



ANNAI MEDICAL COLLEGE & HOSPITAL

(to be renamed as Rajalakshmi Medical College and Hospital)
Sri Devi Karumariamman Educational Trust
Pennalur, Sriperumbudur, Chennai-602 117
Tel.: +91-44-27176404, Email: admin@annaimedicalcollege.edu.in

Ref: 201/ DEAN/ AMH RMC/ 2025

Date: 22.07.2025

HOSPITAL ORDER

Our hospital, **Pharmacovigilance Committee** is reconstituted as follows,

- | | | |
|--------------------------|---------------------------------|-------------------------|
| 1. Ex-Officio Chairman - | Medical Director: | Dr. Sukumaran Annamalai |
| 2. Chairperson - | Dean | Dr. Vanitha |
| 3. Co-ordinator - | Prof and HOD of Pharmacology: | Dr. K. Baskaran, |
| 4. Member Secretary - | Clinical Pharmacologist: | Dr. Jayashree |
| 5. Investigator - | Asst. Prof of General Medicine: | Dr. Haritha |
| 6. Notifier - | Asst. Prof of Pharmacology: | Dr. Balasubramanian, |

7. Members: -

- | | | |
|---|---|-----------------------|
| 1. Medical Superintendent | : | Dr. Ushadevi Gopalan |
| 2. Professor and HOD of General Medicine | : | Dr. Pradeep Raj. M |
| 3. Professor and HOD of General Surgery | : | Dr. Ravichandran |
| 4. Professor and HOD of OBG | : | Dr. Pavithra |
| 5. Professor and HOD of Paediatrics | : | Dr. Balagopal |
| 6. Professor and HOD of Dermatology | : | Dr. Jaidev Yadav |
| 7. Professor and HOD of Ophthalmology | : | Dr. Ravikumar |
| 8. Professor and HOD of ENT | : | Dr. Anand Karthikeyan |
| 9. Medical Officer, Accident and Emergency Department : | | Dr. Karthi |
| 10. Nursing Superintendent | : | Ms. Ida Chitra Mary |
| 11. Chief Pharmacist. | : | Ms. Ashadevi |

- The Member -Secretary will be in-charge for recording minutes of the meeting, maintaining records, convening periodical meetings under intimation to Chairperson and Co-ordinator.



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- The committee shall meet once in a month (on all II Thursdays) between 12noon and 1 PM at Hospital Council Hall. If Thursday happens to be a holiday, either on Friday or may carry over to next month.
- The Committee shall ensure that all the cases of **Adverse Drug Reaction** will be assessed by co-ordinator and Member secretary of Pharmacovigilance and the report shall be presented in the meeting which shall be sent to Regional Pharmacovigilance Centre at JIPMER.

This order comes with effect from 01.08.2025

[Signature]
22/07/2025
DEAN
22/07/2025

To:

- The Individuals (Mail /Hand post)
- Dr. Karthi, Senior CMO (Hand Post)

Copy to:

- Medical Director(Mail)
- HODs of Pre, Para, Clinical and Specialty departments – with a request to circulate among all staff under their control (Mail)-For information
- Casualty Medical Officers (Mail)-to report adverse reactions
- Nursing Superintendent (Mail) with a request to circulate among all staff nurses under her control including AMAYA, UHTC, RHTC and Sirukalathur dispensary.
- Chief Pharmacist – (Mail)with a request to circulate among all pharmacists including AMAYA.
- File

Copy for information

- Vice Chairman (Mail)
- Chief Executive Officer(Mail)

[Signature]
22/07/25
DEAN