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|  **AÎZÉsÉ pÉÉUiÉÏrÉ uÉÉMçü ´ÉuÉhÉ xÉÇxjÉÉlÉ, qÉæxÉÔU-6****ALL INDIA INSTITUTE OF SPEECH & HEARING: MYSORE-06****संप्रेषण न्यूनता व्यक्तियों के लिए टेल- केन्द्र****TELE-CENTER FOR PERSONS WITH COMMUNICATION DISORDERS** |

**Monthly Report for the Month of June-2016**

1. ACADEMIC ACTIVITIES
2. Short-term Training Programs:- NIL
3. Clinical Observation Posting of Students from other Institutes-NA
4. Seminars/Conferences/Workshops/ Staff enrichment program-Nil

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| --- | --- | --- | --- | --- | --- |
| **Sl. No** | **Name of the Dept/ Section** | **Topic** | **Resources person** | **Date of presentation** | **No. of Participants** |
|  | Staff of TCPD  |  | Mr. Tejas N Bontadka | 17.06.2016 | 15 |
|  | Centres connected to: Ranchi, Ajmer, Lucknow, Delhi, Puducherry, Bhagalpur, Imphal, Jabalpur, Shimla, and Cuttack |  | Dr. Niraj Kumar Singh, Lecturer in Audiology  | 30.06.2016 | 76 |

1. Guest Lectures: NIL
2. Guest Lectures: NIL
3. Additional Academic Services rendered by the Faculty and Staff-: Nil

**Prof. K. S Prema, Professor of Language Pathology: -**

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| * Planning and administration of TCPD activities
* Organised orientation on Design and Development of Apps& Peripheral Vestibular Diseases
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**Dr. Malar, Reader in Special Education (Deputed Staff to TCPD one day/week)**

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| --- | --- | --- |
| Outreach Clinical Activities | Educational Guidance and/or Assessment: 0 | (ii)Via Video Conferencing: 0 |
| Material Development | * Developing PPT for Skype Client
* Continuing working with Adapted PPT for Skype client
 |

**Dr. Niraj Kumar Singh, Lecturer in Audiology (Deputed Staff to TCPD two half days/week)**

* Familiarized with the website available at TCPD
* Gave Orientation about Peripheral Vestibular Diseases for all 11 DHLS centres though Skype on 30.06.2016.

 **Ms. Yashashwini. R, Clinical Supervisor:**

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| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | - | - |
| Tele-Intervention - Video Conference | 00 | 00 |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 05 | 12 |
| E-mails Queries | 3 |
| Telephone | 2 |
| Material Development | * Preparation of assessment and therapy materials for the clients. Documentation and updating of the online therapy sessions.
* Helped in preparation of flow chart for tinnitus app designing.
 |
| Assistance for Administrative Activities | * Compilation of official mail correspondence between TCPD and Swift solutions.
* Revision of all feedback forms (clinical services, resource materials, public education)
* Compilation of list of assessment and therapy resources for TCPD.
* Filled application for ISBN for TCPD publications.
* Preparing contents to be updated on aiishmysore.in website
 |
| Others | * Compilation and editing of the research paper in progress.
* Attended Viva voce of Ms. Prarthana and Mrs. Sangeetha on 09.06.2016 on 14.06.2015.
* Attended webinar on “Beyond the Clinic: Value of a supplemental program for TBI and Aphasia” by Ellyne Ganzfried and David Pozkanzer on 16.06.2016 (after office hours)
* Attended a guest lecture by Mr. Thejus on “Design and development of apps” on 17.06.2016.
* Discussion with Head TCPD and Dr. Neeraj regarding topics of upcoming tele-orientation on 16.06.2016
* Recorded a voice sample (Mr. Sam) for MMC level 3 and 4 voice over.
* Voice recording for titles of Tele-lessons.
* On EL between 01.06.2016 to 03.062016.
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 **Ms. M. Sonam Belliappa, SLP (Grade-I)**

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| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 1 | 1 |
| Tele-Intervention - Video Conference | 0 | 0 |
| Tele-Assessment-Skype | 2 | 2 |
| Tele-Intervention-Skype | 7 | 44 |
| E-mails queries | 12 |
| Telephone | 8 |
| Material Development  | * Made PPT’s on different lexical categories for the clients.
* Translation of the resource book attention and concentration in Hindi
* Content updation of TCPD website in Hindi
* Developing orientation slides on stuttering.
* Developed the new feedback form for the orientation program
* Compiling the videos and ppts of the orientation on vertigo
* Website updation
 |
| Assistance for Administrative Activities | * Verified the telephone bill (May 2016)
* Follow-up of VC cases and networking with staff of different DHLS centers.
* Assisting the Graphic Designer in the making of the participation certificates.
* Compiled the feedback forms of the orientation”vertigo”
* Updated the sesssions and data related to the clients for the ISO inspection.
* Maintainance of hygiene log book.
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers.
* Counselled 2 cases regarding the procedures to enrol for tele-sessions
* Attended the monthly meeting.
* Attended 2 viva voce of Ms. Sangeetha Mahesh and Ms. Prarthana
* Arranging and coordinating for the orientation program hosted by TCPD ON 30.6.16
* Dicussed regarding the work to be done and resource materials to be developed with the HOD (Prof. Prema K.S).
* Attended Parkinsons meet hosted by Basal Ganglia Support Group on12/6/16.
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**MMs.**

**MsMs. RofiMs. RofiMs. Rofina BMMs. RMs. Rofina Babin Speech Language Pathologist**

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| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 1 | 0 |
| Tele-Intervention - Video Conference | 0 | 0 |
| Tele-Assessment-Skype |  |  |
| Tele-Intervention-Skype | 7 | 31 |
| E-mails queries | 6 |
| Telephone | 0 |
| Material Development  | * Made PPT’s on different speech and language skills for the clients.
* Recorded success story video
* Editing of Success story video
* Modification of questions for success story
* developing a prototype for web redesigning
 |
| Orientation Programs | * Orientation by Mr. Tejas on app developing on 17/6/16.
 |
| Assistance for Administrative Activities | * Maintenance of equipment log book.
* Preparation list of diagnostic and therapeutic materials.
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers.
* Counselled 1 cases regarding the procedures to enrol for tele-sessions
* Attended the monthly meeting. on 31.5.16
* Data analysis and writing result and discussion for the research paper on feed back of Audiologist and SLP delivering Rehabilitative services through e-mode.
* Discussion regarding the work to be done and resource materials to be developed with the HOD (Prof. Prema K.S).
* Discussion on Archiving of the therapy videos and to make a database for the same with the HOD
* Attended the meeting on developing a ‘e group’
* Attended the meeting on developing a prototype for web redesigning
* Attended Parkinson’s meet on 12/6/16 conducted by BGS
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**Ms. Sujitha P S, Speech LMs. SuMMs. Ms. Sujitha, Speech Language Pathologist**

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| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 0 | 0 |
| Tele-Intervention - Video Conference | 0 | 0 |
| Tele-Assessment-Skype | 0 | 0 |
| Tele-Intervention-Skype | 3 | 26 |
| E-mails queries | 10 |
| Telephone | 5 |
| Material Development  | * Made PPT’s on different speech and language skills for the clients.
* Adding proof reading changes to TYC Malayalam level 1 with the help of graphic designer
* Proof reading orientation slides and videos of Voice disorders and Mental Retardation and submitted to graphic designer
* Assist graphic designer in editing success story video (Client Swathi Interview)
 |
| Orientation | * Orientation by Mr. Tejus on app developing on 17/6/16.
* Orientation for TCPD to students posted (I MSc SLP 2nd SEM–1.6.16)
 |
| Assistance for Administrative Activities | * Updated I MSc Students records of 2015 – 2016 batch
* Compiled feedback on tele services submitted by I MSc SLP Students of 2015 – 2016 batch
* Assist making list of diagnostic and therapeutic materials for TCPD
* Assist in making a prototype for web redesigning
* Maintenance of equipment log book.
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers.
* Counselled 1 case (20.6.16) regarding the procedures to enrol for tele-sessions
* Meeting with Nanjunswamy Swamy Sir on digital archiving at library
* Attended the monthly meeting. on 31.5.16
* Discussion regarding the work to be done and resource materials to be developed with the HOD (Prof. Prema K.S).
* Discussion on Archiving of the therapy videos and to make a database for the same with the HOD
* Attended the meeting on developing a ‘e group’
* Attended the meeting on developing a prototype for web redesigning
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**MMs. Sowmya, AMMs. Ms. Sowmya, Audiologist Gr I**

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| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 1 | 1 |
| Tele-Intervention - Video Conference | - | - |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 3 | 20 |
| E-mails queries | 10 |
| Telephone | - |
| Material Development  | * Preparation of Power Point Presentation for Clients
 |
| Orientation  | * Orientation by Mr. Tejus on app developing on 17/6/16.
 |
| Assistance for Administrative Activities | * Maintenance of client allotment roster
* Maintenance of clinician allotment roster
* Feedback forms maintenance
* Case allotment, maintenance and Correspondence of information of clients through mails
* Assignment of clients and monitoring the details.
* Maintenance of referral and consent forms.
* Participated in discussion regarding modification and finalization of App on Tinnitus with Dr. Niraj Kumar
* Assisted in designing App on Tinnitus
* Attended monthly meeting with Prof. Prema K.S
* Prepared flow chart for Tinnitus App design
* Corrected glossary and FAQ’s on hearing
* Started with the initial step of CAPD school screening through online.
 |
| Others | * Signage maintenance
* Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers
* Counselling cases
* Meeting with Nanjunda Swamy Sir on digital archiving at library
* Attended the monthly meeting. on 31.5.16
* Discussion regarding the work to be done and resource materials to be developed with the HOD (Prof. Prema K.S).
* Discussion on Archiving of the therapy videos and to make a database for the same with the HOD
* Attended the meeting on developing a ‘e group’
* Attended the meeting on developing a prototype for web redesigning
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**Ms. SwaMs.**

**Ms. SwaMs.Ms. Swathi (AudiMMs.f Ms. Swathi, Audiologist Grade I)**

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| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 1 | 0 |
| Tele-Intervention - Video Conference | 0 | 0 |
| Tele-Assessment-Skype | 3 | 3 |
| Tele-Intervention-Skype | 4 |  13 |
| E-mails queries | 10 |
| Telephone | 5 |
| Material Development  | * Made PPT’s on different speech and language skills for the clients.
 |
| Orientation Programs | * Orientation by Mr. Tejus on app developing on 17/6/16.
 |
| Assistance for Administrative Activities | * Updated II M Sc students records of 2015 – 2016 batch
* Maintenance of equipment log book.
* Preparation of list of diagnostic and therapeutic materials.
* Participated in discussion regarding modification and finalization of App on Tinnitus with Dr. Niraj Kumar
* Assisted in designing App on Tinnitus
* Prepared flow chart for Tinnitus App design
* Corrected glossary and FAQ’s on hearing
* Started with the initial step of CAPD school screening through online.
* Assisted in updating the video conference assessment session records
* Compiled feedback on tele services submitted by II MSc AUD Students of 2015 – 2016 batch
* Assisted in making a prototype for web redesigning
* Compilation of feedback on tele orientation by Dr. Niraj Kumar.
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers.
* Counselled 2 cases regarding the procedures to enrol for tele-sessions
* Attended the monthly meeting on 31.5.16
* Meeting with Nanjunswamy Swamy Sir on digital archiving at library
* Discussion regarding the work to be done and resource materials to be developed with the HOD (Prof. Prema K.S).
* Discussion on Archiving of the therapy videos and to make a database for the same with the HOD
* Attended the meeting on developing a ‘e group’
* Attended the meeting on developing a prototype for web redesigning
* Data analysis and writing result and discussion for the research paper on feedback of Audiologist and SLP delivering Rehabilitative services through e-mode.
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**MsMs. Nithyashree, Junior Technical Writer**

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| Material Development | * E-learning material (MMC Kannada Level 3) video slides proofreading - 70 Slides (approx)
* Train your child for Attention and Concentration (Hindi version) proof reading 15 pages
* Titles in Kannada for 12 Episodes of Tele-Lessons
* Translation of ‘Train your child for Attention and Concentration’

2 pages (English to Kannada) |
| Meeting | * Attended an Orientation program on ‘Design and Development of apps’ by Tejus, Website designer, on 17.06.2016
 |
| Assistance for Administrative Activities | * Meeting with Mr. Nanjundaswamy at Library to discuss about e-Prints software for Digital Archiving
* Incorporation of changes in Attention and Concentration (Hindi) soft copy with Mr. Shivaprasad

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 **Mr. Shivaprasad.M, Graphic Designer**

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| **Nature of Service** | **Details of work for Tele-Canter for Persons with Communication Disorders** | **Work for Other Dept.** |
| **Graphic Designing/ Illustrations/ Video editing/ Audio editing** | 1. TCPD website updating:

1) 2014 Tele-Orientation videos Corrections* Autism
* Mental Retardation
* Voice and its Disorders an overview

2) Tele Lessons 13 episodes Correction1. Krithik Success Story Interview Video Shooting & Editing
2. TCPD Vertigo Tele-Orientation Certificates for all Center Participants
3. Tele-Orientation Feedback form layout design
4. Tinnitus Assessment & Treatment App Design corrections
5. Hindi Train your child for Attention & Concentration book corrections
 | 1. Designing Annual Report 2015-16

140 pages inner layout & coverpage designs Completed1. Corrections: POCD Public Education Pamphlets Design
* FAQ
* NIHL
* SLI
 |
| **Number of Brochures given to Clients** | TCPD Brochures English, Kannada, Hindi and Malayalam - 8P. D. Helpline Brochures English, Kannada, Hindi and Malayalam - 0 | - |
| **Meetings** | May 31st 2016 | - |
| **Orientation Programs** | Attended a guest lecture by Mr. Thejus on “Design and development of apps” on 17.06.2016.Tele-Orientation on ‘Peripheral Vestibular Diseases’ by Dr. Neeraj Kumar Singh on 30/06/2016 | - |
| **Others** | Preparing contents to be updating on www.aiishmysore.in/www.aiishtcpd.com website | - |

 **Ms. Preethi, Data Entry Operator**

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| --- | --- |
| Administrative Activities | * Drafting letters/circulars/notes/formats
* Receiving letters/documents from other sections/departments for onward transmission to the head
* Dispatch of letters to concerned sections/departments
* Filing documents of TCPD
* Preparation of Monthly Report
* Maintenance of Leave of all staff in register
* Leave statement of permanent staff and Attendance certificate of contract staff

Mail correspondence |

1. Invited Talks
2. Curriculum Development-Nil
3. Development of Materials (Resource Books, CD, DVD, MMC & Apps for communication disorders) to support Learning

**Apps**: App for evaluation of tinnitus is being designed. Permission for development of App with technical support has been received from the authority

 App for screening early literacy is downloaded for use in TCPD

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| **Resource Books** |
| **Name of the material** | **Nature of work done** |
| **English** |
| Train Your Child - Level 5 | PRF Placed |
| **Telugu** |
| Train your child – Level 2 | Telugu | PRF Placed  |
| **Malayalam** |
| Parent and Child | Malayalam | PRF Placed  |
| **Hindi** |
| Train your child for attention and concentration skills  | Hindi | PRF Placed |

1. Service in Academic bodies of other Organizations
2. Membership in Professional Organizations/Associations:

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

1. Any Other (Please Specify)
2. **Research Activities**
3. Research Projects

FUNDED

Completed Research Projects: NIL

NON-FUNDED

1. Ongoing Research Projects : NIL
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)

i) Papers published in National /International Journals

 ii) Papers published in Conference/Seminar Proceedings

1. Research Papers in press.:- NIL
2. Books published (in APA format):- NIL
3. Book chapters published (in APA format) NIL
4. Books in press NIL
5. Books/Manuals/Seminar Proceedings edited- NIL
6. Journal Editorship- NIL
7. Scholarly Reviewing Activities- NIL
8. **Clinical Services**
9. General Clinical Services:- NIL
10. Specialized Clinical Services
11. **Out-reach Clinical/rehabilitation/Special educational activities through tele-mode.**
12. **Tele- Diagnosis & Rehabilitation in the Month of May,2016**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Video - Conference | Skype Therapy Sessions | Educational Guidance | Total  |
| Tele - Assessment | Tele -Intervention | Tele -Assessment | Tele -Intervention | Video - Conference | Skype |
| Clients | 1 | - | - | 24 | - | - | 25 |
| Sessions | 1 | - | - | 102 | - | - | 103 |

1. **Details of Tele-Rehabilitation through Video Conferencing in the Month of May,2016**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 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 |
| Total number of sessions | 1 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 1 |

1. **Details of Tele-Rehabilitation through Skype in the Month of May,2016**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 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 | - | - | 1 | 3 | - | - | - | - | 13 | 2 | 1 | 1 | - | - | 24 |
| Total number of sessions | 9 | - | - | 4 | 20 | - | - | - | - | 46 | 11 | 11 | 1 | - | - | 102 |

1. **Total no. of Clients/Sessions for Tele-Rehabilitation across India in May, 2016**

|  |  |  |
| --- | --- | --- |
| **State** | **No of Clients** | **No of sessions** |
| Jharkhand | 1 | 5 |
| Karnataka | 11 | 53 |
| Tamil Nadu | 3 | 12 |
| Kerala | 1 | 1 |
| Himachal Pradesh | 1 | 10 |
| Uttar Pradesh | 1 | 3 |
| West Bengal | 1 | 1 |
| Madhya Pradesh | 1 | 3 |

1. **Total no. of Clients/Sessions for Tele-Rehabilitation out of India in May, 2016**

|  |  |  |
| --- | --- | --- |
| **Place** | **No of Clients** | **No of sessions** |
| **Dubai** | **3** | **10** |

1. **State-wise distribution of clients availing Tele-Sessions through VC and Skype in the Month of May, 2016**

**Feedback on Internet connectivity for tele-sessions**

1. Clinical Support Services to Clients and Family:- NIL
2. Clinical Electronic Services:- NIL

**IV. Extension Activities**

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

 **V. Technological Consultancy Services**

**VI.Central Facilities**

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

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

 **VIII EXTRA Curricular Activities**

**Ix. MAJOR EVENTS OF THE Month**

**x. Eminent VISITORS:**  Nil

**XI. Any Other:** NIL.

1. **Parkinson Website:** Parkinson’s disease helpline registration is in process. Number of members/cases registered: 8 Number.
2. **TCPD website:** [**www.aiishtcpd.com**](http://www.aiishtcpd.com)

|  |  |  |
| --- | --- | --- |
| **SI. No** | **Total Number of Hits** | **Enquiries & discussions** |
| 1. | 15943 | Nil |

1. **Parkinson’s disease Helpline: website:** [**www.aiishcredmhelpline.in**](http://www.aiishcredmhelpline.in)

|  |  |  |
| --- | --- | --- |
| **SI. No** | **Number of Hits** | **Enquiries & discussions** |
| 1. | 8180 | Nil |

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

|  |  |  |
| --- | --- | --- |
| **Particulars** | **Skype** | **Videoconferencing** |
| Clients | 10 | - |
| Sessions | 34 | - |
| Official letters | 1 |
| Mails | 25 |
| Translation of Resources materials | Attention and Concentration (Hindi) was translated |
| Development of Resource materials | 04 |

 **Head/** प्रधान शासक

 **TCPD/** टि सी पि डि