



AMDA-Nepal

AMDA Institute of Health Science

Kharkhare, Damak-2, Jhapa



Monthly Academic Progress Report

2083 Asar

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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 **Asar 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 **Asar 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 Asar 2083

3.1 General Medicine, CMLT & PHYSIOTHERAPY 1st year:

1. Prepared and implemented the **Pre-Board Examination Routine** for 2082-2083 session
2. Successfully conducted the **Pre-Board Examinations** as per the academic schedule for 2082-2083 batch
3. Developed a **Comprehensive Annual Master Plan** for basic science 1st year 2083-2084 batch.
4. Initiated the **New Academic Session 2083/84** with planned academic activities.
5. Conducted **Orientation Programs** for first-year students to familiarize them with institutional discipline, academic policies, rules and regulations, and program requirements.
6. Prepared, designed, and implemented a **structured academic plan** ensuring a balanced integration of theoretical instruction and practical skill development.
7. Continued regular **theoretical and practical classes** for first-year students of General Medicine, Physiotherapy, and CMLT programs according to the approved academic calendar.
8. Conducted **unit-wise assessments** for all relevant subjects as part of the continuous internal evaluation system of the 2082-2083 session
9. Organized **structured revision sessions** focusing on key concepts to strengthen students' understanding and examination preparedness.

3.2 Certificate in Medical Laboratory Technology

2nd&3rdyear: -

- ❖ Summer vacation given to students and teachers from 2083/02/31 to 2083/03/05.
- ❖ 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.
- ❖ Conducted a college premises cleaning and plantation protection program on 2083/03/12 with the active participation of teachers and students, promoting environmental cleanliness, conservation, and institutional responsibility.
- ❖ Pre-Board exam has been conducted from 2083/03/28 to 04/01.
- ❖ 100% course has been completed for 2nd Year and 3rd Year CMLT students.

3.3 General Medicine 2nd & 3rd year:

- General Medicine 2nd year

- ❖ AIHS ,DAMAK 3rd internal exams marks prepared & published
- ❖ pre board exam started
- ❖ Internal marks (theory & practical) prepared.
- ❖ Completed 95 % -100 % 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, and OPD) at AMDA, Damak.
- ❖ Grand Presentation by Group B posted at Madan Bhandari Trauma Center was successfully conducted at Ward Office-2.
- ❖ Pre-board examination was conducted successfully.

3.4 Physiotherapy 2nd year:-

- ❖ Theoretical & practical revision classes, as well as unit test will be continued.
- ❖ Result announcement of pre-board exam is planned.
- ❖ Structured revision sessions will be continued.
- ❖ Pre-board Practical examination is planned

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

PCL NURSING 1ST YEAR

- ❖ Continued fundamental clinical posting in AMDA hospital for 2 weeks. 95% clinical posting was completed
- ❖ Conducted study block for 2 weeks.
- ❖ 98% of the theoretical class was completed.
- ❖ Pre board exam was started by the end of Ashar.

PCL NURSING 2ND YEAR

- ❖ Continued clinical posting on 2nd and 3rd week of Ashar.
- ❖ Completed geriatric posting on 4th to 5th week of Ashar. 100% clinical posting was completed.
- ❖ 96% theoretical class was completed.

PCL NURSING 3RD YEAR

- ❖ Continued last week of clinical posting at maternity, postnatal and pediatric ward at AMDA Hospital Damak by the second and third week of Ashar. 100% clinical posting was completed.
- ❖ One week study block was conducted by the 4th week of Ashar. 98% theoretical class was completed.
- ❖ Pre board exam was started by the end of Ashar.

4 Administrative Activities

4.1 Staff Meeting: -

A staff meeting was held on 2083-03-11 to discuss key academic activities, including the orientation program for newly students, ongoing pre-board examinations, and Basic Life Support (BLS) training for nursing instructors. The meeting focused on effective academic planning, examination management, student discipline, and strengthening the professional skills of teaching staff.

5 Conclusion

Throughout Asar 2083, the institution focused on effective academic planning, pre-board examination management, and preparation for the new academic session, student orientation, and staff capacity development. The month's activities contributed to strengthening academic quality, discipline, coordination, and the smooth implementation of institutional plans.

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

6.1 GM, CMLT, & PHYSIOTHERAPY 1st year:

- ❖ Theoretical & practical classes, as well as unit test will be continued
- ❖ The results of the pre- board 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.
- ❖ Revision for final examination
- ❖ Internal practical exam

6.2 CMLT 2nd year and 3rd Year:

- ❖ Regular class and class test for CMLT 2nd Year and CMLT 3rd Year.
- ❖ Planning for farewell program for all 3rd year students.
- ❖ Prepare students for board exam.
- ❖ Planning for Board exam preparation leave after CTEVT exam schedule published

6.3 General Medicine 2nd & 3rd year

General medicine 2nd year

- ❖ Pre board examination will be continued
- ❖ Preparation for practice exams will be conducted
- ❖ Practical classes will be done

General Medicine 3rd year:

- ❖ Routine for regular practice examination will be published.
- ❖ The results of the Pre-board examination 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.
- ❖ Plan for student's farewell program.

6.4 Physiotherapy 2nd year

- ❖ To continue pre board exam
- ❖ To conduct revision class for 2 weeks.
- ❖ To prepare for final examination.
- ❖ To plan farewell program

6.5 Nursing 1st 2nd and 3rd year

PCL NURSING 1ST YEAR.

- ❖ To continue pre board exam
- ❖ To continue fundamental clinical posting in AMDA hospital for 1 weeks.
- ❖ To conduct revision class for 2 weeks.
- ❖ To prepare for final examination.
- ❖ To plan farewell for the 16th batch of pcl nursing.

PCL NURSING 2ND YEAR

- ❖ To conduct pre board exam.
- ❖ To conduct revision class for one week.
- ❖ To prepare for final examination.
- ❖ To plan farewell for the 16th batch of pcl nursing.

PCL NURSING 3RD YEAR

- ❖ To continue pre board exam.
- ❖ To conduct revision classes for 2 weeks.
- ❖ To prepare for final examination.
- ❖ To plan farewell for the 16th batch of pcl nursing.

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

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

PHOTO GALLERY

Some pics of Geriatric Posting Nursing 2nd year



Thank you!

AIHS, Damak