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| **ALL INDIA INSTITUTE OF SPEECH & HEARING: MYSORE-06****TELE-CENTER FOR PERSONS WITH COMMUNICATION DISORDERS** |

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

1. ACADEMIC ACTIVITIES
2. Short-term Training Programs:- NIL
3. Clinical Observation Posting of Students from other Institutes-NA
4. Virtual Seminars/Conferences/Workshops/ Staff enrichment program attended - NIL
5. Guest Lectures: NIL
6. Guest Lectures: NIL
7. Additional Academic Services rendered by the Faculty and Staff-: Nil
8. Clinical Observation Posting of Students:
	* Orientation on TCPD to students posted (I MSc SLP 2016 SEM– 5.1.16 and 17.10.16)
	* Orientation on TCPD to students posted (II MSc AUD 2016– 3.10.16 and 7.10.16)
	* Observation of therapy cases (09 students) - 07
	* Hands on experience (09 students) - Tele intervention - 09
	* Assignments

1. Virtual Seminars/Conferences/Workshops/ Staff enrichment program: Nil

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

* Planning and administration of TCPD activities
* Coordinated conduct of Induction Training.
* Coordinated to design booklets like Guidelines for TCPD, Tele services terms and conditions & Instruction basic manual for tele service.
* Coordinator for the development of App for tinnitus identification and management by the staff deputed to TCPD. Initiated the work on 21.09.2016.

**Dr. Malar, Reader in Special Education (Deputed Staff to TCPD one day/week)**

|  |  |  |
| --- | --- | --- |
| Outreach Clinical Activities | Educational Guidance and/or Assessment: 0 | (ii)Via Video Conferencing: Nil |
| Material Development | * Completed listing items for EVS checklist grades to I to V
* Completed typing EVS checklist grades for primary level.
 |

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

* + Discussed about Speech reading training book development
	+ Correction of framework on speech reading book

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

|  |  |  |
| --- | --- | --- |
| **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 | 04 | 11 |
| E-mails Queries | 6 |
| Telephone | 2 |
| Material Development | * Preparation of assessment and therapy materials for the clients. Documentation and updating of the online therapy sessions.
* Full length paper titled “Issues in Assessment and Management of Communication Disorders through Tele-Mode: A Sample Survey” in progress
* Handing over from Ms. Suitha, Ms. Sowmya, Ms Swathi received.
 |
| Assistance for Administrative Activities | * Revision of Terms and Conditions for clients to avail tele-services at TCPD in progress, working on exit criteria
* Revision of Work instructions for staff at TCPD in progress
* E-mail communication with Swift solution to upload Tele-lessons and remind the previous feedback.
* Slides for peer evaluation in progress
 |
| Others | * Staff 2016-17 at TCPD from 19.10.2016. Familiarizing them through the activities of TCPD.
 |

 **Ms. M. Sonam Belliappa, SLP (Grade-I)**

|  |  |  |
| --- | --- | --- |
| **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 | 5 | 34 |
| E-mails queries | 7 |
| Telephone | 10 |
| Material Development  | * Made PPT’s on different lexical categories for the clients.
* Compiling the videos and ppts of the virtual seminar on “Dysphagia Evaluation and Management in Stroke” and “Assessment and Management of “Cognitive Linguistic Impairment in Acquired Brain Injury” by Ms. Ankitha.
* TCPD website designing.
 |
| Orientation Programme | * Attended national workshop on stuttering , on 21/10/16 and 22/10/16
 |
| Assistance for Administrative Activities | * Verified the telephone bill (July 2016)
* Follow-up of VC cases and networking with staff of different DHLS centers for the teleorientation program.
* Assisting the Graphic Designer in the making of the participation certificates.
* Compiled the feedback forms of the orientation.
* Updated the sessions and data related to the clients for the ISO inspection.
* Maintenance of hygiene log book.
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers
* Counseled one case.
* Oriented the new staffs regarding the activities of TCPD.
* Assisted in re-phrasing the questions for the feedback questionnaire for resource materials and developed and uploaded the feedback forms on Google forms.
* Made a presentation on “My TCPD Journey”
* Compilation of the digital resources from nov 2015 to nov 2016.
 |

**Ms. Rofina Babin, Speech Language**

**Ms. Rofina Babin, Speech Language Pathologist Gr I**

|  |  |  |
| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 0 | ­­­­­0 |
| Tele-Intervention - Video Conference | - | - |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 1 | 41 |
| E-mails queries | 4 |
| Telephone | 0 |
| Material Development  | * Translation of Train your child-Level 3 in Malayalam
* Preparation of power point presentation for clients
 |
| Orientation Programs | * Virtual seminar on Assessment and Management of Dysphagia in Stroke patients by Ms. Ankita Butada
 |
| Assistance for Administrative Activities | * Maintenance of equipment log book
* Segregation of client related documents
* Segregation of recorded telesessions video monthwise
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers.
* Maintenance of Parkinson’s helpline
* Attended National workshop on Stuttering

(20/10/16-21/10/16) |

**MMs. Suji**

**Ms. Sujitha**

**Ms. Sujitha P S, Speech Language Pathologist Gr I**

|  |  |  |
| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 0 | 0 |
| Tele-Intervention - Video Conference | 0 | 0 |
| Tele-Assessment-Skype | 2 | 2 |
| Tele-Intervention-Skype | 3 | 4 |
| E-mails queries | 5 |
| Telephone | 3 |
| Material Development  | * Made PPT’s on different speech and language skills for the clients.
* Development of online tests and validation of the same
 |
| Orientation | * Orientation on TCPD to students posted (I MSc SLP 2016 SEM– 5.1.16 and 17.10.16)
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers.
* Maintenance of equipment log book.
* Updated all student records for handing over
* Counselled 2 cases regarding the procedures to enrol for tele-sessions
* List of digital resource materials were prepared
* Prepared slides for photo journey
* Segregation of client related documents to hard disk
* Assisted in preparation of report for peer review
* Bach up taken in hard disk C for handing over
 |

**Ms.**

**Sw**

**Ms. Sowmya M, Audiologist Gr I**

|  |  |  |
| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | - | - |
| Tele-Intervention - Video Conference | - | - |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 3 |  7 |
| Material Development  | * Preparation of Power Point Presentation for Clients
 |
| 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.
* Modification of existing feedback form for resource material and updated the same on Google form
* Prepared list of resource materials
 |
| Others | * Signage maintenance
* Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers
* Preparation of slides on photo journey from 2015-2016 and presented the same.
 |

**Ms. Swati C S, Audiologist Gr I**

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| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | - | - |
| Tele-Intervention - Video Conference | - | - |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 2 |  5 |
| Material Development  | * Preparation of Power Point Presentation for Clients
* Soft copy of train your child level-4 –malayalam
* Developed frame work for speech reading training book
 |
| Orientation Programs | * Orientation on TCPD to students posted (II MSc AUD 2016– 3.10.16 and 7.10.16)
 |
| Assistance for Administrative Activities | * Modification of existing module sheet for students and updated the same on Google form
* Prepared list of resource materials
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers
* Preparation of slides on photo journey from 2015-2016 and presented the same.
* Maintenance of equipment log book.
* Updated all student records for handing over
* Segregation of client related documents to hard disk
* Assisted in preparation of report for peer review
* Bach up taken in hard disk C for handing over
 |

**Ms. Nithyashree, Junior Technical Writer**

|  |  |
| --- | --- |
| Material Development | * Editing and proof reading of ‘Train your Child Level 5’ (English) - 20 pages
* Translation of Attention and Concentration (Kannada) - 4 pages
* TCPD Website specifications for Nic.in
 |
| Meeting | - |
| Assistance for Administrative Activities | * Sorting of photos for Digital Archive and captions for the same - 15 Nos.
* Incorporation of ‘Train your Child Level 5’ and ‘Attention and Concentration (Hindi)’ changes in soft copy with Shivaprasad
 |

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

|  |  |
| --- | --- |
| **Nature of Service** | **Details of work for Tele-Canter for Persons with Communication Disorders** |
| **Graphic Designing/ Illustrations/ Video editing/ Audio editing** | 1. Booklet designs corections:
* Tele services terms and conditions.
* Instuction basic manual for tele service.
* Guidlines for students - Audiology.
* Guidlines for Students - Speech Language Pathology.
* Guidlines for TCPD
1. Certificate design for Tele-Orientation program resorce persons & participants of TCPD 5 center:
* TBI - Causes, impairments & management: An overview from SLP’s perpective.
1. Certificate design for virtual seminar resorce person:
* Dysphagia Evaluation & Management in Stroke Patients.
 |
| **Number of Brochures given to Clients** | TCPD Brochures English, Kannada, Hindi and Malayalam - P. D. Helpline Brochures English, Kannada, Hindi and Malayalam -  |
| **Orientation Programs** | * Tele-orientation program on “TBI - causes, impairments & management: An overview from SLP’s perpective” by Ms. Yashaswini R., and Ms. M. Sonam Belliappa on 09.09.2016.
* Virtual Seminar on “Dysphagia Evaluation & Management in Stroke Patients” by Ms. Ankitha Bhutada, SLP, Kokilaben Dirubhai Ambani Hospital & Medical Research, Mumbai on 22.09.2016.
 |

 **Ms. Preethi, Data Entry Operator**

|  |  |
| --- | --- |
| 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
* Maintenance of stock (Consumable) of the TCPD
* Maintained office equipments by placing work orders.
* Monitoring and indenting the printing requirement of the department.
 |

1. Invited Talks
2. Books/Book Chapters/ Other Resource Materials prepared:
* Adaptation of test materials for online evaluation.
* Compilation of Audio Visual resources for digital Achieve.
* Editing of Tele orientation Video.
1. **Curriculum Development:-**
	1. Development of App for tinnitus screening in TCPD
2. Head, TCPD coordinated for finalization of MMC
3. Preparation of success stories for uploading
4. Preparation of 2 mins 19 secs video for publicizing AIISH and TCPD amongst TSI member community
5. Coordinating for development of MMC for adaptation of curriculum for children with special needs
6. Updation of Glossary and FAQ’s on Hearing and special education
7. Plan and develop success stories for updation of website
8. Survey of feedback from dropped out/ongoing clients and caregivers as well as students of AIISH
9. Work in progress to decide on the aids for persons with PD to be distributed from patient welfare fund with approval from authority
10. Instruction Manual for Students and staff of TCPD --draft prepared
11. Terms and conditions for client enrollment in TCPD for teleservices –draft prepared
12. Guidelines for teleservices-draft finalized
13. Handbook of learning disability being finalized for parents/caregivers and teachers as a part of Learning Disability Awareness month
14. Proposal for NIC. in being developed with the help of TCPD staff
15. Adaptation of curriculum for tele education services.

**Apps**: App for evaluation of tinnitus is being designed. Permission for development of

 App for screening early literacy is downloaded for use in TCPD

|  |
| --- |
| **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 : Development of Tinnitus app
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:
* Train your child Level 02- Telugu
* Train your child for Attention and Concentration Skills – Hindi
* Train your child Level 05- English
* Parent and Child - Malayalam
1. Books/Manuals/Seminar Proceedings edited- NIL
2. Journal Editorship- NIL
3. Scholarly Reviewing Activities- NIL
4. Ongoing Research:
* **Ms. Rofina Babin:** Preparation of software for manual for minimal pair therapy in Malayalam.
* **Ms. Yashaswini R:** Issues in assessment and management of communication disorders through tele-mode: A sample survey.
* **Ms. Sonam Beliappa:** Comparison of online and offline therapy for a client with Aphasia.
1. **Clinical Services**
2. General Clinical Services:- NIL
3. Specialized Clinical Services
4. **Out-reach Clinical/rehabilitation/Special educational activities through tele-mode.**
5. **Tele- Diagnosis & Rehabilitation in the Month of Oct,2016**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Video - Conference | Skype Therapy Sessions | Educational Guidance | Total  |
| Tele - Assessment | Tele -Intervention | Tele -Assessment | Tele -Intervention | Video - Conference | Skype |
| Clients | - | - | - | 23 | - | - | 23 |
| Sessions | - | - | - | 107 | - | - | 107 |

1. **Details of Tele-Rehabilitation through Video Conferencing in the Month of Oct,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 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total number of sessions | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |

1. **Details of Tele-Rehabilitation through Skype in the Month of Oct,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 | - | - | 2 | 1 | - | - | - | - | 12 | 2 | 1 | 2 | - | - | 23 |
| Total number of sessions | 13 | - | - | 11 | 1 | - | - | - | - | 60 | 11 | 4 | 7 | - | - | 107 |

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

|  |  |  |
| --- | --- | --- |
| **State** | **No of Clients** | **No of sessions** |
| Jharkhand | 1 | 9 |
| Karnataka | 9 | 38 |
| Tamil Nadu | 3 | 14 |
| Himachal Pradesh | 1 | 5 |
| Uttar Pradesh | 1 | 1 |
| West Bengal | 1 | 5 |
| Madhya Pradesh | 1 | 7 |
| Kerala | 2 | 8 |

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

|  |  |  |
| --- | --- | --- |
| **Place** | **No of Clients** | **No of sessions** |
| Dubai | 2 | 8 |
| UK | 1 | 8 |
| US | 1 | 4 |

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

1. **Out-side India distribution of clients availing Tele-Sessions through VC and Skype in the Month of Oct, 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:** Nil

**x. Eminent VISITORS:**

* Smt. Umashree, Minister for Women & Child Welfare & Kannada & Culture, Government of Karnataka to AIISH on 4.10.2016
* Dr. Pradeep Kumar Singh, ENT Specialist & Coordinator RIMS, Ranchi to AIISH on 17.10.2016

**XI. STAFF RELATED:**

* **Relieved:**
	+ - Mr. Shivaprasad M, Graphic Designer relieved on 10.10.2016.
		- Ms. Swathi C S, Audiologist relieved on 18.10.2016.
		- Ms. Sowmya M, Audiologist relieved on 18.10.2016.
		- Ms. Sujitha P S, Speech Language Pathologist relieved on 18.10.2016
* **Joined:**
	+ - Ms. Ayesha Anjum joined on 18.10.2016.
		- Mr. Shivaprasad M, Graphic Designer rejoined from 18.10.2016
		- Ms. Pavithra K Joined on 180.10.2016
		- Ms. Haritha S Mohan joined on 18.10.2016

**XII. Any Other:**

* Induction training was done by Head, TCPD to newly appointed staff of TCPD on 25.10.2016.
* Purchase committee meeting was held for II quarter year 2016-17 on 7.10.2016.
* Photo journey of the activities carried out at TCPD from the staff of TCPD.
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. | 4617 | Nil |

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

|  |  |  |
| --- | --- | --- |
| **SI. No** | **Number of Hits** | **Enquiries & discussions** |
| 1. | 11479 | Nil |

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

|  |  |  |
| --- | --- | --- |
| **Particulars** | **Skype** | **Videoconferencing** |
| Clients | 5 | - |
| Sessions | 33 | - |
| Counselling  | 1 | - |
| Official letters | 2 |
| Mails | 15 |

 **Head/** प्रधान शासक

 **TCPD/** टि सी पि डि