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|  **अखिल भारतीय वाक् श्रवण संस्थान, मैसूरू - 06****ALL INDIA INSTITUTE OF SPEECH & HEARING: MYSORE-06****संप्रेषण न्यूनता व्यक्तियों के लिए टेली केन्द्र****TELE-CENTER FOR PERSONS WITH COMMUNICATION DISORDERS** |

SH/TCPD/Monthly report/2018-19 दिनांक/ Date: 10.09.2018

निदेशक को प्रस्तुत/ Submitted to the Director:

संप्रेषण न्यूनता व्यक्तियों के लिए टेली केन्द्र की  01.07.2018 – 31.07.2018 अवधि का मासिक रिपोर्ट को आपके अवलोकन एवं आवश्यक कार्रवाई के लिए प्रस्तुत किया जा रहा है। रिपोर्ट को director@aiishmysore.in एवं monthlyreports@aiishmysore.in पर भेजा गया है।

The monthly report of the Tele-center for Persons with Communication Disorders covering the period from 01.07.2018 – 31.07.2018 is hereby submitted for your kind perusal and needful. The report is being sent to director@aiishmysore.in and monthlyreports@aiishmysore.in.

Head-TCPD

1. **ACADEMIC ACTIVITIES**
2. Short-term Training Programs:- NIL
3. Clinical Observation Posting of Students from other Institutes: Nil
4. Virtual Seminars/Conferences/Workshops/ Staff enrichment program attended - Nil
5. Guest Lectures: Guest lecture by Dr. Shubha Kashinath, Alumnae of AIISH, Associative Professor and Chair Communicative Sciences and Disorders, California State University, East Bay, USA on Supporting Intentional Communication in children with Autism
6. Additional Academic Services rendered by the Faculty and Staff-: I st M.Sc classes were handled by Head TCPD
7. Clinical Observation Posting of Students July 2018: 5 Student and 15 session

**Dr. S.P Goswami, Professor in Language Pathology:**

* Administrative duties related to the center
* Supervision of therapy cases
1. Invited Talks-NIL
2. Curriculum Development: NIL
3. Service in Academic bodies of other Organizations: NIL
4. Books/Book Chapters/ Other Resource Materials prepared: NIL
5. Any Other: Nil

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| **Ms. Yashaswini R., Clinical Supervisor** |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 01 | 02 |
| Tele-Intervention - Video Conference | 01 | 04 |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 01 | 04 |
| E-mails Queries | - |
| Counselling for enrolment at TCPD | 10 |
| Telephone | - |
| Assistance for Administrative Activities | Monthly statistics* Calculated monthly stats for clinical activities and verified it in monthly report.
* Cross checked monthly report and leave statement.

Equipment related* Bill settlement of 5 UPS and 8 desktop computers
* Monitored installation of computers by the personnel from HP company
* Entry in stock register and certification of the same
* Listed systems that needed to be condemned placed work order to Dept. of Electronics and got the condemnation report for those.
* Went to spot quotations with Staff from Purchase section and Audiology to Decorative laminates, Live in style and Life links associates on 9.07.2018
* Arranged the cabinets to fit systems in the rooms.
* Monitored the installation of software to the new systems (MS office, Baraha, antivirus).
* Monitored installation of Printer, Stock entry of the same, certification of the same.
* Processing files on Purchase of Chairs and Tables, Teamviewer, Website renewal.

Organization of a Guest lecture on 16. 07.2018.* Mailed the letter of invite for guest lecture by Dr. Shubha Kashinath, Alumnae of AIISH on 16. 07.2018.
* Bought necessary materials for the guest lecture.
* Arranged TCPD for the visit
* Informed students (M.Sc. SLP, Audiology)about the guest lecture and passed on the same through email to class ID
* Placed work order to Electronics

REBE* Preparation of RE-17-18 BE 18-19 and submission to Director’s office after Head-TCPD’s approval and soft copy to the concerned mail id.

ISO external audit on 26.07.2018* Updated new list of Documents, Records, Files. Rearranged these under seven categories.
* Prepared and printed CIP, Design input and Design Output, Alternate arrangement, Backup schedule, formats. Arranged these in the respective files, compiled feedback for students, clients and participants of the teleorientation and virtual seminar.
* Took backup of all staff documents on the hard disc
* Was present for the external audit conducted by Mr. Vivek Gurjar and Mr. Bharath to supply the documents and evidences that was asked.

Decoration committee for Annual Day related* Attended meeting with members on 19.7.18.
* Spot visit to Gymkhana on 31.07.2018 to see the measurements and arrange for the raw materials for decoration
* Brought last year’s decoration materials from Gymkhana and gave it to members to fix the missing materials.
 |
| Others | Academic* Meeting with Ms. Haripriya, Ms. Indira and Ms. Deepika for discussion on CC (2.7.18, 16.07.18, 18.07.18, 27.7.18
* Attended guest lecture by Dr. Shubha Kashinath, Alumnae of AIISH, Associative Professor and Chair Communicative Sciences and Disorders, California State University, East Bay, USA on Supporting Intentional Communication in children with Autism

AIISH-KVS project* Discussed with Ashwini the pending work and mailed her the videos, ppts, audio files and word documents for ease of carryout editing work.
 |
| **Ms. Pavithra K., SLP Gr 1** |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 0 | 0 |
| Tele-Intervention - Video Conference | 0 | 0 |
| Tele-Assessment-Skype | 01 | 04 |
| Tele-Intervention-Skype | 8 | 65 |
| E-mails Queries | 5 |
| Telephone | 0 |
| Counselling | 2 | 2 |
| Material Development | * Preparation of assessment and therapy materials for the clients. Documentation and updating of the online therapy sessions.
 |
| Assistance for Administrative Activities | * Corresponding confirmation e-mails to the cases for enrolment for Tele sessions and follow up for the same.
* Maintenance of M.Sc. SLP student work records and assignments.
* Corresponded details for the clinical presentation with Dr. Abhishek, B. P Lecturer in SLS, AIISH and the students Ms. Haripriya, Ms. Deepika and Ms. Indira about the case for the presentation for the clinical conference.
* Corresponded details for the clinical presentation with Reader Jayashree C Shanbal, HOD of Speech Language Pathology, AIISH and the students Ms. Madhurya and Ms. Ashwathy about the case for the presentation for the clinical conference.
* Attended the seminar on “Recent advancements in Management of Stuttering”
* ISO inspection documentation for student’s feedback and compilation of the graphs for the same.
 |
| Others | * Maintaining daily diary and patient progress reports.
* Maintenance of Skype therapy registers.
* Updated the sessions and data related to the clients.
* Co-ordinated for the NSS activities as Assistant NSS officer for Unit-2.
 |
| **Ms. Nithya K., SLP Gr 1** |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | - | - |
| Tele-Intervention - Video Conference | - | 1 |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 8 | 38 |
| E-mails Queries | 15 |
| Counselling for enrolment at TCPD | 4 |
| Telephone | - |
| Material Development | * Preparation of Power Point Presentation for Clients as a part of therapy materials.
* Preparation of new recordings for the ASSET app.
 |
| Assistance for Administrative Activities | * Maintenance of Skype therapy registers.
* Maintenance of referral and consent forms.
* Updated the sessions and data related to the clients.
 |
| Others | * Maintenance of daily dairy and progress reports regularly and filing the same in the respective files/registers
* Maintenance of client's attendance.
* Counselling cases and maintaining counselling register
* Assistance for administrative activities for ISO inspection
* Preparation of client feedback statistics
 |
| **Ms. Jasiya K M** **Audiologist Gr. 1** |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment and intervention- Video Conference | - | - |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 4 | 22 |
| E-mails Queries | 6 |
| Counselling | 5 |
| Material Development | 1. Preparation of Power Point Presentation for Clients as a part of therapy materials.2. Segregation of slides based on different activities and skills. |
| Assistance for Administrative Activities/ others | * Maintenance of Skype therapy registers.
* Updated the sessions and data related to the clients.
* Maintenance of daily dairy and progress reports regularly and filing the same in the respective files/registers.
* Maintenance of client's attendance.
* Counselling cases and maintaining counselling

register.* Working on compiling information for the book on Telepractice.
* Assisting in the development of tinnitus app.
* Plan initiatives for tele-audiology practices at the Tele-center for persons with communication disorders.
* Maintenance of report on the daily dairy submitted by students and assigning marks.
* Gave work order for installation of software to the new systems (MS Office, Baraha and Antivirus)
* ISO inspection documentation for student related documents and compilation of the graphs for the same.
 |
| Ms. Shamantha M, Audiologist Gr. 1 |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | - | - |
| Tele-Intervention - Video Conference | 0 | 0 |
| Tele-Assessment-Skype | 0 | 0 |
| Tele-Intervention-Skype | 4 | 26 |
| E-mails Queries | 2 |
| counselling | 5 |
| Material Development | * Preparation of Power Point Presentation for Clientsas a part of therapy materials.
* Segregation of slides based on different activities and skills.
* Compiling information for aChapter preparation on Manual for Tele practice.
 |
| Assistance for Administrative Activities | * Maintenance of Skype therapy registers.
* Updated the sessions and data related tot he clients.
* Maintenance of daily dairy and progress

 reports regularly and filing the same in the respective files/registers.* Working on compiling information for

the book on Telepractice.* Assisting in the development of tinnitus app.
* Plan initiatives for tele-audiology practices at the Tele-center for persons with communication disorders.
* Maintenance of report on the daily dairy submitted by students and assigning marks.
* Gave work order for installation of software to the new systems (MS Office, Baraha and Antivirus)
* ISO inspection documentation for student related documents and compilation of the graphs for the same.
 |
| **Ms. Vishnu Priya M.S SLP Gr 1** |
| Tele-Assessment - Video Conference | - | - |
| Tele-Intervention - Video Conference | - | 1 |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 5 | 46 |
| E-mails Queries | 1 |
| Counselling for enrolment at TCPD | 2 |
| Telephone | -Coordinated client queries via phone |
| Material Development | * Preparation of Power Point Presentation for Clients as a part of therapy materials.
* Preparation of new recordings for the ASSET app.
 |
| Assistance for Administrative Activities | * Maintenance of Skype therapy registers.
* Maintenance of referral and consent forms.
* Updated the sessions and data related to the clients.
* Coordinated for VC cases in various centres
* Student in charge related activities for Interns from Delhi
 |
| Others | * Maintenance of daily dairy and progress reports regularly and filing the same in the respective files/registers
* Maintenance of client's attendance.
* Counselling cases and maintaining counselling register.
* Attended the seminar on “Recent advancements in Management of Stuttering”
* Assisted the HOD in ground works for ISHA webinar.
 |
| **Ms. Nithyashree, Junior Technical Writer** |
| **Nature of Service** | **Work done**  |  |
| Material Development | * Translation of TCPD brochure to Hindi – Draft 2
 |
| Assistance for Administrative Activities | * Assistance in preparation of Continual Improvement plan, Summary and Design input and output – 9 nos. each
 |
| **Shivaprasad M., Graphic designer** |
| **Sl. No** | **Nature of Service** | **Details of work for Tele-Centre for Persons with Communication Disorders** | **Work for Other Dept.** |
| 1. | Graphic Designing/ Illustrations/ Video editing/ Photo editing/ Audio editing | 1. Four Figure drawings of progress report by director
 | 1.Design of Annual Report 2. Annual report video presentation 2017-182.Borucher on TCPD activities kannada  |
| STAFF: Dr. G. Malar  |
| Tele-Assessment - Video Conference | Nil | Nil |
| Tele-Intervention - Video Conference | Nil | Nil |
| Tele-Assessment-Skype | Nil | Nil |
| Tele-Intervention-Skype | Nil | Nil |
| E-mails Queries | Nil |
| Material Preparation | * Academic screening tool for primary school EVS – outlined content for 12 units of class III
 |
| Assistance for Administrative Activities & Others | * Preparation of research project proposal
 |

1. **Activities**
2. Research Projects: Non Funded (Details proved in the table)
3. Completed Research Projects: Nil
4. Projects with Extramural Funding: Nil

**Non-funded project**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title of the Project** | **Duration/ Funding Agency** | **Status** | **PI / Co-I** | **Total Grant** |
| Capacity building in in-service teachers of KV School on identification and management of children with learning disability in classroom | NON-FUNDED AIISH-MHRD collaborative project  | * Pictures in the audiovisual material are being edited
* Rerecording of the voice over for 3modules complete
* Editing of the voice over in progress
 |  Dr. Jayashree C Shanbal | Non-Funded |
|  |  |

1. Ongoing Research Projects : NA
2. Doctoral and Post Doctoral Programs -NA
3. Research Papers presented at National/International Conferences/ Seminars (in APA format) -NIL
4. Research Papers Published (in APA format) - details provided in the table

 ii) Papers published in National /International Journals

iii) Papers published in Conference/Seminar Proceedings

iv) Research Papers in press.:- NIL

v) Books published (in APA format):- NIL

vi) Book chapters published (in APA format) NIL

Books in press: NIL

Books/Manuals/Seminar Proceedings edited- NIL

Papers submitted for publication-NIL

|  |  |  |
| --- | --- | --- |
| Sl.No | Name of the Article  | Status |
|  | Tele service in Speech-Language Pathology and Audiology: Prospects and ChallengesPrema, K.S. Rao & Yashaswini R.  | I.st round of review is complete  |
|  | Article on ‘Awareness about Tele health services’ Draft prepared for approval by authority  | To be submitted to Magazine for public |
|  | Feature article on Tele center for persons with communication disorders | Submitted to ASHA KIRAN |

1. Journal Editorship- NIL
2. Scholarly Reviewing Activities- NIL
3. Ongoing Research: NIL
4. **Clinical Services**
5. General Clinical Services:- NIL
6. Specialized Clinical Services

**Out-reach Clinical/rehabilitation/Special educational activities through tele-mode.**

**Tele- Diagnosis & Rehabilitation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Video - Conference | Skype Therapy Sessions | Educational Guidance | Total  |
| TA | TI | TA | TI | VC | Skype |
| Clients | 1 | 1 | 1 | 29 | - | - | **31** |
| Sessions | 2 | 4 | 4 | 193 | - | - | **203** |

1. **Details of Tele-Rehabilitation through Video Conferencing in the Month of July , 2018**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Phonological Disorders | Fluency Disorders | Voice Disorders | Language Disorders | Neuro-motor speech disorders  | Total |
| P | A | G | P | A | G | P | A | G | P | A | G | P | A | G |  |
| Total number of clients | - | - | - | - | - | - | 1 | - | - | - | 1 | - | - | - | - | **2** |
| Total number of sessions | - | - | - | - | - | - | 2 | - | - | - | 4 | - | - | - | - | **6** |

 **C) Details of Tele-Rehabilitation through Skype in the Month of July, 2018**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Phonological Disorders | Fluency Disorders | Voice Disorders | Language Disorders | Neuro-motor speech disorders  | Total |
| P | A | G | P | A | G | P | A | G | P | A | G | P | A | G |  |
| Total number of clients | - | - | - | 3 | 2 | - |  | - | - | 16 | 7 | 1 | - | - | - | **29** |
| Total number of sessions | - | - | - | 20 | 8 | - |  | - | - | 110 | 50 | 9 | - | - | - | **197** |

1. **Total no. of Clients/Sessions for Tele-Rehabilitation across India in July, 2018**

|  |  |  |
| --- | --- | --- |
| Place | Cases | Session |
| Assam | 3 | 26 |
| Ajmeer | 1 | 4 |
| Karnataka | 15 | 90 |
| Kerala | 3 | 18 |
| Mumbai | 1 | 10 |
| Tamil Nadu | 1 | 9 |
| MP | 1 | 4 |
| Delhi | 1 | 5 |
| Total | 28 | 173 |

Total no. of Clients/Sessions for Tele-Rehabilitation of Indians abroad, July, 2018

|  |  |  |
| --- | --- | --- |
| Place | Cases | Session |
| Japan | 1 | 9 |
| South Korea | 1 | 7 |
| UK | 1 | 14 |
| Total | 3 | 30 |

1. State-wise distribution of clients availing Tele-Sessions through Skype
2. **Out-side India distribution of clients availing Tele-Sessions and Skype**

**C) Feedback on connectivity**

**IV. Extension Activities**

1. Rehabilitation and Education through Distance Mode
* Out-reach Clinical/rehabilitation/Special educational activities through tele-mode.
* Collaboration with BGS group activity.

**V. Technological Consultancy Services: Nil**

**VI. Central Facilities**

1. Library and Information Services
2. Public Information Activities
3. Material Development:

 **VII.** **Awards and Honors Received by Faculty and Staff: NIl**

 **VIII EXTRA Curricular Activities: Nil**

 **IX. MAJOR EVENTS OF THE Month:**

**x. Eminent VISITORS: NiL**

**XI. STAFF RELATED:**

**XII. Any Other:** Membership in Professional Organizations/Associations:

 Life Membership (Institutional) with Tele-medicine Society of India.

**TCPD website:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Hits of previous month**  | **Number of Hits** | **Enquiries** |
| [www.aiishtcpd.com](http://www.aiishtcpd.com)  | 6572 | 6728 | Nil |
| www.aiishtcpdhelpline.in | 18983 | 19435 | Nil |

1. **Official Language Implementation (OLI)**

|  |  |  |
| --- | --- | --- |
| **Particulars** | **Skype** | **Videoconferencing** |
| Clients | 5 | 1 |
| Sessions | 43 | 4 |
| Official letters | - |
| Mails | - |

 **Head/** प्रधान शासक

 **TCPD/** टि सी पि डि