



AMDA-Nepal

AMDA Institute of Health Science

Kharkhare, Damak-2, Jhapa



Monthly Academic Progress Report

2083 Jestha

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1. Introduction:

The **AMDA Institute of Health Science (AIHS), Damak** formerly known as the AMDA Health Manpower Development Center was established in 1996 by AMDA Nepal under the umbrella of AMDA Hospital Damak. It is a premier academic institution committed to producing skilled, ethical, and competent health professionals through quality education, practical training, and community engagement. Established under the umbrella of AMDA-Nepal, the institute has been actively involved in providing education in nursing, General Medicine and other allied health sciences.

Initially, AIHS offered Technical School Leaving Certificate (TSLC) programs in Auxiliary Nurse Midwife (ANM) and Medical Lab Technology (Lab Assistant), with the Community Medical Assistant (CMA) course added in 1997. In 2008, the institute expanded its academic offerings by introducing the Proficiency Certificate Level (PCL)/Diploma in Nursing (Staff Nurse) program. In 2012, the center was renamed as AMDA Institute of Health Science (AIHS), and in the same year, it was recognized by the Council for Technical Education and Vocational Training (CTEVT) as the best institution in the Eastern Development Region on its 26th anniversary. Further expansion occurred in 2018 with the launch of the PCL/Diploma in General Medicine (Health Assistant) program. By 2022, the TSLC-level programs were upgraded to PCL/Diploma levels in Medical Lab Technology, diploma in diagnostic Radiography, and Physiotherapy.

As part of its commitment to academic excellence and accountability, AIHS Damak prepares monthly academic progress reports to monitor, review, and enhance academic activities. This report outlines the academic progress, departmental updates, student attendance, examination schedules, internal assessments, and faculty contributions during the month of **Jestha 2083**.

The purpose of this monthly reporting system is to ensure continuous academic quality, identify challenges early, and promote timely interventions to support student success and institutional growth.

2. Background

AMDA Institute of Health Science, located in Damak-2, Jhapa, is a renowned academic institution committed to producing competent and compassionate health professionals. The institute offers diploma-level programs in Nursing, Health Assistant (HA), Certificate in Medical Laboratory Technology (CMLT) and Physiotherapy with a strong emphasis on both theoretical knowledge and practical skill development.

As part of its academic and institutional responsibilities, the institute prepares monthly reports to monitor progress, assess activities, and ensure continuous improvement in teaching–learning processes, field training, and overall student development.

This report presents an overview of the academic activities carried out during **Jestha 2083**, including class schedules, attendance records, internal assessments, co-curricular engagements, and faculty contributions. These monthly reports serve as important tools for internal review and help maintain transparency, accountability, and consistent quality across all departments for the academic year **2082–2083**.

3. Academic activities of the Jestha 2083

3.1 General Medicine, CMLT & PHYSIOTHERAPY 1st year:

- ❖ AIHS, Damak continued its regular schedule of theoretical and practical classes of 1st year students of General Medicine, Physiotherapy and CMLT programs respectively.
- ❖ Unit-wise tests were conducted for all relevant subjects as part of the continuous assessment process
- ❖ Structured revision sessions were held focusing on key topics
- ❖ Objective questions of each subject are pattern-wise discussed.
- ❖ Third internal assessment was held
- ❖ Counseling the students in their weakness in the study.
- ❖ Encouraging weak students to give more time in weak subjects
- ❖ Weekly class tests were conducted to assess students' comprehension and progress

3.2 Certificate in Medical Laboratory Technology 2nd&3rdyear: -

- ❖ Regular class (theory and practical) was conducted as per schedule (CMLT 2nd Year).
- ❖ Regular class and clinical posting was conducted as per schedule for CMLT 3rd Year.
- ❖ Participate in TVET programmed organize by CTEVT at Biratnagar from 2083/02/02 to 02/03.
- ❖ On the occasion of world environmental day plantation programmed has been organized.
- ❖ 3rd Internal exam has been conducted from 2083/02/13 to 02/20.
- ❖ 90% course has been completed for 2nd Year and 95% course has been completed for 3rd Year CMLT students.

3.3 General Medicine 2nd& 3rd year:-

General Medicine 2ndyear

- ❖ AIHS ,DAMAK continued its regular schedule of clinical posting(hospital & health post) of general medicine 2nd year students
- ❖ 3RD assessment completed
- ❖ Completed 90% -95 % of course

General Medicine 3rd. Year

- ❖ Clinical posting at AMDA, Damak and Community posting at Madan Bhandari Trauma Center is being continued.
- ❖ Regular monitoring and supervision of students were continued at both clinical and community respectively.
- ❖ Case Presentations were performed by students at different units (Emergency, Medical-Surgical, OPD) at AMDA, Damak.
- ❖ 3rd Internal assessment was conducted successfully.
- ❖ Plan for pre-board exam.

3.4 Physiotherapy 2nd year:-

- ❖ AIHS, Damak continued its regular schedule of theoretical and practical classes of 2nd year students of Physiotherapy program respectively.
- ❖ Unit-wise tests were conducted for all relevant subjects as part of the continuous assessment process
- ❖ 3rd internal assessment was conducted.
- ❖ Presentations related to community visits was held.
- ❖ Structured revision sessions were held focusing on key topics

3.5 PCL Nursing 1st, 2nd & 3rd year

PCL NURSING 1ST YEAR

- To continue fundamental clinical posting in AMDA hospital for 2 weeks.
- To conduct study block for 2 weeks.
- 90% clinical posting was completed.
- 95% of the theoretical class was completed.

PCL NURSING 2ND YEAR

- Continued clinical posting in AMDA Hospital in different ward like medical, surgical, emergency, OT, MCH etc.
- 90% clinical posting was completed
- 90% theoretical class was completed.

PCL NURSING 3RD YEAR

- Continued last week of hospital leadership and management in different postnatal and pediatric ward at AMDA hospital Damak by the first week of Jestha.
- Instigated community leadership and management of students by the 2nd week of Jestha at DAMAK Hospital, Damak for the three weeks.
- 95% clinical posting was completed
- 90% theoretical class was completed.

4 Administrative Activities

4.1 Staff Meeting: -

A staff meeting was held on **2083/02/01** at AMDA Institute of Health Sciences, Damak, to discuss strategies for effectively managing and increasing student enrollment. The meeting focused on the online entry of application forms, operation of the help desk, and pre-counseling services for prospective students. Responsibilities were assigned to the concerned staff members to ensure a smooth and effective admission process.

A meeting was held on **2083/02/10** to discuss the institution's participation in the **Quality Assurance and Accreditation (QAA)** process. During the meeting, the participants reviewed the requirements and procedures for QAA registration and decided to proceed with the application process. Following the decision, the necessary registration procedures were initiated, and the QAA online application form was completed and submitted. The meeting concluded with a commitment to actively engage in the accreditation process and work towards enhancing the quality standards of the institution.

We also discuss to celebration the World Environment Day on Jun 5th 2026(2083/02/22). During the meeting, it was decided to organize various environmental awareness and conservation activities, including a tree plantation program and cleanliness campaign. The participants agreed to ensure the active involvement of students, faculty, and staff members in the activities to promote environmental responsibility and sustainability.

4.2 Participate in TVET Fair

On 2083-02&3, AMDA Health Institute, Damak participated in the TVET Educational Fair to promote its health science programs and raise awareness about technical and vocational education. The institute provided information on academic programs, admission procedures,

scholarships, and career opportunities, while interacting with students, parents, and other stakeholders. The event served as an effective platform to enhance the institute's visibility and connect with prospective students.

4.3 Participate in GA AMDA Nepal

On 2083/02/23 and 2083/02/24, representatives from AMDA Institute of Health Sciences, Damak participated in the General Assembly (GA) of AMDA Nepal. The assembly provided a platform for reviewing organizational activities, discussing future plans and policies, and strengthening coordination among member institutions.

5 Conclusion

During the month, the institution successfully carried out various academic, administrative, quality assurance, and outreach activities. Major accomplishments included the management of student admission and counseling services, participation in the Quality Assurance and Accreditation (QAA) process, celebration of World Environment Day through environmental awareness activities, and participation in the General Assembly of AMDA Nepal. These activities strengthened institutional effectiveness, promoted quality improvement, and supported the overall development of the institution.

6. PLAN FOR NEXT MONTH Asar 2083 (academic section)

6.1 GM, CMLT, & PHYSIOTHERAPY 1st year:

- ❖ Theoretical & practical classes, as well as unit tests will be continued
- ❖ The result of the third Internal Assessment will be published.
- ❖ Structured revision sessions were held focusing on key topics.
- ❖ Completion of course according to CTEVT syllabus of each subject.
- ❖ Giving more focus on the weak students to improve their performance.

6.2 CMLT (2nd and 3rd year)

- ❖ Planning for summer vacation.
- ❖ Theory and practical classes will be conducted after vacation.
- ❖ Daily class test will be conducted after vacation.
- ❖ A regular clinical posting will be conducted till 2083/03/14 for CMLT 3rd year student.

- ❖ 3rd internal exam result will be published as soon as possible.
- ❖ Pre-board exam will be conducted after the publication of CTEVT final theory exam routine.

6.3 GM 3rd year and 2nd year

General Medicine 2nd Year

- ❖ Study block will be resumed
- ❖ Preparation for pre board exam will be done.
- ❖ 3rd internal assessment results will be published

GM 3rd year

- ❖ Routine of Second Internal Assessment will be prepared.
- ❖ Clinical and Community posting will be continued
- ❖ The results of the Second Internal Assessment will be published.
- ❖ Report cards will be distributed in the presence of both students and their guardians.
Constructive feedback will be provided to students in each subject to help them understand their performance and improve in areas of weakness.

6.4 Physiotherapy 2nd year

- ❖ Theoretical & practical classes, as well as unit test will be continued.
- ❖ Result announcement of 3rd internal assessment is planned.
- ❖ Structured revision sessions will be continued.
- ❖ Pre-board examination is planned.

6.5 Nursing 1st 2nd and 3rd year

Pcl nursing 1st year.

- To continue fundamental clinical posting in AMDA hospital for 2 weeks.

Pcl nursing 2nd year

- To continue clinical posting from 3rd week of Ashar.
- To instigate geriatric posting from 4th to last week of Ashar.

Pcl nursing 3rd year

- To instigate clinical posting in gynecological ward at AMDA hospital Damak from 3rd week of Ashar.
- To conduct study block for 2 weeks.

NOTE:

- Summer vacation is planned for Ashar for all years.**

7. PLAN FOR NEXT MONTH Asar 2083 (admin section)

- ❖ Complete student admission
- ❖ Complete student online form registration

PHOTO GALLERY

Tree Plantation /world Environment Day 2083/02/22



Thank you!

AIHS, Damak

