



Government of India
Ministry of Health and Family Welfare
CENTRAL LEPROSY TEACHING AND RESEARCH INSTITUTE
CHENGALPATTU – 603 001, TAMIL NADU



PROACTIVE DISCLOSURE UNDER SECTION 4 (1) (b) OF RTI ACT, 2005

1. ORGANIZATION AND FUNCTION

1.4 Norms for discharge of functions [Section 4(1)(b)(iv)]

i. Nature of functions / services offered

1. Patient care services
2. Training / Capacity building of health care workers
3. Monitoring & Evaluation of NLEP at district level
4. Research activities in leprosy
5. Administrative functions

ii. Norms / standards for functions / service delivery

1. Patient care services:

The suspect and confirmed leprosy affected persons attending OPD are provided quality diagnosis and treatment. Enough time is devoted for new case assessment and necessary management provided as per guidelines. The treatment for complications like lepra reactions, relapse, difficult to diagnose and resistant cases are also provided. The patients requiring in-patient care are admitted in the hospital according to case by case basis. The hospital has 124 beds exclusive for leprosy affected patients and round the clock services are provided. Surgical and non-surgical interventions are given as per the need of the patient. The Institute is equipped with necessary laboratory facilities, for doing investigations from basic level to molecular level.

The Reconstructive surgery (RCS) is done for eligible persons after due assessment and rehabilitation services are provided. Physiotherapy and self-care practices are given to needy persons affected with leprosy. The LAPs are provided Microcellular Rubber (MCR) footwear, twice in a year free of cost and eligible persons with

prosthesis also. All patient care services are available round the clock and quality care is provided. Hygienic and quality diet is given to the admitted patients free of cost.

The management of patients is based on NLEP / WHO guidelines and protocols. Standard treatment protocols are followed.

2. Training:

Training in NLEP is provided to health care workers in government sector as well as to medical and para medical students. The proposed annual plan for training to be conducted in the ensuing year is prepared in the form of training calendar every year. The training calendar is communicated with Central Leprosy Division (CLD), shared with state leprosy officers (SLO) and other stakeholders to send the nominations for training. It is also circulated widely among various medical and paramedical institutions and also available on the website. The nominations for the training are received in advance and communicated with the respective stakeholders timely to ensure the relieving of the participants for attending the training programme.

Standard NLEP training modules developed for different categories of health workers are followed in capacity building.

3. Monitoring & Evaluation of NLEP

Monitoring & Evaluation is a key component of NLEP and better programme monitoring is necessary for attainment of the objectives. CLTRI has been involved in Monitoring and Evaluation of NLEP activities in Andhra Pradesh, Telangana, Karnataka, Kerala and Tamil Nadu states and Puducherry and Lakshadweep union territories, vide CLD Order No. 16025/1/2011- Lep dated. 06.09.2011 of DGHS (CLD), New Delhi

The districts to be monitored in the fiscal year is planned before and included in the annual plan. The intimation and information regarding the visit will be provided in advance to the respective stakeholders and officials. The feedback is given to the District and State level program officers and reports were shared with Central Leprosy Division.

4. Research:

Research in leprosy remains core domain of CLTRI and research activities are carried out as per the approved protocol and after clearance from Institutional ethical committee following good clinical practices. Informed written consent is taken from the participants wherever required. All the documents are kept confidential.

5. Administration:

The establishment matters are taken up in fast track and completed within a time frame. The salary and other allowances are processed as per norms of Govt. of India and other claims within reasonable time frame from receipt as case by case basis after approval from Director.

iii. Process by which these services can be assessed

Patient care services are provided at Out-patient department and inpatient department. Surgical services are also undertaken based on the eligibility of the patients. Lab support is also available any time.

iv. Time limit for achieving the targets

Patient care services are not delayed – case diagnosis, treatment and management of complications. Re-constructive surgery and minor surgeries are fixed well within the requirements.

Training activities are scheduled as per the training calendar and more training are taken up outside the calendar events.

v. Process of redress of grievances

The grievances of the public and staffs are addressed by Director and Public Grievance Officer with in the time frame as per the grievances from time to time