

IQ City  
Medical College Hospital  
IQ City Road, Sovapur, Jemua  
Durgapur 713206, India  
Phone: 0343-2608000, 0343-2608888

[www.iqcity.in](http://www.iqcity.in)



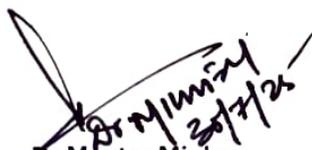
Ref. No. - IQMCH/09/MS Office/25

Date: 30/07/2025

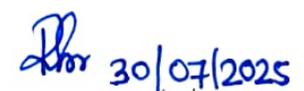
## CIRCULAR

With effect from 01<sup>st</sup> August 2025, All Hospital Staff (including Doctors, Nurses, & Technicians) are not allowed to leave hospital premises during night duties (9pm onwards). They have to be present at their respective work stations at all times.

- Any breaks / leave from work stations needs to be notified to at least one of the below mentioned:
  - Nursing Incharge / Doctor In Charge (for breaks inside the hospital campus e.g. Bathroom breaks, having dinner etc.)
  - MOD (To go outside the premises, in case of emergency situations only)
- Security will ensure movement in & out of the Hospital is restricted after 09:00 PM (Entry & Exit into hospital will be only through the Ramp gate after 08:00 PM).
- Only Departmental doctors (PGTs, SR & above) who are On Call / come for Rounds will be allowed to enter premises after 09:00 PM through the Ramp Gate only.
- Doctors, Nurses & Technicians, are not allowed to enter / exit the hospital through emergency department at night after 8 PM. (exception – Departmental doctors called to Emergency for consultation at night).
- Any Medical Officer / Technicians / Nurses requesting entry after 09:00 PM, will need to take permission from respective HOD and communication to be handled by MOD.
  - Security to contact MOD and seek permission to allow the staff into the hospital premises.
  - On Duty Medical officer who are scheduled for night duty at 9:00 PM can enter the hospital through RAMP gate only (Roster for the same will be available with Security & MOD to confirm entry)
- It is mandatory for any staff to carry their ID card to the Hospital and produce it at the security gate while entering the Hospital premises.
- MOD will reserve the right to allow personnel into Hospital if ID card is not produced by the staff. (If needed permission to be taken from AMS / HS)
- Doctors, Nurses, and Technicians have to sign in / out Register (kept near RAMP Gate) while moving in / out of the Hospital premises.
- Any night time food delivery service will be directed to RAMP gate after 09:00 PM only.
- Non-compliances to the instructions will warrant strict disciplinary actions.

  
Dr Master Mickey  
(Hospital Superintendent)

  
Dr Prashant Kumar  
(Medical Director)

  
Prof (Dr) Raghunath Misra  
(Medical Superintendent)

**Dr. Master Mickey**  
Hospital Superintendent & MRD-Head  
Dept. Medical Administration  
Reg. No-17726 (Odisha Medical Council)  
IQ City Medical College and Hospital  
Sovapur - Zone, Durgapur-713206

**Medical Superintendant**  
IQ City Medical College Hospital  
IQ City Road, Sovapur, Durgapur - 713206