

GOVERNMENT OF TRIPURA
HEALTH & FAMILY WELFARE DEPARTMENT
(NATIONAL HEALTH MISSION)

No.F.3 (5-2929) FWPM/SHFWS/2014

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16 August 2014

NOTIFICATION

Based on the directions of Hon'ble Supreme Court of India, Quality Assurance (QA) committees have been constituted at state and district levels to ensure quality in male and female sterilization services. Government of India have now expanded the scope of the state and district level QA committee beyond family planning to include all services envisaged under the Reproductive Maternal Newborn & Child Health + Adolescent Health (RMNCH+A), disease control programmes and other hospital services.

2. Accordingly, it has been decided to constitute **District Quality Assurance Committee (DQAC)** as per the latest '**Operational Guidelines for Quality Assurance in Public Health Facilities**' with the following officials as under:

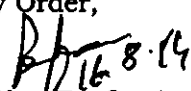
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|--------|--|--------------------|
| (i) | The District Magistrate & Collector | - Chairman |
| (ii) | The Chief Medical Officer | - Convener |
| (iii) | The District Family Welfare Officer | - Member Secretary |
| (iv) | The Medical Superintendent of District Hospital | - Member |
| (v) | The Medical Officer In-charge of CHC & PHC | - Member |
| (vi) | The Nodal Officers of Programme Divisions | - Member |
| (vii) | The HOD (Gynecology) of District Hospital | - Member |
| (viii) | The HOD (Surgical) of District Hospital | - Member |
| (ix) | The HOD (Medicine) of District Hospital | - Member |
| (x) | The HOD (Anesthesia) of District Hospital | - Member |
| (xi) | The HOD (Pediatrics) of District Hospital | - Member |
| (xii) | The Principal Nursing Officer/ | - Member |
| (xiii) | District Public Health Nurse/Matron | |
| (xiv) | One Representative from Department of Law of the District. | - Member |
| (xv) | One Member from an accredited Private sector Hospital/NGO (health care sector) | - Member |
| (xvi) | One Representative from IMA | - Member |

3. However a 5 (five) member '**District Family Planning Indemnity Sub-committee**' from within the DQAC would process claims received from the clients and complaints/claims lodged against the surgeons and accredited facilities, as per procedure and time frame laid down in the manual on '**Family Planning Indemnity Scheme 2013**'. The Sub-committee would comprise of the following:

- | | | |
|-------|---|--------------------|
| (i) | The District Magistrate & Collector | - Chairman |
| (ii) | The Chief Medical Officer | - Convener |
| (iii) | The District Family Welfare Officer | - Member Secretary |
| (iv) | The HOD (Gynecology) of District Hospital | - Member |
| (v) | The HOD (Surgical) of District Hospital | - Member |

4. The Terms of Reference (ToR) of the DQAC as laid down in the Operational Guidelines for Quality Assurance in Public Health Facilities is enclosed at **Annexure-I**.

Encls: As Stated.

By Order,

(Smt. Bina Basfore)
Deputy Secretary (H)
Govt. of Tripura

To
All Concerned.

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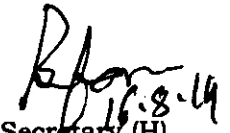
1. The Director of Health Services, Govt. of Tripura.
2. The Director of Medical Education, Govt. of Tripura.
3. The Director of Family Welfare & P.M., Govt. of Tripura.
4. The Chief Medical Officer [West Tripura/Khowai/Sepahijala/Gomati/South Tripura/Unakoti/North Tripura/Dhalai].
5. The Medical Superintendent Unakoti/ Gomati/Kulai District Hospital.
6. The Sub-divisional Medical Officer [Khowai/Bishalghar/Melaghar/Amarpur/Belonia/Sabroom/Tripura Sundari/Rajib Gandhi Memorial/ Dharmanagar/Kanchanpur/Longtra Valley/Kamalpur/Gandacherra].
7. The Medical Officer I/C _____ PHC/CHC.

Copy also to:-

1. PS to the Hon'ble Minister, Health & Family Welfare, Govt. of Tripura for kind information of Minister.
2. PS to the Secretary, Health & Family Welfare Department, Govt. of Tripura for kind information of Secretary.
3. PS to the Mission Director, NRHM, Tripura for kind information of Mission Director.
4. The Deputy Secretary, Law Department.
5. The Secretary, Indian Medical Association, Tripura State Branch.
6. The Website Section, State Health & Family Welfare Society, Tripura for hosting in the NHM website.

Copy forwarded to:-

1. The District Magistrate & Collector [West Tripura/Khowai/Sepahijala/Gomati/South Tripura/ North Tripura/Unakoti/Dhalai].
2. The Deputy Commissioner (Maternal Health), Ministry of Health & Family Welfare, Government of India, Nirman Bhavan, New Delhi-110008 Telefax: 011-23062930, E-mail: drhbhushan@gmail.com.
3. The Director, RRC-NES, Ministry of Health & Family Welfare, Government of India, Assam Medical Council Bhawan, Khanapara, Guwahati-781022.


Deputy Secretary (H)
Govt. of Tripura

District Quality Assurance Committee (DQAC)

Terms of Reference

1. Dissemination of QA policy and guidelines:

- The district QAC will be responsible for disseminating the QA guidelines to all the stakeholders.

2. Ensuring Standards for Quality of Care:

- The committee will ensure that QA standards have been achieved at designated health facilities.

3. Review, report and process compensation claims for onward submission to the SQAC under the National Family Planning Indemnity Scheme for cases of deaths, complications and failures following male and female sterilisation procedures. (Detailed procedures laid down in the manual on "Family Planning Indemnity Scheme 2013, Ministry of Health & Family Welfare, Government of India").

4. In case a facility reports a sterilisation related death, the convenor of the DQAC should inform the convenor of the SQAC within 24 hours. Death audit needs to be undertaken by the DQAC and report sent to the state with a copy to the Ministry of Health & Family Welfare, Govt. of India, within one month of the death being reported.

5. Capacity building of DQAU and DQT:

- Ensuring that district level orientation and trainings are accomplished in time for DQAU and also DQT.

6. Monitoring QA efforts in the district:


- The committee needs to ensure that facility assessments and subsequent quality improvement efforts are executed as per plan.

7. Periodic Review of the progress of QA activities:

- Will conduct quarterly review meetings and more if needed.
- Take decisions for corrective actions.
- Define targets and road maps.
- During the district level program review meetings the Key performance indicators (KPI) of quality can be reviewed.
- RMNCH score card can be used for assessing the performance of the facilities.

8. Supporting quality improvement process:

- Sanction and release of funds for implementation and improvement of quality.
- Reflect fund requirement in the annual District Health Action Plan (DHAP) along with justification.
- Taking all required actions for incentivization of the facilities on attaining the certified status.


(Dr. Kamal Reang)
Programme Officer, RCH
Govt. of Tripura

9. Coordination with the state for:


- Dissemination and implementation of guidelines.
- Facilitator support for the visits of SQAC/SQAU to the districts.
- Sharing minutes of DQAC meeting and monthly reports.
- Corrective actions & Preventive actions.

10. Reporting:

- The committees' review report to be put on the State NRHM website.
- Share with all district committee members and other stakeholders.
- Share the QA reports with the concerned facility.

Process:

- a) The district quality assurance committee will meet at least once in a quarter.
- b) The convener will issue meeting notice at least seven working days before the scheduled date of the meeting with the approval of the chairperson.
- c) While every attempt should be made to ensure that the chairperson is able to attend the meeting, however, in the absence of the chair, the Convenor shall have the right to convene the meeting. Under such circumstances, the minutes of the meeting should be sent to the chairperson for information and ratification.
- d) Member Secretary will ensure the preparation of agenda notes, and action taken reports, which will be circulated in advance to all committee members preceding the DQAC meetings.
- e) An attendance by at least one third of the Committee members will constitute the quorum required for a valid meeting.
- f) Member secretary will ensure follow-up actions with responsibilities and timelines for the same.
- g) The "District Family Planning Indemnity Subcommittee" would meet as often as warranted.
- h) At least three members would constitute the quorum of this subcommittee.


(Dr. Kama Reang)
Programme Officer, RCH
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