

Government of West Bengal
Department of Health & Family Welfare
National Health Mission (NHM)
Swasthya Bhawan, 4th floor, Swasthya Sathi Building,
GN-29, Sector-'V', Salt Lake City, Kolkata-700091

Memo No: HFW-28024(99)/14/2019/4203

Date: 17/12/19


CIRCULAR

To acknowledge and appreciate the performance of Blood Bank Staff (Laboratory Technician/ Technical Supervisor & Counsellor) with the aim to scale up the quality of Blood Transfusion Services as a whole across the State, a certificate as a Token of Appreciation will be awarded to the selected personnel from the end of MD, NHM after evaluating their day to day performance in their own field of work on quarterly basis. Only one person from each category will be selected as best performer from the State after evaluation of performance according to "Annexure - A". The Name & Photo of the selected person will be displayed on the electronic display board of all the Blood Banks across the State.

ANNEXURE- A: Category of staff eligible for the Token of Appreciation & Measurable indicators.

ANNEXURE- B: Flow chart for selection of best performer for Token of Appreciation.

ANNEXURE- C: Scoring Procedure.



Additional Mission Director, NHM
& Jt. Secretary to the Govt. Of West Bengal, DoH&FW

Memo No: HFW-28024(99)/14/2019/4203(7)

Date: 17/12/19

Copy forwarded for information:

1. Mission Director, NHM & Secretary to the Govt. Of West Bengal, DoH&FW
2. Project Director, WBSAP&CS & Addl. Secretary to the Govt. Of West Bengal, DoH&FW
3. The Director of Medical Education Service, Dept. of H&FW, Govt. of West Bengal
4. The Director of Health Service, Dept. of H&FW, Govt. of West Bengal
5. Programme Officer-I, NHM & Deputy Secretary to the Govt. Of West Bengal, DoH&FW
6. Programme Officer-II, NHM & Deputy Secretary to the Govt. Of West Bengal, DoH&FW
7. Joint Director, Blood Safety, WBSAP&CS


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Copy forwarded for information & necessary action:

1. Prof. Dr. Tamal Kanti Ghosh, Special Secretary, Medical education & HOD, Department of IHBT, MCH, Kolkata
2. Principal..... All concern Medical College & Hospital.
3. MSVP..... All concern Medical College & Hospital.
4. Dr. Swapan Saren, Director, IBTM & IH
5. Chief Medical Officer of Health..... All concern Districts & Health Districts
6. State Program Officer, State Blood Cell, WB
7. State Program Officer, Blood Bank & Haematology
- ✓ 8. In charge IT Cell to upload this order in website.
9. Director..... All concern RBTC
10. Dy. CMOH-II..... All concern Districts & Health Districts
11. Superintendent..... All concern Hospitals
12. MOIC..... All concern Blood Banks
13. Office Copy


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Annexure-A

For Laboratory Technician & Technical Supervisor:

- a. Attendance of the staff. (All working days of a quarter for 100% mark)
- b. No of blood collected. (500/ quarter for 100% mark)
- c. No of blood cross matched by tube method. (500/ quarter for 100% mark)
- d. No of Blood grouped. (500/ quarter for 100% mark)
- e. No of TTI testing done. (500/ quarter for 100% mark)
- f. No of component separation done. (500/ quarter for 100% mark only for BCSU)
- g. No of Blood quality controlled. (30 Blood Bags/ quarter for 100% mark)

For Counsellor:

- a. Attendance of the staff. (All working days of a quarter for 100% mark)
- b. No of case counseled for donor education regarding Blood Donation process. (Actual yearly collection divided by 4 / quarter for 100% mark)
- c. No of case counseled for donor education regarding TTI positivity. (>80% of screening reactive detected in a quarter for 100% mark)
- d. No of case counseled for donor education regarding Donor deferral and preventive health education. (50 cases / quarter for 100% mark)
- e. No of case counseled for donor education regarding referral and linkage & feedback also for ICTC and respective clinic. (>70% of reactive cases detected in a quarter for 100% mark)
- f. No of institution attached / outreached camp & IEC activities. (05 such / quarter for 100% mark)
- g. No of rare donor identified and motivated & documented. (50/ quarter for 100% mark)

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Annexure-B

1. Flow chart for selection of champion for Token of Appreciation:

Medical Officer In charge (MOIC) of Blood Bank

Superintendent of the respective hospital having Blood bank

Deputy CMOH-II of the receptive district

CMOH of the respective district

State Program Officer, State Blood Cell

AMD, NHM

MD, NHM

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2. Flow chart for selection of champion for Token of Appreciation: (In case of Medical College)

Medical Officer In charge (MOIC) of Blood Bank

MSVP of the respective hospital having Blood bank

CMOH of the respective district

State Program Officer, State Blood Cell

AMD, NHM

MD, NHM

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Annexure – C

Numbering procedure: (0 to 10)

- I. < 10% will be marked – 0
- II. 10% to < 20% will be marked – 1
- III. 20% to < 30% will be marked – 2
- IV. 30% to < 40% will be marked – 3
- V. 40% to < 50% will be marked – 4
- VI. 50% to < 60% will be marked – 5
- VII. 60% to < 70% will be marked – 6
- VIII. 70% to < 80% will be marked – 7
- IX. 80% to < 90% will be marked – 8
- X. 90% to < 100% will be marked – 9
- XI. 100% will be marked – 10