



AMDA-Nepal

AMDA Institute of Health Science

Kharkhare, Damak-2, Jhapa



Monthly Academic Progress Report

2083 Bhadra

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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 **Bhadra 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 **Bhadra 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 **2083–2084**.

3. Academic activities of the Bhadra 2083

3.1 General Medicine, CMLT & PHYSIOTHERAPY 1st year:

- ❖ AIHS, Damak continued its regular schedule of theoretical and practical classes of new 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
- ❖ A model question paper for the First Internal Assessment was prepared
- ❖ Conduct welcome program for new comers academic year 2083-084 and farewell program of the outgoing students academic year 2079-080

3.2 Certificate in Medical Laboratory Technology

CMLT 2nd year and 3rd Year:

- ❖ 100% course has been completed for 2nd Year and 3rd Year CMLT students.
- ❖ Given board exam preparation leave for CTEVT exam (CMLT 2nd & 3rd year).
- ❖ Conduct farewell program for all 3rd year students and making alumni group (2083/05/08 B.S.).

3.3 General Medicine 2nd & 3rd year:

General Medicine 2nd year

- ❖ Course completed 100 %
- ❖ Farewell and welcome program conducted successfully.

General Medicine 3rd Year

- ❖ Clinical posting at AMDA, Damak was continued for first week of Bhadra.
- ❖ Regular monitoring and supervision of students were continued at AMDA, Damak.
- ❖ Case Presentations were performed by students at different units (Emergency, Medical-Surgical, OPD) at AMDA, Damak.
- ❖ 1st and 2nd Year students of AIHS held farewell to outgoing batch.
- ❖ Students were released so that they can do self-study at home for final examinations.

3.4 Physiotherapy 2nd year:-

- ❖ 100% course has been completed for 2nd Year and 3rd Year CMLT students.
- ❖ Given board exam preparation leave for CTEVT exam (CMLT 2nd & 3rd year).
- ❖ Conduct farewell program for all 3rd year students and making alumni group (2083/05/08 B.S.).

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

PCL NURSING 1ST YEAR

- ❖ Regular classroom teaching and learning activities (11th weeks completed) were conducted for the new first-year students, including revision of previously taught lessons, completion of assignments and classwork, and active participation in classroom discussions and presentations.
- ❖ Old 1st year students were provided with sufficient time and guidance to prepare independently for the final examination.
- ❖ Conduct welcome program for new comers academic year 2083-084(19th batch) and farewell program (16th Batch) of the outgoing students' academic year 2079-080

PCL NURSING 2ND YEAR

- ❖ Students were provided with adequate time for self-preparation for the final examination.
- ❖ Students were guided and instructed for the final examination
- ❖ Checklists, demonstrations, and required articles were prepared for the final practical examination.
- ❖ Evaluation Tools were developed for final practical exams as per CTEVT instruction.
- ❖ Conduct welcome program for new comers academic year 2083-084(19th batch) and farewell program (16th Batch) of the outgoing students' academic year 2079-080

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- ❖ Conduct welcome program for new comers academic year 2083-084(19th batch) and farewell program (16th Batch) of the outgoing students' academic year 2079-080

4 Administrative Activities

4.1 Staff Meeting: -

On 2083-05-25, a monthly staff meeting was conducted to review and coordinate academic and administrative activities. The meeting discussed arrangements for the accommodation and management of new first-year students in the hostel, plans for welcoming the new students, arrangements for the farewell program of third-year students, and the invitation of passed-out students as guests. As well as necessary preparations and arrangements for the upcoming final examinations were also discussed and coordinated.

4.2 Wel-come farewell program:-

On 2083-05-08, a Welcome and Farewell Program was organized for the new first-year students and third-year students, respectively. The welcome program aimed to warmly receive and orient the newly enrolled students, facilitate their smooth integration into the institution, familiarize them with the academic environment, institutional rules, available facilities, and student responsibilities, and encourage a positive and supportive learning environment. The farewell program was organized to acknowledge and appreciate the academic journey, achievements, and contributions of the third-year students and to extend best wishes for their future endeavors. Alumni were invited as special guests to share their academic and professional experiences, provide guidance and motivation, and encourage the students toward their future career and professional development. The program also promoted interaction and networking between current students, senior students, and alumni, thereby strengthening a sense of belonging and continuity within the institution.

5 Conclusion

Overall, the month was productive and focused on academic, administrative, and student-centered activities. Necessary preparations for the final examinations were completed, while the Welcome and Farewell Program provided opportunities for orientation, interaction, experience sharing, and strengthening relationships among students, faculty, and alumni. The activities conducted during the month contributed to maintaining an organized academic environment and supporting the overall development of the students.

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

6. 1 GM, CMLT, & PHYSIOTHERAPY 1st year:

- ❖ Theoretical & practical classes, as well as unit test will be continued
- ❖ First Internal Assessment of new first year
- ❖ Final practical examination of GM 8th Batch, Physio 2nd Batch and Lab 4th batch

6.2 CMLT 2nd year and 3rd Year:

- ❖ Prepare students for board exam CMLT 2nd year students.
- ❖ Planning for final practical examination.

6.3 General Medicine 2nd & 3rd year

General medicine 2nd year

- ❖ Preparation for Final Practical External exams will be done (viva + practical) as per guidelines.

General Medicine 3rd year:

- ❖ 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

- ❖ Preparation for Final Practical External exams will be done (viva + practical) as per guidelines.

6.5 Nursing 1st 2nd and 3rd year

PCL NURSING 1ST YEAR.

- ❖ To continue study block as per the curriculum of new 1st year 19th Batch.
- ❖ To allow students for self-preparation of final examination.
- ❖ To guide and instruct students during final examination
- ❖ To prepare demonstration and articles for final practical exam.
- ❖ To prepare and collect documents for quality assurance

PCL NURSING 2ND YEAR

- ❖ To allow students for self-preparation of final examination.

- ❖ To guide and instruct students during final examination
- ❖ To prepare checklist, demonstration and articles for final practical exam.
- ❖ To prepare and collect documents for quality assurance

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

- ❖ Conduct Parents Teacher Meeting of basic science 1st year
- ❖ Recruit new Physiotherapy Instructor
- ❖ Conduct Final Practical Examination

PHOTO GALLERY





Thank you!

AIHS, Damak