

HAMDARD INSTITUTE OF MEDICAL SCIENCES AND RESEARCH (HIMSR),
NEW DELHI -110062

Pharmacovigilance Committee

Dean/Principal	Chairman & Convener
Med. Superintendent	Co- Chairman
HoD Pharmacology & Coordinator, AMC	Member Secretary
HoD Pediatrics	Member
HoD Medicine	Member
HoD Surgery	Member
Dr. Deepti Chopra, Pharmacology	Member
Chief Pharmacist	Member
Pharmacovigilance Associate	Member

SCOPE OF WORK

Monitor and analyze sentinel events, accidents, and formulate adverse drugs policy to prevent, report, and analyze the adverse events within the hospital through a robust ADR reporting system. Deal with external bodies and individuals for complaints on patient management and risk management policies to reduce actual/potential patient risk.

General guidelines for committee functioning:

- Committees shall meet regularly and shall determine the next date of meeting at every meeting
- Agenda of the meeting (as per their scope) shall be determined beforehand and shall be communicated to all members of the committee
- Committees shall discuss, analyze, take a unanimous decision and communicate the decision for implementation to appropriate department /personnel
- Chairperson and convener of the committee shall bear the responsibility of committee functioning
- Each committee shall determine the protocols of committee functioning and all committee members shall abide by it. A copy of committee protocols shall be kept in committee file
- If a detailed analysis of specific agenda under consideration is carried out a record of same shall be maintained separately and filed in committee file
- It is advisable that a specific member of the committee shall be given the responsibility of maintaining all the records of committee functioning and communicate it to concerned personnel in the organization.
- Committees shall monitor the implementation of decision taken through physical monitoring/ assessments/ review etc.
- Hospital and staff are obliged to follow the instructions
- Committee shall review their functioning at appropriate intervals, as decided by chairman, to assess their functioning
- Committee shall encourage Clinical Research and carry out Drug utilization studies in different department of hospitals to ensure rational prescription of medicines.



Dr. Farhan Ahmad Khan
Member Secretary & Coordinator, AMC



Dr. M Y Kharadi
Dean/Principal & Chairman

