



AMDA-Nepal

AMDA Institute of Health Science

Kharkhare, Damak-2, Jhapa



Monthly Academic Progress Report

2082 Shrawan

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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, diplomain 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 Chaitra 2081.

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 dedicated to the development of competent and compassionate health professionals. The institute offers diploma programs i.e. Nursing, HA, CMLT, Physiotherapy and Diagnostic Radiography with a strong emphasis on theoretical and practical learning.

As part of its academic and institutional responsibilities, the institute regularly prepares monthly reports to monitor progress, assess activities, and ensure continuous improvement in educational delivery, field training, and student development. This report provides an overview of academic activities conducted during the month of Asar 2082, including class schedules, attendance records, internal assessments, co-curricular engagements, and faculty contributions. These reports serve as a vital tool for internal review and help maintain transparency and accountability across departments.

3. Academic activities of the Asar2082

3.1 General Medicine, CMLT & Physiotherapy 1st year:

- ❖ The revision classes for the Board Examination were conducted successfully, followed by the smooth administration of the assessment itself.
- ❖ The academic team successfully completed 100% of the prescribed course content
- ❖ Model question papers were discussed for the upcoming Board Examination
- ❖ The routine for the Board Examination was published and shared with all concerned team
- ❖ Board examination preparation leave has been given.
- ❖ Farewell programmed organized by students and successfully completed.
- ❖ Ongoing Board Examination from 31st of Shrawan

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

CMLT 2nd & 3rd year

- ❖ 100% Theoretical and Clinical practical classes are completed.
- ❖ Pre-board exam completed successfully (theory and practical).
- ❖ Viva examinations for respective subjects were conducted.
- ❖ Board examination preparation leave has been given.
- ❖ Farewell programmed organized by students and successfully completed.

3.3 General Medicine 2nd & 3rd year:-

GM 2nd year

- ❖ Successfully completed the 3rd Internal Assessment.
- ❖ Continued with the study block; completed 100% of theoretical classes and clinical postings.
- ❖ 3rd Internal Assessment results were published successfully.
- ❖ Viva examinations for respective subjects were conducted.
- ❖ Final internal marks (theory and practical) were submitted.
- ❖ Pre-board examination has been completed.

GM 3rd year

- Concluded two months comprehensive community/clinical field practicum.
- Conducted 15th consecutive practice test for the preparation of board exam.
- Executed third terminal examination followed by pre-board examination and publishing result as accordingly.
- Submitted internal marks of students to CTEVT.
- Organizing farewell program

3.4 Certificate in Diagnostic Radiography 3rd year:-

- ❖ The academic team successfully completed 100% of the prescribed course content
- ❖ Executed third terminal examination followed by pre-board examination and publishing result as accordingly.
- ❖ Submitted internal marks of students to CTEVT.
- ❖ Organizing farewell program

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

- ❖ 100% Theoretical and Clinical practical classes are completed.
- ❖ Pre-board exam completed successfully (theory and practical).
- ❖ 1 week Board examination preparation leave has been given.
- ❖ Farewell programmed organized by students and successfully completed.

4 Administrative Activities

4.1 Staff Meeting:-

A staff meeting was held on Sharwan 15 to discuss the necessary preparations and arrangements for the upcoming Final Board Examination and Practical Examination. The meeting focused on reviewing the completion of the academic curriculum, ensuring that all prescribed lessons had been covered, and making the students ready for their final Exam. Discussions were held regarding the examination routine, invigilation responsibilities, and maintaining discipline during the examination period. Similarly, detailed planning was carried

out for the smooth conduction of the practical examination, including laboratory readiness, availability of materials, and coordination with concerned departments.

In addition to examination-related matters, the meeting also discussed the farewell program for the outgoing students, highlighting the need for proper planning and active participation to make the event meaningful and successful. Overall, the meeting addressed all major agendas, ensuring effective preparation for both the examinations and the farewell program.

5 Conclusion

The month of Shrawan was successfully completed with notable academic progress and planned activities. The entire prescribed course was completed on time, ensuring that students were fully prepared for the upcoming Final Board and Practical Examinations. The staff meeting held on Shrawan 15 addressed key agendas such as examination management, invigilation duties, and practical arrangements, along with discussions on organizing the farewell program for outgoing students. Overall, the month was productive and well-coordinated, marking the timely completion of the curriculum and smooth preparation for examinations and student events.

PLAN FOR NEXT MONTH

6.1 GM, CMLT, & PHYSIOTHERAPY 1st year:

- ❖ The routine for the final practical /viva exam will be prepared and shared with all concerned team
- ❖ Preparing lesson plan and master plan for new session 2083
- ❖ Planning Orientation program for new students
- ❖ Planning for theoretical and practical class for new students
- ❖ Preparing academic routine that ensure a balanced integration of both theoretical knowledge and practical skills

6.2 CMLT (2nd and 3rd year)

- ❖ Conduct final practical Exam
- ❖ Preparing lesson plan and master plan for new session 2083
- ❖ Planning Orientation program for new students
- ❖ Planning for theoretical and practical class for new students
- ❖ Preparing academic routine that ensure a balanced integration of both theoretical knowledge and practical skills

5.1 GENERAL MEDICINE (2nd and 3rd year)

- ❖ Conduct final practical Exam
- ❖ Preparing lesson plan and master plan for new session 2083
- ❖ Planning Orientation program for new students
- ❖ Planning for theoretical and practical class for new students
- ❖ Preparing academic routine that ensure a balanced integration of both theoretical knowledge and practical skills

6.4 Certificate in Diagnostic Radiography (3rd year)

- ❖ Conduct final practical Exam
- ❖ Preparing plan for new session 2083

6.5 PCL Nursing:

- ❖ Conduct final practical Exam
- ❖ Preparing lesson plan and master plan for new session 2083
- ❖ Planning Orientation program for new students
- ❖ Planning for theoretical and practical class for new students
- ❖ Preparing academic routine that ensure a balanced integration of both theoretical knowledge and practical skills

6 PHOTO GALLERY



Fig:-Outgoing General Medicine 3rd year with faculty



Fig:-Outgoing CMLT 3rd year with faculty



Fig:-Outgoing Nursing 3rd year with faculty



Fig: Admin team with students