

Janseva hospital

Consultant Duty List



Sr No	ASSIGNED DOCTOR	DEPARTMENT	OPD DAY /DUTY
1	DR.NARESH LAMBOARI	KAYA CHIKITSA	Superintendent
2	DR.VIKAS PATEL	KAYA CHIKTSA	Dy.superintendent Evening IPD rounds.
3	DR. MEGHASINH RAJPUT	KAYA CHIKTSA	Monday to Saturday
4	DR. CHANDANI CHAUHAN	SHALAKYA ENT	Monday to Saturday
5	DR. SNEHA AIR	SHALAKYA EYE	Monday to Saturday
6	DR. EKTA PATEL	SHALYA	Monday to Saturday
7	DR.ANUPRIYA VARMA	PANCHAKARMA	Monday to Saturday
7	DR.NAISHADH SHARMA	KAUMARBHRITYA	Monday to Saturday
8	DR.VASANT WALLEPWAR	SWASTHVRITTA	Monday, Wednesday, Friday
9	DR.MADHU SHARMA	SWASTHVRITTA	Tuesday, Thursday, Saturday
10	DR.RAJALAKSHMI R	VISHA CHIKITSA	Monday, Wednesday, Friday
11	DR.PRAJAKTA TANDEL	VISHA CHIKITSA	Tuesday, Thursday, Saturday
12	DR.SUMAN CHAUDHARY	STREE ROGA EVAM PRASOOTI TANTRA	Monday to Saturday

COMMON DUTY INSTRUCTIONS FOR CONSULTANTS

1. OPD & IPD TIMINGS

- Morning IPD Rounds: 8:00 AM – 9:00 AM
- **Morning OPD: 9:00 AM – 1:00 PM**
- Lunch Break: 1:00 PM – 3:00 PM
- **Evening OPD: 3:00 PM – 5:00 PM**
- **Saturday opd time: 9 AM TO 1 PM only.**
- Consultants must be present in respective departments on time.

2. IPD RESPONSIBILITIES

- **Daily ward round: 8:00 – 9:00 AM**
- second visit if required in emergency or critical cases.
- Update case sheets, vitals review, treatment orders each day.
- Communicate daily plan to medical officers and nursing staff.
- Ensure proper documentation of:
 - Day-to-day progress
 - Treatment given
 - Any procedure performed
 - Discharge summary with Samprapti & Ayurvedic principles
- Attend IPD review meetings as scheduled.

3. PROCEDURAL WORK (If applicable)

Panchakarma, Shalya, Shalaky, Eye, P&S, Kaumar procedures must follow:

- Informed consent
- Sterility & safety norms
- Pre-procedure and post-procedure assessment
- Consultants must supervise staff performing procedures.

4. LEAVE, ABSENCE & ALTERNATE ARRANGEMENT

- Inform **MS / Deputy MS** and OPD desk prior to leave.
- Arrange for a colleague to **cover OPD/IPD duties** during absence.
- Sudden leave only in genuine emergency situations.

5. DISCIPLINE & HOSPITAL CONDUCT

- Must wear apron & ID card during duty hours.
- Maintain cleanliness in OPD room & follow fumigation guidelines if required.
- Ensure no patient is left unattended during OPD hours.

- Documentation should be completed same day – no backlog.

Duty can be changed by MS according to situation.