



SRI SIDDHARTHA MEDICAL COLLEGE

[Constituent College of SSAHE] Agalakote, B.H. Road, Tumkur – 572107.
(Recognized by the National Medical Commission)

0816-2278867 Fax: 0816-2275210, Pri: 2255045

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Ref.No. SSMCH/HRD/0026/2025

Date: 13-12-2025

CIRCULAR

This is to inform all teaching and non-teaching staff that, as per institutional policy, they are required to undergo an **Annual Health Check-up**.

All staff members must submit a copy of their **Annual Health Check-up report** to the **HR Department** on or before **MARCH 05, 2026**, without fail.

The Annual Health Check-up format can be collected from the **HR Department**.

For further details or clarification, please contact the **HR Department**.

Copy to

- 1) Chancellor's Office
- 2) Principal
- 3) Vice principal
- 4) Medical Superintendent
- 5) All Department Teaching Staffs
- 6) All Non -Teaching staffs
- 7) House keeping & Security
- 8) Office Copy


Principal

PRINCIPAL
Sri Siddhartha Medical College & Hospital
Agalakote, B.H. Road, Tumkur.


Approved

Dr. N.S. Venkatesh M.B.B.S., M.S.,
Dr. N.S. Venkatesh M.B.B.S., M.S.,
MEDICAL SUPERINTENDENT
Sri Siddhartha Medical College Hospital
Agalakote, B.H. Road, Tumakuru-07.



Ref. No. SSMCH/HR/CIR/001/2026

Date: 14-01-2026

CIRCULAR

This is bringing to your kind notice that as per the requirement of NABH, we are conducting the Annual Health Check-up for all Teaching and Non-Teaching Staffs. The health check-up will be conducted in the General Medicine Department at 11 A.M. onwards. The investigations will be done in the respective Departments. The HOD or Department In-charge are responsible to submit their Department Staffs Annual Health Check-up form to the HR department mandatorily.

The Health Check-up dates for their respective departments are as follows:

S No.	Department	Date
1	General Medicine, Emergency Medicine & Endocrinology	19-01-2026
2	General Surgery & Oncology	20-01-2026
3	OBG & Radiology	21-01-2026
4	Pediatrics & Pediatrics Surgery	22-01-2026
5	Ophthalmology, Anesthesia & Intensivist	23-01-2026
6	Dermatology, Pulmonology & Urology	27-01-2026
7	Orthopedics & Physiotherapy	28-01-2026
8	ENT & Endoscopy	29-01-2026
9	Psychiatry, Nephrology & Gastroenterology	30-01-2026
10	Pharmacology & Community Medicine	02-02-2026
11	Physiology & Forensic Medicine	03-02-2026
12	Biochemistry & Pathology	04-02-2026
13	Microbiology & Anatomy	05-02-2026
14	Cardiology & Quality Department	06-02-2026
15	Administrative Office (Principal Office, MS Office, CAO Office & HR)	09-02-2026
16	Casualty, Central Laboratory, Dialysis, CSSD & Blood Bank Staffs	10-02-2026
17	Pharmacy, Stores, MRD, OPD Counter & PRO	11-02-2026
18	Central Kitchen, Doctor Mess & Laundry	12-02-2026
19	Biomedical & Maintenance Dept. (Plumber, Electrician, Waterman)	13-02-2026
20	Accounts, Finance, IT, Insurance & Drivers	16-02-2026



SRI SIDDHARTHA ACADEMY OF HIGHER EDUCATION
(DEEMED TO BE UNIVERSITY Declared under section 3 of the UGC act, 1956)
Accredited A+ Grade by NAAC



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21	Nursing Staffs - 3 days	17-02-2026
		18-02-2026
		19-02-2026
23	Housekeeping - 3 days	20-02-2026
		23-02-2026
25	Security - 3 days	24-02-2026
		25-02-2026
		26-02-2026
		27-02-2026

(Principal)

PRINCIPAL

Sri Siddhartha Medical College
Tumakuru - 572 107.

(Medical Superintendent)

Dr. N.S. Venkatesh M.B.B.S., M.S.,
MEDICAL SUPERINTENDENT
Sri Siddhartha Medical College Hospital
Agalakote, B.H. Road, Tumakuru-07.

Copy to Hon'ble Chancellor, SSAHE for kind information.

Copy to:

- The Vice Principal, SSMCH
- The Chief Administrative Officer, SSMCH
- HOD, Department of General Medicine, SSMCH
- All HOD'S, SSMCH
- Director, Central Laboratory, SSMCH
- Accreditation Coordinator, NABH, SSMCH
- Nursing Superintendent, SSMCH
- Administrative Office
- HR, SSMCH
- Cardiology, Biomedical, Maintenance Dept., Casualty, Pharmacy, Stores, MRD, OPD Counter, PRO, Central Laboratory, Central Kitchen, Doctor Mess, Laundry Dialysis, CSSD, Blood Bank Staffs, Accounts, Finance, IT, Insurance & Drivers
- Housekeeping Incharge, SSMCH
- Security Incharge, SSMCH
- Office copy, SSMCH