teaching modalities of the academic courses are mainly in the form of class room lectures by the faculty and presentation by the students. Apart from this, Guest Lecture, Workshops and Seminars by visiting faculty are also periodically organised. (Annexure – II)

The Institute is also identified as a centre for providing short-term exposure training in mental health for both medical and non-medical students of educational institutions from different parts of the country.

### Academic Calendar:

The current annual report includes information about the students enrolled and completed the course in the academic session 2017-18 (Annexure – I).

From the session **2017-18**, the entrance examinations for admission into different academic affiliated courses are conducted by the Gauhati University through GU-RET.

# DEPARTMENT OF PSYCHIATRY

## Introduction

The Department of Psychiatry was established in 1998 to provide better psychiatric care services and to produce manpower in the field of Psychiatry. The Department introduced the MD course in Psychiatry in 2010 with two seats which were increased to 7 in the year 2017 by MCI.

The trainees are involved in academic activities like seminar, case conference, journal club, short topic discussion, theory classes and clinical activities like OPD services and ward rounds. All activities are supervised by the faculty of the department.

The faculty and the resident doctors of the Department not only provide services at indoor, outdoor and community extension clinics, but are also engaged in various consultancy activities organised by different governmental and non-governmental organizations.

## Faculty

Post	Name	Qualification
Professor Director	Dr. S. K. Deuri	DPM (CIP, Ranchi University), MD (NIMHANS, Bangalore)
Professor and Head	Dr.(Mrs.) Aparajeeta Baruah	MD (Gauhati University)
Professor	Dr. Kangkan Pathak	MD (Gauhati University), MPS (IIPS, Mumbai)
Associate Professor	Dr. K. N. Kalita	MD (Gauhati University), PGDHHM (IGNOU), CRM (IIPH, Gandhinagar)
Associate Professor	Dr. Dhrubajyoti Chetia	MD (Dibrugarh University)
Assistant Professor	Dr. Soumik Sengupta	MD (Gauhati University)
Assistant Professor	Dr. Vijay Gogoi	MD (Dibrugarh University)
Assistant Professor	Dr. Bondona Timungpi	MD (Assam University)
Assistant Professor	Dr. Subhashish Nath	MD (Assam University)
Assistant Professor	Dr. Kushal Tamuli	DPM(Dibrugarh University), DNB ( NBE New Delhi)
Assistant Professor (in service till January 2018 )	Dr. Abhijit Kalita	MD (Dibrugarh University)
Assistant Professor	Dr. Hemanta Dutta	MD (SSUHS, Guwahati)
Assistant Professor	Dr. Kunal Deb	MD (SSUHS, Guwahati)



## Services

There are three types of clinical services provided by the institute i.e. General Psychiatry, Special Clinics and Community Extension Services. The total number of patients seen at each of the services during the session 2017-18 is given below:

	2017-18	2016-17	2015-16
<b>General Psychiatry</b>			
OPD	120958	111528	108835
New Cases	36620	19178	18819
Old Cases	84338	92350	90016
Inpatients	1726	1849	1812
<b>Community Extension Service</b>			
New Cases	161	158	224
Old Cases	6292	5202	6442

## Academic Activities

1. Regular academic activities like Seminar, Journal Club, Short Topic discussion and Case Conferences are held.
2. MD final examination was held from 23rd May to 4th June, 2017. One student appeared for the final examination and had cleared the course.
3. A quiz competition was organised by Unit-II at Indoor on Indian Psychiatry for all groups of students. Prizes were distributed to the winners.
4. Academic Committee Meeting was held at the Directors Conference hall, at LGBRIMH on 7<sup>th</sup> July, 2017.
5. A meeting of Scientific Advisory Committee of LGBRIMH held at New Academic Building, Seminar Hall on 7<sup>th</sup> December, 2017.
6. A meeting of Ethics Committee of LGBRIMH held at New Academic Building, Seminar Hall on 18<sup>th</sup> December, 2017.
7. Academic Committee Meeting was held at the Directors Conference hall, at LGBRIMH on 1<sup>th</sup> February, 2018.

## Exposure Training

MD students from the Department were posted at the following centers for exposure training:

Sl. No.	Name of the School / University	Name of Students	Duration
1.	Tezpur Medical College & Hospital, Tezpur	Dr. Bipul Sharma	16 <sup>th</sup> June to 15 <sup>th</sup> July, 2017
2.	NIMHANS, Bangalore	Dr. Bikram Sutradhar	1 <sup>st</sup> September to 31 <sup>st</sup> October, 2017
3.	Gauhati Medical College & Hospital, Guwahati	Dr. Bipul Sharma	1 <sup>st</sup> to 31 <sup>st</sup> August, 2017

## Visiting Students

Students from other institutions are provided the opportunity to undergo exposure training in the department.

Sl. No.	Name of the School / University	Number of Students	Duration
1.	Dr. J.K. Saikia Homoeopathic Medical College and Hospital, Jorhat	42	5 <sup>th</sup> to 10 <sup>th</sup> June, 2017
2.	Final year BAMS students from Govt. Ayurvedic College, Guwahati	37	10 <sup>th</sup> to 12 <sup>th</sup> July, 2017
3.	Sahid Jadav Nath Homoeopathic Medical College and Hospital, Guwahati	22	28 <sup>th</sup> to 31 <sup>st</sup> August, 2017
4.	Dr. J.K. Saikia Homoeopathic Medical College and Hospital, Jorhat	19	4 <sup>th</sup> to 9 <sup>th</sup> December, 2017
5.	Sahid Jadav Nat h Homoeopathic Medical College and Hospital, Guwahati	16	17 <sup>th</sup> to 20 <sup>th</sup> January, 2018

## External Examinership

- Dr. K. N. Kalita, Associate Professor of Psychiatry, attended as an External Examiner for DNB Practical Examination in Base Hospital, New Delhi from 11<sup>th</sup> to 13<sup>th</sup> May, 2017.

- Dr. K. Pathak, Associate Professor of Psychiatry, attended as an External Examiner for the practical examination of PG degree / Diploma examination, May, 2017, in SMC, Silchar on 23<sup>rd</sup> & 24<sup>th</sup> May, 2017.
- Dr. K. Pathak, Associate Professor of Psychiatry, attended as an Assessor of Theory Paper of DNB examination at NBE, Dwarka office New Delhi from 3<sup>rd</sup> to 6<sup>th</sup> July, 2017.
- Dr. K. Pathak, Professor of Psychiatry, was an evaluator for the DNB theory paper examination at New Delhi, from 3<sup>rd</sup> to 4<sup>th</sup> July, 2017.

**Research Proposals by Faculty Members, Senior Residents and students are as follows**

Principal Investigator	Research Proposals
Dr. Bikram Sutradhar	A Clinical study of psychiatric comorbidity and deliberate self-harm in alcohol dependent patients: An observational study.

**Research Publication, Presentation and Related Activities**

Authors	Title of Publication	Journals / Books etc	Year of publication
Dr. S. Rehman, Dr. K. N. Kalita, Dr. Aparajeeta Baruah	A hospital based cross sectional study on co-morbid psychiatric problems in persons with epilepsy from north eastern part of India	International Journal of Epilepsy	Jan-June 2017
Dr. D. J. Chetia	Neuroimaging in Autism Spectrum Disorders	Autism Spectrum Disorder Present and Future Scientific Update 2017	2017

**Seminars/Conferences/Workshops Attended outside the Institute**

- Dr. Abhijit Kalita, Assistant Professor of Psychiatry, was the resource person for a lecture programme on the topic “Old Age and Mental Health Issues” at Binapani Natya Mandir, Biswanath Chariali on 21<sup>st</sup> April, 2017.
- Dr. Vijay Gogoi, Assistant Professor of Psychiatry, was the resource person for a lecture programme on the topic “Training programme on various aspects of the Juvenile Justice (Care and Protection of Children) Act, 2015 ” at Office of the District Legal Services Authority, Sonitpur, Tezpur on 29<sup>th</sup> April, 2017.

- Dr. Vijay Gogoi, Assistant Professor of Psychiatry, and Dr. Kunal Deb, Senior Resident, attended an awareness meeting as Resource Person on International Day against Drug Abuse and Illicit Trafficking on 3<sup>rd</sup> July, 2017 at Gotlong, Sonitpur.
- The senior residents from three units attended a health check up camp for differently abled persons organised by DLSA Sonitpur on 21<sup>st</sup> September, 2017 at Haleswar, Tezpur.
- Dr. S.K. Deuri, Director, attended State Level Annual Conference of IPS, Assam Branch at Jorhat on 7<sup>th</sup> and 8<sup>th</sup> October, 2017.
- Dr. D.J. Chetia, Associate Professor of Psychiatry, Dr. S. Sengupta, Assistant Professor of Psychiatry and Dr. V. Gogoi, Assistant Professor of Psychiatry attended State Level Conference of Assam Branch of IPS on 7<sup>th</sup> and 8<sup>th</sup> October, 2017 at Jorhat.
- Dr. S. Sengupta, Assistant Professor of Psychiatry, was a resource person for a CME programme on 25<sup>th</sup> October, 2017 organised by SSB, Salonibari, on Alcohol Dependence Syndrome.
- Dr. K. Pathak, Professor, attended a meeting on inclusion of medicines under NMHP organised by the Ministry of Health & Family Welfare in New Delhi on 29<sup>th</sup> October, 2017.
- Dr. S. K. Deuri, Director, attended and chaired a session at the Conference of Indian Association of Social Psychiatry, organised at Guwahati from 17<sup>th</sup> to 19<sup>th</sup> November, 2017.
- Dr. D. J. Chetia, Associate Professor of Psychiatry, was invited as a Guest Speaker in the National Conference on “Social Psychiatry” organized at Guwahati from 17<sup>th</sup> to 19<sup>th</sup> November, 2017. Dr. K. Tamuli also participated in the conference.
- Dr. D. J. Chetia, Associate Professor of Psychiatry and Dr. S. Sengupta, Assistant Professor of Psychiatry attended the National Consultation to discuss the rules and regulations framed under the Mental Healthcare Act 2017 on 11<sup>th</sup> December, 2017 at Nirman Bhawan , New Delhi.
- Dr. S. Nath, Assistant Professor of Psychiatry, attended the Medical Board of Health Services at the Joint Director Office of Health services, Tezpur on 18<sup>th</sup> January, 2018.

# DEPARTMENT OF PSYCHIATRIC NURSING

## Introduction

The department of Psychiatric Nursing was started in the year 1998 for enhancing professional training in the field of Psychiatric nursing. In view of this, the department is presently running three courses in Psychiatric Nursing, i.e. - Diploma and M.Sc. in Psychiatric Nursing and Ph.D. Diploma in Psychiatric Nursing is a one year course with intake of 30 trainees deputed from all of the eight North Eastern states. M. Sc Nursing (Psychiatric Nursing) is a two year full time course with an intake of 12 students. Ph. D. in Psychiatric Nursing is a full time course with an intake of 2 students. Besides the regular courses, exposure students (i.e. GNM, Post basic B.Sc., B. Sc Nursing, and M.Sc. Nursing) from different institutions of the North Eastern region and other states were posted in the Institute under the Department of psychiatric nursing throughout the year.

The Department of Psychiatric Nursing conducts various clinical, academic and research activities within as well as outside the institute.

## Faculty and Clinical Supervisory Personnel

Post	Name	Qualification
Professor and Head	Dr. Arunjyoti Baruah	M. Sc. in Psychiatric Nursing (NIMHANS, Bangalore), M. Sc. in Psychology (Gauhati University), M. Phil Nursing (MAHE, Manipal) , Ph.D. in Psychiatric Nursing (National Ph.D. consortium by Indian Nursing Council, RGUHS)
Nursing Tutor	Dr. Nurnahar Ahmed	M. Sc. in Psychiatric Nursing (Gauhati University), Ph.D. in Psychiatric Nursing (National Ph.D. consortium by Indian Nursing Council, RGUHS)
Nursing Tutor	Ms. Pratima Hainary	Post Basic B. Sc. Nursing (CMC, Vellore), DPN (CIP, Ranchi University)
Nursing Tutor	Ms. Subhra Sarkar	M. Sc. in Nursing (Psychiatric Nursing) (Gauhati University)

## Academic Activities

- Final examinations of M.Sc. Nursing (Psychiatric Nursing) 1<sup>st</sup> and 2<sup>nd</sup> year and DPN were held from 3<sup>rd</sup> to 12<sup>th</sup> April, 2017.
- The results of the final examination of M.Sc. Nursing (Psychiatric Nursing) 1<sup>st</sup> and 2<sup>nd</sup> year were

declared on 16<sup>th</sup> May, 2017. A total number of 12 students from 1<sup>st</sup> year and 9 students from 2<sup>nd</sup> year appeared for the final examination. All the students successfully cleared the examination.

- The result of the final examination of DPN was declared on 19<sup>th</sup> May, 2017. A total number of 6 students appeared in the examination and all of them were successful in clearing the examination.
- The first Ph. D. Nursing (Psychiatric Nursing) was introduced in this year. Two research scholars were admitted to the first batch of the Ph. D. program.
- Admission to the 1<sup>st</sup> batch of Ph. D. Nursing (Psychiatric Nursing) was completed with a total admission of 2 scholars. Admission to the eleventh batch of M.Sc. Nursing (Psychiatric Nursing) for the session 2017-19 was completed. A total of 12 candidates were admitted to the course. A new batch of 3 students was admitted under DPN course.

### External Examinership

- Dr. Arunjyoti Baruah, Professor and Head was an external examiner -
  - DPN examinations held on 29<sup>th</sup> April, 2017 at CIP, Ranchi.
  - examination of M.Sc. Nursing, on 25<sup>th</sup> to 27<sup>th</sup> May, 2017 at AIIMS College of Nursing, New Delhi.
  - examination of M.Sc. Nursing from 19<sup>th</sup> to 21<sup>st</sup> July, 2017 at Government College of Nursing West Bengal University of Health Sciences.
  - Ph. D. viva-voce on 5<sup>th</sup> August, 2017 at Bangalore under National Ph. D. Consortium, Indian Nursing Council.
  - Ph. D. viva-voce on 18<sup>th</sup> August, 2017 at Guwahati under Srimanta Sankardeva University of Health Sciences, Guwahati.
  - M.Sc. Nursing examination held from 13<sup>th</sup> to 14<sup>th</sup> November, 2017 at Regional College of Nursing, Guwahati.
- Dr. Nurnahar Ahmed was an external examiner for examination of M.Sc. Nursing held on 23<sup>rd</sup> August, 2017 at the College of Nursing, Command hospital, West Bengal University of Health Sciences.

### Exposure Training

- Twelve (12) M.Sc. Nursing (Psychiatric Nursing) 2<sup>nd</sup> year students and 3 DPN students visited Sanjeevani, Tezpur, on 15<sup>th</sup> December, 2017.
- Ten (10) 1<sup>st</sup> year M.Sc. Nursing (Psychiatric Nursing) students and 3 DPN students visited Tezpur Mohila Samiti, Tezpur, on 8<sup>th</sup> January, 2018.
- Eleven (11) 2<sup>nd</sup> year M.Sc. Nursing (Psychiatric Nursing) students and 3 DPN students visited DDRC, Tezpur, on 27<sup>th</sup> February, 2018.
- Ten (10) 1<sup>st</sup> year M.Sc. Nursing (Psychiatric Nursing) students were posted in the Neurology and ICU Department at Gauhati Medical College and Hospital, Guwahati in two batches from 5<sup>th</sup> February to 5<sup>th</sup> March, 2018.
- Ten (10) 1<sup>st</sup> year M.Sc. Nursing (Psychiatric Nursing) students were posted at Bihaguri PHC from 5<sup>th</sup> February to 5<sup>th</sup> March, 2018. Health education on the topic Mental Illness, Mental Hygiene etc. was given to the community.
- Eleven (11) 2<sup>nd</sup> year M.Sc. Nursing (Psychiatric Nursing) students were posted at Kanaklata Civil Hospital, Tezpur, for six days in the Post Natal Ward from 12<sup>th</sup> to 17<sup>th</sup> March, 2018.

### Visiting Students

Nursing students from various institutions who visited LGBRIMH throughout the year are listed below:

Sl. No.	Name of the School / University	Number of Students
1.	2 <sup>nd</sup> Year GNM students from School of Nursing, RDO, Manipur	20
2.	2 <sup>nd</sup> year M. Sc. Nursing students from College of Nursing, NRS Medical College and Hospital, Kolkata.	04
3.	2 <sup>nd</sup> Year GNM students from School of Nursing, Christian Medical Centre, Jorhat.	11
4.	3 <sup>rd</sup> Year B. Sc. Nursing students from RDO, Manipur	23
5.	3 <sup>rd</sup> Year B. Sc. Nursing students from Regional College of Nursing, Guwahati	49
6.	2 <sup>nd</sup> Year GNM students from Arunachal State Nursing School, Naharlagun, Arunachal Pradesh	32
7.	2 <sup>nd</sup> Year GNM students from St. Augustine School of Nursing, Chapaguri, Chirang	32

8.	2 <sup>nd</sup> Year GNM students from School of Nursing, Borrows Memorial Christian Hospital, Alipur	18
9.	2 <sup>nd</sup> Year GNM students from School of Nursing, Bethesda, Manipur	40
10.	2 <sup>nd</sup> Year GNM students from School of Nursing, CPMS, Guwahati	58
11.	3 <sup>rd</sup> Year B. Sc. students from College of Nursing, Digboi, Assam	30
12.	M. Sc. Nursing 1 <sup>st</sup> year students from College of Nursing, R. G. Kar Medical College and Hospital, Kolkata.	5
13.	2 <sup>nd</sup> Year GNM students from NEPNI School of Nursing, Guwahati	22
14.	2 <sup>nd</sup> Year GNM students from School of Nursing, Baptist Christian Hospital, Tezpur	30
15.	2 <sup>nd</sup> Year GNM students from Govt. School of Nursing, Goalpara, Assam	13
16.	2 <sup>nd</sup> Year GNM students from School of Nursing, International Hospital, Guwahati	39
17.	1 <sup>st</sup> year M. Sc. Nursing students from College of Nursing, Medical College and Hospital, Kolkata.	05
18.	2 <sup>nd</sup> Year GNM students from Down Town School of Nursing, Guwahati	35
19.	2 <sup>nd</sup> Year GNM students from School of Nursing, Porompat, Manipur	11
20.	1 <sup>st</sup> year M.Sc. Nursing students from Army Institute of Nursing , Guwahati	2
21.	2 <sup>nd</sup> year M. Sc. Nursing students from Regional College of Nursing, Guwahati.	5
22.	2 <sup>nd</sup> Year GNM students from Hayat College of Nursing, Guwahati	12
23.	2 <sup>nd</sup> Year GNM students from School of Nursing, Dispur Hospital, Guwahati	31
24.	2 <sup>nd</sup> Year GNM students from School of Nursing, HAMM, Hojai	31
25.	2 <sup>nd</sup> Year Post Basic B. Sc. Students from College of Nursing, North Bengal Medical College and Hospital, Darjeeling, West Bengal	20
26.	2 <sup>nd</sup> Year Post Basic B. Sc. Students from College of Nursing, North Bengal Medical College and Hospital, Darjeeling	20
27.	2 <sup>nd</sup> Year GNM students from Govt. GNM School of Nursing, Daporijo, Arunachal Pradesh.	15
28.	2 <sup>nd</sup> GNM students from R. K. Mission School of Nursing, Itanagar, Arunachal Pradesh.	26
29.	2 <sup>nd</sup> Year GNM Students from School of Nursing, Borgang Catholic Hospital, Borgang	21



30.	1 <sup>st</sup> Year M.Sc. Nursing students from R. G. Kar College of Nursing, Kolkata	4
31.	3 <sup>rd</sup> Year B. Sc. Mizoram College of Nursing, Aizawl	30
32.	2 <sup>nd</sup> year GNM students from College of Nursing, CIHSR, Dimapur	28
33.	1 <sup>st</sup> year M.Sc. SSKM, West Bengal Govt. CON, Kolkata	08
34.	3 <sup>rd</sup> Year B. Sc. Christian Institute of Health Sciences & Research, CON, Dimapur	30
35.	3 <sup>rd</sup> Year B. Sc. students from College of Nursing, RIPAN, Aizwal	38
36.	2 <sup>nd</sup> Year Post Basic B. Sc. students from College of Nursing, CIHSR, Dimapur	19
37.	3 <sup>rd</sup> Year B. Sc. students from Regional College of Nursing, Guwahati	57

## Dissertations

Second year M. Sc. Nursing students have submitted the following dissertations to Gauhati University

Name of trainee	Dissertation topic	Guide- Co- Guide
Ellora Das	A descriptive study to assess the knowledge regarding health hazards of Alcohol Use and Motivational Level among the persons admitted in DDC LGBRIMH	Dr. Arunjyoti Baruah
Sadhana Baishya	A descriptive study on psychological distress among menopausal women in neighboring rural community of Tezpur, Assam.	Dr. Nurnahar Ahmed
Jeslyne June Wahlang	A pre -experimental study to find the effectiveness of recreational Nursing Intervention on Self Esteem and subjective well being of the patients admitted at LGBRIMH, Tezpur	Dr. Nurnahar Ahmed
Mousumi Bonia	A s study to assess the presence of somatic symptoms and burnout among the Nursing personnel	Dr. Arunjyoti Baruah
Hemam Nilima Devi	Attitude towards treatment in persons with schizophrenia and mood disorders	Dr. Nurnahar Ahmed
Pinki Kumar	Medication side effects among patients receiving atypical and typical antipsychotic of inpatient department at LGBRIMH, Tezpur.	Dr. Arunjyoti Baruah
Tanmaya Deka	Assessment of perceived expressed emotion and social support in persons with Schizophrenia	Dr. Arunjyoti Baruah
Mutum Luxmi Devi	Retrospective evidenced based assessment of nursing needs in patients with Mental Illness admitted at LGBRIMH, Tezpur	Dr. Nurnahar Ahmed

L Iris Devi	A descriptive study to assess the awareness of mental illness in selected rural areas of Sonitpur District	Dr. Nurnahar Ahmed
Abida Ahmed	A pre-experimental study on effectiveness of nursing informatics skill development program among nursing personnel in LGBRIMH, Tezpur	Dr. Nurnahar Ahmed
Tanaya Deka	Assessment of selected cognitive functions deficit in patients with Schizophrenia	Dr. Arunjyoti Baruah

## Clinical Services

Outdoor & Indoor: Clinical and consultation services at OPD and indoor are provided from the Department of Psychiatric Nursing. The activities carried are given below:

Service Setting	Activity	Number
OPD	Group psycho-education	151
	Individual counseling/ psycho-education	1097
	Family Nursing intervention (counselling/psycho-education)	1717
	Detailed case assessment/screening	3840
	Admission counseling	76
	Discharge counseling	85
Indoor	ECT Nursing care (pre, during & post)	2255
	Group activity/skill training	272
	Individual counseling	463
	Pre-discharge Counselling/ psycho-education	534
	Special Nursing Care	103
	Activity scheduling/ADL training	133
	Nursing care review	215
	Patient development program	6
Community	Group psycho-education in community extension clinic	35
	Mental Health Education	62
	Family Nursing Assessment	226

## Community Services

- The students and faculty of the Department of Psychiatric Nursing attended the community extension clinic at Sootea, Jakhalabandha, and Missionaries of Charity, Tezpur. Psychoeducation and health talk were given to the patients and their family members.
- 2<sup>nd</sup> and 1<sup>st</sup> year M.Sc. Nursing students, DPN students along with the faculty conducted community Mental Health Programme in Dolabari under Bihaguri PHC from 6<sup>th</sup> November to 24<sup>th</sup> December, 2017. Health education was given to the community M.Sc. Nursing students along with the faculty from the department.
- M.Sc. Nursing students and the faculty conducted community mental health programme in sub centre of Anganwadi Centres under Bihaguri PHC from 5<sup>th</sup> February to 5<sup>th</sup> March, 2018. Health education was given to the community.

## Seminar/Conference/Workshops/Classes Organised by the Department

- Dr. Sandhya Gupta, Senior Lecturer, College of Nursing, AIIMS, New Delhi & Dr. Krishna Das, Professor, Regional College of Nursing, Guwahati, were the resource persons for the workshop on “Nursing Research, Analysis and Theory Development” organised by Department of Psychiatric Nursing on 16<sup>th</sup> and 17<sup>th</sup> February, 2018 respectively.



*Dr. Sandhya Gupta as a resource person for the workshop on “Nursing Research, Analysis and Theory Development”*

- Dr. K. Reddamma, Nodal Officer, National Consortium for Ph. D. in Nursing, Bengaluru, Dr. Hiranya Saikia, Senior Lecturer, Statistics, Assam Medical College and Hospital, Dibrugarh and Dr. Nurnahar Ahmed, Nursing Tutor LGBRIMH, were the resource persons, in a three day workshop on “Understanding Statistics and Research Methodologies Towards Scientific Research Approach” from 26<sup>th</sup> to 28<sup>th</sup> March, 2018.



*Dr. K. Reddamma and Dr. Hiranya Saikia as resource persons in the workshop on “Understanding Statistics and Research Methodologies Towards Scientific Research Approach”*

### **Meetings/conference attended/Paper presentation/Chairpersons**

- Ms. Pratima Hainary, Nursing Tutor attended the Internal Ethics Committee meeting of Baptist Christian Hospital, Tezpur on 21<sup>st</sup> May, 2017 at Tezpur.
- Ms. Pratima Hainary, Nursing Tutor, was the Chief Guest in the World Schizophrenia Day, 2017 on 24<sup>th</sup> May, 2017 at Ex-Police Line, Tezpur organised by Atmikha NGO and INCENSE, Tezpur.
- Dr. Arunjyoti Baruah, Professor and Head, was a member of the Ethics Committee meeting of Army Institute of Nursing, Guwahati on 31<sup>st</sup> May, 2017 at Guwahati.
- Dr. Arunjyoti Baruah, Professor and Head and Ms. Pratima Hainary, Nursing Tutor, Mrs. Gita Deka and Mrs. Manjuma Hazarika, Staff Nurse and six M. Sc. Nursing 2<sup>nd</sup> year students attended the 2<sup>nd</sup> National Conference, 2017 on the theme “Knowing Research Basics: The path towards quality education, administration and practice” at College of Nursing, NEIGRIHMS, Shillong from 27<sup>th</sup> to 29<sup>th</sup> July, 2017. Dr. Arunjyoti Baruah presented a plenary paper as resource person on “Assessing Measurement Quality Quantitative Studies”.

- Three 2<sup>nd</sup> year M.Sc. nursing students attended the 27<sup>th</sup> Annual Assam State Conference of Indian Psychiatric Society on “Autism Spectrum Disorder – Present and Past” on 8<sup>th</sup> and 9<sup>th</sup> October, 2017 at Kaziranga.

The following students presented scientific paper at the conference:

- Deepshikha Boruah, presented a scientific paper on “Factors associated with psychiatric admission in a tertiary mental health care setup of Assam”.
  - Subhra Bhowmik, 2<sup>nd</sup> year M.Sc. nursing student, presented a scientific paper on “Relationship of assertive behavior, self esteem and academic performance among adolescents”
  - Ranju Jaishi, 2<sup>nd</sup> year M.Sc. nursing student presented a scientific paper on “Self efficiency and psychiatric problems of family members of persons with mental illness”.
- Dr. Arunjyoti Baruah, Professor and Head, Ms. Biyola Baruah, Staff Nurse and M.Sc. Nursing 1<sup>st</sup> and 2<sup>nd</sup> year students attended the 38<sup>th</sup> SNA and TNAI Conference on the theme “Empowering Nurses Through Advance Technology” from 13<sup>th</sup> to 14<sup>th</sup> October, 2017 at Mangaldoi. Dr. Arunjyoti Baruah unfolded the theme “Empowering Nurses through Advance Technology”. Mrs. Biyola Baruah was a panelist in a panel discussion on the topic “Challenges in Nursing Profession.”
  - Dr. Arunjyoti Baruah, Professor and Head, attended a meeting on Development of Nurse Practitioner Act, as an expert member at Indian Nursing Council, New Delhi 11<sup>th</sup> January, 2018.
  - Ms. Ch. Padmini Roy, Ph. D. scholar, attended the National Seminar on the topic “Striving for Excellence: Promoting Scientific Writing and publication Ethics” on 11<sup>th</sup> January, 2018 at Gauhati Medical College and Hospital, Guwahati.
  - Seven M. Sc. Nursing (Psychiatric Nursing) students attended a CME on the topic “Geriatric Care and Social Responsibility” organised by International Journal of Health Research and Medico-Legal Practice on 27<sup>th</sup> January, 2018 at Gauhati Medical College and Hospital, Guwahati.
  - Dr. Arunjyoti Baruah, Professor and Head, Ms. Pratima Hainary and Dr. Nurnahar Ahmed, Nursing Tutor, Ms. Biyola Baruah, Staff Nurse, five Ward Sisters, 20 Nursing Staff and six M. Sc. Nursing students attended a CNE on “Ethics in quality nursing care” at Baptist Christian Hospital, Tezpur on 15<sup>th</sup> February, 2018. Dr. Arunjyoti Baruah was the resource person and delivered a lecture on the theme. Mrs. Biyola Baruah was a panelist in a panel discussion on the topic “Nursing Education to Improve Quality Nursing Care”

- Dr. Arunjyoti Baruah, Professor and Head, Ms. Pratima Hainary and Ms. Subhra Sarkar, Nursing Tutor, two Ph. D. Scholars and one Nursing Staff attended the 17<sup>th</sup> Annual Conference of ISPN on the theme “Liasion Psychiatry: Nurse Role at Faculty of Nursing” at SGT University, Budhera, Gurugram, Haryana from 9<sup>th</sup> to 12<sup>th</sup> March, 2018. Dr. Arunjyoti Baruah was the resource person for a plenary session on the topic “Issues and Challenges in Liaison Psychiatric Nursing”.

The following nursing staff and students presented scientific paper at the conference:

- Ms. Ch. Padmini Roy, Ph. D. Scholar, presented a scientific paper on “Knowledge and attitude towards mental illness among ANM and ASHA Workers”.
- Ms. Angshu Lama, Ph. D. Scholar, presented a scientific paper on “A descriptive study to assess the prevalence of depression and anxiety among person with tuberculosis under treatment at Tezpur – A liaison approach in mental health”.

### Publications

Authors	Title of Publication	Journals / Books etc	Year of publication
Angshu Lama & Dr. Arunjyoti Baruah	“Medication adherence and its association with subjective wellbeing among persons with Schizophrenia: Descriptive trial from Assam.”	Nursing Journal of India	June, 2017
Dr. Nurnahar Ahmed	Awareness about mental illness among the family members of persons with mental illness in a selected district of Assam	Indian Journal of Social Psychiatry	33(2):171-176, 2017

### Other Activities

- International Nurses Day was celebrated in the Institute. Mrs. Pushpita Chakravorty, Principal, International College of Nursing, Guwahati, unfolded the theme “Nurse: A Voice to Lead-Achieving the Sustainable Development Goals”. Dr. A. C. Sarmah, Medical Superintendent, LGBRIMH,

Tezpur, delivered the speech on the theme. Poster and extempore speech were organised among the nursing personnel of the Institute.



*International Nurses Day Celebration*

- 2<sup>nd</sup> year M. Sc. Nursing (Psychiatric Nursing) students and DPN students organised recreational activities and competitions among patients as a part of patient development programme at Indoor Club.

### **Achievements**

- Mrs. Nurnahar Ahmed, Nursing Tutor, completed her Ph. D in Psychiatric Nursing on 5<sup>th</sup> August, 2017 from National Ph. D. Consortium in Nursing, by Indian Nursing Council under the guidance of Dr. Arunjyoti Baruah. She is the first Ph. D. Scholar to complete under the guidance of Institute Ph. D. guide.
- Dr. Arunjyoti Baruah has been nominated to be the Advisory Committee member of Indian Journal of Continuing Nursing Education.

# **DEPARTMENT OF PSYCHIATRIC SOCIAL WORK**

## **Introduction**

The Department of Psychiatric Social Work came into being with the appointment of a faculty in Psychiatric Social Work in 1998 by the Board of Administration (BoA) under the Govt. Assam, in pursuance of the recommendations of the Supreme Court orders for up-gradation of the Institute for initiating various services and teaching program in Mental Health at the Institute.

The primary focus for the department then was initiating socially relevant services at the hospital, rehabilitation of long stay patients and planning for various academic training programs in Mental Health including the training of Psychiatric Social Work personnel. The academic training got underway in 2009 with the commencement of M Phil course in Psychiatric Social Work under the affiliation of Gauhati University. The intake capacity for M Phil in Psychiatric Social Work has increased from 2 to 6 seats.

The Department has grown to have four (4) faculty members and five (5) Psychiatric Social Workers. The department has twelve (12) M Phil students, inclusive of first and second years. The Department was recognized to start the full –time programme for Ph. D. in October, 2017. The full-time Ph. D. program got underway with three (3) scholars taking admission in the month of October 2017, on their selection in the GU-RET Examination of Gauhati University. The department also has seven (7) part time Ph. D. scholars under the guidance of the recognized faculty members.

At the clinical front, the department undertakes net- working services and initiatives across the society for the welfare and well-being of persons with mental health problems apart from providing socially oriented clinical services at the Institute. The Department is also actively involved in the reintegration of mentally ill persons who are homeless. The Department offers consultancy services to both governmental and non-governmental sectors.

## **Faculty and Clinical Supervisory Personnel**

<b>Post</b>	<b>Name</b>	<b>Qualification</b>
Head & Professor	Dr. Sonia Pereira Deuri	MSW (School of Social Work, Mangalore University), M. Phil,(PSW -NIMHANS), Ph. D. (Mizoram University)
Associate Professor	Dr. Sobhana H.	MSW (Rajagiri School of Social Sciences, MG University), M Phil, Ph. D. (PSW-NIMHANS) , Post-Doctoral Fellowship (University of Florida, USA)



Assistant Professor	Dr. Arif Ali	MSW (AMU-Aligarh), M Phil, (PSW-CIP, Ranchi University), Ph.D (RINPAS-Ranchi University)
Assistant Professor	Dr. I. Banerjee	MSW (M. G. Kashi Vidyapeeth, Varanashi), M Phil, (PSW-CIP, Ranchi University) Ph. D. (M. G. Kashi Vidyapeeth, Varanasi)
Psychiatric Social Worker	Ms. Buli Nag Daimari	MSW (Mizoram University), M Phil, (PSW - NIMHANS )
Psychiatric Social Worker	Ms. Sabana Nasrin Islam	MSW (Dibrugarh University), M.Phil (LGBRIMH, Gauhati University)
Psychiatric Social Worker	Ms. Marinella Meribeni Humtsoe	MSW (Dibrugarh University), M.Phil (LGBRIMH, Gauhati University)

**Academic and other related activities**

- The academic year for the batch admitted in 2016-17, ended with the Final examination from 1<sup>st</sup> to 12<sup>th</sup> April, 2017 for 1<sup>st</sup> and 2<sup>nd</sup> year M. Phil trainees under the Gauhati University. All the trainees cleared their first year and second year examination. Prior to the finals, during their academic year both the first and second year students of M. Phil gave three internal examinations along with a model examination.
- The new academic session was shifted to October for all the non-medical Courses in Mental Health at LGBRIMH.
- The second year trainees continued their clinical posting in Adult Psychiatry, Rehabilitation Services and Family Therapy Centre in the Institute and actively continued their dissertation preparation.
- They were posted for specialized exposure posting to the Department of Psychiatric Social Work in NIMHANS, Bengaluru for clinical exposure in Child and Adolescent Psychiatry, De-addiction Psychiatry and Psychiatric Social Work Neuro Services in the months of September to October, 2017. An exposure to general hospital psychiatry was provided at the Department of Psychiatry at Guwahati Medical College, Guwahati from mid-November to first week of December, 2017.
- The department actively coordinated and liaised with the Academic Section for the GU-RET examination.
- Ph. D. program in Psychiatric Social Work got underway in the department for the first time from October, 2017. The department has three Gauhati University approved guides in the department and thereby, three seats were declared for the entrance examination for the session 2017-18. Three scholars were admitted as per the selection in the GU-RET, 2017 examinations.

- Ph. D. program in Psychiatric Social Work got underway in the department for the first time from October, 2017. The department has three Gauhati University approved guides in the department and thereby, three seats were declared for the entrance examination for the session 2017-18. Three scholars were admitted as per the selection in the GU-RET, 2017 examinations.
- The new batch of M Phil PSW trainees (six) joined in the month of October 2017 following the GU-RET conducted by Gauhati University for selection as per UGC 2016 recommendations.
- The M. Phil trainees underwent clinical posting during their first year in adult psychiatry and in specialized services of Psychosocial Services, Family Therapy and Rehabilitation services while the Ph. D. scholars were posted against the units for clinical and supervisory roles.
- Ph. D. scholars submitted their research protocols in February 2018 for scientific and ethical committee clearances.
- The department of PSW also shifted to the new academic building on the fourth floor, in the month of March, 2018.

### Thesis and Dissertations

The first year Ph. D. scholars presented the research protocol of their proposed thesis to the Scientific Review Committee and the Institute Ethics Committee. The titles for the studies are as follows:

Name of the Scholar	Title of Thesis	Guide
Debashree Bora	The effectiveness of psychiatric social work intervention in Women with depression	Dr. Sonia P. Deuri
Jefin Joseph	Development of stress management program for under graduate university students	Dr Sobhana H
Nilesh Gujar Maruti	Resilience based intervention in children of persons with alcohol dependence syndrome	Dr. Arif Ali

1<sup>st</sup> year M. Phil trainees presented the research protocol of their proposed dissertations to the Scientific Review Committee and the Institute Ethics Committee. The titles for the studies are as follows:

Name of trainee	Dissertation topic	Guide/Co- Guide
Arunida Khumukcham	Psychosocial Problems and the Help Seeking Intentions among the School-Going Adolescents	Dr. Sonia P Deuri (Guide) & Dr. I Banerjee (Co- guide)

Ibanlumlin Diengdoh	Body Image, Romantic Relationship, Substance Use and Psychological Adjustment in college going students	Dr.Arif Ali (Guide) & Dr. I. Banerjee (Co- guide)
Monalisha Boruah	Stress, Resilience, Psychological and Social Wellbeing among the Transgender persons in Assam	Dr. Sobhana H (Guide) & Mrs. Buli Nag Daimari (Co- guide)
Rituporna Dhar	Psychiatric Disability in persons with Schizophrenia and Marital Adjustment in their spouses	Dr. Sonia P. Deuri (Guide) & Mrs.Buli Nag Daimari (Co-guide)
Mrinal Basumatary	Magico religious beliefs, stigma and help seeking behaviour among the care givers of persons with schizophrenia	Dr.Arif Ali(Guide) & Buli Nag Daimari (Co- guide)
Priyanka Saikia,	Psychosocial co-relates and wellbeing of women working in the beauty salon industry	Dr Sobhana H, (Guide) & Dr Indrajeet Banerjee(Co-guide)

The final year examinees of second year M. Phil, submitted their research dissertations for Board evaluation as per the partial requirement for M. Phil in Psychiatric Social Work. The titles for the studies were as follows:

Name of trainee	Dissertation topic	Guide- Co- Guide
Ms. Pomi Mahanta	‘Correlates of social and occupational functioning in Persons with Schizophrenia’	Dr. Sonia P. Deuri (Guide) and Dr. I. Banerjee ( Co-guide)
Ms. Smitakhi Mahanta	‘Resilience, mental health status, burden, and quality of life among family caregivers of persons with dementia’	Dr. Sobhana H (Guide)
Mr. Kelouletuo Keyho	‘Defense mechanism, personality traits and psychosocial functioning among school going adolescents’	Dr. Arif Ali (Guide) and Ms. Buli Nag Daimari (Co- guide)
Ms. Edlina Kerketta	‘Risk and protective factors, resilience, family functioning and mental health status of school going adolescents of tea tribes area’	Dr. Sonia P. Deuri (Guide) and Dr. Arif Ali (Co -Guide)
Ms. Ankita Dutta	‘Resilience, spiritual intelligence and perceived stress among persons with Schizophrenia’	Dr. Sobhana H (Guide)

## Exposure Training

Students of Masters Course in Social Work (MSW) from other institutions were provided exposure training in the Institute. Students from the following institutions underwent block placement training in the department under the supervision of the staff:

Total Number of Visiting Students for the financial year 2017 -2018			
Sl. No.	Name of the College / University	Posting Period	No. of Student
1	Karve Institute of Social Work, Dept. of Social Work	10-05-17 to 10-06-17	1
2	Department of Social Work, Bosco Institute, Jorhat	24-08-2017	34
3	Assam Don Bosco University, Guwahati Department of Social Work	04-10-17 to 30-10-17	6
4	Department of Social Work, Bosco Institute, Jorhat	04-10-17 to 30-10-17	11
5	Tata Institute of Social Science, Guwahati, Department of Social Work	16-09-2017	34
6	TISS, Mumbai	14-11-17 to 14-12-17	2
7	Yaswantrao Chavan School of Social Work, Maharashtra	12-12-17 to 13-01-18	2
8	Assam Don Bosco University, Assam Department of Social Work	19-02-18 to 20-03-18	2
9	Tezpur University, Tezpur, Department of Social Work	February'18 to May'18	2
10	Tezpur University, Tezpur Department of Social Work (Rini Gogoi)	Feb'18 to May '18	1
		<b>Total</b>	<b>95</b>

## Clinical Services

The clinical services at the OPD and Indoor are summarized below for the session 2017-18:

Clinical Services -RFD format -	<ul style="list-style-type: none"> <li>Individualized Psychosocial Services = <b>1492</b>( pre discharge counselling=400, MSE=251, MET=140, Psychoeducation=189, SST=32,RPT=25, CBT=5, Counselling=52, Behavioural intervention=11,Rehabilitation assessment/ referral=126, home visits=3, Others=258)</li> <li>Admission Counselling = <b>1323</b></li> <li>Discharge Counselling =<b>1325</b></li> </ul>
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- Family/Marital assessment/interventions/therapy (OP&IP) = **195**
- Disability Assessment = **68**
- Exposure training at institute= **36**
- Psychological care = **4136** (Screening=1969, Psychoeducation=287, brief education after screening=1596, counselling=71 , activity scheduling=9, rehabilitation assessment/referral=27, MET=13, behavioral interventions=2 , home visits=, school visit= , others=153)
  - Promotion of social skill and group work/ group activity=**128**
  - Individualised community integration effort = **441**
  - Liaison with NGO = **50**
  - Liaison with GO = **38**
  - Professional Development = **13**
  - Research activity = **12**

### External Examinership

- Dr. Sobhana H., Associate Professor, was the external examiner for examination of first year M. Phil Psychiatric Social Work for Ranchi University at CIP and RINPAS, Ranchi, on 26<sup>th</sup> and 27<sup>th</sup> April, 2017.

### Seminar/Conference/Workshop/Guest Lecture

#### Workshops Organised by the Department

- Dr. D. Muralidhar, Professor, Department of Psychiatric Social Work, NIMHANS, Bengaluru took a workshop on the topic “*Group Therapy As a medium of Interventions*” 29<sup>th</sup> August, 2017.



*Dr. D. Muralidhar as a resource person in the “Group Therapy As a medium of Interventions”*

- The Department observed the World Social Work Day on 20<sup>th</sup> March, 2018. On this occasion the Department organised tree plantation in the institute campus. The tree plantation programme was inaugurated by Dr. S K Deuri, Director, LGBRIMH, Tezpur. All the faculty members, staff and students of Psychiatry, Clinical Psychology, Psychiatric Nursing and Psychiatric Social Work departments participated in the tree plantation programme. On this occasion the department also exhibited the drawings of indoor patients in the new academic building. The day ended with a departmental programme.



*Observed of World Social Work Day*

### **Consultative and Liaison Services**

The department faculty and psychiatric social workers provide consultative services to the following centres and organisations in the community.

1. Joint Director of Health Services, Tezpur
2. Chief Judicial Magistrate of Sonitpur, Tezpur
3. District Disability Rehabilitation Centre twice a month
4. ASACS, Guwahati and Sneh TI group , Tezpur in relation to homeless AIDS positive patients and their ART treatment.
5. District Legal Aid Services, Tezpur
6. Assam Rifles, Chariduar, Sonitpur
7. Juvenile Justice Board as required
8. Awareness programs and Counselling Services in school and colleges in Sonitpur in both urban and rural areas

9. North Bank Handicapped Association, Tezpur
10. Sonitpur Child Welfare Committee, Tezpur
11. NGO liaison for Homeless persons and other persons with mental illness with Athmika, 8 Brothers, Soft Seed, Missionaries of Charity, NEVARD, Bongaigoan, Tezpur Mahila Samiti, Tezpur, The East, Tezpur, Destination, Guwahati, Human Welfare Society, Nazira, Prerona, Jorhat, North East Multipurpose and Handicapped Training Centre, Biswanath Chariali, Banyan, Chennai, Sacred Heart Disability Centre, Gutlung, Tezpur.

### **Mental Health Promotion**

Promotive and Preventive Mental Health activities were organised by the department during the community posting of the second year students in the Dah Parbatia village panchayat outside Tezpur Municipality. House to House survey, Health Education, Women's Mental Health group education, School Mental Health activities and Public Awareness Programme was organized during from 1<sup>st</sup> to 30<sup>th</sup> of December 2017.

### **Seminars/ Conferences/ Workshops / Meetings Attended**

- Psychiatric Social Workers regularly attend the fortnightly special disability assessment camp organised by DDRC, Tezpur during the current year.
- Ms. Buli Nag Daimari, Psychiatric Social Worker, was the resource person for a two days workshop on the topic “Mental Health and Emotional Wellbeing” organised by Department of Social Work, Rajiv Gandhi University, Itanagar at Rajiv Gandhi University, Itanagar on 19<sup>th</sup> to 20<sup>th</sup> April, 2017.
- Ms. Deboshree Bora, Mr. Jefin Joseph and Mr. Nilesh M. G., Ph. D. Scholars attended the 27<sup>th</sup> Annual Conference of Indian Psychiatry Society, Assam State Branch, 2017 on the topic “Autism Spectrum Disorder Present and Future” at Jorhat 7<sup>th</sup> October, 2017.
- Dr. Sonia P. Deuri, Professor attended a two days National Seminar on the topic “Mental Health : Initiate for Action” organised by Department of Psychiatric Social Work, Martin Luther Christian University, Shillong held at Martin Luther Christian University, Shillong on 31<sup>st</sup> October and 1<sup>st</sup> November, 2017.
- Dr. Sonia P. Deuri, Professor presented a sub theme key note on the topic “Mental Health Integration in Education” on 31<sup>st</sup> October, 2017.
- Dr. Sonia P. Deuri, Professor, Chaired a session on the topic “Advocacy and Mental Health Policy” on 1<sup>st</sup> November, 2017.

- Dr. Sobhana H, Associate Professor, Ms. Sabana Islam, Psychiatric Social Worker, Mr. Jefin Joseph and Mr. Nilesh M. G., Ph. D. Scholars were the resource persons for a Stress Management Program for Adolescents organized by MSW Field Worker Trainees at Kendriya Vidyalaya, Tezpur University Campus, Napam, Sonitpur on 27<sup>th</sup> November, 2017.
- Dr. Sobhana H, Associate Professor, Ms. Sabana Islam, Psychiatric Social Worker and Ms. Deboshree Bora, Ph. D. Scholars were the resource persons for an awareness programme on Intellectual Disability for parents and caregivers of children with disability organised by MSW Field Worker Trainees at Sacred Heart Day Care Centre, Tezpur on 30<sup>th</sup> November, 2017.
- Faculty members and M. Phil trainees attended the 36<sup>th</sup> Annual Conference of Indian Professional Social Worker held at Pondicherry University, Pondicherry from 22<sup>nd</sup> to 24<sup>th</sup> February, 2018. The following papers were presented at the conference:
  - Mindfulness, Resilience and Psychological Distress among Youth in a University Setting by **Ms. Rituporna Dhar**, Ms. Priyanka Saikia, Ibanlumilin Diengdoh, Nilesh Marutu Gujar, Ms. Buli Nag Daimari and Arif Ali.
  - A Study to Assess Behavioural, Emotional Problems, Academic Stress and Suicidality among Adolescents Attending Government Aided School by **Ms. Monalisha Baruah**, Ms. Rituporna Dhar, Dr. Indrajeet Banerjee and Dr. Sobhana H.
  - Study on impact of Internalized Stigma on Life Satisfaction of Persons with Mental Illness in Manipur by **Ms. Arunida Khumukeham**.
- Dr. Sobhana H, Associate Professor, Mr. Nilesh M. G., Ph. D. Scholar and Ms. Ankita, M. Phil trainees were the resource persons for an awareness programme on the topic “Women Mental Health” organised by St. Mary's Disability Centre, Gutlong, Tezpur at Gutlong, Tezpur, Sonitpur on 8<sup>th</sup> March, 2018.

### Research and Related Activities

- **Dr. Sobhana H (PI)**, Dr. Priya (PI), Dr. Abhishek Priyadarshi (CI) and **Ms. Sabana N Islam (CI)** are involved in a study on 'Associative Stigma, Professional Identity, Burnout and Satisfaction with Life among Mental Health Professionals in India.



## Paper and Other Publications

Name of Students and Faculty	Title	Journal
U Harikrishnan & Arif Ali	Psychological distress, resilience and parenting style among school going adolescents students	International Journal of Arts, Science and Humanities, 2018, Impact Factor 3.025 (ISSN : 2321-788X)
Bongte Elvin, Buli Nag Daimari, Dr. Sonia P Deuri	Violence and ethnic identity among college going youth,	American international journal of research in humanities, Arts and social sciences. [ISSN 2328-3734]
Harikrishnan U, Arif Ali, Sobhana H	Assessment of Mental health status among school going adolescents in North East India: A cross sectional school based survey',	Asian Journal of Psychiatry 30), 2017:114-117 Impact per paper (SNIP). [ISSN No.: 1876-2018]
Bongte Elvin, Dr. Sonia P Deuri, Ms Buli Nag Daimari	Violence and ethnic identity among college going youth	International Journal of Interdisciplinary Research and Innovations ISSN 2348-1226 (online) Vol. 6, Issue 2, pp: (183 -188), Month: April - June 2018, Available at: <a href="http://www.researchpublish.com">www.researchpublish.com</a> [ISSN 2348-1218]
Arif Ali, Majhi G, Banerjee I, Deuri SP, Horo A, Karim N	Psychiatric Social Work program in Rural Community: A multi sector initiative.	Indian Journal of Psychiatric Social Work; 8:1-5 (ISSN : 0302-1610)
Dr. Sobhana H & Dr. Sonia P. Deuri	A chapter on mental illness and displacement: A Gender perspective	The Northeast Indian Women: Issues of Displacement, Violence, Media and Law, CSCWS, Tezpur University, Edited by Dr Madhurima Goswami (2018) [ISBN-978-93-87035-23]
Debashree Bora, Indrajeet Banerjee, Sonia P Deuri	Marital quality in wives of persons with alcohol dependence syndrome	Indian J Psy Socl Work 2017;8: 28-32 [ISSN : 2394-2053]

Iaisuklang MG, Arif A	Psychiatric morbidity among female commercial sex workers,	(Indian J Psychiatry 2017) Impact factor- 0.81 [ISSN : 0019-5545]
Sonia P Deuri, Sobhana H	Mental Health Integration in Educational and Health Institutions	Proceedings of the National Seminar on Theme: “Mental Health: Initiate for Action” <a href="http://www.mlcuniv.in/downloads/MLCUBookonMentalHealth.pdf">http://www.mlcuniv.in/downloads/MLCUBookonMental Health.pdf</a>

### Other Achievements

- The department started the regular PhD in Psychiatric Social Work program for the first time with approval from Guwahati University from the month of Oct 2017. The three approved guides for Ph. D. in the department are Dr. Sonia P Deuri, Professor, Dr. Sobhana H, Associate Professor and Dr. Arif Ali, Assistant Professor.
- The department also initiated a Psychosocial Unit ( PSU ) located in the Family Therapy Unit, with the objective of providing quality psycho social interventions in a sustained manner. All referred patients and other persons needing Psychosocial Therapies are seen at length at the center by a supervisor and a trainee.

# DEPARTMENT OF CLINICAL PSYCHOLOGY

## Introduction

The department of Clinical Psychology was set up in the year 2002 with the objective to introduce academic courses in the area of Clinical Psychology, to increase manpower in the field of Clinical Psychology in the country, and to provide psychological interventions to the persons with mental illness. The M. Phil course in Clinical Psychology was introduced in the 2011-12 session in affiliation with Gauhati University with an intake capacity of four students. From the session 2015-16, the intake capacity has been increased to eight students. Apart from the trainees of Clinical Psychology, the department is also involved in the teaching programmes of trainees of other departments of the institute. It also caters to students coming for exposure posting from other institutions and universities.

The services of the department are currently focused on psycho-diagnostic assessments, psychotherapy with patients with different psychiatric disorders, counseling, child-focused interventions, teaching and research. The department is also involved in consultative services from time-to-time.

## Faculty and Clinical Psychologists

Name	Designation	Qualification
Dr. Maitreyee Dutta	Associate Professor & Head	Ph.D (RINPAS, Ranchi University), M. Phil (CIP, Ranchi University), M.A (Gauhati University)
Dr. Priya Saxena	Assistant Professor & In - charge	Ph.D (NIMHANS), M.Phil (NIMHANS), M. A (Delhi University)
Dr. Diptarup Chowdhury	Assistant Professor	Ph.D (NIMHANS), M.Phil (NIMHANS), M.A (Delhi University)
Mr. Ranjan Kumar (in service till June 2017 )	Clinical Psychologist	M. Phil (RINPAS, Ranchi University), M.A. (VBU, Hazaribag), PGDGC (NCERT),
Mr. B. Surchandra Sharma	Clinical Psychologist	M. Phil (RIMS, Manipur University), M.A. (Agra University). B.Ed (DMCOTE Under M.U.),
Dr. Priyadarshree Abhishek	Clinical Psychologist	Ph.D. (CIP, Ranchi University), M. Phil (CIP, Ranchi University) M.A (Ranchi University),
Mr. Deepshri Phukan	Clinical Psychologist	M. Phil (LGBRIMH, Gauhati University) , M.A. (Gauhati University)

Ms. Pranami Barua (in service till Jan	Clinical Psychologist	M. Phil (LGBRIMH, Gauhati University), M.Sc. (Bangalore University),
Ms. Gayatri Borah (in service till January 2018 )	Clinical Psychologist	M. Phil (LGBRIMH, Gauhati University) , M.A. (Gauhati University)
Ms. Kangkana Bhuyan (in service till April 2017 )	Clinical Psychologist	M. Phil (NIMHANS), M.A (Delhi University)

### Academic Activities

- Final examination of first & second year M. Phil trainees were conducted from 18<sup>th</sup> April to 25<sup>th</sup> April, 2017.
- The academic session of M. Phil Clinical Psychology shifted from May to October. The entrance examination for M. Phil was conducted through GU-RET by Gauhati University. Admission counseling for the candidates who had qualified in the GU-RET was conducted on 22<sup>nd</sup> August, 2017.
- 7<sup>th</sup> batch of M. Phil. (CP) trainees joined the department at the commencement of the course from 1<sup>st</sup> October, 2017.
- First Internal examination of M. Phil in Clinical Psychology (First Year) was conducted from 28<sup>th</sup> to 31<sup>st</sup> August, 2017.
- Eight (8) 2<sup>nd</sup> year M.Phil trainees were posted at NIMHANS, Bengaluru from 2<sup>nd</sup> November, 2017 to 30<sup>th</sup> November, 2017. They were posted in Neuropsychology unit, Child and Adolescent Psychiatry unit and Behavior Therapy unit to observe the best practices followed in these units.
- Eight (8) 2<sup>nd</sup> year M.Phil trainees were posted at NEIGRIHMS, Shillong from 4<sup>th</sup> December, 2017 to 26<sup>th</sup> December, 2017 in two batches. They observed and interacted with patients and staff of departments of Cardiology, Urology, Dermatology, and Oncology.
- Second Internal examination of 1<sup>st</sup> year and 2<sup>nd</sup> year students were conducted from 4<sup>th</sup> January to 11<sup>th</sup> January, 2018.

### Research Activities

- Dr. Sobhana H (PI), **Dr. Priya (PI)**, **Dr. Abhishek Priyadarshi (CI)** and Ms. Sabana N Islam (CI) are

involved in a study on 'Associative Stigma, Professional Identity, Burnout and Satisfaction with Life among Mental Health Professionals in India.

- Ph.D. Research proposal of Mr. Deepshri Phukan, Clinical Psychologist (NMHP) was approved by Ethics Committee of the institute in September, 2017. Mr. Deepshri Phukan, who is registered as a Ph.D scholar under Gauhati University, is working on 'Neuropsychological assessment as a therapeutic intervention in individuals with a depressive episode'.
- Mr. B. Surchandra Sharma has completed the final registration of Ph.D at Guahati University on the topic 'Neuropsychological profile of persons with alcohol dependence syndrome'.

### M.Phil Dissertations

The following dissertations were submitted by the M.Phil 2<sup>nd</sup> year trainees:

	Dissertation topic	Guide- Co- Guide
Bhavishya Arun Kalyanpur	Prospective memory in Schizophrenia: Trait marker or State Marker	Dr. Priya Saxena(Guide)
Vidya Suzan Jose	Emotional regulation, self-efficacy, teacher-student relationship and wellbeing of middle school teachers.	Dr. Priya Saxena(Guide) Dr. Ranjan Kumar(Co Guide)
Shobhana Balasundaram	Impact of social cognition on functional outcome in individuals with Schizophrenia	Dr. Priya Saxena(Guide)
Lakshyahira Borah	Executive function based cognitive remediation in stroke patients	Dr. Diptarup Chowdhury(Guide)
Imlibenla	Psychological distress, depressive symptoms, suicidal ideation and help-Seeking behaviour among college going youth in Nagaland	Dr. Diptarup Chowdhury(Guide) Mr. B Surchandra Sharma(Co Guide)
Akash Vishwakarma	Meaning in life, stressful life event, social connectedness, and religiosity among psychiatric patient with history of suicidal behaviour	Dr. Diptarup Chowdhury(Guide) Dr. Ranjan Kumar(Co Guide)
Azhagannan K	Psychological and behavioural correlate of body image perception on boys and girls in late adolescence	Dr. Priya Saxena(Guide) Mr. B Surchandra Sharma(Co Guide)
Brinda Baruah Sharma	Self compassion, self conscious emotions and the experience of self in women with bipolar	Dr. Diptarup Chowdhury(Guide)

## Exposure Training for Visiting Students

Students from other institutions are provided the opportunity to undergo short-term exposure training in the institute along with series of orientation-classes, demonstrations and case-presentations. Students from the following institutions underwent block placement training in the department:

Sl. No.	Name of the School / University	Number of Students	Duration
1	North Lakhimpur College, Lakhimpur	15	07.04.2017
2	Department of Psychology, Gauhati University	26	01.05.2017 to 20.05.2017
3	Amity University Haryana	1	08.06.2017 to 07.7.2017
4	Department of Psychology, Cotton College State University, Guwahati	3	26.06.2017 to 25.07.2017
5	Department of Psychology, Amity University, Haryana	1	08.06.2017 to 07.07.2017
6	MIND India, Guwahati	7	18.09.2017 to 22-29-2017
7	Central University of Karnataka, Karnataka	1	4.12.17 to 30.12.17
8	Nagaland University, Nagaland	21	18.12.17 to 28.12.17
9	Sikkim University, Sikkim	4	01.01.18 to 30.01.18
10	Dibrugarh University, Dibrugarh	34	12.02.18 to 03.03.18
11	Dr. BKB College, Nagaon	30	30.03.18
<b>Total</b>		143	

## Clinical Activities

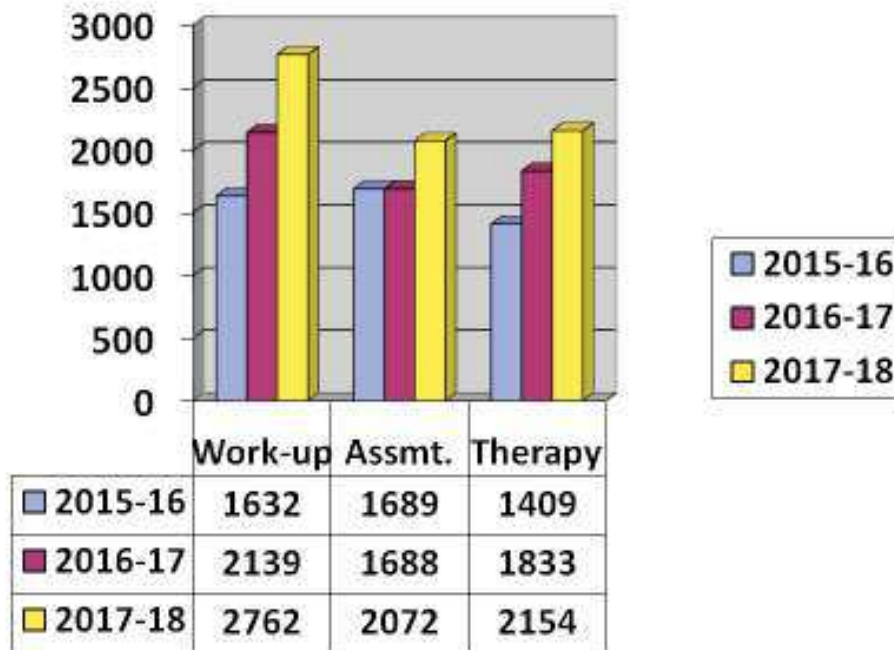
<b>Number of Screenings</b>	<b>2762</b>
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Types of Assessment	Number of cases
IQ Test	1179
Psychodiagnostic	516
Personality Assessment	125
Neuropsychological Assessment	94
Rating Scale	158
Disability camp assessments	380

**Therapeutic Works**

Interventions	Number of cases
Individual Psychotherapy	1774
Counselling/Psychoeducation	380

**Clinical Services over last 3 years (2015-2018)**



**Consultative/Community Service**

- Mrs. Gayatri Borah, Clinical Psychologist, was invited as a guest speaker to deliver a talk on “Old age & Mental health related issues” on 21<sup>st</sup> April, 2017 at Biswanath Chariali.
- Mr. Ranjan Kumar, Clinical Psychologist, was the external examiner for examination of first year M.Sc. / M.A. students of Psychology, Department of Applied Psychology Dibrugarh University, Dibrugarh, from 23<sup>rd</sup> to 25<sup>th</sup> May, 2017.
- Dr. Diptarup Chowdhury, Assistant Professor and Dr. Priyadarshree Abhishek, Clinical Psychologist, participated as an expert in Interview Board for Selection of Teachers at Army Public School, Solmara, Tezpur, on 23<sup>rd</sup> and 25<sup>th</sup> May, 2017, respectively.



- Dr. Priyadarshree Abhishek, Clinical Psychologist, delivered a lecture on the topic “Prevention of Depression and Suicide” as a psychological counselor for Air Force personnel at Air Force Station, Goroimari, Tezpur on 24<sup>th</sup> June, 2017.
- Dr. Priya Saxena, Assistant Professor participated as an expert in the Interview Board at Kendriya Vidyalaya, Tezpur University Campus, Napam, Sonitpur, on 3<sup>rd</sup> July, 2017.
- Dr. Diptarup Chowdhury, Assistant professor, Dept. of Clinical Psychology, was the resource person for the Annual Trainer's workshop on “Feeling Good and Doing Well” organised by Department of Clinical Psychology, NIMHANS, Bangalore held from 11<sup>th</sup> to 16<sup>th</sup> September, 2017.
- The following clinical Psychologists provided their services at the Special Assessment Camp for differently-abled persons in the month of **September**:-
  - i. Mr. Deepshri Phukan attended on 5<sup>th</sup> September, 2017 at Bihaguri Block Conference, Near Tezpur Medical College & Hospital, Tezpur
  - ii. Ms. Pranami Barua attended on 6<sup>th</sup> September, 2017 at Rangapara PHC, Near Rangapara PS.
  - iii. Dr. Priyadarshree Abhishek attended on 7<sup>th</sup> September, 2017 at Haleswar Community Hall, Haleswar.



- iv. Mr. Rituraj Gogoi attended on 8<sup>th</sup> September, 2017 at District Library, Tezpur.
  - v. Mrs. Gayatri Borah attended on 11<sup>th</sup> September, 2017 at Haleswar Community Hall, Haleswar.
  - vi. Mr. B. Surchandra Sharma attended on 14<sup>th</sup> September, 2017 at Tinmurty Bhawan, Dhekiajuli.
  - vii. Mr. Deepshri Phukan attended on 16<sup>th</sup> September, 2017 at Borsola Block Conference Hall, Block Campus, Votpara.
  - viii. Mrs. Gayatri Borah attended on 19<sup>th</sup> September, 2017 at Bapuji Bhavan, Jamugurighat.
  - ix. Mr. Rituraj Gogoi attended on 21<sup>st</sup> September, 2017 at Nilima Bhavan, Sotea Centre.
- The following Clinical Psychologists provided their services at the Special Assessment Camp for differently abled persons in the month of **October**:-
    - i. Mr. Rituraj Gogoi attended on 5<sup>th</sup> October, 2017 at Bisawanath Chariali
    - ii. Dr. Priyadarshree Abhishek attended on 6<sup>th</sup> October, 2017 at Pabhoi Rupjyoti Kala Parishad, Biswanath.
    - iii. Mr. B. Surchandra Sharma attended 9<sup>th</sup> October, 2017 at Baghmara Developmental Block Campus, Rotowa.
    - iv. Mrs. Gayatri Borah attended 10<sup>th</sup> October, 2017 at Behali Developmental Block Campus, Borgang.
    - v. Ms. Pranami Barua attended on 13<sup>th</sup> October, 2017 at Community Hall kalabari.
    - vi. Mr. Deepshri Phukan attended on 17<sup>th</sup> October, 2017 at Bhupen Hazarika Prekshya Griha, Ghahigaon.
  - Four 2<sup>nd</sup> year M.Phil trainees attended the Regional Conference of Indian Psychiatric Society, held at Kaziranga, in October, 2017.
  - Dr. Priyadarshree Abhishek, Clinical Psychologist, Dept. of Clinical Psychology attended as a subject expert of Psychology, as part of an interview board (LSB) for selection of teachers held on 15<sup>th</sup> and 16<sup>th</sup> of March, 2018 at Army Public School, Tezpur.
  - Mr. Deepshri Phukan, Clinical Psychologist of LGBRIMH, Tezpur appeared in the Court of CJM, Golaghat on 22<sup>nd</sup> March, 2018.
  - Faculty and Clinical Psychologists of the department have been regularly offering their services on 12<sup>th</sup> and 27<sup>th</sup> of every month at District Disability Rehabilitation Centre, Tezpur.

**Seminar/Conference/Workshop/Lectures  
Organised by the Department**

- Dr. K. Thennarasu, Professor & Head, Department of Biostatistics, NIMHANS, Bengaluru, took classes on Statistics & Research Methodology on 24<sup>th</sup> January 2018.



*Guest Lecture by Dr. K. Thennarasu*

- The department organised a 3-day Continuing Rehabilitation Education (CRE) workshop in collaboration with Rehabilitation Council of India, on “Therapeutic Approaches to Child & Adolescent Mental Health: Helping Children with ASD, LD & ADHD” from 28<sup>th</sup> to 30<sup>th</sup> January, 2018 at Hotel Centre Point, Tezpur. The Primary resource person was Dr. M. Thomas Kishore, Associate Professor, Dept. of Clinical Psychology, NIMHANS, Bengaluru. The other in-house resource persons included Dr. Priya Saxena, Dr. Diptarup Chowdhury, and Dr. P Abhishek. Delegates from different North-Eastern States took part in the CRE program.





*Continuing Rehabilitation Education (CRE) workshop in collaboration with Rehabilitation Council of India, on “Therapeutic Approaches to Child & Adolescent Mental Health: Helping Children with ASD, LD & ADHD”*

**Seminars/workshops/conferences/presentations**

- Dr. Priyadarshee Abhishek was invited as resource person to the Regional Conference of Indian Psychiatric Society at Kaziranga in October, 2017. He delivered a talk on “Psychological assessment in Autism: An update”.



*Dr. Priyadarshee Abhishek in the Conference.*

- Mr. B Surchandra Sharma and Dr. Priyadarshee Abhishek presented papers at the National Annual Conference of Indian Association of Clinical Psychologists, which was held from 23<sup>rd</sup> to 25<sup>th</sup> February, 2018. The title of their papers are as follows:
  - “Wisconsin Card Sorting test profile of persons with Alcohol Dependence Syndrome” by Mr. B. Surchandra Sharma
  - “Implicit bias for threat in persons with schizophrenia” by Dr. Priyadarshee Abhishek

## Paper Publications

Authors	Title of Publication	Journals / Books etc
Abhishek, P., Nizamie, S.H., Dubey, I., Goyal, N., Tikka, S.K., Pachori, H.,...& Katshu, M.Z.U.H. (2018)	Lower P300 amplitudes for internally-generated events in patients with Schizophrenia	Asian Journal of Psychiatry, 35, 67-71
Abhishek, P., & Saxena, P. (2017).	Psychological assessment in Autism: An update.	In D.Bora & S.Das (Eds. <i>Autism Spectrum Disorder Present and Future</i> (pp.). Kaziranga, Assam: Indian Psychiatric Society, Assam State Branch. ISBN:978-93- 85063-22-0

## Other Achievements

- Dr. Diptarup Chowdhury completed training in Narrative Therapeutic Practices conducted by Ummeed Child Development Centre (Mumbai) and hosted by Mental Health Foundations (Kolkata) through a workshop series and regular online group supervision.

# DEPARTMENT OF PATHOLOGY AND MICROBIOLOGY

## Introduction

Laboratory services are an integral part of hospital settings. The Department of Pathology and Microbiology was started in the year 1998. Pathological and microbiological investigations of the Institute are undertaken through this department. The department is equipped with modern diagnostic facilities for patient care services and research activities for the medical students and faculty.

## Faculty and Clinical Supervisory Personnel

Designation	Name	Qualification
Head & Associate Professor	Dr. Anil Ch. Sarmah	MD Pathology (AMCH, Dibrugarh University)
Assistant Professor	Dr. Jyoti Hazarika	MD Microbiology (GMCH, Gauhati University), PGDHHM (IGNOU), <i>PGCPM</i> (IGNOU)
Assistant Professor	Dr. Jayanta Das	MD Pathology (SMCH, SSUHS)
Senior Resident	Dr. Tarulata Saikia	MD Microbiology (GMCH, SSUHS)
Senior Resident	Dr. Rupamjit Borah	DCP Pathology (AMCH, SSUHS)

## Academic Activities

The Department has been conducting classes and seminars on review of cellular division; mutation and law of inheritance; human genome; basic concepts of genes, chromosomes, DNA; approaches to common genetic disorders; immunity; infection; principles of asepsis, sterilization and disinfection; diagnostic tests in Microbiology and related nurses' responsibility; standard safety measures and biomedical waste management; meaning of genetics and heredity; Mendelian laws of inheritance; genetic counseling; nurses' role in genetic counseling and ethical issues in genetic testing.

Besides these activities, all of the faculty and staff members of the department attended the workshops, CMEs, conferences organised by different departments of the Institute. The Department conducts classes for M. Phil in Clinical Psychology, M. Sc. Nursing (Psychiatric Nursing) and Diploma in Medical Laboratory Attendant.

### Medical Laboratory attendant course

A paramedical course of Medical Laboratory Attendant course was started at LGBRIMH in the year 2010 in collaboration with Vocational Centre of Darrang College, Tezpur. So far, seven batches have completed this course. Till date 73 trainees successfully finished the course.

### Investigation Facilities

- Clinical Pathology
- Haematology
- Microbiology
- HIV Counselling and Testing (FICTC)

### Patient Care Services

Various diagnostic services are provided to the Indoor and Outdoor patients. A total of **30,398** investigations were done under the Department of Pathology and Microbiology. These include investigations like Routine Blood Examination, Urine Examination, Stool examination, Culture and Sensitivity test for urine, pus and sputum. Sputum for AFB, Malaria diagnosis, HIV 1 and 2 under FICTC centre, serological test like HBsAg, RPR, Widal test, S. Typhi, Thyroid function test, Hormonal assay etc.

### Research Projects

#### DBT Sponsored Project

For development and up-gradation of the Departments of Pathology, Biochemistry and Microbiology at LGBRIMH, Tezpur (Assam), the Institute has been running DBT (Department of Biotechnology, Ministry of Science and Technology, Govt. of India) sponsored projects from 2010 onwards.

**Title of the project:** “Development and Upgradation of Pathology, Microbiology and Biochemistry Departments at LGBRIMH, Tezpur (Assam).”

**Objectives:** The main objectives of the project are:

1. Enhancement of diagnostic facilities for the service users.
2. Enhancement of training facilities for the postgraduate students of the institute and the students posted on tenure basis from other institutes.
3. Encouragement of research activities in related fields.

**The two research projects carried out under DBT project are**

- a. Prevalence and correlates of sexual dysfunction in patients with schizophrenia receiving antipsychotics: A clinical study.
- b. A comparative study on thyroid profile in patients with unipolar and bipolar depression

The list of existing laboratory equipment is given below:

- General Laboratory Centrifuge
- Refrigerated Centrifuge
- Hot air oven
- Incubator
- Autoclave
- Digital binocular microscope (LEICA)
- Microscope (Monocular and Binocular)
- Binocular compound microscope (Olympus, Japan CX31)
- Digital colony counter
- VDRL Shaker
- Digital pH meter
- Refrigerator
- Laminar Flow
- Electrical sterilizer
- Water bath
- Clinical laboratory urine analyser etc.
- Multi parameter immunology analyzer - TOSOH AIA-360.
- Fully Automated Haematology Analyser- COUNCELL-23 Plus.
- QBC System.
- Double Beam Spectrophotometer.
- Digital Microscope- CX-21 Tr (Olympus) with Prog Res CT-5.
- ELISA System.
- Deep Freezer (-40°) C.
- Incubator Shaker
- Water Purification System.
- Air purifier system
- Yorco precision Rotary Microtome (YSI-115)
- Yorco Tissue Floation Bath(YSI-133)

# DEPARTMENT OF BIOCHEMISTRY

## Introduction

The Department of Biochemistry was set up in the year 1999 with the goal to achieve overall quality in teaching and patient care services. Since its inception, the Department has been functioning under the Central Laboratory of LGBRIMH. Besides diagnostic and research activities, the Department also undertakes teaching activities for the trainees of the Institute.

## Faculty and Clinical Supervisory Personnel

Designation	Name	Qualification
I/C Central Laboratory and HOD, Dept. of Pathology	Dr Anil Chandra Sarmah	MD (AMCH, Dibrugarh University)
Assistant Professor	Dr Jadab Kishore Phukan	MD Biochemistry (AMCH, SSUHS)
Senior Resident	Dr Arju Saikia	MD Biochemistry (GMCH, SSUHS)

## Academic Activities

This includes teaching programmes, seminars, case presentations and demonstration classes. Regular classes on basis of genetic diagnosis; parental diagnosis and screening; ethical issues in genetic testing; practical applications of genetics, structure and functions of cells, cells of nervous system, neuro-transmitter, hormone, biochemistry of brain, medical and population genetics etc. have been undertaken by the department for MD (Psychiatry), M.Sc. Nursing (Psychiatric Nursing) and Medical Laboratory Attendant students.

## Patient Care Services

Various biochemistry investigations that are done in the department include Blood Glucose Test, Kidney Function Test, Liver function test, Lipid profile, Serum electrolyte estimation, Drug estimation, etc. During the session under report, a total of **1,50,490** test parameters were investigated.

The list of existing laboratory equipment is given below:

- Fully automated clinical chemistry analyzer (SIEMENS, Dimension X-pand Plus)
- Electrolyte analyzer



# DEPARTMENT OF NEUROLOGY

## Introduction

The Department of Neurology is an integral part of any tertiary care psychiatric set-up. However, as the faculty positions in the department are lying vacant, the Department is yet to start formally. The neurology classes are currently managed through visiting faculty members from reputed institutions/medical colleges across the country.

Currently, clinical activity of the Department includes routine electro-encephalography (EEG) investigations. It is jointly managed by the Departments of Psychiatry and Radiology & Neuro-imaging.

## Patient Care Services

Available equipment in the department is –

- *Neurovision* (NV 3200) Digital 32 channel video EEG system.

# DEPARTMENT OF RADIOLOGY AND NEURO-IMAGING

## Introduction

The Department of Radiology and Neuro-imaging was started in the year 1998 as a specialized department to meet the clinical needs in diagnostic imaging and image-guided therapies of the institute. In the academic sphere, the departmental staff work closely with other departments of the institute. The objective is to combine the academic needs and laboratory services. Students are provided the opportunity of attending lecture and demonstration sessions. The department consists of a Consultant Radiologist and a Radiographer.

## Faculty and Clinical Supervisory Personnel

Designation	Name	Qualification
I/C Central Laboratory and HOD, Dept. of Pathology	Dr. Anil Ch. Sarmah	MD (AMCH, Dibrugarh University)
Consultant Radiologist	Dr. Pradip Barman	MD (AMCH, Dibrugarh University)
Radiographer	Nabajyoti Deka	B. Sc. in Medical Imaging Technology (SMU)

## Patient Care Services

A total of **2,834** investigations were undertaken during the period under report. They are as follows:

- CT scan : **1839**
- USG : **Nil**
- X-Ray : **999**

The list of existing equipment under the department of Radiology and Neuro-imaging is given below:

- 600 mA X-ray unit
- Colour Doppler ultrasound
- Brilliance 16 slices CT Scan

# OUT PATIENT DEPARTMENT

## Introduction

The Out Patient Department of the institute consists of the multidisciplinary team i.e. psychiatrists, clinical psychologists, psychiatric social workers and psychiatric nurses. It also houses the pharmacy, medical record department, a nursing station, laboratory sample collection centre and a canteen. There are five special clinics - Epilepsy & Neurology (Monday), Geriatric (Tuesday), Child & Adolescent (Wednesday and Saturday), Alcohol and Drug Dependence (Thursday) and Psychosomatic Clinic (Friday). The special clinics are held once a week.

The Mental Health Act, 1987 is followed during the admission procedure of a patient. All available treatment facilities are provided free of cost.

## OPD Attendance

A total of **120958** visits of patients were registered in the OPD from April 2017 to March 2018 which includes **36620** new cases and **84338** old cases. Total new male cases were **19485** and new female cases were **17135** while visits by old male patients and old female patients were **47842** and **36496** respectively during the period.

New case registration		Old case registration		Total number of patients registered
Male	Female	Male	Female	
19485	17135	47842	36496	120958
Total - 36620		Total- 84338		

## Annual OPD Attendance

There has been a significant increase in the number of patients seeking mental health treatment from the institute which is reflected in the rise in the annual OPD registration of patients during the past years. In 2007, there were only **47,668** patients, including both male and female, visiting the OPD. The total OPD attendance in the last decade indicates a steady increase in the number of patients seeking mental health services.

## OPD attendance from various States during 2017-18

Since its inception, the Institute has been catering to needs of patients from all over the country. During this session the state of Assam has recorded the highest number of patients (**118528**), followed by Arunachal Pradesh and West Bengal with **773** and **700** patients respectively. There were **348** patients from Nagaland, **113** from Bihar, **152** patients from Meghalaya, **107** from Manipur, **8** from Mizoram, **9** from Sikkim and **28** from Tripura. **64** patients from Nepal also received treatment.

*Annual OPD attendance in 2016-17 and 2017-18*

State	2016-17	2017-2018
Arunachal Pradesh	703	773
Assam	109312	118528
Manipur	73	107
Meghalaya	126	152
Mizoram	10	8
Nagaland	359	348
Sikkim	8	9
Tripura	18	28
Other States	838	941
Other Countries	81	64
<b>Total</b>	<b>111528</b>	<b>120958</b>

# INDOOR DEPARTMENT

## Introduction

The bed strength of the hospital is **336** out of which **246** beds are for males and **90** beds are for females. Out of the total beds, **21** beds (15 male, 6 female) are reserved for patients sent from Jails.

The patients are looked after by a team of mental health professionals, residents, nurses, warders and attendants. The admitted patients get regular patient care services including free medication and check-up, hygienic and nutritious diet, laundered clothes, recreation facilities and other basic amenities. A mini-operation theatre and an ECT facility also function in the Indoor campus. Saloon services are also made available in the Indoor.

The Indoor has provision of visiting room for the guardians and relatives to meet the patients. Counseling services are provided to the guardians during their visits and at the time of discharge of the patient.

## Admission and Discharge during April 2017 - March 2018

The institute follows the Mental Health Act, 1987 for admission of patients in the indoor. The patients are admitted in the following categories i.e. Voluntary Boarder, Special Circumstances, Reception Order and Jail Case.

A total of **1726** patients were admitted during the current session i. e. April 2017 to March 2018, which included **1155** new cases and **571** old cases. Among the new cases **874** were male patients and **281** were female patients. Among the old cases **443** were male patients and **128** were female patients. A total of **1657** number of patients were discharged during the current session among which 1088 were new cases and 569 old cases. Among the new cases **837** were male patients and **251** were female patients. Among the old cases **442** were male patients and **127** were female patients.

**Annual Admission and Discharge** The table below shows the admission and discharge of patients during the last 2 years.

*Annual Admission and Discharge in 2016-17 and 2017-18*

Year	Admission			Discharge		
	Male	Female	Total	Male	Female	Total
2016-17	1397	452	1849	1354	444	1798
2017-18	1317	409	1726	1279	378	1657

## Average Bed Occupancy

In the current session, the daily average bed occupancy was **238.41**, while in the previous session (2016-17) it was 256.94.

## Escape & Death Cases

A total of 2 incidents of escape and 3 incidents of death were recorded during the current session.

## Annual State-wise Admission during April 2017 - March 2018

During the session 2017-18, there were **1726** admissions. The number of admissions was lesser this session when compared to the number of admissions in the previous session which was **1849**. Among **1726** admissions this session, **1317** were male patients and **409** were female patients. Out of the total admissions, **1551** patients were from Assam, **71** from Arunachal Pradesh, **28** from Nagaland, **6** from Meghalaya and **5** from Tripura. Apart from these 10 patients from Nepal were also admitted.

Patients from all over the Northeast region and other parts of the country have been accessing the services of the institute. Patients from Nepal have also sought treatment at the hospital. The table given below shows the number of patients admitted in the Indoor from Northeast and other parts of the country:

*State-wise Admission in 2016-17 and 2017-18*

State	2016-17	2017-18
Arunachal Pradesh	80	71
Assam	1644	1551
Manipur	10	13
Meghalaya	9	6
Mizoram	2	1
Nagaland	46	28
Sikkim	2	0
Tripura	0	5
Other States	50	41
Other Countries	6	10
Total	1849	1726

## RESEARCH ACTIVITIES

One of the objectives of LGBRIMH is to provide an environment conducive to research activities in collaboration with different agencies. The faculty and trainees are encouraged to take up scientific research projects that range from prevalence to intervention studies.

The major research activity of the Institute has centred around the NMHS Survey. LGBRIMH was nominated to conduct the mental health survey in the state of Assam as a part of the National Mental Health Survey 2015-16. The National Mental Health Survey India 2015-16 was funded by the Ministry of Health and Family Welfare, Govt. of India and was coordinated by NIMHANS Bengaluru.

A press meet was organised to release the results of the NMHS Assam Survey.

Further the published report was released on World Mental Health Day by the local MP and the MLA of Tezpur on 10<sup>th</sup> October, 2017



There are thirty two (32) ongoing research projects from faculty members, clinical staff, research scholars and trainees from the four departments which were approved by the Scientific Advisory Committee and Ethics Committee.

## SUPPORTIVE SERVICES

### REHABILITATION SERVICES

#### Introduction

Rehabilitation services are organised by the Centre for Rehabilitation Sciences (CRS) from the year 2010. It was started as a day care centre by the Department of Psychiatric Social Work in 2004. Inpatients/Outpatients of LGBRIMH are the beneficiaries of the Rehabilitation services provided by the Institute. It has four units namely, the Occupational/Vocational Therapy Unit, Special Education Unit, Wellness centre and Physiotherapy Unit.

#### Faculty and Clinical Personnel

Post	Name
I/C Centre for Rehabilitation Sciences / Head & Professor, DPSW	Dr. Sonia Pereira Deuri
Rehabilitation Officer / Assistant Professor, DPSW	Dr. Arif Ali
Physiotherapist	Mr. Utpal Borah
Occupational Therapist	Ms. Shyamolee Borah
Instructor for Special Education	Mrs. Eli Deuri

The rehabilitation services of the institute currently comprises of occupational therapy unit, physiotherapy unit, special education (for the persons who are intellectually challenged) unit and wellness center unit. Each of them is summarized below:-

#### Occupational Therapy

Occupational therapy unit has tailoring and embroidery lab, weaving lab, tailoring lab, knitting and stitching lab, art & craft lab, wood & bamboo work lab, gardening unit and literary activities unit. Clinical rehabilitation includes the following services – rehabilitation needs assessment and counseling, vocational counseling, psycho-education, behavioral intervention, supportive, self-oriented interventions and group interaction sessions. Four exhibitions of products of Rehabilitation center was organised by the center. A total of **2584** patients were benefitted under this unit by way of gaining skills in socially productive work.



## Special Education

This Unit is engaged in facilitating various activities for the persons with intellectual challenges, which includes ADL skill ,communication /language skill, social behavior skill , functional academic skills ,pre vocational /vocational training. A total of **143** people who are intellectually challenged have benefitted under this unit.

## Physiotherapy

This unit was established to cater to the needs of the patients loco-motor disabilities. It focuses on the science of movement and helps people to restore, maintain and maximize their physical strengths, function and motion. The underlying physical issues are explored and intervened to enhance overall well being. Services of this unit include Pediatric rehabilitation, Neurological rehabilitation, Musculo-skeletal and Orthopedic rehabilitation, Pain management and Weight reduction programme. In the current session, a total of **10209** sessions were conducted for patients.

## Wellness centre

Wellness centre was established with the objective to promote positive health in an individual and to enhance quality of life and sense of well being .The wellness center has four sections:

1. Yoga training programme - **3352 sessions**
2. Cardiovascular training programme - **1388 sessions**
3. Endurance training programme - **387 sessions**
4. Strength building programme - **2284 sessions**

Total of **7411** individuals were benefitted from these services.

## External Examinership

- Mr. Utpal Borah, Physiotherapist, was the External Examiner for Industry Oriented Viva-Voce for the Department of Physiotherapy in 5<sup>th</sup> Semester Examination held on 3<sup>rd</sup> and 4<sup>th</sup> January, 2018 at Assam Down Town University, Panikhaiti, Guwahati.

## Conferences/seminar /workshop

- Ms. Shyamolee Borah, Occupational Therapist, was the Resource person for a workshop on the topic “Therapeutic Approaches on Child and Adolescent Mental Health: Helping Children with ASD,

ADHD and LD” organized by Dept of Clinical Psychology, LGBRIMH, Tezpur, at Hotel Centre Point, Tezpur, on 30<sup>th</sup> January, 2018.

### Attended Outside

- Mr. Dibyajyoti Das, Gym Instructor, was the Referee for All Assam Tug of War competition held at Saru pathar, Golaghat on November, 2017. He was the Referee for All Assam Power lifting competition held at Gogamukh, Dhemaji, on December, 2017 and All Assam Weight lifting competition held at Guwahati, on December, 2017.
- Mr. Manash Hazarika, Yoga Instructor, conducted practical yoga classes and practical examination for Pattanjali's Assistant Yoga Teacher's Training held at Gahan Udyan, Tezpur on January, 2018

### Achievements

- Mr. Pinku Chakraborty, Gym Instructor, received Gold medal at Senior National Power lifting Championship held at Durgapur (West Bengal), on September, 2017.
- Mr. Pinku Chakraborty, Gym Instructor, received Gold Medal at 5<sup>th</sup> Assam State Power lifting Championship held at Gogamukh, Dhemaji, on December, 2017.
- Mr. Pinku Chakraborty, Gym Instructor, received Gold Medal and overall champion award at Sonitpur District Power lifting Championship held at Slim and Strength Gym, Tezpur, on December, 2017.

### CENTRAL LIBRARY

The library of an institute plays a vital role in enhancing the quality of academic and research activities. The Central Library was started in 1999 to meet the scholastic needs of students and faculty. It is an essential asset for the institute. It caters to the academic needs of the faculty, students and other staff. Specialized collections of books and journals are available in Psychiatry, Clinical Psychology, Psychiatric Nursing, Psychiatric Social Work and allied health disciplines. In 2017 the Central Library shifted to the New Academic Block Ground and First Floor. In addition to this, books of basic medical sciences are also available in the library. The collection includes nearly 29,922 books, educational DVDs and a range of reference and office rule books, thesis and dissertations. It subscribes 65 print journals, 136 online journals. The institute is currently subscribing one online medical resource APA online database and also a member of ERMED- India consortium which is run by National Medical Library, New Delhi, through which the users can access more than 243 online journals.

The following services are available for the benefit of students, faculty and employees of the Institute, who are entitled to make use of the library facilities:

- Circulation Service
- Reference Service
- Access of scholarly literature: journals, online journals, back volume journals, books, thesis / dissertation
- Photocopy and printing service
- Access to high speed internet connectivity / Wi-Fi system in reading room.

In addition to the Central Library, there is also one library in the indoor section of the institute, which is equipped with daily newspapers and other books in the local language.

Besides this all the five departments i.e. Psychiatry, Clinical Psychology, Psychiatric Nursing, Psychiatric Social Work have their own departmental libraries which can be accessed by students.

### **MEDICAL RECORD DEPARTMENT**

In the year 1998 the Medical Record Department (MRD) was established at OPD for the management and maintenance of patients' records in a standardized manner to protect patient confidentiality. It is one of the primary supportive departments of the institute. Presently, the department has a Medical Record Officer, a Medical Record Technician and a team of assistants for smooth functioning of the department. It has computerized record keeping system for maintenance of patient's records for patient care and research activities. The department functions in co-ordination with the academic and other departments of the institute. The department also assists in the medico-legal cases by providing the information to the institutional authority whenever required.

The registration of patients is done with the support of the software developed by the department. The section also issues the medical fitness certificate and treatment certificate to the patients after being examined by a medical Board. The department was starting the e-hospital project from this session. A total of 114 number of Medical Certificates / Treatment Certificates were issued during the session.

### **PHARMACY**

Pharmacy services are located both in Out-Patient Department and Indoor section of the institute. The Central Medical Store located at the Indoor acts as the central pharmacy for the inpatients and out-patients. The

Pharmacy located at Out-Patient Department dispenses medicines to all OPD patients free of cost and maintains daily dispensing register of drugs. The current staff position includes a Senior Pharmacist and a Pharmacist.

The pharmacy also caters to the emergency services and arranges free medicines for community extension clinics and other outreach services. A total of 10,709,545 medicines were distributed to the patients in OPD free of cost.

### ANAESTHESIOLOGY UNIT

The Anesthesiology Unit has been serving as a supporting unit of psychiatry since its setting up in 2003 in the Indoor section after the introduction of the computerized Electro-Convulsive Therapy. The Unit carries out the task of providing ECT to patients under the supervision of psychiatrists. ECT is administered to patients after informed consent from the guardian of patients. On the day of ECT, a pre-ECT check up is carried out, followed by a post ECT check up in the recovery room.

### Faculty and Clinical Supervisory Personnel

Post	Name	Qualification
I/C, Department of Anesthesia	Dr. Kushal Tamuli	DPM (Dibrugarh University), DNB ( NBE New Delhi)
Consultant Anesthesiologist	Dr. A. Koiry	MBBS (Dibrugarh University), DA (Dibrugarh University).

During the period under report, a total of 2864 Modified ECT sessions were administered. 1840 male and 1024 female patients received ECTs during this session.

In addition to the patient care services, the department also undertakes theory classes and demonstration sessions to the post graduate and diploma students of the institute as well as the visiting medical students and professionals from other academic institutions. The Unit is projected to become a full-fledged Anesthesiology Department in the future after the setting up of departments of neurosurgery.

### ENGINEERING CELL

The Engineering Cell of the Institute consists of the Civil Engineering and Electrical Engineering Units. The Engineering Cell is in charge of all construction and maintenance works i.e. buildings, roads, electrification as well as repairing works in the institute. The current staff position includes one Project Engineer, one Junior

Engineer (Civil), one Junior Engineer (Electrical), Plumber, Electricians and other Auxiliary Staff.

### **Infrastructure Development**

The up-gradation project for development of infrastructure facilities of the institute is still under progress. The institute has engaged HSCC (India) Ltd. (A Govt. of India Enterprise), E-6 (A-Sector-1, Noida), as consultant for undertaking construction work at LGBRIMH. The consultant agency divided the construction work in three packages. Package – I consists of construction of the main hospital building and outpatient department with all modern facilities. Package –II involves construction of academic block, residential quarters, junior residential hostel, senior residential hostel, cafeteria building, Director's Residence, electric substation, STP, Incinerator and other external services in the hospital campus. Package – III involves construction of Auditorium and Nurses Hostel. The construction work of Package – II is completed and Package I and III is going on. It is supervised by a Building Committee.





*Infrastructure Development Work*

### **ESTABLISHMENT SECTION**

This section carries out all administrative related works. Its main task comprises of recruitment, retirement and attendance of staff, leave related matters and disciplinary actions related to staff. In addition to it, the section carries out ministry related correspondence, court related work etc. The current staff position includes one Administrative Officer and other supporting staff. A total of 23 new regular personnel were recruited and 7 Personnel retired in this session.

### **PUBLICATION CELL**

The full fledged Information and Publication Section was introduced in the year 2007 to facilitate information flow within and outside the organization and to undertake publication work in the sphere of mental health. The Section has been publishing the annual reports, booklets, information brochures, educational materials, publicity pamphlets, etc. Annual Reports are published in both English and Hindi languages. The Section is also engaged in the documentation and photography works of the institute. It maintains the website of the institute and provides all updates concerning the institute.

The Cell collects and prepares answers to the parliamentary questions from Lok Sabha and Rajya Sabha and as desired by the Ministry. The Cell also co-ordinates the function related to the Right to Information Act (RTI) of the Institute.

### **NAZARAT SECTION**

Procurement of all items of the institute including medicine, dietary, hygiene, stationary and computer items are through this section. In addition to it, this branch also looks after the maintenance of vehicles. The section is headed by I/c Nazarat and supported by other supporting staff.

**ACCOUNT AND FINANCE SECTION**

The Accounts and Finance Section is engaged in providing the services pertaining to Finance and maintenance of accounts of the Institute. The main functions of the department comprise of preparation of yearly budget, submission of annual audited report of expenditure to ministry and other financial related works of the Institute. The current staff position includes one Chief Finance and Accounts Officer and one Accounts Officer supported by other supporting staff.

- Mr. J.K. Sarma, Chief Finance and Accounts Officer, LGBRIMH, is also a Financial Advisor of North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences, Shillong, since 7<sup>th</sup> May 2012.

**CANTEEN**

A canteen is situated in the OPD complex for patients and guardian visiting the OPD. In addition to it, another canteen is located in front of the hospital gate for indoor patients, visitors and staff.

**DIETETICS**

Keeping in view of the health condition of the in-patients, balanced diet is provided so that they do not lack in nutrition. Along with the meal, they are also provided fruits and other necessary dietary supplements. Needs of the patients with special diets are also taken care of. In the last session i.e. 2017-18 a total of 83 patients get special diet.

**HOSTEL**

The Institute provides hostel accommodations for students. At present there are 2 hostels to accommodate 100 boarders including clinical staff.

The administration of these hostels is carried out under the Hostel Superintendent who is aided by 2 Hostel Wardens and Mess Monitors. There is also a hostel management committee that is entrusted with the responsibility of discipline and maintenance in the hostels.

Each of the hostels has telephone and television with cable connection. Recreational facilities like Table Tennis and Badminton are available. The hostels have rules and regulations including anti-ragging rules that apply to all the boarders for maintenance of discipline and good conduct.

**COMPUTER FACILITIES**

The Institute has grown significantly in terms of departments and academic programmes as well as

infrastructure. In order to enhance efficient documentation as well as to reduce the time taken for processing work, computer facilities are provided for staff and faculty. All staff and faculty rooms are equipped with sufficient computers to carry out their everyday jobs. Internet facility is provided throughout the campus using LAN and wireless LAN connections. The institute is connected to high speed NKN connectivity. A technician extends his help for troubleshooting of problems. All the computer facilities in the Institute are provided under the supervision of Medical Record Officer (MRO)

### **PUBLIC GRIEVANCE**

The institute has implemented the Sevottam model that was developed with the objective of improving the quality of public service delivery in the country. The model comprises of three components. The first component requires effective charter implementation, the second requires adequate grievance redressal system, and the third requires excellence in service delivery.

The Citizen's Charter is a written declaration by a government department that highlights the standards of service which it delivers. The institute has its own charter that enables users to know what services are available in the institute, the quality of services they are entitled to and the means through which complaints regarding denial or poor quality of services will be redressed.

The institute has its own grievance redressal system. All verbal grievances are managed on the spot of the delivery of care. In the OPD, the MRO and in the Indoor, the Matron resolves the issue in consultation with the in-charges. Every grievance is duly acknowledged with proper grievance number and expected time of redressal. The complaints should be accompanied with proper name and address of the aggrieved person. If the matter is not resolved then it is referred to the Medical Superintendent who tries to resolve it within 30 days of referral.

The Director is the next appellate authority if the grievance is not resolved. A public task force and a steering committee exist at the apex level at the Ministry of Health & Family Welfare, Govt. of India, New Delhi for implementation of the Sevottam complaint Grievances Redressal Mechanism.

The institute also provides responses to RTI applications regularly. The institute is optimistic that accomplishment of these tasks will lead to the achievement of Sevottam.

### **STORE**

The store maintains everything required for the full functioning of the institute. It provides uninterrupted services to the various user departments. It has different sections, viz. - medicines, stationary, dietetics,



hygiene, electrical section and condemned materials. The store is in the process of being computerized to facilitate enhanced services.

### **EMERGENCY SERVICES**

The Institute provides medical services, geared to meet any emergency, from 2 p.m. to 9 a.m. The patients in need of acute care and without prior appointment are given adequate treatment without delay.

### **LINEN AND LAUNDRY**

Linen and laundry service is an integral part of the institute to ensure supply of good, clean and fresh linen to patients and prevent cross infections between patients. To maintain health and hygiene of the patients, the uniforms of the patients and the bed linen are washed everyday. Currently the hospital clothes are laundered manually. The institute plans to upgrade this facility and introduce commercial mechanized laundry machines in the future.

### **SANITATION**

Sanitation can go a long way towards mitigating hospital infection. Incineration method is employed for disposal of hospital waste. The Institute aims to create a totally germ-free atmosphere. Disinfection of urinals and bathrooms are done on a regular basis under the supervision of a sanitary supervisor.

### **SECURITY**

Keeping in view of the variety of people who make up the hospital environment – patients, staff, physicians, visitors, students and so on – hospital security poses a significant challenge. As such security guards are placed at key areas to check on unauthorized entry and prevent unforeseen incidents. To provide a safer environment, the security guards keep a track of all the visitors who enter the institute's campus.

### **LITIGATIONS**

The institute handles administration and patients-related litigations. The institute has a legal adviser who furnishes advice on all legal issues and addresses the same. Psychiatrists of this institute are also assisting the court of law as expert witnesses as and when summoned.

### **WASTE DISPOSAL**

Bio-medical waste (BMW) means involves any solid, fluid or liquid waste, including its container and any intermediate product, which is generated during its diagnosis, treatment or immunization of human beings or

animals, in research pertaining thereto, or in the production or testing of biological and the animal waste from slaughter houses or any other like establishments. The waste produced in the course of health care activities carries a higher potential for infection and injury than any other type of waste. About 85% of hospital wastes are non-hazardous, whereas 10% are infectious and 5% are non-infectious but they are included in hazardous wastes. Management, handling and treatment of biomedical waste in our Institute are done as per bio-medical waste rules, 1998. The capacity of Incinerator used for waste disposal is 10-12 kg/hr.

# OUTREACH EXTENSION SERVICE

## Introduction

In mental health community outreach extension service is one of the major activities provided by the institute. The objective of this service is to make mental health services more accessible to the community. Mental health experts visit the rural areas to provide these services. Medicines and psychosocial services are provided free of cost. It is primarily meant for the underprivileged and vulnerable segments of the society who have limited access to mental health services. All the departments of the institute collaborate to conduct the clinics regularly. Teams from Psychiatry and Psychiatric Nursing Department including supporting staff provide regular services. The ongoing regular outreach services are –

- 1. Sootea Extension Clinic:** Psychiatric extension service at Sootea PHC was started in 2007 as part of the NMHP research project. It is located at a distance of 60 Km away from the institute. This clinic is held regularly on the second Thursday of every month. Attached to this centre are also four Self-Help Groups of care-givers in three villages of the Sootea Block. This community service has also accommodated another service on the fourth Thursday of every month to cater to the patients of an extension service earlier held at Biswanath Chariali Civil Hospital from the year 2001 to 2011. Due to inadequate space availability the service was shifted to the Sootea P.H.C.
- 2. Jakhlabanda Extension Clinic:** The extension clinic at the Community Health Centre (CHC), Jakhlabanda, Nagaon was started in 19<sup>th</sup> February, 2011. It is about 40 Km away from the Institute. The clinic is scheduled on third Saturday of every month.
- 3. Missionary of Charity Extension Clinic:** This service was started in 2007 at the Missionary of Charity, Tezpur, about 4 Km away from the Institute. It is scheduled on the first Wednesday of every month. Residents of the Missionary of Charity in need of medical services for mental illness and epilepsy are the chief beneficiaries of the clinic.

Summary of number of patients attending the different outreach clinics

<b>Outreach Clinics</b>	<b>No. of Registrations</b>
➤ Sootea Outreach Clinic	<b>5013</b>
➤ Jakhlabanda Outreach Clinic	<b>817</b>
➤ Missionary of Charity Outreach Clinic	<b>623</b>

## **SPECIAL FUNCTIONARIES**

### **Ethics Committee**

The Ethics Committee was formed with the objective of facilitating patient care, research and education for faculty and students. The committee was formed in accordance with the rules and regulations of the Indian Council of Medical Research that mandates clearance of all proposals on biomedical research involving human participants by an appropriately constituted Institutional Ethics Committee (IEC). The Committee provides advice to the researchers on welfare and safety aspects of the research participants following assurance of scientific soundness of the research through the Scientific Review Committee. In this session one Ethics Committee meeting was held on 18.12.2017.

Power and functioning of the Ethics Committee:

1. To protect the dignity, rights and well being of patients and research participants.
2. To ensure universal ethical values and International Scientific Standard in terms of local community values and customs.
3. To assist in the development and education of a research community, which will be responsive to local health care requirements.

### **Scientific Advisory Committee**

The Scientific Advisory Committee of LGBRIMH has been constituted from the various academic departments of Psychiatry, Psychiatric Social Work, Psychiatric Nursing and Clinical Psychology for research related activities. The thesis protocols of all P.G. students and all the research related works of Academic Departments are screened by this Committee to ensure scientific rigour in research as per the International Scientific Standards. In this session three Scientific Advisory Committee (SAC) meeting were held on 28.11.2017, 07.12.2017 and 13.03.2018 respectively.

The following research proposals numbering 32 were approved by the Scientific Advisory Committee (SAC) and the Ethics Committee (EC) of the Institute during the year 2017-18.

### **Department of Psychiatry**

1. Protocol title: - "Liaison nursing activities in management of patients with mental illness: An experimental study." Principal Investigator: Dr. Abhijit Kalita, Assistant Professor of Psychiatry, LGBRIMH, Tezpur

2. Protocol title: - “A clinical study of Psychiatric co-morbidity and deliberate self-harm in alcohol dependent patients: An observational study.” Principal Investigator: Dr. Bikram Sutradhar, PGT Psychiatry, LGBRIMH, Tezpur
3. Dr. Iftikar Hussin , Guide- Dr. S.K.Deuri –A study of serum prolactin and its relation with metabolic parameters in patients treated with second generation antipsychotics.
4. Dr. Pallabi Konwar, Guide- Dr. Aparajeeta Baruah- A clinical study of anxiety and its relation to salivary cortisol levels across menstrual cycle in college students.
5. Dr. Pranjal jyoti Chakravarty, Guide- Dr. Kangkan Pathak- A clinical study of behavioral abnormality and caregiver's burden in Alzheimer's Dementia.
6. Dr. Sandeep Das, Guide- Dr. Kamal Narayan Kalita- A clinical study of stress and depression in Alcohol use Disorder.
7. Dr. Ambu Pandey, Guide-Dr. Aparajeeta baruah-A prospective clinical study of serum uric acid level in manic episodes and its correlation with response to treatment.
8. Dr. Sujata Borkakoty,Guide-D.J.Chetia.-A comparative study on sexual satisfaction of female spouses of patients with Alcohol Dependence and Schizophrenia.
9. Thesis Protocol: A Clinical study of psychiatric comorbidity and deliberate self-harm in alcohol dependent patients: An observational study. Dr. Bikram Sutradhar, Post-graduate trainee in MD (psychiatry).

### Department of Clinical Psychology

1. Protocol title: - “A Rorschach comprehensive system based study on Psychiatric disorders in Northeast India.” Principal Investigator: Dr. Priyadarshee Abhishek, Dept. of Clinical Psychiatry. Priya Saxena
2. PI- Dr. Priyadarshee Abhishek, Co-PI- Dr. Priya Saxena, Dr. Diptarup Chowdhury; Co-I- Mr. B.Surchandra Sharma, Mr. Deepshri Phukan, Miss Pranami Baruah, Mrs. Gayatri Borah, Mr. Rituraj Gogoi: A Rorschach Comprehensive System Based Study on Psychiatric Disorders in Northeast India

### Department of Psychiatric Nursing

1. Protocol title: - “Knowledge and attitude towards mental illness among ANM and ASHA workers.”  
Principal Investigator: Ms. Ch. Padmini Roy, Department of Psychiatric Nursing, LGBRIMH.
2. Protocol title: - “Knowledge on Mental Health & Mental Hygiene practice among antenatal mothers of selected areas in Sonitpur District, Assam.” Principal Investigator: Dr. Arunjyoti Baruah, Co-PI: Nurnahar Ahmed & Biyola Baruah , Department of Psychiatric Nursing, LGBRIMH.
3. Protocol title: - “A descriptive study to assess the prevalence of depression and anxiety among the tuberculosis patients under treatment at Tezpur – a liaison approach in mental health.” Principal Investigator: Angshu Lama, Department of Psychiatric Nursing, LGBRIMH.
4. Protocol title: - “A descriptive study to assess the level of depression and anxiety and its associated risk factors among antenatal mothers at a selected hospital of Sonitpur district, Assam.” Principal Investigator: Monalisa Saikia, Psychiatric Nursing, LGBRIMH.
5. Protocol title: - “Efficacy of nursing liaison activities with family members of patients with mental illness: A quasi experimental study.” Principal Investigator Subhra Sarkar, Dept. of Psychiatric Nursing, LGBRIMH.
6. Dr. Arunjyoti Baruah, Nurnahar Ahmed & Biyola Baruah- Knowledge and practice of Mental Health & Mental Hygiene among antenatal mothers of selected areas of Sonitpur District, Assam .
7. Dr. Arunjyoti Baruah & Padmini Roy- Knowledge and attitude towards mental illness among ANM and ASHA workers.
8. Project Title : A descriptive study to assess the prevalence of depression and anxiety among the tuberculosis patients under treatment at Tezpur – a liaison approach in mental health, Angshu Lama.
9. Project Title : A descriptive study to assess the level of depression and anxiety and its associated risk factors among antenatal mothers at a selected hospital of Sonitpur district, Assam, Monalisa Saikia.
10. Subhra Sarkar, Dr. Arunjyoti Baruah - Efficacy of nursing liaison activities with family members of patients with mental illness: A quasi experimental study.

### Department of Psychiatric Social Work

1. Protocol title: - “Psychological capital and spiritual intelligence as predictors of mental health among

- school going adolescents” Principal Investigator: Nilesh Maruti Gujar, Co-PI: Rituporna Dhar, Buli Nag Daimari & Arif Ali, Psychiatric Social Worker, LGBRIMH.
2. Protocol title: - “Prevalence of family violence and perceived social support among women presenting with somatoform disorder at a tertiary mental health care setting in North East India.” Principal Investigator: Debashree Bora, CO-PI: Nilesh Maruti Gujar, Sonia P. Deuri & Sobhana H, Psychiatric Social Worker, LGBRIMH.
  3. Protocol title: - “A study on academic performance, perceived parenting and coping skill among school going adolescents.” Principal Investigator: Jefin Joseph, Co-PI: Ms. Marinella Humtsoe & Dr. Sobhana H, Psychiatric Social Worker, LGBRIMH.
  4. Protocol title: - “A study to assess behavioral, emotional problems and academic stress and suicidality among adolescent attending government schools.” Principal Investigator: Monalisha Boruah, Co-PI: Rituporna Dhar, Dr. I. Bannerjee & Dr. Sobhana H, Psychiatric Social Worker, LGBRIMH.
  5. Protocol title: - “Mindfulness, resilience and psychological distress among youth in a university setting.” Principal Investigator: Rituporna Dhar, Banani, Co-PI: Priyanka Saikia, Ibanlimlin Diengdo, Nilesh Maruti Gujar, Ms. Buli Nag Daimari & Dr. Arif Ali, Psychiatric Social Worker, LGBRIMH.
  6. Protocol title: - “Associative stigma, professional identity, burnout and satisfaction with life among mental health professionals in India' - Dr. Sobhana H, Dr. Priya Saxena, Dr. P. Abhishek & Ms. Sabana N Islam .
  7. Project Title : Psychological capital and spiritual intelligence as predictors of mental health among school going adolescents Nilesh Maruti Gujar, Rituporna Dhar, Buli Nag Daimari & Dr. Arif Ali.
  8. Project Title : Prevalence of family violence and perceived social support among women presenting with somatoform disorder at a tertiary mental health care setting in North East India, Debashree Bora, Nilesh Maruti Gujar, Sonia P. Deuri & Sobhana H.
  9. Project Title : A study on academic performance, perceived parenting and coping skill among school going adolescents, Jefin Joseph, Ms. Marinella Humtsoe & Dr. Sobhana H.
  10. Project Title: A study to assess behavioral, emotional problems, academic stress and suicidality among adolescents attending government schools, Monalisha Boruah, Rituporna Dhar, Dr. I. Bannerjee & Dr. Sobhana H.

11. Project Title : Mindfulness, resilience and psychological distress among youth in a university setting , Rituporna Dhar, Banani, Priyanka Saikia, Ibanlimlin Diengdo, Nilesh Maruti Gujar, Ms. Buli Nag Daimari & Dr. Arif Ali.

### Right to Information Act 2005

The Right to Information Act 2005 mandates timely response to citizen requests for government information. To implement this Act at the institute, the institute nominated the Appellate Authority, Public Information Officer and Assistant Public Information Officer to provide the information desired by different appellate.

The following table shows the number of RTI application received and replied during the session:

Sl. No.	No. of RTI Application	Reply	Transfer
1.	30	30	nil

### Parliamentary Questions

Parliamentary Questions are one of the important procedural devices that empower Members of the Parliament to elicit factual information from the Government on a matter of public interest. As an autonomous institute funded by the Govt. of India, Ministry of Health and Family Welfare, the Institute provides the replies to the parliamentary questions from members of the Lok Sabha and Rajya Sabha as forwarded by the Ministry. We receive the Parliamentary questions which are categorized as Starred, Unstarred and Short Notice Questions. In the session April, 2017 to March, 2018, the Institute provided answers to a total of 51 Lok Sabha and Rajya Sabha Questions to the Ministry as desired.

### Sexual Harassment

Under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Institute constituted a committee for redressal of such complaints raised by any female employee. No case of sexual harassment has been registered so far.

### Anti Ragging

The institute has constituted an Anti Ragging Committee for the redressal of complaints of ragging raised by students. No complaints have been registered so far.



## EVENTS AND FESTIVALS

### Republic Day and Independence Day Celebrations

The Independence Day and Republic Day celebrations were organised in the Indoor campus. The national flag was hoisted on both these occasions. Indoor and outdoor games were organised during both these occasions. Patients and staff took part in various competitions. Prizes were given to the winners of these competitions.



*Independence Day celebrations*



*Republic Day flag hosted by Shri. Brindaban Goswami, Hon'ble MLA, Tezpur Constituency*

**International Day of Yoga:** The International Day of Yoga was observed on the 21<sup>st</sup> of June, 2017. Staff and patients participated on the International Yoga Day.



*International Yoga day Celebrations*

**World Mental Health Day:** LGBRIMH organised a Public Awareness Meeting on the occasion of World Mental Health Day on 10<sup>th</sup> October, 2017 at New Ban Theater, Tezpur on the theme “Mental Health on the Workplace”. In the meeting Shri. R P Sharma, Hon'ble Member of Parliament, Tezpur as was the Chief Guest, Shri Brindaban Goswami, Hon'ble MLA, Tezpur Constituency was the Guest of Honour, Shri. K.K. Sharma, Additional Deputy Commissioner, Sonitpur, Dr. Sushanta Bordoloi, Principal i/c, Tezpur Medical College and Dr. (Mrs) K. Kemprai, Joint Director of Health Services, Sonitpur were the Special Invitees. Dr. S K Deuri, Director, LGBRIMH, presided over the meeting.

Sri Brindaban Goswami, MLA in his speech stressed on the importance of holistic and positive mental health. He also commended the services given by LGBRIMH in the field of mental health. He hoped that LGBRIMH will reach the standard of an international institute of repute in future. Sri R.P. Sharma, MP talked about the importance of biological, psychological and social factors in the causation of mental disorders. He opined that alternative medicine can help in preventing many mental health problems. Dr. S.K.Deuri, Director, LGBRIMH in his address requested the public representatives as well as the general public for public audit of LGBRIMH. For future growth of the institute he asked for support and cooperation of all concerned.

The observation of World Mental Health Day also witnessed the public release of the National Mental Health Survey ( NMHS) Report for the State of Assam, by the Chief Guest and Guest of Honour. This report was based on the survey conducted by LGBRIMH in collaboration with NIMHANS, Bangalore from the year 2015 to 2016. It projected the prevalence of mental health problems in the state of Assam and further assessed

the mental health systems available in the state and has proposed the Mental Health needs of the state.

More than 450 people from varied fields and professions participated in this meeting. Members of the district administration, NGOs, Indian Medical Association, Tezpur Branch, representatives from schools and colleges, prominent citizens of Tezpur and media personnel were present for the observation of World Mental Health Day, 2017.



*World Mental Health Day Meeting and Release of NMHS, Assam Report*

**Religious and cultural celebrations:** Religious and cultural celebrations like Durga Puja and Saraswati Puja were observed as part of recreation activities in the Indoor. Patients were encouraged to take part in the rituals. LGBRIMH has been celebrating these festivals since decades.



*Observance of Durga Puja in Institute premise*

**Special Swachhta Drive-** As a commitment to Swachh Bharat Mission announced by Hon'ble Prime Minister Mr. Narendra Modi, the Institute celebrated the Special Swachhta Drive from 15<sup>th</sup> September to 2<sup>nd</sup> October, 2017. During the Special Swachhta Drive, awareness programmes and cleanliness drives were organised in hospital premises.



*Inauguration of Special Swachhta Drive and distribution of paper soap*



*Special Swachhta Drive at Indoor section*



*Cleanliness drive*



*Tree plantation and showing films on Special Swachhta Drive*

## DISTINGUISHED VISITORS

LGBRIMH saw many distinguished visitors this year.



*Mr. Brindaban Goswami, Hon'ble MLA, Tepzpur Constituency, visited the institute on 26<sup>th</sup> April, 2017*



*Mr Ram Muivah, IAS, Secretary NEC, Ministry of DoNER, visited the institute on 16<sup>th</sup> September, 2017*



*Mr. R. P. Sarma, Hon'ble, M.P. Tezpur Constituency visited the institute on 1<sup>st</sup> November, 2017*



*Dr. Star Pala. MD, Associate Professor, Department of Community Medicine and Dr. K. K. Pandita, Assistant Professor, Department of Hospital Administration NEIGRIHMS, Shillong Inspected the Institute on 8<sup>th</sup> and 9<sup>th</sup> January, 2018 for Kayakalp Scheme*



*Prof. Jayanta K. Das, Director, Dr. S. N. Mishra, Consultant, Distance Learning Cell and Dr. Rajneesh M. Siwan, Chief Medical Officer, National Institute of Health and Family Welfare, New Delhi inspected the institute on 14<sup>th</sup> and 15<sup>th</sup> February, 2018 for Kayakalp Scheme*



*Smt. Chikimiki Talukdar Chairperson, Assam State Commission for Women made a visit on 20<sup>th</sup> March, 2018*



# ANNEXURE I

Specialty wise break up of students on rolls as on 31.3.2017.

Psychiatry		M Phil PSW		M Phil CP		M.Sc. Nursing (Psychiatric Nursing)		
MD	DNB	1 <sup>st</sup> year	2 <sup>nd</sup> year	1 <sup>st</sup> year	2 <sup>nd</sup> year	1 <sup>st</sup> year	2 <sup>nd</sup> year	DPN
5	2	6	6	8	8	12	12	3

Number of students, who passed the G U Examinations during the year 2016-17

Psychiatry		M Phil PSW		M Phil CP		M.Sc. Nursing (Psychiatric Nursing)		
MD	DNB	1 <sup>st</sup> year	2 <sup>nd</sup> year	1 <sup>st</sup> year	2 <sup>nd</sup> year	1 <sup>st</sup> year	2 <sup>nd</sup> year	DPN
2	1	5	6	8	8	11	12	6

## ANNEXURE II

Sl. No.	Guest lecturers / resource persons	Department	Period of Visit
1.	Dr. D. Muralidhar, Professor, Department of Psychaitric Social Work, NIMHANS, Bengaluru	Psychiatric Social Work	29 <sup>th</sup> August, 2017.
2.	Dr. K. Thennarasu, Professor & Head, Dept. of Biostatistics, NIMHANS, Bengaluru	Clinical Psychology	24 <sup>th</sup> January, 2018
3.	Dr. M. Thomas Kishore, Associate Professor, Dept. of Clinical Psychology, NIMHANS, Bengaluru	Clinical Psychology	28 <sup>th</sup> to 30 <sup>th</sup> January, 2018
4.	Dr. Sandhya Gupta, Senior Lecturer, College of Nursing, AIIMS, New Delhi	Psychiatric Nursing	16 <sup>th</sup> & 17 <sup>th</sup> February, 2018
5.	Dr. K. Reddemma, Nodal Officer, National Consortium for Ph. D. in Nursing, Bengaluru	Psychiatric Nursing	26 <sup>th</sup> to 28 <sup>th</sup> March, 2018
6.	Dr. Hiranya Saikia, Senior Lecturer, Statistics, Assam Medical College and Hospital, Dibrugarh	Psychiatric Nursing	26 <sup>th</sup> to 28 <sup>th</sup> March, 2018

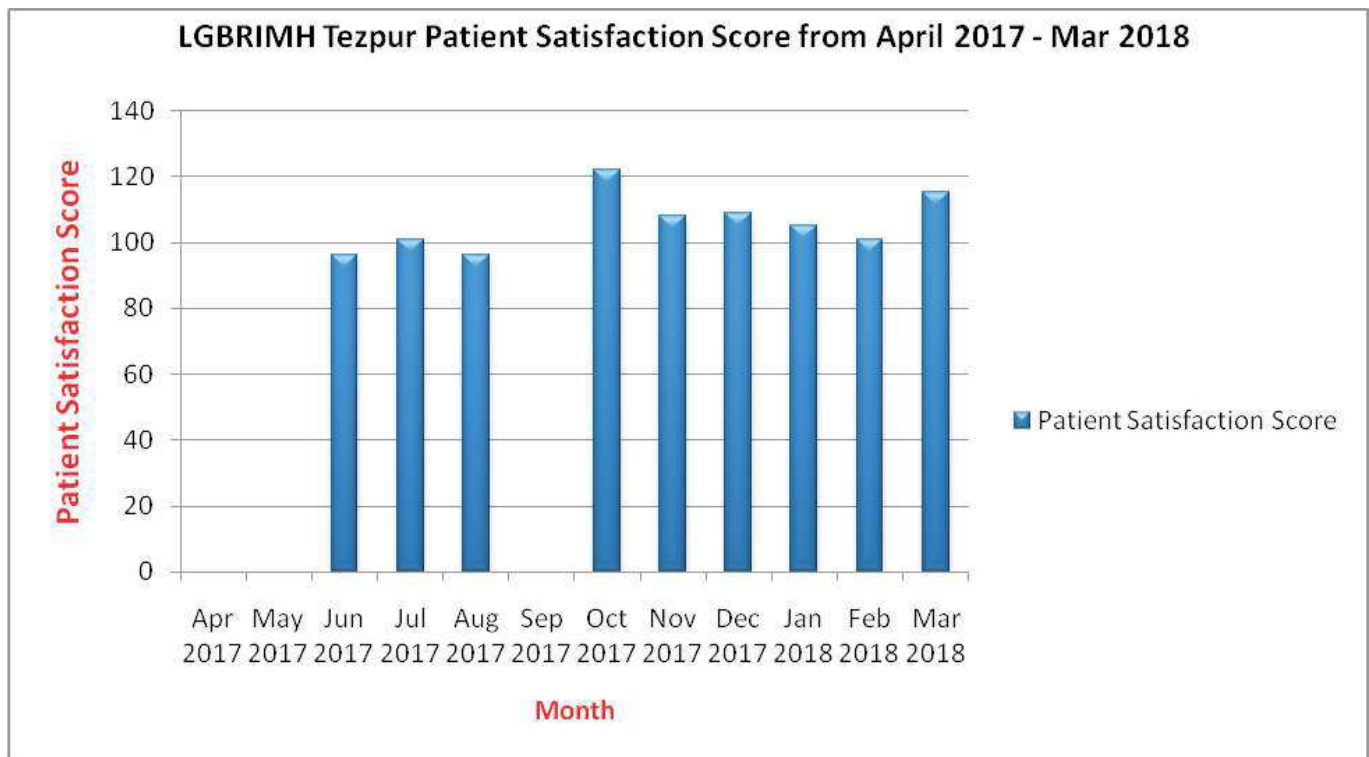
## ANNEXURE III

### Patient's feedback

There patient's feedback for the session 2017-18 is generated from the Mera aspataal web portal as follows:

Patient Satisfaction Score from April 2017 - March 2018:

LGBRIMH Tezpur Patient Satisfaction Score from January 2017-March 2018			
Facility	State	Month	Patient Satisfaction Score
LGBRIMH Tezpur	Assam	Apr 2017	0
		May 2017	0
		Jun 2017	96
		Jul 2017	101
		Aug 2017	96
		Sep 2017	0
		Oct 2017	122
		Nov 2017	108
		Dec 2017	109
		Jan 2018	105
		Feb 2018	101
		Mar 2018	115



Patient Visit Monthly Report for LGBRIMH Tezpur  
 Report Type : Central Government  
 Facility : LGBRIMH Tezpur  
 Periodicity : Monthly

To: March 2018

From : Jul 2017

LGBRIMH Tezpur																
Validity Analysis of Data, Mera Aspaataal																
Total no. of Data Source Integrated - 1																
Facility Name	Month	Valid Visits			Total Invalid visits			Invalid Visits Details					IP/OP Details			
		count b	c = b/a*100	count d	%e = d/a*100	Invalid Visit Date		Duplicate Visits		Invalid Phone		Duplicate Phone		In- Patients	Out- Patients	Invalid Patient Type ID
						count f	% g = f/d*100	count h	% i = h/d*100	count j	% k = j/d*100	count l	% m = l/d*100			
LGBRIMH Tezpur	Jul 2017	9584	74%	2449	26%	0	0%	9	0%	2371	97%	69	3%	158	9426	0
	Aug 2017	7531	71%	2206	29%	0	0%	33	1%	1735	79%	438	20%	112	7419	0
	Sep 2017	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0	0
	Oct 2017	1718	52%	825	48%	0	0%	0	0%	753	91%	72	9%	27	1691	0
	Nov 2017	10754	52%	5148	48%	0	0%	0	0%	4705	91%	443	9%	144	10610	0
	Dec 2017	10039	54%	4597	46%	0	0%	0	0%	4251	92%	346	8%	121	9918	0
	Jan 2018	10320	55%	4637	45%	0	0%	0	0%	4208	91%	429	9%	147	10173	0
	Feb 2018	9630	53%	4491	47%	0	0%	0	0%	3794	84%	697	16%	119	9511	0
	Mar 2018	11573	55%	5255	45%	0	0%	0	0%	4540	86%	715	14%	128	11445	0
	<b>Total</b>		<b>71149</b>	<b>62%</b>	<b>29608</b>	<b>38%</b>	<b>0</b>	<b>0%</b>	<b>42</b>	<b>0%</b>	<b>26357</b>	<b>91%</b>	<b>3209</b>	<b>9%</b>	<b>956</b>	<b>70193</b>
<i>Total Patient Visits = Total patient visit records received for date of visit.</i>																
<i>Total Valid Visits = Total patient visit records which are identified as valid and to whom SMS/OBD can be sent for feedback on the basis of following logics: 1. visit date = date on which the records are being sent 2. All the mandatory data fields such as NIN id, visit id, visit date, phone no are provided and are correct 3. Phone no is provided and correct as per the validation logic (is equal to 10 digits and starts with 7,8 or 9 (only for mobile number))</i>																
<i>Total Invalid Visits = Total patient visit records that are identified as invalid due to duplicacy, invalid visit date or invalid phone numbers.</i>																
<i>Invalid Phone numbers = Total visit records whose phone number were either missing or were not as per the validation logic &amp; less than or greater than 10 digits</i>																
<i>Invalid Visit Date = Total visit records whose visit date is either in wrong format or old visit date is provided i.e. visit date is not equal to the date on which data is being sent</i>																
<i>Duplicate Visits = Total visit records whose details have been shared more than once</i>																
<i>Duplicate Phone Numbers = Patient visits identified with duplicate phone numbers on a given day are marked as invalid.</i>																





# Auditor's Report





# SURENDRA DUGAR & ASSOCIATES



## Chartered Accountant INDEPENDENT AUDITOR'S REPORT

To  
The Director  
Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur, Assam

### Report on the Financial Statements

We have audited the accompanying financial statements of M/s Lokopriya Gopinath Bordoloi Regional Institute of Mental Health, Tezpur, Assam which comprise the Balance Sheet as at March 31, 2018 and the Statement of Income and Expenditure Account and Receipts and Payments Accounts for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements that give a true and fair view of the financial position and financial performance of the Institute in accordance with accounting principles generally accepted in India. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with the standards on auditing issued by the Institute of Chartered Accountants of India. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedure to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Institute's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well evaluating the overall



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SURENDRA DUGAR &  
ASSOCIATES



presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion and to the best of our information and according to the explanations given to us, the financial statements read with notes on accounts give the information required by the Act in the manner so required and give a true and fair view, subject to notes on accounts, in conformity with the accounting principles generally accepted in India :

- a) in the case of the Balance Sheet, of the State of affairs of the Institute as at March 31, 2018 ;
- b) in the case of the Statement of Income and Expenditure, of the Excess of Income over Expenditure for the year ended on that date.
- c) in the case of the Statement of Receipts and Payments Account, of the Receipts and Payments for the year ended on that date.

**Report on Other Legal and Regulatory Requirements**

We report that:

We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit;  
In our opinion, proper books of accounts as required by law have been kept by the Institute so far as appears from my examination of those books;  
The Balance Sheet and the Statement of Income and Expenditure and Receipts and Payments account dealt with by this report are in agreement with the books of account;

For, Surendra Dugar & Associates  
Chartered Accountants

*Surendra Dugar*

CA. Surendra Dugar

Partner

MRN: 063571

FRN: 325846E



Tezpur, 12<sup>th</sup> October 2018

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Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

Balance Sheet as at 31st March 2018

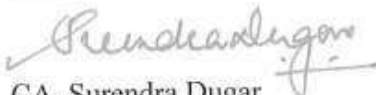
Sources of Funds	Schedule	Current Year	Previous Year
Corpus/ Capital Fund	1	2,50,63,43,981	2,35,63,34,635
Reserves and Surplus	2	-	-
Earmarked/Endowment Funds	3	3,61,84,776	3,65,05,847
Secured Loan and Borrowing	4	-	-
Unsecured Loan and Borrowing	5	-	-
Deferred Credit Liabilities	6	-	-
Current Liabilities and Provisions	7	52,19,396	81,29,744
		<b>2,54,77,48,153</b>	<b>2,40,09,70,226</b>
<u>Application of Funds</u>			
Fixed Assets	8	2,02,79,23,155	1,94,48,13,925
Investment from Earmarked/ Endowment Funds	9	-	79,52,665
Investment - Others	10	-	-
Current Assets, Loans and Advances	11	51,98,24,998	44,82,03,636
Miscellaneous Expenditure		-	-
		<b>2,54,77,48,153</b>	<b>2,40,09,70,226</b>
Significant Accounting Policies	24		
Contingent Liabilities and Notes on Accounts	25		

In terms of my report for even date attached.

(0)

For and on behalf of:

Surendra Dugar & Associates  
Chartered Accountants

  
CA. Surendra Dugar

Proprietor

MRN: 063571 / FRN: 325846E

Tezpur, 12th October 2018



For and on behalf of the management

LGB Regional Institute of Mental Health



Authorized Signatory

# ANNUAL REPORT 2017-18

Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

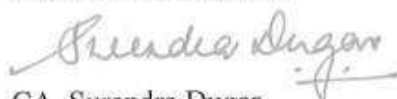
Income and Expenditure Account for the year ended 31st March 2018

INCOME	Schedule	Current year	Previous year
Income from sales/service etc	12	3,85,614	77,580
Grants/subsidies	13	37,99,72,160	26,77,56,070
Fees/subscription	14	12,01,528	8,58,200
Income from investment	15	37,52,165	1,28,31,186
Income from royalty,publication	16	-	-
Interest earned	17	1,20,40,543	71,29,449
Other income	18	6,88,544	3,00,692
Increase/decrease in stock	19	3,62,919	9,03,681
<b>Total(A)</b>		<b>39,84,03,473</b>	<b>28,98,56,858</b>
<b>EXPENDITURE</b>			
Establishment expenses	20	23,20,19,975	20,51,70,734
Other administrative expenses etc.	21	8,73,32,581	6,64,54,693
Expenditure on grants, Subsidies etc.	22	14,63,855	33,22,097
Interest	23	-	-
Depreciation	8	5,04,37,717	3,24,40,952
<b>Total(B)</b>		<b>37,12,54,128</b>	<b>30,73,88,476</b>
Balance being excess of income over expenditure		2,71,49,345	(1,75,31,618)
Transfer to special reserve (specify each)		-	-
Transfer to from General Reserve		-	-
Balance being surplus/deficit carried forward to CORPUS /CAPITAL FUND		2,71,49,345	(1,75,31,618)
Significant accounting policies	24		
Contingent liabilities and notes on accounts	25		

In terms of my report for even date attached.

For and on behalf of:

Surendra Dugar & Associates  
Chartered Accountants



CA. Surendra Dugar  
Proprietor  
MRN: 063571 / FRN: 325846E



For and on behalf of the management

LGB Regional Institute of Mental Health

Tezpur, 12th October 2018

Authorized Signatory

Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

Consolidated Receipts and Payments Account for the year ended 31st March 2018

Receipts	Ann	2017-18	2016-17	Payments	Ann	2017-18	2016-17
<b>(I) Opening Balance</b>				<b>(I) Expenses</b>			
a) Cash in hand				Establishment Expenses	VIII	23,22,72,901	20,52,77,109
b) <u>Bank Balances</u>				Office Expenses	IX	2,13,86,842	1,33,66,167
i) <u>In current Accounts</u>				Administrative Expenses	X	3,34,08,991	2,80,14,708
ii) <u>In deposit Accounts</u>	I	9,83,66,487	15,21,70,331	Hospital Expenses	XI	3,18,47,067	2,44,07,973
iii) <u>Savings Account</u>	II	34,71,24,828	16,44,69,606	Academic Expenses	XII	3,48,313	12,19,576
				Swachhata Action Plan-3257 1.9-			
				Misc Road Show etc	XIII	1,02,386	
<b>(II) Grants Received</b>				<b>(II) Payments made against funds for various projects</b>			
Grants/ Subsidies Received	V	50,28,32,160	78,77,56,070	Payment from Fees A/c 2733	XIII	4,70,456	1,87,052
				Payment from Rehabilitation A/c 4797	XIV	48,062	
<b>(III) Income on Investments from</b>				Payment from A/c 6000	XV	26,26,161	19,33,729
				Payment from A/c 6666	XVI	9,93,399	12,08,308
<b>(IV) Interest Received</b>				<b>(III) Investments and Deposits made</b>			
On Saving account	III	1,23,80,749	71,29,449				
On Term Deposit	IV	57,14,671	1,28,31,186	<b>(IV) Expenditure on Fixed Assets &amp; capital Work-in-progress</b>			
				Fixed Assets Purchased	XVII	21,37,79,645	40,12,94,411
<b>(V) Other Income (Specify)</b>	VI			<b>(V) Refund of Surplus money/Loans</b>			
A/c 2733		12,34,737	8,58,200	<b>(VI) Finance Charges(Interest)</b>	XVII(A)	2,442	
A/c 1172		3,85,614	33,470	<b>(VII) Other Payments (Specify)</b>			
A/c 1158		13,80,291	7,77,291	Advances / Liability Paid	XVIII	1,59,12,397	61,39,231
				Other Payment	XIX	33,209	



Receipts		Ann	2017-18	2016-17	Payments	Ann	2017-18	2016-17
<u>(VI) Amount Borrowed</u>								
<u>(VII) Any other Receipts (give details)</u>								
Other Receipts of non-revenue in nature	VII							
Security Deposits			16,08,663	10,95,730		XX	35,81,83,176	34,71,24,828
Earnest Money Deposit			15,48,000	4,73,637		XXI	6,63,03,925	9,83,66,487
Others			51,43,172	9,44,609				
			97,77,19,372	1,12,85,39,579			97,77,19,372	1,12,85,39,579

In terms of my report for even date attached.

For and on behalf of:

Surendra Dugar & Associates  
Chartered Accountants



*Surendra Dugar*  
C.A. Surendra Dugar  
Proprietor  
MRN: 063571 / FRN: 325846E

Tezpur, 12th October 2018

For and on behalf of the management  
LGB Regional Institute of Mental Health

Authorized Signatory

Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

Schedule to Balance Sheet 31st March 2018

	<u>Current Year</u>	<u>Previous Year</u>
<i>Schedule 1: Corpus/ Capital Fund</i>		
Balance at the beginning of the year	2,35,63,34,635	1,85,38,66,253
Add: Contribution towards corpus/ capital fund	12,28,60,000	52,00,00,000
Add/deduct balance of net income/expenditure transferred	2,71,49,345	(1,75,31,618)
Add: Land	<u>1</u>	-
Balance as the Year End	<u>2,50,63,43,981</u>	<u>2,35,63,34,635</u>
<i>Schedule 3: Earmarked/ Endowment Funds</i>		
Funds	<i>Current Year</i>	<i>Previous Year</i>
(a) Opening Balance of the funds	3,65,05,847	3,65,05,847
<u>(b) Additions to the Funds</u>		
<u>i) Donations/Grants</u>		
<u>ii) Income from Investment made on account of Funds</u>		
(a) Interest on Term Deposit	19,62,506	-
<u>iii) Other Additions (Specify)</u>		
(a) Interest on SB Account	3,40,206	-
Total (a+b)	<u>3,88,08,559</u>	<u>3,65,05,847</u>
 (c) Utilization/Expenditure towards objectives of Funds		
<u>i) Capital Expenditure</u>		
- Fixed Assets	-	-
- Others	-	-
Total	<u>-</u>	<u>-</u>
 <u>ii) Revenue Expenditure</u>		
<u>- Salaries, Wages &amp; Allowances</u>		
A/C No 6000	25,93,783	
<u>- Other Admn Expenses</u>		
Project Expenditure A/C No 4798	30,000	
Total	<u>26,23,783</u>	
Total (C)	<u>26,23,783</u>	
Net Balance as the Year End (a+b-c)	<u>3,61,84,776</u>	



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## Schedule 7: Current Liabilities

1. Acceptances		
2. Sundry Creditors		
a) Others outstanding liabilities	12,25,644	-
3. Advances Received/Security deposits/ Others	25,65,720	58,46,077
Security Deposit (HSCC)	8,07,959	8,07,959
Security Deposit (A/C 6666)	-	1,64,929
Caution Deposit (A/C No 2733)	5,000	5,000
Security Deposit(Library)		-
Security Deposit (Rehabilitation)	63,660	1,11,722
4. Interest accrued but not due on		
a) Secured loans/borrowings		
b) unsecured loans/borrowings		
5. Statutory Liabilities		
a) VAT	-	-
b) Receive from LIC (GSLI )	-	-
c) GSLI	-	-
d) NPS	55,933	4,712
e) GPF		
f) Contractors liability	96,632	96,632
g) Earnest money (SB A/C No 1158)	3,98,382	10,92,247
h) Earnest money (SB A/C No 1172)	-	
6. Others current Liabilities	466	466
	<u>52,19,396</u>	<u>81,29,744</u>

## Schedule 9-Investment from Earmarked /Endowment Funds

1) In Government Securities		
2) Other Approved Securities		
3) Shares		
4) Debenture and Bonds		
5) Subsidiaries and Joint Ventures		
6)Others (A/C No:6000,Annexure:XXI)	-	79,52,665
	-	<u>79,52,665</u>





*Schedule 11: Current Assets/ Loans and Advances*

A. CURRENTS ASSETS

1. Inventories		
a) Stores and spares	39,67,088	36,04,169
2. Sundry Debtors	-	-
3. Cash balance in hand(including cash,P.advance etc.)	-	-
4. Bank Balances	-	-
a) With schedule Banks		
Purchase of FDR	50,00,000	-
Pension Fund (A/c 5555)	2,58,17,665	2,40,75,400
On deposit accounts(Annexure:XXI)	4,38,07,172	6,94,75,069
On saving accounts(Annexure:XX)	35,48,62,264	34,39,88,181
Total	<u>42,94,87,101</u>	<u>43,75,38,650</u>

B. LOANS AND ADVANCES AND OTHER ASSETS

1. LOANS

2. Advances and other amounts recoverable in cash or in kind for value to be received

(a)On capital account ,Advance to HSCC	8,02,00,000	-
(b) Prepayment	-	-
(c) Others:		
Festival advances	18,265	1,36,765
Advance for Maint. of Water Plant	17,223	5,78,731
LIP	-	-
Telephone security	12,200	12,200
Advance Maintainaence of Building	-	1,50,000
Advance Improvement & maintenance of electrical item	-	60,000
Advance Rehab Non Recurring Exp 4797	-	-
Advance Other Charges	-	-
Advance Electricity Security(CAEDCL)	61,23,121	61,23,121
Advance LTC	-	-
	<u>51,98,24,998</u>	<u>44,82,03,636</u>



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SCHEDULE 8: DETAILS OF FIXED ASSETS

DESCRIPTION	GROSS BLOCK as on 1-Apr-17	Addition for more than 182 days	Addition for less than 182 days	Depreciation	Gross Block as on 31.03.2018	Rate	Accumulated Depreciation			Closing WDV as on 31.03.2018	Closing WDV as on 31.03.2017
							Opening Balance as on 1-Apr-17	Provided during the year	Closing Balance as on 31-Mar-18		
A. Fixed Assets	9,15,000				9,15,000	15%	3,53,076	34,280	4,27,365	4,77,635	3,61,924
1. X-Ray Machine	66,906				66,906	15%	55,414	11,492	66,906	0	11,492
2. Type Machine	2,49,040				2,49,040	15%	2,04,228	42,368	2,46,596	2,444	44,812
3. Semi/Auto analyser	53,19,566				53,19,566	15%	31,17,006	2,62,873	33,70,879	19,48,687	22,01,660
4. Vehicles	2,01,14,098	1,72,509	84,020		2,03,70,627	10%	98,12,276	20,60,375	1,21,70,651	81,99,976	1,03,01,822
5. Furnace & Fixtures	94,85,789	1,71,100			96,56,889	15%	57,19,203	20,82,204	77,45,407	19,14,482	37,66,586
6. Office Equipment	78,58,609		2,40,340		80,98,949	60%	68,36,181	8,99,703	77,35,944	3,63,005	10,22,428
7. Computer peripherals	14,51,90,810	79,11,383	97,70,076		14,88,72,269	100%	14,51,90,810	1,76,81,457	16,30,72,267	3,21,126	2,83,003
8. Library Books	9,34,680		97,520		10,32,200	15%	6,52,677	36,387	7,11,074	10,294	9,373
9. Medical equipments	1,390				1,390	15%	2,48,822	(681)	2,47,901	0	1,72,679
10. Bicycle	2,58,195				2,58,195	15%	5,62,425	1,72,679	7,35,104	0	7,421
11. Mini Xerox	7,35,104				7,35,104	15%	72,285	4,510	76,795	2,911	4,91,478
12. Incubator	79,706				79,706	15%	11,84,522	4,91,478	16,76,000	0	8,74,810
13. Fire Extinguisher	16,76,000				16,76,000	15%	11,55,820	6,96,078	16,60,898	3,75,733	1,02,002
14. DG Sets	20,34,630				20,34,630	15%	3,50,562	98,076	4,45,632	6,932	40,653
15. Hospital Equipment	4,52,564				4,52,564	15%	1,41,347	22,701	1,64,048	17,952	15,87,807
16. Voltage Stabilizer	1,82,000				1,82,000	15%	32,30,943	8,21,115	44,24,058	6,59,692	2,96,325
17. Digital microscope & Fully Automated c	51,18,750				51,18,750	60%	18,25,675	2,68,326	21,22,000	0	36,59,008
18. Digital microscope & Fully Automated c	21,22,000				21,22,000	60%	1,78,40,992	38,26,068	2,15,00,000	0	0
19. Shimadzu Ultrasound System SDU-110	2,15,00,000				2,15,00,000	10%	0	0	0	0	0
20. 16 Slices Brilliance CT Scan Phillips	0				0	10%	0	0	0	0	0
21. Upgradation of Pathology dept.(Works	0				0	10%	0	0	0	0	0
22. Imp of road connect. NH	0				0	10%	0	0	0	0	0
23. By pass road	0				0	10%	0	0	0	0	0
24. Link road	4,54,108				4,54,108	10%	1,60,836	8,08,886	3,69,722	84,386	2,93,273
25. Cess. Of boundary wall	66,93,647				66,93,647	10%	23,70,746	26,04,918	51,75,662	15,17,985	43,22,901
26. Quarter (New Resaring)	2,30,94,047				2,30,94,047	5%	45,84,766	73,61,776	1,19,46,541	1,11,47,506	1,85,09,281
27. Electrical Substation	9,03,566				9,03,566	10%	3,20,023	3,76,636	6,98,659	2,04,910	5,83,543
28. Security Fencing construction	9,57,794				9,57,794	10%	3,13,759	2,22,182	5,35,911	4,21,884	6,44,036
29. Electrical items	28,550				28,550	10%	12,151	3,288	15,439	13,111	16,399
29. Upgradation Of LOBBING	2,45,000				2,45,000	10%	72,218	30,790	1,06,008	1,38,992	1,72,782
ITM Device	4,15,774				4,15,774	60%	1,24,732	1,74,825	2,99,557	1,16,417	2,91,042
30. Consultancy and construction (ISCC	3,01,47,762				3,01,47,762	60%	13,85,856	(1,154)	12,702	3,01,47,762	3,01,47,762
31. Printer under research project a/c 4798	14,327				14,327	60%	13,856	(1,154)	12,702	1,625	471
32. Equipments under rehabilitation	1,29,740				1,29,740	15%	65,194	36,107	1,00,301	29,439	64,546
33. Construction of Rehabilitation centre	2,21,94,035				2,21,94,035	10%	70,69,436	76,97,620	1,47,67,416	74,26,619	1,51,24,549
34. Furniture under manpower dev. a/c 6028	4,60,740				4,60,740	10%	1,88,645	64,676	2,53,231	2,07,520	2,73,095
35. Purchase Of Furniture under Rehabilital	11,91,231				11,91,231	15%	4,32,757	44,158	4,76,915	7,14,296	7,58,454
36. Equipments (A/C 4797)	61,91,983				61,91,983	10%	24,53,130	12,88,878	37,07,060	24,84,925	37,38,803
37. Furniture (A/C No 6666)	14,097				14,097	10%	5,120	504	5,644	8,453	8,977
38. Purchase of Equipment (S.B.A.C.No.66	38,80,613				38,80,613	15%	26,83,597	0.00273	32,85,871	25,25,995	31,29,270
39. Purchase of books (A/C 6000)	1,83,38,56,734				1,83,38,56,734	100%	38,80,613	0	38,80,613	1,05,09,66,734	1,83,38,56,734
40. Add Capital work in progress	54,30,728	11,51,00,000			65,81,728	100%	0	0	0	54,30,728	54,30,728
41. Capital work in progress (APCCLI)	0	0	0	0	0	0	0	0	0	0	
42. Land	0	0	0	0	0	0	0	0	0	0	
TOTAL	2,16,85,21,182	12,23,54,490	1,07,31,956	0	2,20,21,08,198	8	22,38,07,235	5,04,37,717	27,42,44,953	2,02,79,23,155	1,24,40,12,929

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Schedule to Income and Expenditure Account for the year ended 31st March 2018

Schedule 12: Income from Sales and Service

	Current year	Previous year
Canteen Rent	1,200	15,200
Tender Fees	5,100	17,870
Online Fee Received Axis Bank	-	44,100
SCRAP CHAYA STORE C/B 65,117	3,69,744	
AUCTION FEES	9,570	
Trf FROM A/C NO. 1158 DATED 27/06/17 C/B 35	-	
RTI Fees	-	10
Miscellaneous Received (A/c No-1172)	-	400
 PFMS RETURN	 -	 -
	<b>3,85,614</b>	<b>77,580</b>

Schedule 13: Grants and Subsidies

	Current year	Previous year
<b>Grant</b>		
Revenue Grant in Aid	37,81,82,000	26,69,28,000
Capital Grant in Aid	-	-
Received from Tezpur University(SB A/C No 6666)	17,90,160	8,28,070
Total	<b>37,99,72,160</b>	<b>26,77,56,070</b>

Schedule 14: Fees / Subscription (A/c No. 2733)

	Current year	Previous year
DNB course Fees	-	51,800
DPN course fee	6,650	-
Recovery against library books	11,368	-
Application fee	47,850	-
M.Sc. Nursing course fee	3,12,900	1,75,500
M Phil(PSW)	2,38,660	55,700
MD fee	83,800	50,600
Mphil (Clinical Psychology)(A/C No 2733)	1,73,900	1,34,100
Posting Fee(A/C No 2733)	3,26,400	3,90,500
	<b>12,01,528</b>	<b>8,58,200</b>

Schedule 15: Income from Investment

	Current Year	Previous Year
1) ON TERMS DEPOSIT		
a) With schedule banks	37,52,165	1,28,31,186
b) with non schedule banks	-	-
c) with institutions	-	-
d) Others	-	-
Total	<b>37,52,165</b>	<b>1,28,31,186</b>

Schedule 17: Interest Earned

	Current Year	Previous Year
1) Saving Accounts		
a) With schedule banks	1,20,40,543	71,29,449
b) with non schedule banks	-	-
c) Post office saving accounts	-	-
d) Others	-	-
3) On loans	-	-
4) Interest earned on Security Deposit of CAEDCL	-	-
Total	<b>1,20,40,543</b>	<b>71,29,449</b>



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## Schedule 18: Other Income

	Current Year	Previous Year
Miscellaneous Receipts from Gauhati University	-	-
OPD Registration Fees	1,92,000	1,92,000
Electricity Charge	-	-
License Fees	4,96,544	1,08,692
Miscellaneous Received (A/c No-1158)	-	-
	<u>6,88,544</u>	<u>3,00,692</u>

## Schedule 19: Increase / Decrease in stock of finished goods

	Current year	Previous year
a) Closing Stock		
Finished Good	39,67,088	36,04,169
Work in progress	-	-
b) Less opening stock		
Finished Good	36,04,169	27,00,488
Work in progress	-	-
	<u>3,62,919</u>	<u>9,03,681</u>

## Schedule 20: Establishment Expenses

	Current year	Previous year
Salaries and wages	21,82,94,623	19,48,65,665
Pension Contribution/ NPS	37,39,263	29,62,955
Group Gratuity Premium Amount	26,27,372	6,35,641
Contribution to Provident Fund (EPF)	51,77,599	46,74,031
Children Education Allowance	18,29,030	17,62,268
LTC	3,52,088	2,70,174
Total	<u>23,20,19,975</u>	<u>20,51,70,734</u>



*Schedule 21: Other Administrative Expenses*

	Current year	Previous year
Purchases	3,24,74,139	2,39,08,704
Labour expenses	1,77,16,786	1,51,82,667
Electricity and power	77,56,214	32,83,252
Repair and maintenences	66,21,464	46,51,235
Vehicles running and maintenences	2,61,619	6,63,846
Postage telephone and communication charges	13,62,937	12,64,591
Printing and Publication	5,07,989	7,99,409
Travelling and conveyance Expenses	18,68,720	9,75,412
Expenses on seminer and workshop	2,25,109	7,58,178
Expenses on stationary	5,36,226	3,24,288
Auditors remuneration	59,000	34,500
Other Professional & Special Services	23,891	13,362
Professional charges (legal fees)	17,400	31,450
Advertisement and publicity	8,82,719	6,57,041
Purchase of learning materials	-	-
Security agency	37,83,943	37,50,343
Executive council meeting	10,000	2,11,785
Misc.O.E. Hospital	29,400	57,057
Other charges	10,49,905	8,11,697
Honararium	2,700	2,580
Staff welfare	8,104	30,000
Maintenance of laundry,kitchen,incinarator	56,727	82,100
Maintenance of Xerox,water plants, DG sets,EPBX	21,29,426	13,76,240
Servicing and repairing of hospital equipment	2,18,720	1,54,444
Comntribution to professional bodies	13,200	2,340
Information Technology	25,72,688	33,511
Consultancy Fees	1,10,004	3,46,424
Community Psy programme	2,93,725	2,05,668
Medical Expenses Reimbursement of staff	12,11,913	19,40,628
Stipend and Scholarship	54,23,085	45,48,336
Bank Charges	2,442	-
Nominal Maitenance wear & tear	-	3,15,021
Misc Hostel (Male & Female) Maintenance	-	950
Information Education Communication materials & other exp	-	37,634
Swachhata Action Plan-3257(1.9- Misc Road Show etc)	1,02,386	-
	<b>8,73,32,581</b>	<b>6,64,54,693</b>



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Schedule 22: Expenditure on Grant / Subsidies etc.

Expenditure against A/c 2733

Rehabilitation Council Of India Fee Collection 2733

DPN Course

MD Fees Exp

DPN Course

Course Registration Fee (2733)

Fee Collection exp

Caution Money Release

Misc

MSc Psy Nursing fees exp

Entrance Exam Fee

Admission Mpney

Expenditure against A/c 6666

Salary

Misc

A/c 4798

Project Expenditure

Expenditure against A/c 6000

Salary

	Current year	Previous year
Rehabilitation Council Of India Fee Collection 2733	42,500	-
DPN Course	20,000	-
MD Fees Exp	-	-
DPN Course	10,070	-
Course Registration Fee (2733)	1,84,000	-
Fee Collection exp	1,13,466	89,521
Caution Money Release	81,350	54,000
Misc	-	32,531
MSc Psy Nursing fees exp	10,070	-
Entrance Exam Fee	-	11,000
Admission Mpney	9,000	-
<u>Expenditure against A/c 6666</u>		
Salary	9,82,254	11,10,643
Misc	11,145	97,665
<u>A/c 4798</u>		
Project Expenditure		19,26,737
<u>Expenditure against A/c 6000</u>		
Salary		
	<u>14,63,855</u>	<u>33,22,097</u>



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Schedule to Receipts and Payments Account for the year ended 31st March 2018

	Current Year	Previous Year
<b>Annexure I: Opening Balance of Term Deposit</b>		
2733	-	-
1172	22,32,689	20,94,945
4797	-	-
1158	6,72,42,380	12,33,08,264
6000	79,52,665	74,15,255
4798	-	-
6666	-	-
5555	2,09,38,753	1,93,51,867
A/c No.914010029238412(Axis Bank)	-	-
	<u>9,83,66,487</u>	<u>15,21,70,331</u>
	2017-18	2016-17
<b>Annexure II: Opening Balance at bank</b>		
2733	51,95,907	42,93,753
1172	93,70,196	77,41,420
4797	14,75,600	14,17,334
1158	32,51,76,411	14,20,33,258
6000	20,42,604	38,40,137
4798	79,240	74,003
6666	6,35,834	9,90,460
5555	31,36,647	29,65,556
A/c No.914010029238412(Axis Bank)	12,389	11,13,685
	<u>34,71,24,828</u>	<u>16,44,69,606</u>
<b>Annexure III: Interest Earned on Saving Account</b>		
2733	2,21,343	1,86,906
1172	4,11,718	4,81,921
4797	57,337	58,266
1158	1,13,77,026	60,58,823
6000	72,978	1,29,204
4798	4,806	5,237
6666	30,456	25,612
5555	1,84,265	1,71,091
914010029238412	20,820	12,389
	<u>1,23,80,749</u>	<u>71,29,449</u>
<b>Annexure IV: Interest Earned on Term Deposits</b>		
2733	-	-
1172	3,35,774	1,37,744
4797	-	-
1158	34,16,391	1,05,69,146
6000	4,04,506	5,37,410
4798	-	-
6666	-	-
5555	15,58,000	15,86,886
914010029238412	-	-
	<u>57,14,671</u>	<u>1,28,31,186</u>



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	Current Year	Previous Year
<u>Annexure V: Grants/Subsidies Received</u>		
<u>A/c 1158</u>		
<u>Grant in Aid Received From MOIL &amp; FW, GOI</u>		
Capital Grant in Aid	12,28,60,000	52,00,00,000
Revenue Grant in Aid	37,81,82,000	26,69,28,000
<u>A/c 6666</u>		
Received from Tezpur University	17,90,160	8,28,070
	<u>50,28,32,160</u>	<u>78,77,56,070</u>
<u>Annexure VI: Other Income</u>		
<u>A/c 2711</u>		
MSc( psy nursing)	3,12,900	1,75,500
Mphil (Clinical Psychology)	1,73,900	1,34,100
Inter Account transfer (Transferred from A/C No Axis bank)	33,209	
Entrance exam fee cb 54	-	
DNB course fee		51,800
Mphil (PSW)	2,38,660	55,700
MD-Student fees	83,800	50,600
RECOVERY AGAINST LIBRARY BOOKS C/B 71	11,368	
Posting Fee	3,26,400	3,90,500
Application fee	47,850	
DPN COURSE	6,650	
Miscellaneous Received		
Total (A)	<u>12,34,737</u>	<u>8,58,200</u>
<u>A/c 1172</u>		
Scrap Chaya Store	3,69,744	
Canteen Rent	1,200	15,200
Auction Fees	9,570	
Tender Fees	5,100	17,870
Quotation fees		
Xerox charges		
Miscellaneous Received		400
Total (B)	<u>3,85,614</u>	<u>33,470</u>
<u>A/c 1158</u>		
OPD Registration fees	1,92,000	1,92,000
License Fees(Quarter)	4,96,544	1,08,692
Electric Charge	6,91,747	4,76,589
RTI Fees	-	10
Total (C)	<u>13,80,291</u>	<u>7,77,291</u>
<u>A/c No.914010029238412(Axis Bank)</u>		
Online Fee received		44,100
Total (D)	-	44,100
Grand Total (A+B+C+D)	<u>30,00,642</u>	<u>17,13,061</u>
<u>Annexure VII: Other receipts of non-revenue in nature</u>		
<u>n) Security Deposits</u>		
<u>A/c 1172</u>		
A/c 4797		-
A/c 1158	16,08,663	10,95,730
A/c 6666		
	<u>16,08,663</u>	<u>10,95,730</u>
<u>b) Earnest Money Deposit</u>		
<u>A/c 1172</u>		
A/c-4797		
A/c 1158	15,48,000	4,73,637
A/c 6666		
	<u>15,48,000</u>	<u>4,73,637</u>





	Current Year	Previous Year
<u>b) Others</u>		
<u>A/c 1158</u>		
Labour Charge	75,695	2,142
ELECTRIC CHARGE CANTEEN	12,256	
ELECTRIC CHARGE ATM	45,076	
ELECTRIC CHARGE CASII	212	
Other Deduction from salary	1,06,911	1,06,375
STIPEND RECOVERY (BRINDA BARUAH SARMAH)	1,44,000	
NPS	31,66,116	-
GSLI RECEIVED FROM LIC (TAPAN MOHANTA C/B 38)	4,00,863	
SALARY RECOVERY (o/b-)	1,43,424	-
received from melody excess payment	20,000	-
NEFT RETURN RAMLAL DURGADUTTA C/B 173	118	-
MCI Fees Returned		75,000
Canteen Rent Received in 1158	-	10,000
RECEIVED FROM LAKSHMI PERIODICALS BOOKS PVT LTD	2,699	-
PFMS RETURN	-	-
Misc Receipts	2,591	-
Adjustment of Advance Festival Advance (Previous Year)	1,18,500	-
Adjustment of Advance HSCC		
Adjustment of Advance Building (Previous Year)	1,50,000	6,50,000
Adjustment of Advance Waterplant (Previous Year)	5,61,508	-
Adjustment of Advance improvement & maintenance of electrical item (Previous Year)	60,000	-
Adjustment of Advance LTC(Previous Year)		50,000
Inter Account transfer(Transferred from A/C No 914010029238412 to A/C No 2733)		44,100
TRF FROM A/C NO. 1172 to Axis Bank	-	
Encashment of FDR		
<u>A/C No 6666 (Other Receipts)</u>		
P Tax	10,878	
<u>A/C No 6000</u>		
Recovery from salary (Electric charge)	2,824	6,992
P Tax(6000)	17,472	
Income Tax (6000)	72,475	
SALARY RECOVERY KANGKANA BHUYAN C/B15	29,554	
<u>A/c 4797</u>		
Previous year Advance Rehabilitation (Adjustment)	-	-
	<u>51,43,172</u>	<u>9,44,609</u>
<u>Annexure VIII: Establishment Expenses</u>		
Salary	21,85,47,549	19,49,72,040
Employer's share for EPF & Gratuity	51,77,599	46,74,031
Group Gratuity Premium Amount	2627372	6,35,641
Employer's share for NPS	31,14,895	26,83,266
Children Education Allowance	18,29,030	17,62,268
Pension/Leave salary Contribution	6,24,368	2,79,689
LTC	3,52,088	2,70,174
Total	<u>23,22,72,901</u>	<u>20,52,77,109</u>



# ANNUAL REPORT 2017-18

	<i>Current Year</i>	<i>Previous Year</i>
<b>Annexure IX: Office Expenses</b>		
Legal services	17,400	31,450
Printing & Stationery	5,56,226	3,24,288
Printing and publications	5,07,989	7,99,409
Advertisement and publicity	8,82,719	6,57,041
Postage and Telegram	1,61,061	76,311
BOG/EC Meeting	10,000	2,11,785
Electricity Charges	74,14,580	37,59,841
Electrical OE	-	-
Telephone charges	12,01,876	11,88,280
Security agency	37,83,943	37,50,343
Bank Charges	-	-
Maintenance of computer / Xerox	5,13,149	2,82,272
Maintenance of Water plant	5,61,508	2,86,416
Other charge	10,49,905	8,11,697
Staff welfare	8,104	30,000
Maint. Of DG sets	10,54,769	8,07,552
Information Technology	25,72,688	33,511
Improvement & maintenance of electrical item	10,90,925	-
Nominal Maintenance wear & tear	-	3,15,021
Misc Hostel (Male & Female) Maintenance	-	950
	<b>2,13,86,842</b>	<b>1,33,66,167</b>

## Annexure X: Administrative Expenses

Salary & Wages	1,77,92,481	1,51,84,809
Travelling Expenses	18,68,720	9,75,412
Vehicle Maintenance/POL	2,61,737	6,63,846
Reimbursement of Medical Expenses	12,11,913	19,40,628
Maintenance of Building etc	66,21,464	46,51,235
Payment of Prof. and spl service	23,891	13,362
Audit Fees	59,000	34,500
Honorarium	2,700	2,580
Stipends	53,67,085	45,48,336
	<b>3,34,08,991</b>	<b>2,80,14,708</b>

## Annexure XI: Hospital Expenses

Diet expenses	60,88,610	61,74,691
Medicine	1,52,34,198	75,34,628
Clothing	3,69,583	8,17,251
Laboratory Maintenance	88,63,161	89,66,328
Hygienic expenses	6,92,943	4,15,806
Miscellaneous	29,400	57,057
Maint. Of laundry & Kitchen	56,727	82,100
Maintenance of Incinerator	-	-
Surgical Stores	2,06,220	1,54,444
Servicing/repairing of Hospital Instrument	12,500	-
Community psy. Programme	2,93,725	2,05,668
	<b>3,18,47,067</b>	<b>2,44,07,973</b>



	Current Year	Previous Year
<u>Annexure XII: Academic Expenses</u>		
Consultancy Fees	1,10,004	3,46,424
Contributions to professional bodies	13,200	77,340
Purchase of learning material		
Training / conference/seminar	2,25,109	7,58,178
Information Education Communication materials & other exp		37,634
	<u>3,48,313</u>	<u>12,19,576</u>
<u>Annexure XIII: Swachhata Action Plan-3257</u>		
1.9- Misc Road Show etc	1,02,386	
<u>Annexure XIII: Expenses from A/c 2733</u>		
MSC NURSING	10,070	-
REHABILITATION COUNCIL OF INDIA FEE COLLECTION 2733	42,500	-
DPN COURSE	20,000	-
DPN COURSE	10,070	-
Fee Collection exp	1,13,466	89,521
Caution Money Release	81,350	54,000
Misc	-	32,531
ADMISSION MONEY	9,000	-
Entrance Exam fee	-	11,000
Course Registration Fee (2733)	1,84,000	-
	<u>4,70,456</u>	<u>1,87,052</u>
<u>Annexure XIV: Payments for Rehabilitation A/c</u>		
Rehabilitation Exp	-	-
Security Deposit	48,062	-
	<u>48,062</u>	<u>-</u>
<u>Annexure XV: Payment from A/c 6000</u>		
Salary	26,26,161	19,33,729
	<u>26,26,161</u>	<u>19,33,729</u>
<u>Annexure XVI: Payment from A/c 6666</u>		
Salary	9,82,254	11,10,643
Misc	11,145	97,665
	<u>9,93,399</u>	<u>12,08,308</u>



# ANNUAL REPORT 2017-18

	<i>Current Year</i>	<i>Previous Year</i>
<b>Annexure XVII: Fixed Assets Purchased</b>		
Grants for Creation of Capital Assets(2)/Physical Infrastructure/Building/Construction (2.1.1.1)		
Capital Work-In-Progress(APDCL)	<i>11,51,00,000</i>	37,77,25,698
Advance to HSCC	<i>8,02,00,000</i>	
Car		
GIA General/3.01 Material & Supplies /C.8 Furniture and Fixture.	<i>2,56,529</i>	4,78,560
GIA General/3.01 Material & Supplies /C.10 Equipments (c) Electrical and other general equipment.		
	<i>1,71,100</i>	3,64,417
GIA General/3.01 Material & Supplies /C.10 Equipments (a)computers, others.	<i>2,40,340</i>	11,83,302
3.04 Library/D.2 (i) Purchase of library books and learning materials.		
	<i>1,76,84,156</i>	2,09,83,710
GIA General/3.01 Material & Supplies /C.10 Equipments (b) Hospital Equipments.		
Suction Machine	<i>97,520</i>	95,250
UTM Devise	-	47,700
A/c Rehabilitation Equipment Purchased	-	4,15,774
A/c 4798 Project Expenditure	<i>30,000</i>	
A/c 6666 Equipment Purchased		
	<u><i>21,37,79,645</i></u>	<u>40,12,94,411</u>
<b>Annexure :XVIII(A)</b>		
Bank Charge (SB A/C No: 1158)	<i>2,262</i>	
Bank Charge (SB A/C No: 4797)	<i>17</i>	
Bank Charge (SB A/C No: 4798)	<i>71</i>	
Bank Charge (SB A/C No: 2733)	<i>92</i>	
	<u><i>2,442</i></u>	



	Current Year	Previous Year
<b>Annexure XVIII: Advances/Liability Paid</b>		
Advance Electricity Security	-	60,20,588
Paid to J K Sarma LIC(GSLI) Previous year	-	22,190
GSLI RECEIVED FROM LIC (TAPAN MOHANTA C/B 38)Released	4,00,863	-
Festival Advances	-	21,750
NPS	31,10,183	-
Adjustment of NPS Liability(Previous Year)	4,712	-
Security Deposit 1158	48,89,020	-
Earnest Money 1158	22,41,865	-
P Tax 6666	10,878	-
P Tax(6000)	17,472	-
Income Tax (6000)	72,475	-
Release of Security Deposit 6666	1,64,929	-
Release of Earnest Money 1172	-	300
NPS	-	64,403
Purchase of FDR 1172	50,00,000	-
Canteen rent trfd to A/C No 1172 from 1158 (CB 80 DT 22082016)	-	10,000
GIS	-	-
<b>A/c Rehabilitation</b>	-	-
Advance Rehabilitation Exp	-	-
	<u>1,59,12,397</u>	<u>61,39,231</u>
<b>Annexure XIX: Other Payment</b>		
Inter Account transfer (Transferred to A/C No 2733 from axis bank)	33,209	-
Inter Account transfer (Transferred to A/C No 1172 from axis bank)	-	-
	<u>33,209</u>	<u>-</u>
<b>Annexure XIX (a): Other Payment</b>		
RCI Workshop Exp (Rehab Centre) 1158	-	-
Returned to RCI ,New Delhi from A/C 1158	-	-
	<u>-</u>	<u>-</u>
<b>Annexure XX: Closing Balance of Cash at bank</b>		
2733	61,81,439	51,95,907
1172	51,67,528	93,70,196
4797	14,84,858	14,75,600
1158	33,27,97,372	32,51,76,411
6000	78,78,970	20,42,604
4798	53,975	79,240
6666	12,98,122	6,35,834
5555	33,20,912	31,36,647
914010029238412 (AXIS Bank)	-	12,389
	<u>35,81,83,176</u>	<u>34,71,24,828</u>
<b>Annexure XXI: Closing Balance of Term Deposit</b>		
2733	-	-
1172	25,68,463	22,32,689
4797	-	-
1158	4,12,38,709	6,72,42,380
6000	-	79,52,665
4798	-	-
6666	-	-
5555	2,24,96,753	2,09,38,753
	<u>6,63,03,925</u>	<u>9,83,66,487</u>





Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
<b>IVH. Any Other Receipts (give details)</b>					
Electric Charge	6,91,747	4,76,589	B.3 Honorarium to employees.	2,700	2,580
Labour Charge	75,695	2,142	B.5 Mtn of vehicle/ Purchase of PCL	2,61,737	6,63,846
ELECTRIC CHARGE CANTEEN	72,256		C.1 Other Charges.	10,49,905	8,11,697
ELECTRIC CHARGE ATM	45,076		C.3 Stationery /Misc Office expenses	5,56,226	3,24,288
ELECTRIC CHARGE CASH	212		C.4 Printing, Binding & publication	5,07,989	7,99,409
Other Deduction from salary	1,06,911	1,06,375	C.5 Advertisement/publication charges.	8,82,719	6,57,041
STIPEND RECOVERY (BRINDA BARUAH SARMAH)	1,44,000		C.6 Postage and telegrams.	7,61,001	76,311
NPS	31,66,116		C.12 Maintenance of DG Set/Purchase of Diesels.	10,54,769	8,07,552
GSJ RECEIVED FROM LIC (TAPAN MOHANTA C/B 38)	4,00,863		C.13 Electricity Charges.	74,14,589	37,99,841
SALARY RECOVERY (cb=)	1,43,424		C.17 Payment of Telephone charges.	12,07,876	11,88,280
received from nobody	20,000		C.22 Staff welfare.	8,104	30,000
NEFT RETURN RAMLAL DURGADUTTA C/B 173	118				
MCI Fees Returned		75,000			
RECEIVED FROM LAKHISHMI PERIODICALS	2,699				
BOOKS PVT LTD	-				
PFMS RETURN	2,591				
Misc Receipt	16,08,663	10,94,730	B.1 Wages of contractual labour.	1,77,92,401	1,51,84,809
Security deposit			B.6 Payment of professional/special services.	82,891	13,362
Earnest Money	15,48,000	4,73,037	B.6 Payment of professional/special services.		34,500
Adjustment of Advance Festival Advance (Previous Year)	1,18,500		B.10 Stipends.		45,48,336
Adjustment of Advance Building (Previous Year)	1,50,000	6,50,000	C.02 Legal expenses.	55,67,085	31,450
Adjustment of Advance Waterplant (Previous Year)	5,61,500		C.19 Security Agencies.	17,400	
Adjustment of Advance improvement & maintenance of electrical item (Previous Year)	60,000		D.1 Expd. relating to consultancy, guest lecture, visiting prof, Misc exdtr etc.	2,73,67,004	37,50,343
			D.3 Contribution/fees to professional bodies.		3,46,824
			C.7 EC/BDG meeting/Ministries meeting etc.	15,200	77,340
Adjustment of Advance LTC(Previous Year)		50,000	D.4 Training/conference/seminar/workshop	10,000	2,11,785
				2,25,109	7,58,178



# ANNUAL REPORT 2017-18

Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
3.07 Minor Works			B.8 Upkeep & maintenance of building /quarters and approach Road. C.14 (a) Improvement/maintenance of Electrical works. C.14 (b) Normal maintenance and wear and tear.	66,21,464 16,90,925	46,51,235 77,12,889
3.08 Maintenance			A. 4. Laboratory maintenance, X-ray, Pathology etc. A. 5 Servicing/repairing of hospital Instruments. A.11 Mts of laundry/Kitchen. C.18 Mtn of computer/Misc under ABC etc. C. 20 Maintenance of Water plants.	38,63,161 12,500 56,727 5,13,149 5,61,508	3,15,021 89,96,328 82,100 2,82,272 2,86,416
3.09 IT Development			C.23 Information Technology-website etc D.5 Information Education communication & other equipment.	25,72,688	33,511 37,634
Swachhata Action Plan-3257			1.9- Misc Road Show etc	1,02,286	
(IX). Expenditure on Fixed Assets & Capital WIP			Grants for Creation of Capital Assets (2) Physical Infrastructure (Building) Construction (2.1.1.1) Advance to HSCC Limited Purchase of Fixed Assets GIA General/3.01 Material & Supplies /C.8 Furniture and Fixture. GIA General/3.01 Material & Supplies /C.10 Equipments (c) Electrical and other general equipment. GIA General/3.01 Material & Supplies /C.10 Equipments (a) computers, others.	21,57,08,000 8,02,00,000 2,56,529 1,71,100 2,46,340	37,77,25,698 4,78,580 3,64,417 11,83,302 2,09,83,710
			3.04 Library/D.2 (i) Purchase of library books and learning materials. GIA General/3.01 Material & Supplies /C.10 Equipments (a) Hospital Equipments (Medical Equipment)	1,76,94,156 97,520	





Particulars	2017-18	2016-17	2017-18	2016-17
GIA General/3.01 Material & Supplies /C.10 Equipments (c) Electrical and other general equipment.(UTM Device)				4,15,774
GIA General/3.01 Material & Supplies /C.10 Equipments (b) Hospital Equipments.(Suction Machine)				47,700
<u>(PFD) Other Particulars (Specified)</u>				60,20,588
Advance Electricity Security				22,190
Paid to J.K. Sarma LKJGSLD Previous year				
GSLI RECEIVED FROM LKCI (TAPAN MOHANTHA C/B 33) Released	4,00,867			
FESTIVAL ADVANCES:				
NPS	37,10,183			21,750
Adjustment of NPS Liability (Previous Year)	4,712			64,403
Security Deposit 1158	48,89,039			
Earnest Money 1158	22,44,865			10,000
Carriage rent trfd to A/C No 1172 from 1158 (CB 80 DT 22082016)			2562	
Bank Charge				
Closing Balance				
a) Cash in hand				
b) Cash at Bank				
Indian Overseas Bank				
A/c No. 1158				
c) Term Deposits				
	91,78,01,131	1,07,21,37,666		
			33,27,97,372	32,51,76,411
			4,12,38,709	6,72,42,389
			91,78,01,131	1,07,21,37,666

In terms of my report for even date attached.

For and on behalf of

Surendra Dugar & Associates  
Chartered Accountants



*Surendra Dugar*  
C.A. Surendra Dugar  
Proprietor

MRN: 063571 / FRN: 325846E  
Tezpur, 12th October 2018

For and on behalf of the management  
LGB Regional Institute of Mental Health

Authorized Signatory

# ANNUAL REPORT 2017-18

Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

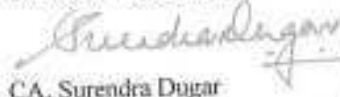
Receipts and Payments Account for the year ended 31st March 2018  
A/c 1172

Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
<u>Opening Balance</u>			Release of Earnest Money(Previous Year)	-	300
a) Cash in hand	-	-	Purchase of FDR	50,00,000	
b) <u>Cash at bank</u>			<u>Closing Balance</u>		
Indian Overseas Bank	93,70,196	77,41,420	a) Cash in hand	-	-
A/c No.1172			b) <u>Cash at bank</u>		
c) Term Deposits	22,32,689	20,94,945	Indian Overseas Bank	51,67,528	93,70,196
			A/c No.1172		
<u>Interest earned</u>			c) Term Deposits	25,68,463	22,32,689
On SB Deposit	4,11,718	4,81,921			
On Term Deposits	3,35,774	1,37,744			
<u>Other Income(Specify)</u>					
Canteen Rent	1,200	15,200			
Tender Fees	5,100	17,870			
Miscellaneous Received		400			
Transfer from Axis Bank to A/C No 1172		11,13,685			
Scrap Chaya Store	3,69,744	-			
Auction Fees	9,570	-			
Received From Axis Bank FDR	-	-			
	<b>1,27,35,991</b>	<b>1,16,03,185</b>		<b>1,27,35,991</b>	<b>1,16,03,185</b>

In terms of my report for even date attached.

For and on behalf of:

Surendra Dugar & Associates  
Chartered Accountants

  
CA. Surendra Dugar

Proprietor

MRN: 063571 / FRN: 325846E



Tezpur, 12th October 2018

For and on behalf of the management  
LGB Regional Institute of Mental Health

Authorized Signatory

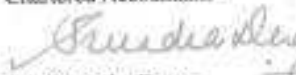
Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

Receipts and Payments Account for the year ended 31st March 2018  
A/c 2733

Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
<u>Opening Balance</u>					
a) Cash in hand					
b) <u>Cash at bank</u>			MSC Nursing	10,070	-
Indian Overseas Bank	51,95,907	42,93,753	Rehabilitation Council Of India		
A/c No.2733			Fee Collection 2733	42,500	-
c) Term Deposits			Transfer To A/C No. 1158	20,000	-
Interest earned	2,21,343	1,86,906	DPN Course	10,070	-
<u>Other Income (Specific)</u>			Fee Collection exp	1,13,466	89,521
MSc (Psy Nursing)	3,12,900	1,75,500	Caution Money Release	81,350	54,000
Application Fees	47,850		Misc	-	32,531
Mphil (Clinical Psychology)	1,73,900	1,34,100	Admission Money	9,000	-
Caution Money Deposit			Entrance Exam fee	-	11,000
DNB course fee		51,800	Course Registration Fee (2733)	1,84,000	-
MPhil (PSW)	2,38,660	55,700	Bank Charges	92	-
MD Student fees	83,800	50,600	<u>Closing Balance</u>		
Inter Account transfer (Transferred from A/C No Axis bank)	33,209		a) Cash in hand	-	-
Entrance exam Fees	-		b) <u>Cash at bank</u>		
Recovery Against Library Books	11,368		Indian Overseas Bank	61,81,439	51,95,907
DPN Course	6,650		A/c No.2733		
Pasting Fee	3,26,400	3,90,500	c) Term Deposits	-	-
PSW Course Fee					
Student Bond Recovery					
Miscellaneous Received					
<u>Other Received</u>					
Inter Account transfer (Transferred from A/C No 914010029238412)	-	44,100			
	66,51,987	53,82,959		66,51,987	53,82,959

In terms of my report for even date attached.

For and on behalf of  
Surendra Dugar & Associates  
Chartered Accountants

  
CA. Surendra Dugar  
Proprietor  
MRN: 063571 / FRN: 325846E



Tezpur, 12th October 2018

For and on behalf of the management  
LGB Regional Institute of Mental Health

Authorized Signatory

# ANNUAL REPORT 2017-18

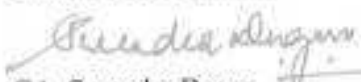
Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

Receipts and Payments Account for the year ended 31st March 2018  
A/c 4797

Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
<u>Opening Balance</u>					
a) Cash in hand			Rehabilitation Exp	-	-
<u>b) Cash at bank</u>			Security Deposit	48,062	-
Indian Overseas Bank	14,75,600	14,17,334	Equipment Purchased	-	-
A/c No.4797			Bank Charges	17	-
c) Term Deposits			<u>Closing Balance</u>		
<u>Interest earned</u>			a) Cash in hand	-	-
On SB Deposit	57,337	58,266	<u>b) Cash at bank</u>		
On Term Deposits			Indian Overseas Bank	14,84,858	14,75,600
<u>Other Deposits</u>			A/c No.4797		
Security Deposit	-	-	c) Term Deposits	-	-
Previous year Advance					
Rehabilitation (Adjustment)	-	-			
	<b>15,32,937</b>	<b>14,75,600</b>		<b>15,32,937</b>	<b>14,75,600</b>

In terms of my report for even date attached.

For and on behalf of  
Surendra Dugar & Associates  
Chartered Accountants

  
CA. Surendra Dugar  
Proprietor  
MRN: 063571 / FRN: 325846E



For and on behalf of the management  
LGB Regional Institute of Mental Health

Tezpur, 12th October 2018

Authorized Signatory

Lokopriya Gopinath Bórdoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

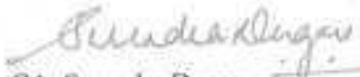
Receipts and Payments Account for the year ended 31st March 2018  
A/c 4798

Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
<u>Opening Balance</u>					
a) Cash in hand	-	-			
<i>b) Cash at bank</i>			Project Expenditure	30,000	-
Indian Overseas Bank	79,240	74,003	Bank Charges	71	-
A/c No.4798			<u>Closing Balance</u>		
c) Term Deposits	-	-	a) Cash in hand	-	-
<u>Interest earned</u>			<i>b) Cash at bank</i>		
On SB Deposit	4,806	5,237	Indian Overseas Bank	53,975	79,240
			A/c No.4798		
			c) Term Deposits		
	<b>84,046</b>	79,240		<b>84,046</b>	79,240

In terms of my report for even date attached.

*For and on behalf of:*

Surendra Dugar & Associates  
Chartered Accountants

  
CA. Surendra Dugar  
Proprietor  
MRN: 063571 / FRN: 325846E



*For and on behalf of the management*

LGB Regional Institute of Mental Health

Tezpur, 12th October 2018

Authorized Signatory

# ANNUAL REPORT 2017-18

Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

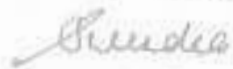
Receipts and Payments Account for the year ended 31st March 2018  
A/c 5555

Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
Opening Balance	-	-			
a) Cash in hand	-	-			
<i>b) Cash at bank</i>					
Indian Overseas Bank A/c No.5555	31,36,647	29,65,556			
c) Term Deposits	2,09,38,753	1,93,51,867			
<i>Interest earned</i>			<i>Closing Balance</i>		
On SB Deposit	1,84,265	1,71,091	a) Cash in hand	-	-
On Term Deposit	15,58,000	15,86,886	<i>b) Cash at bank</i>		
			Indian Overseas Bank A/c No.5555	33,20,912	31,36,647
			c) Term Deposits	2,24,96,753	2,09,38,753
	2,58,17,665	2,40,75,400		2,58,17,665	2,40,75,400

In terms of my report for even date attached.

For and on behalf of:

Surendra Dugar & Associates  
Chartered Accountants



CA. Surendra Dugar

Proprietor

MRN: 063571 / FRN: 325846E



For and on behalf of the management

LGB Regional Institute of Mental Health

Tezpur, 12th October 2018

Authorized Signatory

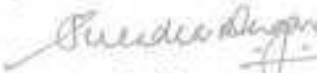
Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

Receipts and Payments Account for the year ended 31st March 2018  
A/c 6000

Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
<u>Opening Balance</u>	-	-	Salary	26,26,161	19,33,729
a) Cash in hand	-	-	Professional Tax(6000)	17,472	-
b) <u>Cash at bank</u>	20,42,604	38,40,137	Income Tax (6000)	72,475	-
Indian Overseas Bank	-	-	<u>Closing Balance</u>	-	-
A/c No.6000	79,52,665	74,15,255	a) Cash in hand	-	-
c) Term Deposits	-	-	b) <u>Cash at bank</u>	78,78,970	20,42,604
<u>Interest earned</u>	-	-	Indian Overseas Bank	-	-
On SB Deposit	72,978	1,29,204	A/c No.6000	-	79,52,665
On Term Deposits	4,04,506	5,37,410	c) Term Deposits	-	-
Salary Recovery Kangkana Bhuyan	29,554	-			
Recovery from salary (Electric charge)	2,824	6,992			
Professional Tax(6000)	17,472	-			
Income Tax (6000)	72,475	-			
	<b>1,05,95,078</b>	<b>1,19,28,998</b>		<b>1,05,95,078</b>	<b>1,19,28,998</b>

In terms of my report for even date attached.

For and on behalf of:  
Surendra Dugar & Associates  
Chartered Accountants

  
CA. Surendra Dugar  
Proprietor  
MRN: 063571 / FRN: 325846E



For and on behalf of the management  
LGB Regional Institute of Mental Health

Authorized Signatory

Tezpur, 12th October 2018

# ANNUAL REPORT 2017-18

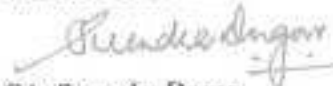
Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

Receipts and Payments Account for the year ended 31st March 2018  
A/c 6666

Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
<u>Opening Balance</u>					
a) Cash in hand	-	-	<u>Other Payments</u>		
<u>b) Cash at bank</u>			Salary	9,82,254	11,10,643
Indian Overseas Bank	6,35,834	9,90,460	Misc	11,145	97,665
A/c No.6666			Security Deposit A/C 6666	1,64,929	-
c) Term Deposits	-	-	P-Tax	10,878	-
<u>Grant Received</u>					
Received from Tezpur University	17,90,160	8,28,070	<u>Closing Balance</u>		
<u>Interest earned</u>			a) Cash in hand	-	-
On SB Deposit	30,456	25,612	<u>b) Cash at bank</u>		
<u>Other Receipts</u>			Indian Overseas Bank		
Security Deposit	-	-	A/c No.6666	12,98,122	6,35,834
P Tax	10,878	-	c) Term Deposits	-	-
	24,67,328	18,44,142		24,67,328	18,44,142

In terms of my report for even date attached.

For and on behalf of:  
Surendra Dugar & Associates  
Chartered Accountants

  
CA. Surendra Dugar  
Proprietor  
MRN: 063571 / FRN: 325846E



For and on behalf of the management  
LGB Regional Institute of Mental Health

Tezpur, 12th October 2018

Authorized Signatory



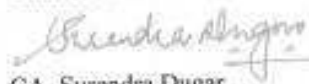
Lokopriya Gopinath Bordoloi Regional Institute of Mental Health  
Tezpur :: Sonitpur :: Assam

Receipts and Payments Account for the year ended 31st March 2018  
A/C 914010029238412(Axis Bank)

Particulars	2017-18	2016-17	Particulars	2017-18	2016-17
<u>Opening Balance</u>					
a) Cash in hand	-	-	Inter Account transfer (Transferred to A/C No 2733)	-	44,100
<u>b) Cash at bank</u>			Inter Account transfer (Transferred to A/C No 1172)	-	11,13,685
Indian Overseas Bank	-	-	Inter Account transfer (Transferred to A/C No 2733)	33,209	-
A/c No.914010029238412(Axis Bank)	12,389	11,13,685	Inter Account transfer (Transferred to A/C No 1172)	-	-
c) Term Deposits			<u>Closing Balance</u>		
Online Fee received	-	44,100	a) Cash in hand	-	-
<u>Interest earned</u>			<u>b) Cash at bank</u>		
On SB Deposit	20,820	12,389	Indian Overseas Bank	-	-
On Term Deposits			A/c		
TRF FROM A/C NO. 1172 to Axis Bank			No.914010029238412(Ax is Bank)	-	12,389
			c) Term Deposits	-	-
	33,209	11,70,174		33,209	11,70,174

In terms of my report for even date attached.

For and on behalf of  
Surendra Dugar & Associates  
Chartered Accountants

  
CA. Surendra Dugar  
Proprietor  
MRN: 063571 / FRN: 325846E



For and on behalf of the management  
LGB Regional Institute of Mental Health

Authorized Signatory

Tezpur, 12th October 2018

## SCHEDULES FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018

### SCHEDULE 24: SIGNIFICANT ACCOUNTING POLICIES

#### Accounting Convention:

The attested financial statements have been prepared on the basis of historical cost concept and on cash accounting basis. In the current year, the Institute has accounted for interest accrued on investments on accrual basis.

#### Inventory Valuation:

Stores and spares are valued at cost or net realizable value, whichever is lower.

#### Fixed assets and depreciation:

Fixed assets are stated at written down value after providing depreciation at the rates prescribed under Section 32 of the Income Tax Act, 1961.

The current construction cost of the new buildings has been incorporated in the books as Work In Progress under the head "Creation of Capital Assets." Amount capitalized to Work in progress account as on 31<sup>st</sup> March 2018 is ₹ 195,09,66,734/-.

The Institute provides depreciation on applicable rates prescribed u/s 32 of the Income Tax Act, 1961 under the WDV method.

Land received as Donation from Government of Assam have been incorporated into books of accounts in the reporting period at a value of Re.1/-.

#### Government Grants:

Government grants are recognized on realization basis. Grants received for Capital Outlay have been credited to Corpus Fund account and that received as General Fund are credited to Grants in aid a/c shown under Income and Expenditure account. *Interest on government grants, whether invested from Capital Fund or General Fund, invested as fixed deposits have been shown as Interest Earned under Income and Expenditure Account.*



SCHEDULES FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018

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**Retirement Benefits:**

No provisions have been made for gratuity or leave encashment payable.

**Interest Income:**

Income earned on regular savings account as well as on term deposits are credited for in the books of accounts on accrual basis.



SCHEDULES FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018

## SCHEDULE 25: CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS

1. Current Assets, Loans and Advances:

In the opinion of the management, current assets and loans and advances have a value on realization in the ordinary course of business, at least to the aggregate amount shown in the Balance Sheet.

2. Provision for taxation:

Provision for income tax is not made for the reason that the Institute is exempted from taxation under section 10 of the Income Tax Act, 1961.

However, as per recent amendment made in Budget 2014, any medical institution or hospital covered under Section 10(23C)(iii)(a) or (via) of the Income Tax Act, 1961 shall be required to file its return of income u/s 139(4C) if its income (without giving exemption under section 10) exceeds the maximum amount not chargeable to tax.

*It is advisable that the Institute should take necessary steps to abide by the taxation laws.*

3. Re-arrangement of previous year's figure:

The previous year's figures have been re-grouped, re-arranged and re-classified wherever necessary to facilitate comparison with the current year's figures.

4. Bank Reconciliation Statement:

It has been observed that the Institute had not passed entries pertaining to bank charges and liquid deposit fund. As a matter of internal control, *it is advisable that the Institute should take necessary steps to minimize the entries appearing in the bank reconciliation statement by passing the regular entries appearing in the bank statement.*



## 5. Books of accounts:

The Institute has maintained manual Cash Books which are then posted into an in-house developed computerized accounting software. Hence, the audit had been conducted by verifying transactions from various registers (computerized as well as manual).

## 6. Depreciation:

The Institute, until the financial year 2013-14, had been charging depreciation at the rates prescribed under Schedule XIV of the Companies Act, 1956 under SLM Method. In the year 2014-15, the depreciation rates had been changed to applicable rates prescribed u/s 32 of the Income Tax Act, 1961 under WDV method. The same method of charging depreciation is being followed in the reporting year i.e. 2017-18 also.

Accounting Standard 6 "Depreciation" issued by the ICAI suggest that in case depreciation method is changed, depreciation should be recomputed applying the new method from the beginning of the useful life of the depreciable asset. The resultant surplus/ deficiency arising out of the re-computation is charged to profit and loss statement. Whereas the Institute have charged depreciation on the opening WDV of the asset as on 01.04.2014 at rates prescribed u/s 32 of the Income Tax Act, 1961.

*It is advisable that the fixed asset register should be revised and the assets should be brought to their true and fair value.*

## 7. Accounting Convention:

As explained and according to the information provided to us since the Institute is following cash basis of accounting, it do not accounts for the asset on the date of its put to use. The same are accounted for at the time of payment of the bill for purchase of asset. Moreover, fixed assets register is also updated on the date of payment of the asset.



**8. Contingent Liabilities:**

Contingent liability is estimated at ₹ 77,508/-, being Assam Entry Tax payable under Assam Entry Tax Act, 2008 @4% on vehicles purchased out of Assam in the F.Y. 2015-16.

**9. TDS:**

a) The Institute has deducted tax at source on payment made on account of Contractual Labour only on the Service Charges element. Whereas, in our opinion, u/s 194C or u/s 194J of the Income Tax Act, 1961, tax is required to be deducted on any sum paid/ payable to the payee i.e on the entire billed amount.

b) The Institute has not complied with provisions of TDS in the below mentioned cases:

Bill No	Paid to	Amount
448 Dated 06/12/2017	Bhabani Offset & imaging System Pvt. Ltd.	2,76,500/-
591 Dated 06/03/2018	Ticol Style Track	54,333/-
188 Dated 31/07/2017	Luminous Inkways Pvt. Ltd.	1,83,321/-

**10. Interest on Term Deposits:**

Interest on Term Deposits is accounted for net of any statutory deduction. Further, interest on term deposits have been taken as per books of accounts and subject to reconciliation with the bank statements.

**11. Goods and Service Tax:**

a) As per Section 22 of the Goods and Services Tax Act, 2017 every Supplier is liable to register itself under the aforesaid Act, if its Aggregate Turnover exceeds Rs. 10,00,000 per



annum. Further, Aggregate Turnover is defined to include all Taxable & Exempted supplies made by the supplier. In light of the above provisions, Scrap sold by the Institute for Rs. 3,69,744/- is a taxable event and hence, the Institute is liable for Compulsory Registration, (other than as Tax Deductor), being the Supplier of Goods. The Institute has neither applied for registration nor have it discharged its liability to pay the due tax on the aforesaid transaction.

- b) As per Goods and Services Tax Act, 2017, all invoices, whether Tax Invoice or Bill of Supply, should be in a proper format as prescribed under the Goods and Services Tax Rules, 2017. However, in one instance the Institute have made payment of supply of diets including GST to one Party namely M/S Pawan Talukdar, who have inadvertently levied and collected GST on his Supply Bills without quoting his GSTIN.

