

MINDS (MENTAL HEALTH INITIATIVE FOR NEEDS AND DEVELOPMENT) CELL

- **MINDs (Mental Health Initiative for Needs and Development) Cell:** In order to increase awareness and understanding of mental health issues, provide support services to facilitate peer support and provide a culture of open dialogue through conducting workshops seminars, and training sessions on mental health topics stress-reducing techniques and to conduct research and evaluation studies to assess the effectiveness of mental health initiatives, a dedicated MINDS CELL (Mental Health Initiative for Needs and Development of Students), SAMBHAL., AIIMS, Bilaspur (11.P.) is constituted.

- The MINDs Cell is here to:
 - ‘Listen’ to your concerns without judgement
 - ‘Guide’ you through challenges, big or small
 - ‘Support’ Bhupendra you with professional mental health intervention when needed.

- **Date of formation-** 18 Oct 2024

- **Co-ordinator-** Dr. Meenal Madhukar Thakare, Additional Professor, CFM

- The MINDs Cell shall be comprised of two teams.
 - A. Core Team
 - B. Support Team

A. Core Team

S.No	Name	Designation	Role in MINDS Cell
1.	Dr. Meenal Madhukar Thakare	Additional Professor, CFM	Co-ordinator
2.	Dr. Bhupendra Yadav	Assistant Professor, Psychiatry	Training In-Charge and Coordinator
3.	Dr. Tarun Sharma	Associate Professor, Internal Medicine	Faculty In-Charge Emergency Department
4.	Dr. Devender	Assistant Professor, Clinical Immunology & Rheumatology	Junior Warden UG Boys
5.	Dr. Salve Harshal Ramesh	Additional Professor, Centre for Community Medicine, AIIMS, New Delhi	External Expert
6.	Miss Shivranjini Miss Archana Kashyap	Clinical Psychologists	Clinical Psychologists
7.	Miss Amrita, Mr Shiva Kumar	Mental Health Nurses	Mental Health Nurses
8.	Mr. Rohit Gupta, Mr. Anil Sankhyan	Medical Social Service Officers	Trained Psychiatric Social worker

(B) Support Team

S.No	Name	Designation	Role in MINDS Cell
1.	Dr. Neelam Kumari	Senior Resident, Department of Psychiatry	SR Representative and volunteer
2.	To be selected after the MINDs Cell is formed	UG Student representative Male Female	Peer counsellors
3.	To be selected after the MINDs Cell is formed	PG Student representative Male Female	
4.	To be selected after the MINDs Cell is formed	Faculty volunteer	
5.	To be selected after the MINDs Cell is formed	Volunteers from staff Male Female	Counsellors and helping hand/support system

- **Activities-**



SOPs (Standard Operating Procedures) of **MINDs Cell (Mental Health Initiative for Needs and Development of Students), SAMBHAL, AIIMS, Bilaspur** dedicated to addressing mental health issues among medical, paramedical undergraduate, and postgraduate students:

Introduction- Medical and paramedical students face unique mental health challenges due to the demanding nature of their academic and professional training. Balancing academic responsibilities with personal and social activities can be challenging, leading to feelings of overwhelm and exhaustion. Limited socialization and limited recreational opportunities can lead to social isolation and feelings of loneliness among students.

Background and rationale for establishing the mental health cell- Medical and paramedical programs are rigorous and demanding, requiring students to assimilate vast amounts of complex information, complete challenging coursework, and perform well in clinical rotations. Despite growing awareness of mental health issues, there remains a stigma surrounding mental illness. These challenges can significantly impact their well-being and academic performance, underscoring the need for dedicated support services within educational institutions. These services should provide accessible, confidential, and culturally sensitive support to address the unique needs and experiences of students pursuing careers in healthcare.

Overview of mental health challenges faced by medical and paramedical students- depression, stress, and anxiety affect a considerable proportion of undergraduate medical students in India with pooled prevalence of depression at 39.2%, anxiety at 34.5%, and stress at 51.3%.

Objectives of the MINDS cell-

1. Increase awareness and understanding of mental health issues, destigmatize help-seeking behaviors, and promote a culture of open dialogue and support surrounding mental well-being.
2. Provide Support Services: Offer accessible and confidential support services, including counseling, therapy, crisis intervention, and psychiatric consultations, to address the diverse mental health needs of students.
3. Facilitate Peer Support: Establish peer support groups, mentorship programs, and buddy systems to foster peer-to-peer support, social connections, and a sense of belonging among students.
4. Offer Psychoeducation: Conduct workshops, seminars, and training sessions on mental health topics, coping strategies, stress reduction techniques, and self-help resources to empower students with knowledge and skills for managing their mental well-being.
5. Conduct Research and Evaluation: Conduct research and evaluation studies to assess the effectiveness of mental health initiatives, identify emerging trends and needs, and inform evidence-based practices and policies.

Governance and Structure-

Steering Committee:

- Executive Director, AIIMS, Bilaspur/ Dean Academics as Chairperson.
- Medical Superintendent, AIIMS, Bilaspur- Vice-chairperson.
- Dr. Meenal M Thakare, Additional professor, Department of Community and Family Medicine as Member Secretary/Coordinator.
- Registrar AIIMS- member.
- Administrative Officer- member

- HOD, Department of Psychiatry- member
- Consultant Administration- member

The steering committee should meet regularly to review progress, allocate resources, and make decisions on policy matters.

Organizational structure of the mental health cell-

Core Team: The core team should include representatives from relevant departments, such as Community and Family Medicine, Psychiatry, Psychology, and Nursing.

Core Team: Comprising faculty members from the Department of Community and Family Medicine and Psychiatry, including

- Dr. Meenal M Thakare, Proposer and Coordinator
- Dr. Bhupendra Yadav, Mental health expert, Training in-Charge and Coordinator
- Dr. Tarun Sharma (Faculty In-charge emergency department)
- External expert, Dr. Harshal Salve, Additional Professor, Center for Community Medicine, AIIMS, New Delhi
- Psychiatrists
- Clinical psychologists
- Psychiatric Social Workers
- Psychiatric Mental Health Nurses

Representatives:

- Dr. Tejveer Singh- SR Peer representative, Community and Family Medicine
- Dr. Abheet Goyal, PG JR Community, and Family Medicine
- Dr. Taranjot, Non-academic JR Peer representative, Community and Family Medicine.

Training and Treatment support (Mental Health Professionals):

- Psychiatrists
- Clinical psychologists
- Psychiatric Social Workers
- Psychiatric Mental Health Nurses

Other Members

Support team: Yoga instructors

Volunteer Counsellors: Volunteers from faculty (including one from Nursing), SR, JR, and staff

Volunteer Peer Counsellors: Undergraduate and postgraduate students trained as peer counsellors (trained/observed for six months for Awareness and Identification of mental illness). Volunteers will be added only after careful screening and assessment about dealing with mental health issues.

Roles and responsibilities of key personnel-

Coordinator: Dr. Meenal M Thakare

- Provide overall leadership, direction, and coordination of the mental health cell.
- Develop and implement strategic plans, goals, and objectives for mental health initiatives.
- Serve as the primary point of contact for internal and external stakeholders.
- Liaise with senior administrators, department heads, and external experts to garner support and resources.
- Oversee the training, and supervision of volunteers by the mental health professionals.

- Monitor and evaluate the progress and outcomes of mental health programs and services.

Training In-Charge and Coordinator: Dr. Bhupendra Yadav

- Lead the development and delivery of training programs for mental health professionals, volunteers, and peer counselors.
- Coordinate workshops, seminars, and educational sessions on mental health topics and intervention techniques.
- Provide clinical supervision, mentorship, and support to trainees and volunteers.
- Ensure adherence to ethical standards, confidentiality protocols, and professional guidelines in all training activities.

Faculty In-charge Emergency Department: Dr. Tarun Sharma

- Serve as the liaison between the mental health cell and the emergency department.
- Facilitate timely and appropriate responses to mental health crises and emergencies.
- Provide training and support to emergency department staff on mental health assessment and intervention in consultation with the training in charge.
- Collaborate with mental health professionals to develop protocols and procedures for managing mental health emergencies.
- Participate in interdisciplinary teams and committees focused on improving mental health care delivery in emergency settings.

External Expert: Dr. Harshal Salve

- Provide specialized expertise, guidance, and consultation on mental health issues and initiatives.
- Offer insights and recommendations based on research, best practices, and emerging trends in the field.
- Participate in strategic planning, program development, and evaluation activities.
- Serve as a resource person for staff training, workshops, and educational events.
- Assist in networking, partnership development, and collaboration with external organizations and stakeholders.

Psychiatrists, Clinical Psychologists, Psychiatric Social Workers, Psychiatric Mental Health Nurses:

- Provide clinical assessment, diagnosis, and treatment for individuals with mental health concerns.
- Conduct individual and group therapy sessions, crisis intervention, and psychiatric consultations.
- Collaborate with other mental health professionals and multidisciplinary teams to develop comprehensive treatment plans.
- Offer psychoeducation, counseling, and support to the ones in need.
- Participate in case conferences, treatment reviews, and quality improvement initiatives.

Peer Representatives: Dr. Tejveer Singh, Dr. Abheet Goyal, Dr. Taranjyot

- Serve as representatives of their respective peer groups and departments within the mental health cell.
- Advocate for the needs and interests of students, peers, and colleagues regarding mental health issues.
- Participate in meetings, discussions, and decision-making processes related to mental health initiatives.
- Facilitate communication, outreach, and engagement with student populations.

- Provide feedback, insights, and recommendations to enhance the effectiveness and relevance of mental health services and programs.

Volunteer Counsellors: MBBS and Other Students, Faculty, SR, JR, and Staff

- Undergo screening, assessment, and training to become volunteer counselors.
- Provide peer support, counseling, and guidance to fellow students and colleagues in consultation with support staff.
- Foster a supportive and empathetic environment for discussing mental health concerns and seeking assistance.
- Maintain confidentiality, boundaries, and ethical standards in their interactions with peers.
- Collaborate with mental health professionals and support staff to ensure coordinated care and holistic support for individuals accessing mental health services.

Decision-making processes and communication channels

- **Core Team Meetings:** These meetings will serve as forums for decision-making on key initiatives, resource allocation, and policy development related to mental health support services.
- Student representatives and peer volunteers will serve as important liaisons between the MINDS Cell and the student community.
- Communication with representatives and volunteers will be maintained through designated email address of MINDS cell (**mindsellaiimsbilaspur@gmail.com**), and face-to-face interactions.
- **Training and Support Sessions:** Training sessions for peer counsellors, mental health professionals, and support staff will provide opportunities for knowledge sharing, skill development, and collaboration.
- **Continuous Improvement and Feedback Mechanisms:** Feedback mechanisms, such as suggestion boxes, online surveys, and feedback forms, will be utilized to gather input from students and stakeholders on the effectiveness of mental health services and programs.
- **Communication with the Executive Director and Relevant Authorities:** Periodic reports on the activities and effectiveness of the MINDS Cell will be submitted to the executive director and relevant authorities.

Emergency Response Protocol for Mental Health Distress:

Accessing Support

- Emergency/crisis Response Protocol: there shall be a clear protocol for handling emergencies, including immediate assistance for students experiencing thoughts of self-harm or suicide.
- Ensure that emergency contacts are readily available, and coordination with the admin department is established to maintain essential resources like the helpline number, SIM card, handset, charger, and monthly billing.
- (Maansik Sahayata Helpline number at psychiatry ward with sim, android handset, charger, monthly billing and repair if any to be coordinated by admin dept)

Identification of Mental Health Distress: Any peer who observes signs of mental health distress in a student will immediately take action.

- **Mind Matters box/Uljhan-suljhan peti** for students (to be placed in Deptt of CFM, Psychiatry, and Nursing college)- it will be a translucent box in which the one requiring support can put his concerns/problem in the form of a text document along with his/her contact details. The MINDS cell staff will have the key to open these

boxes and will open the box as and when they find a letter/ communication in the respective boxes of their area.

- **Man-Kaksh (Confidential and private space)** where clients can vent their emotions under the supervision of the MIND cell staff. Encourage open communication and active listening to allow the student to express their feelings and concerns without judgment.
- Students can contact Designated Representatives, **Helpline number** (Psychiatry deptt.- answered by on-duty Nurse), or E-mail- for 1st contact in seeking help Then follow-up in MINDs Cell.

Initial Assessment:

- The staff member or peer should approach the student in a calm and supportive manner to assess the situation.
- The student's safety should be the primary concern. If there is an immediate risk of harm to self or others, emergency services should be contacted without delay.

Conducting Risk Assessment:

- Assess the level of risk and urgency based on the severity of the student's distress and any potential threats to their safety.
- Determine if additional support or intervention is required, such as involving mental health professionals or emergency services.

Providing Immediate Support: Offer emotional support and reassurance to the student, emphasizing that they are not alone and help is available.

Referral and Follow-up in Psychiatry OPD: Refer the student to appropriate mental health services, psychiatric evaluation, or crisis intervention programs. MINDs cell will ensure that the student receives follow-up support and monitoring to prevent further escalation of mental health distress.

Documentation and Reporting: Document the incident, including observations, actions taken, and any referrals made, in accordance with set procedures.

Continuous Support and Monitoring: Provide ongoing support to the student, including follow-up meetings, check-ins, and access to resources for ongoing mental health care. Monitor the student's progress and well-being to ensure that they receive the necessary support to recover from mental health distress. It will be done through physical meetings with the student and telephone calls. If required during the course of the treatment, the parents of the students may have to be contacted to inform them about his/her status and keep them update of the current situation.

Review and Evaluation: Conduct a review of the emergency response protocol following the incident to identify any areas for improvement. Make necessary updates to the protocol based on lessons learned and feedback from stakeholders to enhance the effectiveness of future responses.

Confidentiality and Privacy- Confidentiality maintained (until and unless there is a risk to life or any such condition where parents need to be informed).

Training and Professional Development

Training requirements for mental health professionals, faculty, and staff involved in the mental health cell- **Awareness and Education (with funding support from the institute):**

- Educational seminars, role plays, audio-visual aids, IEC, books, development of training modules, resource material

- It is proposed that the common resource material will be kept in the central library as a separate section on mental health and well-being.
- Organize mental health days, Yoga, meditation sessions, campaigns, guest lectures, CMEs, and workshops: to raise awareness about mental health issues and reduce stigma
- Empower students to seek help reduce stigma and create a culture of openness and support within the medical community
- Workshops and Sensitization Sessions: Focus on mindfulness, mental health stability, Yoga, meditation, and healthy lifestyle interventions.
- Movie nights, picnics, educational trips- proposed
- Prayer room- Sarv Dharm Sthal (for all religions)
- Peer counsellors will undergo comprehensive training on active listening, empathy, crisis intervention, and confidentiality.
- Regular supervision and support sessions will be provided to peer counsellors to ensure their well-being and effectiveness in supporting their peers.
- Trainers: Psychiatrists, Community Medicine Faculty, Clinical Psychologists, Psychiatric Social workers,

Activities for peer/ student Volunteers:

- It is important to recognize their efforts in some way so that they are motivated to become volunteers and stay committed to their role.
- Will be called “AIIMS Samaritans”. This they will give them an identity and they will serve as role model to other students.
- There will be a module for training AIIMS Samaritans, with minimum attendance & paper-pencil exams with minimum pass percentage, so that we ensure quality with a credit-based system.
- They will be issued badges so that others can easily identify them for help and they will be recognized.
- Their efforts need to be recognized with a certificate at the end of the course and awarded (at least the top 3) during the annual day of AIIMS Bilaspur.

Activities for Students:

- Interest groups formed for students, such as music clubs, sports clubs, arts clubs, movie clubs, poetry clubs, etc. This will balance the undue pressure on MINDS cell and give variety to students.
- Notice board in every hostel displaying events around the city
- Updating the hostel timings for UG students (from current 10 PM to 11-12PM) to give them time to play sports, since it is impossible during daytime and evening due to heat, and then dinner timings being a barrier
- Dedicated sports complex/functional badminton courts to promote sports (badminton is the most popular sport among students- based on interaction with students).

Psycho-social assessment during Admission/Joining:

Screening on admission (MBBS, BSc Nursing & Paramedical, MD, JR):

- All students and residents on enrolment will undergo psycho-social assessment as a part of a routine initial medical examination (The aim is to give care and support to the needy and will not be a cause for disqualification).
- 'It will not be a criterion for rejection'

The approximate financial budget is proposed as below:

Name of the activity	Approximate budget	Recurring/ non-recurring	Annual cost
Workshops/ seminars/ / training program Mental health, Yoga, meditation, and mindfulness experts. Time management, conflict resolution, relationships, and stress management are main areas.	Materials- 2000 Rs Refreshments- 15,000Rs. Honorarium and TA for guest speakers- as per institute policy (approx. 30,000 Rs.)	Approximately- 60,000 Rs per program. Desired frequency- quarterly	2,40,000 annual recurring cost
Educational Sessions Will be conducted routinely in a batch-wise manner as a supplementary activity to training programs	10,000 Rs for refreshments only. Existing resources will be used.	10,000 per session Desired session quarterly	40,000 annual recurring cost
Books, audio-visual aids	Aspirational books, bestseller books for mental stability, time management, memory improvement, etc.	1,00,000 Rs. One time cost Rs. 20,000 as recurring cost	1,00,000 one-time and 20,000 annual purchases.
Development of training modules	50,000 Rs annual cost	10,000 for reprints annually, or revised editions	50,000 one-time and 10,000 annual reprints.
Certification and recognition of team/ volunteers	10,000 annually	10,000 annually	10,000 annually
Mind Matters box/ Uljhan-suljhan peti	5000 Rs per box	15,000 total once	15,000 total once
Setup of Man Kaksh (Confidential and private space)	A room has to be earmarked and converted/ renewed as Man Kaksh	10,000 one-time and Rs. 1000 annual charge	10,000 one-time and Rs. 1000 annual charge
Costs associated with organizing mental health days, campaigns, guest lectures	Rs. 30,000 approximately	3 events per year	90,000-1,00,000 Rs.
Expenses for conducting movie nights, picnics, and educational	Budget will be calculated once approved	Budget will be calculated once approved	Budget will be calculated once approved

trips			
Communication expenses (phone bills, internet charges)	10,000 cost of handset Rs. 500 per month recharge Rs. 100 per month for maintenance/repair	10,000 one time Rs. 600 per month	10,000 one time Rs. 7200 per year
Printer inkjet colour printer	Rs. 20,000 approx	One time 20,000 Rs. 5000 for refill annual	One time 20,000 Rs. 5000 for refill annual
Contingency fund for unforeseen expenses	Rs 10,000 per year	Rs 10,000 per year	Rs 10,000 per year
Total annual budget *			One-time investment- Rs.2,05,000 Annual recurring cost- Rs. 4,43,200

* This budget does not include a budget for recreation like movie nights, poetry/ Shayari/ cultural nights, picnics, educational tours, etc. subject to approval.

SOPs (Standard Operating Procedures) of **MINDs Cell (Mental Health Initiative for Needs and Development of Students)**, **SAMBHAL, AIIMS, Bilaspur** dedicated to addressing mental health issues among medical, paramedical undergraduate, and postgraduate students:

Introduction- Medical and paramedical students face unique mental health challenges due to the demanding nature of their academic and professional training. Balancing academic responsibilities with personal and social activities can be challenging, leading to feelings of overwhelm and exhaustion. Limited socialization and limited recreational opportunities can lead to social isolation and feelings of loneliness among students.

Background and rationale for establishing the mental health cell- Medical and paramedical programs are rigorous and demanding, requiring students to assimilate vast amounts of complex information, complete challenging coursework, and perform well in clinical rotations. Despite growing awareness of mental health issues, there remains a stigma surrounding mental illness. These challenges can significantly impact their well-being and academic performance, underscoring the need for dedicated support services within educational institutions. These services should provide accessible, confidential, and culturally sensitive support to address the unique needs and experiences of students pursuing careers in healthcare.

Overview of mental health challenges faced by medical and paramedical students- depression, stress, and anxiety affect a considerable proportion of undergraduate medical students in India with pooled prevalence of depression at 39.2%, anxiety at 34.5%, and stress at 51.3%.

Objectives of the MINDS cell-

1. Increase awareness and understanding of mental health issues, destigmatize help-seeking behaviors, and promote a culture of open dialogue and support surrounding mental well-being.
2. Provide Support Services: Offer accessible and confidential support services, including counseling, therapy, crisis intervention, and psychiatric consultations, to address the diverse mental health needs of students.
3. Facilitate Peer Support: Establish peer support groups, mentorship programs, and buddy systems to foster peer-to-peer support, social connections, and a sense of belonging among students.
4. Offer Psychoeducation: Conduct workshops, seminars, and training sessions on mental health topics, coping strategies, stress reduction techniques, and self-help resources to empower students with knowledge and skills for managing their mental well-being.
5. Conduct Research and Evaluation: Conduct research and evaluation studies to assess the effectiveness of mental health initiatives, identify emerging trends and needs, and inform evidence-based practices and policies.

Governance and Structure-

Steering Committee:

- Executive Director, AIIMS, Bilaspur/ Dean Academics as Chairperson.
- Medical Superintendent, AIIMS, Bilaspur- Vice-chairperson.
- Dr. Meenal M Thakare, Additional professor, Department of Community and Family Medicine as Member Secretary/Coordinator.
- Registrar AIIMS- member.
- Administrative Officer- member
- HOD, Department of Psychiatry- member
- Consultant Administration- member

The steering committee should meet regularly to review progress, allocate resources, and make decisions on policy matters.

Organizational structure of the mental health cell-

Core Team: The core team should include representatives from relevant departments, such as Community and Family Medicine, Psychiatry, Psychology, and Nursing.

Core Team: Comprising faculty members from the Department of Community and Family Medicine and Psychiatry, including

- Dr. Meenal M Thakare, Proposer and Coordinator
- Dr. Bhupendra Yadav, Mental health expert, Training in-Charge and Coordinator
- Dr. Tarun Sharma (Faculty In-charge emergency department)
- External expert, Dr. Harshal Salve, Additional Professor, Center for Community Medicine, AIIMS, New Delhi
- Psychiatrists
- Clinical psychologists
- Psychiatric Social Workers
- Psychiatric Mental Health Nurses

Representatives:

- Dr. Tejveer Singh- SR Peer representative, Community and Family Medicine
- Dr. Abheet Goyal, PG JR Community, and Family Medicine
- Dr. Taranjot, Non-academic JR Peer representative, Community and Family Medicine.

Training and Treatment support (Mental Health Professionals):

- Psychiatrists
- Clinical psychologists
- Psychiatric Social Workers
- Psychiatric Mental Health Nurses

Other Members

Support team: Yoga instructors

Volunteer Counsellors: Volunteers from faculty (including one from Nursing), SR, JR, and staff

Volunteer Peer Counsellors: Undergraduate and postgraduate students trained as peer counsellors (trained/observed for six months for Awareness and Identification of mental

illness). Volunteers will be added only after careful screening and assessment about dealing with mental health issues.

Roles and responsibilities of key personnel-

Coordinator: Dr. Meenal M Thakare

- Provide overall leadership, direction, and coordination of the mental health cell.
- Develop and implement strategic plans, goals, and objectives for mental health initiatives.
- Serve as the primary point of contact for internal and external stakeholders.
- Liaise with senior administrators, department heads, and external experts to garner support and resources.
- Oversee the training, and supervision of volunteers by the mental health professionals.
- Monitor and evaluate the progress and outcomes of mental health programs and services.

Training In-Charge and Coordinator: Dr. Bhupendra Yadav

- Lead the development and delivery of training programs for mental health professionals, volunteers, and peer counselors.
- Coordinate workshops, seminars, and educational sessions on mental health topics and intervention techniques.
- Provide clinical supervision, mentorship, and support to trainees and volunteers.
- Ensure adherence to ethical standards, confidentiality protocols, and professional guidelines in all training activities.

Faculty In-charge Emergency Department: Dr. Tarun Sharma

- Serve as the liaison between the mental health cell and the emergency department.
- Facilitate timely and appropriate responses to mental health crises and emergencies.
- Provide training and support to emergency department staff on mental health assessment and intervention in consultation with the training in charge.
- Collaborate with mental health professionals to develop protocols and procedures for managing mental health emergencies.
- Participate in interdisciplinary teams and committees focused on improving mental health care delivery in emergency settings.

External Expert: Dr. Harshal Salve

- Provide specialized expertise, guidance, and consultation on mental health issues and initiatives.
- Offer insights and recommendations based on research, best practices, and emerging trends in the field.
- Participate in strategic planning, program development, and evaluation activities.
- Serve as a resource person for staff training, workshops, and educational events.
- Assist in networking, partnership development, and collaboration with external organizations and stakeholders.

Psychiatrists, Clinical Psychologists, Psychiatric Social Workers, Psychiatric Mental Health Nurses:

- Provide clinical assessment, diagnosis, and treatment for individuals with mental health concerns.
- Conduct individual and group therapy sessions, crisis intervention, and psychiatric consultations.
- Collaborate with other mental health professionals and multidisciplinary teams to develop comprehensive treatment plans.
- Offer psychoeducation, counseling, and support to the ones in need.
- Participate in case conferences, treatment reviews, and quality improvement initiatives.

Peer Representatives: Dr. Tejveer Singh, Dr. Abheet Goyal, Dr. Taranjyot

- Serve as representatives of their respective peer groups and departments within the mental health cell.
- Advocate for the needs and interests of students, peers, and colleagues regarding mental health issues.
- Participate in meetings, discussions, and decision-making processes related to mental health initiatives.
- Facilitate communication, outreach, and engagement with student populations.
- Provide feedback, insights, and recommendations to enhance the effectiveness and relevance of mental health services and programs.

Volunteer Counsellors: MBBS and Other Students, Faculty, SR, JR, and Staff

- Undergo screening, assessment, and training to become volunteer counselors.
- Provide peer support, counseling, and guidance to fellow students and colleagues in consultation with support staff.
- Foster a supportive and empathetic environment for discussing mental health concerns and seeking assistance.
- Maintain confidentiality, boundaries, and ethical standards in their interactions with peers.
- Collaborate with mental health professionals and support staff to ensure coordinated care and holistic support for individuals accessing mental health services.

Decision-making processes and communication channels

- **Core Team Meetings:** These meetings will serve as forums for decision-making on key initiatives, resource allocation, and policy development related to mental health support services.
- Student representatives and peer volunteers will serve as important liaisons between the MINDS Cell and the student community.
- Communication with representatives and volunteers will be maintained through designated email address of MINDS cell (**mindscellaiimsbilaspur@gmail.com**), and face-to-face interactions.
- **Training and Support Sessions:** Training sessions for peer counsellors, mental health professionals, and support staff will provide opportunities for knowledge sharing, skill development, and collaboration.

- **Continuous Improvement and Feedback Mechanisms:** Feedback mechanisms, such as suggestion boxes, online surveys, and feedback forms, will be utilized to gather input from students and stakeholders on the effectiveness of mental health services and programs.
- **Communication with the Executive Director and Relevant Authorities:** Periodic reports on the activities and effectiveness of the MINDS Cell will be submitted to the executive director and relevant authorities.

Emergency Response Protocol for Mental Health Distress:

Accessing Support

- **Emergency/crisis Response Protocol:** there shall be a clear protocol for handling emergencies, including immediate assistance for students experiencing thoughts of self-harm or suicide.
- Ensure that emergency contacts are readily available, and coordination with the admin department is established to maintain essential resources like the helpline number, SIM card, handset, charger, and monthly billing.
- (Maansik Sahayata Helpline number at psychiatry ward with sim, android handset, charger, monthly billing and repair if any to be coordinated by admin dept)

Identification of Mental Health Distress: Any peer who observes signs of mental health distress in a student will immediately take action.

- **Mind Matters box/Uljhan-suljhan peti** for students (to be placed in Deptt of CFM, Psychiatry, and Nursing college)- it will be a translucent box in which the one requiring support can put his concerns/problem in the form of a text document along with his/her contact details. The MINDs cell staff will have the key to open these boxes and will open the box as and when they find a letter/ communication in the respective boxes of their area.
- **Man-Kaksh (Confidential and private space)** where clients can vent their emotions under the supervision of the MIND cell staff. Encourage open communication and active listening to allow the student to express their feelings and concerns without judgment.
- Students can contact Designated Representatives, **Helpline number** (Psychiatry deptt.- answered by on-duty Nurse), or E-mail- for 1st contact in seeking help Then follow-up in MINDs Cell.

Initial Assessment:

- The staff member or peer should approach the student in a calm and supportive manner to assess the situation.
- The student's safety should be the primary concern. If there is an immediate risk of harm to self or others, emergency services should be contacted without delay.

Conducting Risk Assessment:

- Assess the level of risk and urgency based on the severity of the student's distress and any potential threats to their safety.

- Determine if additional support or intervention is required, such as involving mental health professionals or emergency services.

Providing Immediate Support: Offer emotional support and reassurance to the student, emphasizing that they are not alone and help is available.

Referral and Follow-up in Psychiatry OPD: Refer the student to appropriate mental health services, psychiatric evaluation, or crisis intervention programs. MINDs cell will ensure that the student receives follow-up support and monitoring to prevent further escalation of mental health distress.

Documentation and Reporting: Document the incident, including observations, actions taken, and any referrals made, in accordance with set procedures.

Continuous Support and Monitoring: Provide ongoing support to the student, including follow-up meetings, check-ins, and access to resources for ongoing mental health care. Monitor the student's progress and well-being to ensure that they receive the necessary support to recover from mental health distress. It will be done through physical meetings with the student and telephone calls. If required during the course of the treatment, the parents of the students may have to be contacted to inform them about his/her status and keep them update of the current situation.

Review and Evaluation: Conduct a review of the emergency response protocol following the incident to identify any areas for improvement. Make necessary updates to the protocol based on lessons learned and feedback from stakeholders to enhance the effectiveness of future responses.

Confidentiality and Privacy- Confidentiality maintained (until and unless there is a risk to life or any such condition where parents need to be informed).

Training and Professional Development

Training requirements for mental health professionals, faculty, and staff involved in the mental health cell- **Awareness and Education (with funding support from the institute):**

- Educational seminars, role plays, audio-visual aids, IEC, books, development of training modules, resource material
- It is proposed that the common resource material will be kept in the central library as a separate section on mental health and well-being.
- Organize mental health days, Yoga, meditation sessions, campaigns, guest lectures, CMEs, and workshops: to raise awareness about mental health issues and reduce stigma
- Empower students to seek help reduce stigma and create a culture of openness and support within the medical community
- Workshops and Sensitization Sessions: Focus on mindfulness, mental health stability, Yoga, meditation, and healthy lifestyle interventions.
- Movie nights, picnics, educational trips- proposed

- Prayer room- Sarv Dharm Sthal (for all religions)
- Peer counsellors will undergo comprehensive training on active listening, empathy, crisis intervention, and confidentiality.
- Regular supervision and support sessions will be provided to peer counsellors to ensure their well-being and effectiveness in supporting their peers.
- Trainers: Psychiatrists, Community Medicine Faculty, Clinical Psychologists, Psychiatric Social workers,

Activities for peer/ student Volunteers:

- It is important to recognize their efforts in some way so that they are motivated to become volunteers and stay committed to their role.
- Will be called “AIIMS Samaritans”. This they will give them an identity and they will serve as role model to other students.
- There will be a module for training AIIMS Samaritans, with minimum attendance & paper-pencil exams with minimum pass percentage, so that we ensure quality with a credit-based system.
- They will be issued badges so that others can easily identify them for help and they will be recognized.
- Their efforts need to be recognized with a certificate at the end of the course and awarded (at least the top 3) during the annual day of AIIMS Bilaspur.

Activities for Students:

- Interest groups formed for students, such as music clubs, sports clubs, arts clubs, movie clubs, poetry clubs, etc. This will balance the undue pressure on MINDS cell and give variety to students.
- Notice board in every hostel displaying events around the city
- Updating the hostel timings for UG students (from current 10 PM to 11-12PM) to give them time to play sports, since it is impossible during daytime and even evening due to heat, and then dinner timings being a barrier
- Dedicated sports complex/functional badminton courts to promote sports (badminton is the most popular sport among students- based on interaction with students).

Psycho-social assessment during Admission/Joining:

Screening on admission (MBBS, BSc Nursing & Paramedical, MD, JR):

- All students and residents on enrolment will undergo psycho-social assessment as a part of a routine initial medical examination (The aim is to give care and support to the needy and will not be a cause for disqualification).
- ‘It will not be a criterion for rejection’

The approximate financial budget is proposed as below:

Name of the activity	Approximate budget	Recurring/ non-recurring	Annual cost
Workshops/ seminars/ / training program Mental health, Yoga, meditation, and mindfulness experts. Time management, conflict resolution, relationships, and stress management are main areas.	Materials- 2000 Rs Refreshments- 15,000Rs. Honorarium and TA for guest speakers- as per institute policy (approx. 30,000 Rs.)	Approximately- 60,000 Rs per program. Desired frequency- quarterly	2,40,000 annual recurring cost
Educational Sessions Will be conducted routinely in a batch-wise manner as a supplementary activity to training programs	10,000 Rs for refreshments only. Existing resources will be used.	10,000 per session Desired session quarterly	40,000 annual recurring cost
Books, audio-visual aids	Aspirational books, bestseller books for mental stability, time management, memory improvement, etc.	1,00,000 Rs. One time cost Rs. 20,000 as recurring cost	1,00,000 one-time and 20,000 annual purchases.
Development of training modules	50,000 Rs annual cost	10,000 for reprints annually, or revised editions	50,000 one-time and 10,000 annual reprints.
Certification and recognition of team/ volunteers	10,000 annually	10,000 annually	10,000 annually
Mind Matters box/ Uljhan-suljhan peti	5000 Rs per box	15,000 total once	15,000 total once
Setup of Man Kaksh (Confidential and private space)	A room has to be earmarked and converted/ renewed as Man Kaksh	10,000 one-time and Rs. 1000 annual charge	10,000 one-time and Rs. 1000 annual charge
Costs associated with organizing mental health days, campaigns, guest lectures	Rs. 30,000 approximately	3 events per year	90,000-1,00,000 Rs.
Expenses for conducting movie nights, picnics, and educational	Budget will be calculated once approved	Budget will be calculated once approved	Budget will be calculated once approved

trips			
Communication expenses (phone bills, internet charges)	10,000 cost of handset Rs. 500 per month recharge Rs. 100 per month for maintenance/repair	10,000 one time Rs. 600 per month	10,000 one time Rs. 7200 per year
Printer inkjet colour printer	Rs. 20,000 approx	One time 20,000 Rs. 5000 for refill annual	One time 20,000 Rs. 5000 for refill annual
Contingency fund for unforeseen expenses	Rs 10,000 per year	Rs 10,000 per year	Rs 10,000 per year
Total annual budget *			One-time investment- Rs.2,05,000 Annual recurring cost- Rs. 4,43,200

*** This budget does not include a budget for recreation like movie nights, poetry/ Shayari/ cultural nights, picnics, educational tours, etc. subject to approval.**

Sd/-

**Dr. Meenal Thakare,
Proposer and coordinator MINDs cell,
Additional Professor, CFM.**