

THQ HOSPITAL AHMADPUR EAST

DUTY ROSTER FOR THE MONTH OF OCTOBER 2023

ADMINISTRATION DEPARTMENT



S.No.	Name	Designation	Supporting Staff
1	Dr. Muhammad Arif Gouri	Medical Superintendent	Faiz Rasool M. Waseem
2	Sarfraz ul Hassan Salman Safdar	Admin Officer/Finance Officer Assistant Admin Officer (Evening)	Muhammad Adnan
3	Mujahid Irshad	Quality Assurance Officer	Amir Shakeel Khurram Shehzad
4	Sohaib Saleem	Procurement Officer/ Logistics Officer	
5	Tauqeer Gul Lashari	HR & Legal Officer/ Assistant Admin Officer	
6	Zaheer ud Din Shehla Arshad Syed Sardar Ali Shah Azeem Asghar	IT & Statistical Officer Statistical Assistant DEO Computer Operator	

OUT PATIENT DEPARTMENT (OPD)

S.No	Name	Department	Designation	Supporting Staff
1	Dr. Muhammad Afzal Dr. Yasser Nissar Saif Ullah Muhammad Sufyan	Eye	Senior Consultant Ophthalmologist Optometrist Scientist Ophthalmic Technician	Inzamam ul Haq
2	Dr. Taj Naseem Sial	Surgical OPD Mental Health Clinic	Consultant Surgeon	Hafiz Naveed
3	Dr. Baset Mahmood	Surgical OPD	Consultant Surgeon	
4	Dr. Irum Afzal	OPD	Consultant Dermatologist	Haleema Bibi
5	Dr. Fatima Niazi Dr. Maleeha Irfan	General OPD	SWMO WMO	Sajid Saeedi
6	Dr. Mahar Sajid Dr. Faiqa Batool Dr. Khawar Abbas	PEADS OPD	Medical Officer	Mazhar Abbas
7	Dr. Parveen Akhtar Dr. Sana Shoukat Dr. Huma Khalid	Gynae OPD	Consultant Gynecologist Consultant Gynecologist WMO	Sumaira Bibi

CARDIAC CARE UNIT (CCU)

S. No.	Name	Designation	Shift
1	Dr. Salma Saeed	Consultant Cardiologist	Morning
2	Ishrat Bajwa	Charge Nurse	Morning
3	Sajjad Shah	Ward Servant	Morning
4	M. Khalid	Ward Servant	Morning

DENTAL DEPARTMENT

S. No	Name	Designation	Shift
1.	Dr. Rashid Ghouri	Dental Surgeon	Morning
2.	Dr. Hamza Sohail	Dental Surgeon	Morning
3.	Umair Ahmed	Dental Technologist	Evening
4.	Muhammad Safdar	Senior Dental Technician	Evening
5.	Muhammad Imran Arshad	Dental Technician	Morning
6.	Muhammad Arif	Ward Servant	Morning
7.	Shahbaz Shah	Driver	Morning

PULMONOLOGY DEPARTMENT

S. No	Name	Designation	Shift
1	Dr. Sannia	T.B & Chest Specialist	Morning
2	Manzoor Ahmed	S.T.P	Morning
4	Muhammad Akram	Ward Servant	Morning

ORTHOPEDICS DEPARTMENT

Sr. No	Name	Designation	Shift
1	Dr. M. Hamid Raza Shah Akif	Orthopedic Surgeon	Morning
2	Dr. Naeem Abbas	Orthopedic Surgeon	Morning
3	Muhammad Asad	Dispenser	Morning

DIALYSIS DEPARTMENT

S. No	Name	Designation	Shift
1.	Shazia Kousar	Charge Nurse	Morning
2.	M. Shakeel Shaheen	J.T.P	Morning
3.	Aneesa Bukhari	Charge Nurse	Evening
4.	Imran Hussain	Sanitary Worker	Evening
5.	M. Ijaz Nawaz	Ward Servant	Morning

NON-COMMUNICABLE DISEASES CLINIC (NCD)

Sr. No	Name	Designation	Shift
1.	Dr. Adnan Sarfaraz	Medical Officer	Morning
2.	Lubna Kousar	Charge Nurse	Morning
3.	Zoya Bukhari	Charge Nurse	Morning
4.	Abdul Ghaffar	Data Entry Operator	Morning
5.	Shamshad Bibi	Ward Servant	Morning
6.	Muhammad Usman	Ward Servant	Morning

HEPATITIS CLINIC

S. No	Name	Designation	Shift
1	Dr. M. Abdul Rauf	Medical Officer	Morning
2	Salma Shahzadi	Charge Nurse	Morning
3	Asma Khadim	Naib Qasid	Morning
4	Zahid Farooq	Ward Servant	Morning

DUTY ROSTER OF GYNECOLOGISTS

S. No	Name	Designation	OPD	OT	Supporting Staff
1	Dr. Parveen Akhtar	Gynecologist	Tue, Thu, Sat	Monday, Wed, Fri	Sumaira Bibi
2	Dr. Sana Shoukat	Gynecologist	Monday, Wed, Fri	Tue, Thu, Sat	
3.	Noureen Munawar	Charge Nurse	OPD		

EXPANDED PROGRAMME ON IMMUNIZATION (EPI)

S. No	Name	Designation	Shift
1.	Muneera Durani	LHV	Morning
2.	M. Younas	Vaccinator	Morning
3.	Riffat Rohi	Female Vaccinator	Evening
4.	Indoor C/N (On Call)	Charge Nurse	Night

MAIN PHARMACY STORE

S.No	Name	Designation	Shift
1.	Muhammad Shahzad	Pharmacist	Morning
2.	Husnain Haider	Male Nurse	Morning
3.	Jam Usman	Ward Servant	Morning
4.	Muhammad Saleem	Sanitary Worker	Morning

OPD PHARMACY

S.NO	Name	Designation	Shift
1.	Hafiz Saad Ullah	Senior Pharmacy Technician	Morning
2.	Muhammad Asad	Dispenser	Morning
3.	Sarfraz Wazir	Dispenser	Morning
4.	Sajid Mehmood	Ward Servant	Morning

COD/IPD PHARMACY

S.No	Name	Designation	Shift	Day off
1.	Ans Azam Goheer	Pharmacist	Morning	Sunday
2.	Aneela Tariq	Charge Nurse	Morning	Sunday
	Shahid Lashari	Dawasaz		Monday
3.	Shamshila Asghar	Charge Nurse	Evening	Sunday
	Muhammad Arshad	Sanitary Worker		Friday
4.	Iram Sattar	Charge Nurse	Night	Wednesday
	Muhammad Ahmed	Sanitary Worker		Saturday

Note: COD Pharmacy Charge Nurse shall relieve in COD Wards

RADIOLOGY DEPARTMENT

S.No	Name	Designation	Shift	Day Off	Reliever
1.	Dr. Sana Ashraf	Consultant Radiologist	Morning	Sunday	None
2.	Adnan Shabbir	MIT	Morning	Sunday	None
3.	Salamat Ali	Technician R/G	Morning	Sunday	Nasir Mehmood
4.	Nasir Mehmood	Junior Technician R/G	Morning	Tuesday	Salamat Ali
5.	Hafiz Sajid	Junior Technician R/G	Evening	Thursday	Nasir Mehmood
6.	G.M. Minhas	Junior Technician R/G	Night	Monday	Nasir Mehmood
7.	Naeem Anjum	Chowkidar	Morning	Sunday	None
8.	M. Riaz	Baidar	Morning	Sunday	None

WELL WOMEN CLINIC (WWC)

S. No	Name	Designation	Shift
1.	Dr. Asifa Shikrani	Consultant Gynecologist	Morning
2.	Dr. Hafsa Ayub	Women Medical Officer	Morning
3.	Kiran Niaz	Charge Nurse	Morning
4.	Muhammad Naeem	Naib Qasid	Morning

LAB & BLOOD BANK DEPARTMENT (OCTOBER 2023)

S. No	Name	Designation	Shift	Day Off	Reliever
1	Dr. Muneeba Rahman	Consultant Pathologist	Morning	Sunday	----
2	Ammara Nasir	Medical Lab Technologist	Morning	Sunday	----
3	Sh. Junaid Nizami	Medical Lab Technologist	Evening	Sunday	M. Abbas
4	M. Fayyaz Malik	Lab Technician	Morning	Wednesday	Jaffer Hussain
5	Jaffer Hussain	Lab Technician	Morning	Sunday	M. Abid
6	M. Abbas	Lab Technician	Evening	----	---
7	M. Saddam	Lab Technician	Night	-----	Sohaib
8	M. Abid Ashraf	Lab Technician	Morning	Sunday	M. Shoaib
9	M. Bilal	Ward Servant	Morning	Sunday	M. Saddam
10	M. Shoaib	Lab Attendant	Night	Sunday	M.Saddam
11	Tanveer Abbas	Ward Servant	Morning	Sunday	----
FRIDAY ROSTER		06/10/2023	13/10/2023	20/10/2023	27/10/2023
12:00 p.m. to 02:00 p.m.		M. Saddam	M. Abid	Jaffer Hussain	M. Tanveer

PARCHI COUNTER/CENTRAL FEE COLLECTION

S.No	Name	Designation	Shift
1.	Jahanzeb Aslam (Central Fee Collection)	Driver	Morning
2.	Abdul Baseer	FIF	Morning
3.	Muhammad Asif	Naib Qasid	Morning
4.	Raja Hassan	Chowkidar	Morning
5.	Vikram	Sanitary Worker	Morning
6.	Husnain Aziz	Chowkidar	Morning
7.	Sajid Rasheed	Gate Keeper	Morning

CONSULTANTS ON-CALL ROSTER

Sr. No	Shift	General Surgeon	Orthopedic Surgeon	Ophthalmologist
1	Evening	Dr. Taj Naseem (Mon, Tue, Wed)	Dr. Naeem Abbas (Mon, Tue, Wed)	Dr. M. Afzal (Mon, Tue, Wed)
2	+ Night	Dr. Basit Mehmood (Thu, Fri, Sat)	Dr. Hamid Raza (Thu, Fri, Sat)	Dr. Yasir Nisar (Thu, Fri, Sat)

SUNDAY OT ROSTER

S. No	Gynecologist	Anesthetist	OTA
1	Dr. Sana Shoukat	Dr. Shahid Manzoor	Ateeq
2	Dr. Sana Shoukat	Dr. Shahid Manzoor	Saad
3	Dr. Parveen Akhtar	Dr. Shahid Manzoor	Majid
4	Dr. Asifa Shikrani	Dr. Shahid Manzoor	Azhar

SEHAT SAHULAT PROGRAM (SSP)

Name	Designation	Shift
Mehwish Batool	Charge Nurse	Morning
Shehla Munir	Charge Nurse	Evening

OPERATION THEATER (OT) (OCTOBER 2023 (MORNING))

S. No	Name	Designation	Shift
1.	Dr. Shahid Manzoor	Sr. Consultant Anesthetist	Night
2.	Dr. Diwan Irfan	Consultant Anesthetist	Morning
3.	Dr. Ehtesham ul Haq	Consultant Anesthetist	Evening
4.	Dr. Muhammad Afzal	Senior Consultant Ophthalmologist	Morning
5.	Dr. Yasir Nisar	Consultant Ophthalmologist	Morning
6.	Dr. Taj Naseem	Consultant Surgeon	Morning
7.	Dr. Baset Mahmood	Consultant Surgeon	Morning
8.	Dr. Asifa Shikrani	Consultant Gynecologist	Morning
9.	Dr. Parveen Akhtar	Consultant Gynecologist	Morning
10.	Dr. Sana Shoukat	Consultant Gynecologist	Morning
11.	Dr. M. Hamid Raza	Orthopedic Surgeon	Morning
12.	Dr. Naeem Abbas	Orthopedic Surgeon	Morning
13.	Asma Iqbal	O.T Technologist	Evening
14.	Jamshaid Iqbal	O.T Technologist	Morning
15.	Robeena Iqbal	Charge Nurse	Morning
16.	Kainat Shehzadi	Charge Nurse	Morning
17.	Mehmood Alam	OTA	Morning
18.	M. Attique	OTA	Morning
19.	M. Shoaib	OTA	Morning
20.	Zahida Bibi	Ward Servant	Morning
21.	Muhammad Ramzan	Ward Servant	Morning
22.	Munawar Lal	Sanitary Worker	Morning

OPERATION THEATER (OT) OCTOBER 2023 (EVENING)

S. No	Name	Designation	Shift	Day Off
1	Dr. Asifa Shikrani (On Call)	Consultant Gynecologist	Evening	-----
2	Dr. Ehtesham ul Haq	Consultant Anesthetist	Evening	Sunday (OnCall Dr. Diwan)
3	Asma Iqbal/Irum Tabbasum	OT Technologist/CN	Evening	Sunday Indoor Staff
4	Muhammad Majid	OTA	Evening	On Call Ateeq OTA

ONCALL OPERATION THEATER (OT) OCTOBER 2023 (NIGHT)

Sr. No	Name	Designation	Shift	
1	Dr. Sana Shoukat (On Call) (01-09-2023 to 15-09-2023) Dr. Parveen Akhtar (On Call) (16-09-2023 to 31-09-2023)	Consultant Gynecologist	Night	
2	Dr. Shahid Manzoor	Sr. Consultant Anesthetist	Night	Sunday (On Call) Dr. Diwan Irfan
3	Charge Nurse from Indoor	Charge Nurse	Night	
4	M. Saad	OTA	Night	M. Ateeq (on Call)
5	Basheer Ahmed	Cook	Night	

EMERGENCY DEPARTMENT (COD), MORNING, OCTOBER 2023

S. No.	Name	Designation	Day Off
1.	Dr. Faisal Aslam (MLC 01-10-23 to 15-10-23)	Medical Officer	Friday
2.	Dr. Ajmee	Medical Officer	Sunday
3.	Dr. Muhammad Asif (MLC 16-10-23 to 31-10-23)	Medical Officer	Wednesday
4.	Aneela Tariq (Expense + Pharmacy)	Charge Nurse	Sunday
5.	Parveen Ameer (ICU)	Charge Nurse	Saturday
6.	Ishrat Fatima (ICU)	Charge Nurse	Wednesday
7.	Sumaira Akhtar (Female Ward)	Charge Nurse	Sunday
8.	Kousar Bibi (Male Ward)	Charge Nurse	Tuesday
9.	Shamsheer Hyder	Dispenser	Sunday
10.	Tahir Bashir	Ward Servant	Friday
11.	Shabana Nazli	Dispenser	Saturday
12.	Shoukat Lal	Ward Servant	Tuesday
13.	Abdul Manan (Parchi Counter Reliever)	Driver	Thursday
14.	Shahid Nazeer	Sanitary Worker	Sunday
15.	Ayaz	Ward Servant	Saturday
16.	Mehmood ul Hassan(Parchi Counter)	Electrician	Sunday

EMERGENCY DEPARTMENT (COD), EVENING, OCTOBER 2023

Sr. No	Name	Designation	Day Off
1.	Dr. Hassan Raza (MLC 01-10-23 to 15-10-23)	Medical Officer	Friday
2.	Dr. Muhammd Fareed (MLC 16-10-23-31-10-23)	Medical Officer	Wednesday
3.	Dr. Hafsa Liquat	WMO	Sunday
4.	Shamshila Asghar (Pharmacy)	Charge Nurse	Sunday
5.	Ghazal Muneer (ICU)	Charge Nurse	Saturday
6.	Areeba Bibi (ICU)	Charge Nurse	Friday
7.	Sana Samreen (Female Ward)	Charge Nurse	Monday
8.	Umama Lashari (Male Ward)	Charge Nurse	Tuesday
9.	Muhammad Naeem	Dispenser	Friday
10.	M. Azhar	OTA	Saturday
11.	Karan (Reliever Rashid)	Sanitary Worker	Saturday
12.	M. Kamran (Reliever Rashid)	FIF	Friday
13.	Muhammad Rashid	Ward Servant	Thursday

EMERGENCY DEPARTMENT (COD), NIGHT, OCTOBER 2023

Sr. #	Name	Designation	Day Off
1.	Dr. Ejaz Ashraf (MLC 01-10-23 to 15-10-23)	Medical Officer	----
2.	Dr. Hamza Usman (MLC 16-10-23 to 31-10-23)	Medical officer	----
3.	Dr. Arslan Haider (MLC 01-10-23 to 15-10-23)	Medical officer	----
4.	Dr. Abdullah Ayub (MLC 16-10-23 to 31-10-23)	Medical Officer	----
5.	Iram Sattar (Pharmacy)	Charge Nurse	Wednesday
6.	Shabana Naz (ICU)	Charge Nurse	Monday
7.	Raheela Arshad (ICU)	Charge Nurse	Friday
8.	Mehnaz Kiran (Male Ward)	Charge Nurse	Sunday
9.	Ayman Lashari (Female Ward)	Charge Nurse	Tuesday
10.	Niaz Shah	Dispenser	Sunday
11.	M. Saad	OTA	Thursday
12.	Shahid (Parchi Counter) (Ayaz Reliver)	Chowkidar	Wednesday
13.	Ayaz	Sanitary Worker	Sunday
14.	Azam	Sanitary Worker	Saturday

INDOOR PATIENT DEPARTMENT (IPD), MORNING, OCTOBER 2023

S. No.	Name	Designation	Day Off
1.	Dr. Shagufta Nazar (MLC 1-10-23 to 31-10-23)	WMO	Friday
2.	Shamshad Akhtar	Head Nurse	Sunday
3.	Saima Khan (Expense)	Charge Nurse	Sunday
4.	Faima Khan (Labour Room)	Charge Nurse	Tuesday
5.	Rubab Bukhari	Charge Nurse	Saturday
6.	Rabia Ashiq	Charge Nurse	Sunday
7.	Fatima Iqbal	Charge Nurse	Sunday
8.	Mehwish Batool (Sehat Sahulat Progm)	Charge Nurse	Sunday
9.	Mukhtair Khatoon	Dai	Sunday
10.	Lal Mai (Reliever)	Ward Servant	Saturday
11.	Sofia	Ward Servant	Sunday
12.	Saba Imran	Sanitary Worker	Sunday
13.	Ghulam Sabtain	Ward Servant	Saturday
14.	Yasir Ali	Sanitary Worker	Sunday

INDOOR PATIENT DEPARTMENT (IPD), EVENING, OCTOBER 2023

S. No.	Name	Designation	Day Off
1.	Dr. Nadia Sahar (MLC 01-10-23 to 15-10-23)	WMO	Sunday
2.	Dr. Fatima Chishti (MLC 16-10-23 to 31-10-23)	WMO	Saturday
3.	Irum Tabassum (Shift Incharge)	Charge Nurse	Sunday
4.	Shazia Sadiq (Labour Room + Ward)	Charge Nurse	Thursday
5.	Sidra Nadeem	Charge Nurse	Wednesday
6.	Shehla Muneer (Sehat Sahulat Program)	Charge Nurse	Sunday
7.	Rehana Kousar	Ward Servant	Thursday
8.	Radha	Sanitary Worker	Sunday
9.	Afzal Zafer	Sanitary Worker	Friday

INDOOR PATIENT DEPARTMENT (IPD), NIGHT, OCTOBER 2023

S. No.	Name	Designation	Day Off
1.	Dr. Hamna Rauf (MLC 01-10-23 to 15-10-23)	WMO	---
2.	Dr. Wajeaha Ashiq (MLC 16-10-23 to 31-10-23)	WMO	---
3.	Aqdas Rana (Labour Room)	Charge Nurse	Sunday
4.	Tahira Jaffar	Charge Nurse	Friday
5.	Aneela Nadir	Charge Nurse	Monday
6.	Afshan Tahir	Ward Aya	Friday
7.	Iqra Hashim	Sanitary Worker	Sunday
8.	Basheer Ahmed	Cook	Sunday
9.	M. Abrar	Sanitary Worker	Friday

Note: Indoor WMOs will conduct MLC and Postmortem of Females

Indoor WMOs will perform duties in Labor Room and Ward on alternate basis

NOTE: It is requested to all on-call Officers & Officials kindly verify your mobile numbers and mobiles numbers should be switched-on 24/7.

1. All officers / officials should be in proper uniform otherwise he/she will be considered absent from duty.
2. Functionality of all the instruments/equipment's of all departments is responsibility of shift in charge. In case of any problem then written application to concern department/Shift DMS.

3. All the notice boards of cleanliness, record etc. should be properly filled. In case of any negligence the staff nurse will be responsible.
4. Hospital Pharmacist is responsible for availability of all the necessary medicine, Date of expiry or any medicine shortage.
5. **All kinds of leave must be sanctioned through the proper channel and not via text or phone.**
6. The Evening round of all the consultants is compulsory.
7. **Casual Leaves should be put to the office at least one day before with proper forwarding and leave balance. Casual Leave can only be availed after approval of Medical Superintendent.**
8. Day off will not be exchanged in any case.
9. Employee noting the duty of colleague will perform his/her leave in addition to his own duties and will not be allowed to leave the station or will claim day off.
10. Casual Leave will not be granted with day off. In case of casual leave with day off, day off will be counted in casual leave balance.


MEDICAL SUPERINTENDENT
THQ HOSPITAL AHMADPUR EAST

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