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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 April 2017**

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 - 01

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| --- | --- | --- | --- | --- |
| **Sl No.** | **Name of the staff attended** | **Date** | **Topic** | **Dept./Section** |
|  | Ms. Madalambika M.B, Aud Gr I &Ms. Haritha S Mohan, SLP Gr I | 6th & 7th April 2017 | “***Assessment and management of Vestibular disorders***” | Audiology |

1. Guest Lectures: NIL
2. Additional Academic Services rendered by the Faculty and Staff-: Nil
3. Clinical Observation Posting of Students:
   * Orientation on TCPD to 04 students were posted (I MSc SLP 2017 Semester from 01.04.2017)
   * Orientation on TCPD to 04 students posted (II MSc AUD 2017- from 01.04.2017)
   * Observation of tele services cases (08 students) – 20sessions
   * Hands on experience (08 students) - 8 sessions

1. Virtual Seminars/Conferences/Workshops/ Staff enrichment program: 01

* Tele Orientation organized by by Tele Center for Persons with Communication Disorders on 06th April 2017 titled on ***“Speech Reading Training for Children with hearing impairment”*** by Dr. Devi N, Lecturer in Audiology.

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

* Planning and administration of TCPD activities.

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| **Dr. Malar, Reader in Special Education (Deputed Staff to TCPD one day/week)** | | | | | | | | | |
| Outreach Clinical Activities | | Educational Guidance and/or Assessment: Nil | | | (ii)Via Video Conferencing: Nil | | | | |
| Material Development | | * Academic screening checklist completed spreadsheet of Maths grade I to VIII, EVS grade I to V, Science grade to VI to VIII and started social science for grade VI. | | | | | | | |
| **Dr. N Devi, Lecturer in Audiologist (Deputed Staff to TCPD on Tue & Thur)** | | | | | | | | | |
| * Tele orientation was done on ***“Speech Reading Training for Children’s”*** *on 06.04.2017* * Discussed about case (Mahesh) and work plan was done. * Case was discussed with Ms. Vandana and SR manual was discussion * Case was counseled through tele mode. | | | | | | | | | |
| **Ms. Yashashwini. R, Clinical Supervisor:** | | | | | | | | | |
| **Nature of Service** | | **No. of Clients** | | | **No. of Sessions** | | | | |
| Tele-Assessment - Video Conference | | - | | | - | | | | |
| Tele-Intervention - Video Conference | | 04 | | | 10 | | | | |
| Tele-Assessment-Skype | | - | | | - | | | | |
| Tele-Intervention-Skype | | - | | | - | | | | |
| E-mails Queries | | - | | | | | | | |
| Telephone | | 2 | | | | | | | |
| Assistance for Administrative Activities | | * Prepared feedback document for TYC level 4 English and mailed Swift solution. The comments and remarks on the following were included in the document   + No of Slides   + Spacing, alignment of the text   + Pictures used in the module   + Buttons and videos used in the module   + The framework of the module * Gave inputs and assisted in the preparation of Annual report for 2016-17 * Made arrangements for organizing tele-orientation on 06.04.2017 by Dr. Devi, N on “Speech reading training for adults with hearing impairment” and attended * Discussed with Head-TCPD and prepared Proposal to bring about modifications in the process manual of TCPD and submitted the hard and soft copy to ISO cell. * Preparation and Case presentation as part of Tele-Rehabilitation: Enrichment of Knowledge and Skills on a client with Stuttering on 20.04.2016. * In charge for TCPD in the absence of Head- TCPD between 24.04.2017 to 05.05.2017. * Assisted in the preparation of PRFs and indents for TCPD as part of I quarterly indenting * Assisted in preparation of details of workshops/seminars/conference/orientations planned for 2017-18, conducted in 2016-17 * Discussing and preparing the Research proposal for digital archiving. | | | | | | | |
| Others | | * Carried out stock verification of Ladies hostel with other members of the committee and submitted the report to the chairperson of the committee. * Facilitated stock verification of equipment and furniture at TCPD. * Attended Tele-rehabilitation: Enrichment of Knowledge and skills (TREKS) presentation by Ms. Madalambika on 13.04.2017 on Unilateral Hearing loss. * Attended clinical conference on 20.04.2017 between 12:00 to 1:00 at Knowledge Park. * Attended student's article presentation on 12.04.2017, 13.04.2017, 24.04.2017. * Assorting the documentary proof and preparing APAR for the year 2016-17. * Updating the registers, formats, files records, as per ISO guidelines. * Discussed the KV school project test materials to be included with staff-TCPD. * Prepared the workflow for group text chat for beneficiaries of TCPD services | | | | | | | |
| **Ms. Haritha. S. Mohan, Speech Language Pathologist Gr I** | | | | | | | | | |
| **Nature of Service** | | **No. of Clients** | **No. of Sessions** | | | | | | |
| Tele-Assessment - Video Conference | | - | - | | | | | | |
| Tele-Intervention - Video Conference | | - | - | | | | | | |
| Tele-Assessment-Skype | | 0 | 0 | | | | | | |
| Tele-Intervention-Skype | | 7 | 39 | | | | | | |
| Telephone | | 3 | | | | | | | |
| Email Quiries | | 16 | | | | | | | |
| Counselling | | 2 | 0 | | | | | | |
| Material Development | | * Preparation of Power Point Presentation for Clients | | | | | | | |
| Assistance for Administrative Activities | | * Maintenance of counselling register, referral forms and consent forms * Attended journal club by the student. * Segregated emails under different labels * Sending conformation e-mail to enrol for telesessions * Follow up emails to clients * Details collected for screening and assessment tools for learning disability (KV School project) * Finalized and printed posters for books in 4 languages. * Segregated the audio visuals and materials prepared for clients. * Made 5 questions for e-group for aphasia. * Send an abstract titled ‘Tele assessment of naming deficits in persons with Aphasia’ to American Speech and Hearing Association. * Made Google forms on questionnaire for ‘’Survey of Telepractice in Speech Language Pathology and Audiology in India’’ and send has send them for validation. * Send Google forms as reminder for patients who completed counselling at TCPD. * Counselled two patients on the books available in TCPD. * Recorded Success story of a client * Send feedback forms to clients. * Send home training for clients. | | | | | | | |
| Others | | * Maintenance of daily diary and documents for clients | | | | | | | |
| **Ms. Vandana B, Audiologist Gr I** | | | | | | | | | |
| **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 | | 5 | | | | | 32 | | |
| E-mails Queries | | - | | | | | | | |
| Telephone | | 2 | | | | | | | |
| Assistance for Administrative Activities | | * Preparation of PPT slides for Tele-sessions * Attended ‘Basal Ganglia Support’ meet on 9.4.17 * Counseled 2 clients regarding Teleintervention * Preparation of script and stimulus for speech reading manual * Recorded sample videos for speech reading manual. * Recorded speech samples for demonstration of speech reading training activities for Tele orientation * Attended Tele orientation on ‘Speech reading training for Adults with Hearing impairment ‘’ on 30/3/2017 * Attended Tele orientation on ‘Speech reading training for children with Hearing impairment ‘on 6/4/2017 * Attended journal club by the M.sc student posted in TCPD | | | | | | | |
| Others | | * Updated the research articles related to tele-rehabilitation from 2015 till date in the TCPD Mendeley account. * Updated Skype therapy register * Maintenance of clinical work schedule. | | | | | | | |
| **Ms. Ayesha Anjum, Speech Language Pathologist Gr I** | | | | | | | | | |
| Tele-Assessment - Video Conference | - | | | - | | | | | |
| Tele-Intervention - Video Conference | - | | | - | | | | | |
| Tele-Assessment-Skype | 0 | | | 0 | | | | | |
| Tele-Intervention-Skype | 5 | | | 32 | | | | | |
| Telephone | 6 | | | | | | | | |
| Email Queries | 5 | | | | | | | | |
| Counselling | 2 | | | | | | | | |
| Material Development | * Preparation of Power Point Presentation for Clients\ * Digitization of test materials and treatment manuals | | | | | | | | |
| Assistance for Administrative Activities | * Attended RCI workshop on “Assessment and Management of Vestibular Disorders” on 6th and 7th April 2017. * Made 5 questions for E-group for Aphasia. * Sent an abstract for ASHA Conference 2017 titled “Tele assessment of naming deficits in Persons with Aphasia”. * Made a questionnaire and a Google form for the survey titled “Survey of Telepractice in Speech-Language Pathology and Audiology in India” * Presented 2 assessment tools for KV school project. * Maintenance of M.Sc. SLP student work records and assignments. * Attended journal club by the students of M.Sc SLP & M.Sc. Audiology. * Segregated emails under different labels. | | | | | | | | |
| Others | * Maintenance of daily diary and documents for clients. * Made a summary report and mailed a patient. * Carried out face-to-face assessment of Apraxia for a patient. | | | | | | | | |
| **Ms. Pavithra. K, Speech Language Pathologist Gr I** | | | | | | | | | |
| **Nature of Service** | **No. of Clients** | | | | | **No. of Sessions** | | | |
| Tele-Assessment - Video Conference | 2 | | | | | 2 | | | |
| Tele-Intervention - Video Conference | - | | | | | - | | | |
| Tele-Assessment-Skype | 01 | | | | | 03 | | | |
| Tele-Intervention-Skype | 05 | | | | | 47 | | | |
| E-mails Queries | 3 | | | | | | | | |
| Telephone | - | | | | | | | | |
| 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 | * Co-ordinated the official correspondence for the DHLS centres for Tele-orientation program “Speech Reading training in Children and Adults” conducted by TCPD on 30.03.17 and 6.03.17 by Dr. N. Devi. * Attended Tele-orientation on ‘Speech reading training for Adults with Hearing impairment ‘’ on 30/3/2017 * Attended Tele-orientation on ‘Speech reading training for children with Hearing impairment ‘on 6/4/2017 * Attended the Monthly meeting in BGS on 9-4-2017. * Co-coordinating the cases for Video conferences from other DHLS centers. * Research proposal for Digital Achieving is in progress. * Participated for TREKS and attended journal club by the student of Msc Audiology and Msc Speech Langauge Pathology. * Collected details about the assessment tools for learning disability- KV school project. * Updated the user name and password for the client registered in Parkinson Helpline. * Annual report for Basal ganglia support (BGS) from the year 2016-2017 and report on the Virtual seminar held on 15-3-17 by Dr. Sarika Khurana was done. | | | | | | | | |
| Others | * Maintaining daily diary and patient progress reports. | | | | | | | | |
| **Ms. Madalambika.M.B, Audiologist 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 | 0 | | | | | | | | 0 |
| Tele-Intervention-Skype | 5 | | | | | | | | 32 |
| E-mails Queries | 3 | | | | | | | | |
| Telephone | 3 | | | | | | | | |
| Material Development | * Made PPTs on different lexical categories and English grammar for the clients. * Prepared Script and recorded videos for manual on speech reading. | | | | | | | | |
| Orientation Programs | * Oriented 2nd Msc audiology students posted about TCPD. | | | | | | | | |
| Assistance for Administrative Activities | * Verified the telephone bill (March, 2017) * Attended RCI workshop on “Assessment and Management of Vestibular Disorders” on 6th and 7th April 2017. * Presented CAPD Screening checklists for KV school project. * Made 5 questions for E-group for Hearing impaired population * Updated student records and attendance of the month of March * Counselled 2 clients for tele intervention services. * Assisted in arranging Tele-Orientations on 30th March and 6th April * Presented a case for TREKS * Attended journal club of students of audiology and speech language pathology. * Maintenance of M.Sc. Audiology student work records and assignments. * Collected articles related to Tele-Rehabilitation from 2015-2017 for adding to Mendeley | | | | | | | | |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers. * Carried out Localization test and provided face-to-face therapy for case. | | | | | | | | |
| **Ms. Nithyashree R, Junior Technical Writer** | | | | | | | | | |
| **Nature of Service** | **Work done** | | | | | | | | |
| Material Development | * Feedback on TYC Level 4 English MMC Videos, Subtitles and buttons * Feedback on MMC TYC Level 3 Hindi buttons * Script editing of Speech Reading Activities | | | | | | | | |
| Others | * Prepared Quarterly report of Official Language Implementation covering the period Jan-March and Annual report for the period 2016-17 | | | | | | | | |
| **Mr. Shivaprasad.M, Graphic Designer** | | | | | | | | | |
| **Nature of Service** | **Details of work for Tele-Centre for Persons with Communication Disorders** | | | | | | | **Work for Other Dept.** | |
| Graphic Designing/ Illustrations/ Video editing/ Photo editing/ Audio editing | 1. Completed Colouring & Corrections of all Illustrations for Learning Disability. 2. Logos & AIISH name - lable design for goodle form 3. Video Shoot (recording) - succuss story of Madhav 4. Virtual seminar certificate design for all center Participants 5. Tele-Orientation tittled ‘Speech readng training for adults with hearing’ certificate design for Resource person 6. Tele-Orientation tittled ‘Speech readng training for Chilren with hearing’ certificate design for Resource person | | | | | | | 1. Photo Shoots for AIISH press website - Library: Dr. Shijith Kumar | |
| Number of Brochures given to Clients | TCPD Brochures English, Kannada, Hindi and Malayalam - 0  P. D. Helpline Brochures English, Kannada, Hindi and Malayalam - 0 | | | | | | | - | |
| Orientation Programs | Tele-Orientation on 06-04-2017  Dr. Devi N. | | | | | | | - | |
| Others | Preparation of graphic designer Annual work report | | | | | | | - | |
| **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-NIL
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. Adaptation of curriculum for tele education services.
   2. Handbook of learning disability being finalized for parents/caregivers and teachers as a part of Learning Disability Awareness month
   3. Guidelines for teleservices-draft finalized
   4. Terms and conditions for client enrollment in TCPD for teleservices –draft prepared
   5. Instruction Manual for Students(SLP/Aud) – in progress
   6. Instruction Manual for staff of TCPD -- in progress
   7. Preparation of success stories
   8. MMC in progress.
2. Service in Academic bodies of other Organizations
3. **Books/Book Chapters/ Other Resource Materials prepared:**
   1. Adaptation of test materials for online evaluation-15
   2. Editing of Tele orientation Video
4. Membership in Professional Organizations/Associations:

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

1. Any Other: NIL
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)- NA
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. Ongoing Research:
   1. Ms. Ayesha Anjum & Ms. Haritha S Mohan – “Survey of Tele practice in Speech Language Pathology and Audiology in India.
   2. Tele assessment of Naming in persons with Aphasia: Perspective from India.
9. **Clinical Services**
10. General Clinical Services:- NIL
11. Specialized Clinical Services
12. **Out-reach Clinical/rehabilitation/Special educational activities through tele-mode.**
13. **Tele- Diagnosis & Rehabilitation**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Video - Conference | | Skype Therapy Sessions | | Educational Guidance | | Total |
| Tele - Assessment | Tele -Intervention | Tele -Assessment | Tele -Intervention | Video - Conference | Skype |
| Clients | 3 | 1 | - | 25 | - | - | **29** |
| Sessions | 9 | 1 | - | 142 | - | - | **152** |

1. **Details of Tele-Rehabilitation through Video Conferencing in the Month of April, 2017**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 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 | - | - | - | - | 2 | - | 2 | - | - | - | - | - | - | - | - | **4** |
| Total number of sessions | - | - | - | - | 8 | - | 2 | - | - | - | - | - | - | - | - | **10** |

1. **Details of Tele-Rehabilitation through Skype in the Month of April,2017**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 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 | 1 | - | - | - | - | 15 | 3 | 1 | 1 | - | - | **25** |
| Total number of sessions | 9 | 10 | - | 7 | 7 | - | - | - | - | 81 | 19 | 4 | 5 | - | - | **142** |

1. **Total no. of Clients/Sessions for Tele-Rehabilitation across India in April, 2017**

|  |  |  |
| --- | --- | --- |
| **State** | **No of Clients** | **No of sessions** |
| Jharkhand | 1 | 9 |
| Karnataka | 10 | 38 |
| Tamil Nadu | 3 | 24 |
| Himachal Pradesh | 1 | 6 |
| Kerala | 3 | 14 |

1. **Total no. of Clients/Sessions for Tele-Rehabilitation of Indians abroad, April, 2017**

|  |  |  |
| --- | --- | --- |
| **Place** | **No of Clients** | **No of sessions** |
| Dubai | 2 | 10 |
| UK | 1 | 9 |
| US | 2 | 10 |
| Oman | 1 | 3 |

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

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

Clinical Support Services to Clients and Family:- NIL

1. 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: NIl**

**VIII EXTRA Curricular Activities: Nil**

**Ix. MAJOR EVENTS OF THE Month: Nil**

**x. Eminent VISITORS: Nil**

**XI. STAFF RELATED: Nil**

**XII. Any Other:**

* Facilitated ISO stock verification of equipment and furniture at TCPD**.**
* Tele-rehabilitation Enrichment of Knowledge and skills (TREKS) presentation by Ms. Madalambika was held on 13.04.2017 on “***Unilateral Hearing loss”.***
* Proposal to modify the process manual of TCPD-ISO was submitted to ISO cell.
* **Parkinson Website:** Parkinson’s disease helpline registration is in process. Number of members/cases registered: 38
  + From TCPD Ms Pavithra K, Speech Language Pathologist Grade 1 and Ms. Vandana B, Audiologist Grade1attended the Basal Ganglia Support group- Mysore on 09.04.2017.
  + An orientation was done by Dr. K.R Vasantha Kumar, MBBS Wellness Centre, Mysore regarding the Preventive measures for different communication disorders (Alzhiemer’s, Parkinsons etc). Information regarding the Food PH levels, quantum physics, importance of yoga and Modern Scientific Evidence based information were provided to the participants. 05 participants with Parkinson’s disease along with their caregivers were present in the meeting. The organizers concluded the session by announcing the date for next Basal Ganglia Support that is on 14.05.2017

1. **TCPD website:** [**www.aiishtcpd.com**](http://www.aiishtcpd.com)

|  |  |  |
| --- | --- | --- |
| **Hits of previous month** | **Number of Hits** | **Enquiries & discussions** |
| 5059 | 5117 | Nil |

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

|  |  |  |
| --- | --- | --- |
| **Hits of previous month** | **Number of Hits** | **Enquiries & discussions** |
| 14435 | 14671 | Nil |

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

|  |  |  |
| --- | --- | --- |
| **Particulars** | **Skype** | **Videoconferencing** |
| Clients | 2 | 4 |
| Sessions | 17 | 10 |
| Official letters | - | |
| Mails | 19 | |

**Head/** प्रधान शासक

**TCPD/** टि सी पि डि