

1.ORGANIZATION INTRODUCTION

Sri Balaji Action Medical Institute is a world class 275 bedded multi speciality hospital located in Delhi with 10LAC+ SuccessfullyTreatment, 300+ Doctors and 40+ specialties.The institute is promoted by Lala Munni Lal Mange Ram Charitable Trust of Action Group of Industries and was Dedicated to serve the masses since April 10th 2005 by Shri Bhairon Singh Shekhawat (At that Time, Vice President of India).

The Institute is spread over a beautifully landscaped area of six acres with a 3 lakh sq. feet centrally air conditioned built uparea. It has six floors including basement. The Action Parivar is also engaged in various kinds of charitable activities.

It has an 80-bed hospital at Hisar and a day-care OPD at Sarai Rohila, New Delhi, along with Balaji Ashram in Vrindavan which caters to the spiritual needs of the pilgrims to the holy city.

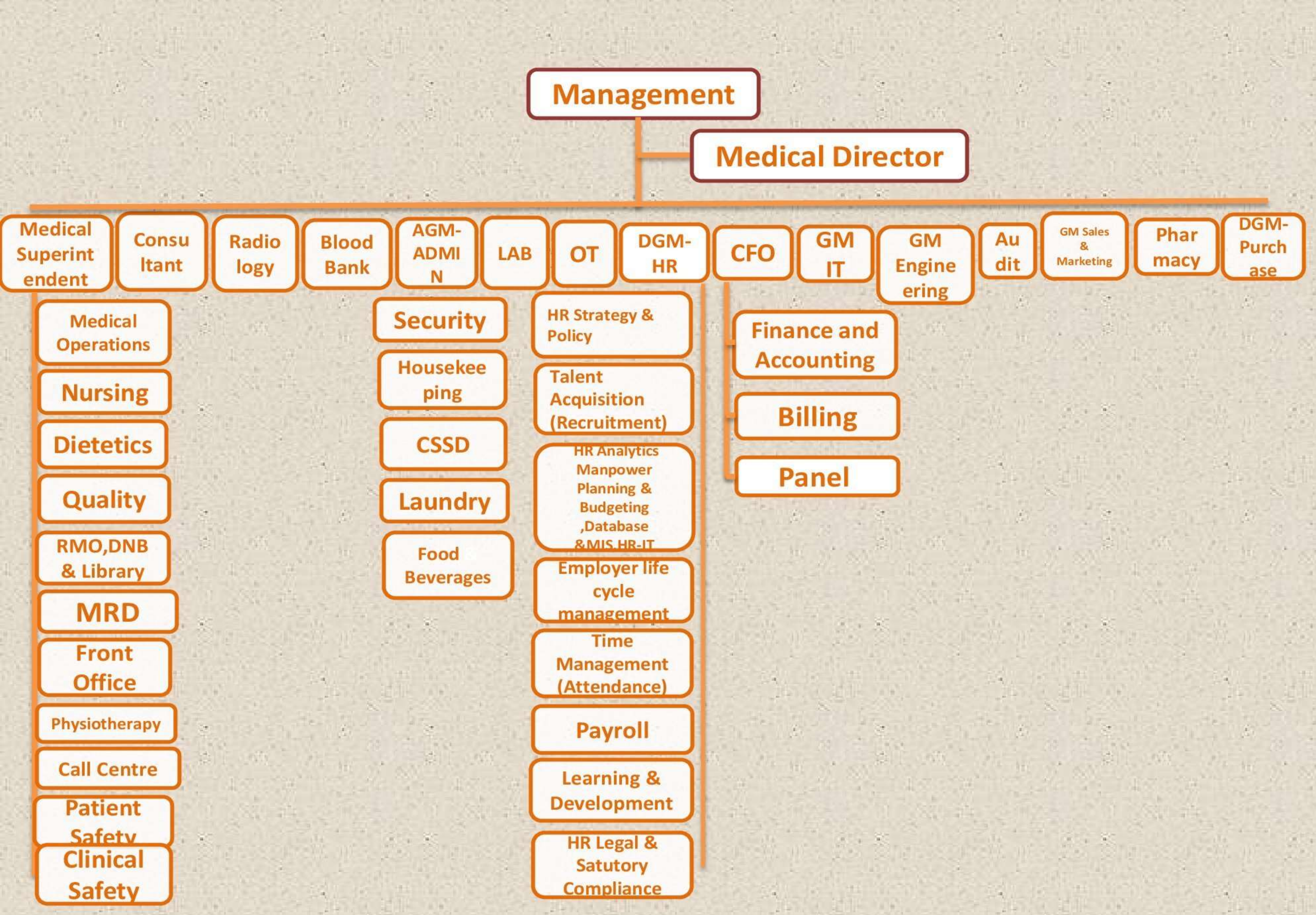
2. (a) VISION

To become the largest healthcare provider NGO in the country with human touch

2. (b) MISSION

Sri Balaji Action Medical Institute has been established with a mission to provide world class affordable health care facilities to all sections of the society with a humanitarian touch, whilst maintaining high standards of ethical practices and professional competency with emphasis on training and education leading to research.

3. ORGANIZATION STRUCTURE



4. DIFFERENCE

THEORY	PRACTICAL
- Understanding the concepts, principles, models, and best practices related to training and development within the field of Human Resources . - Learning the Frameworks and models for problem-solving. - Induction or orientation program is to facilitate a smooth transition of an employee into his new environment.	- Implementing the L&D strategies and programs in organizational contexts. - Practical knowledge involves actively applying those problem-solving skills in real-time situations. - Induction or orientation where new employee learn the mission, vision, objective, history of the company, clients, policies and dress code. Learn about his assignments, team members, various procedures, and processes.

5. SWOT ANALYSIS OF HR

STRENGTHS	WEAKNESS
❖ Planned approach towards the tasks. ❖ Experienced staff. ❖ Building a Top-Tier workforce.	❖ Lack of technology. ❖ Low Employee Morale. ❖ High Turnover in HR.
OPPORTUNITY	THREAT
❖ Automation of processes can be done through technological advancements. ❖ Increased partnerships and collaboration can help in professional development.	❖ Frequent changes in healthcare regulations and labour laws. ❖ Competition from other companies for top talent.

6. LEARNINGS

- Learned about the roles and requirement of HUMAN RESOURCES in a hospital.
- Learned the documentation and arrangement of employee (Doctors & Nurses) files for NABH audit.
- Learned and assisted the trainings and HR induction held in hospital.
- Learned about arranging events and employee engagement in hospital.
- Learned about the necessary paperwork required for the trainings of the employee.

7. CHALLENGES FACED

- Establishing a rapport with people is difficult.
- As an intern it is difficult to get the work done.
- Timeline tracking of the project milestones was difficult
- There was a lack of ownership among the junior staff proper assessment of training.

8. USEFULNESS

- Helped me to understand how a human resource in hospital works.
- I could apply my theoretical as well as general learnings into practical work.
- It helped me improve my communication and listening skills.
- Awareness of various new positions in a hospital.
- Helped in building networks with the professionals.

9. SUGGESTIONS

- Reinforcement of job responsibilities could be done to increase the efficiency of work amongst staff.
- Proper documentation of employee files is required.
- Review of compensation and benefits needs to be more systemic.
- Trainings for the employees can be upgraded for better learning.



Name: Dr. Sandhya Shekhawat
 Roll No: 1592 / HM 27
 Mentor's name: Dr. Alok Mathur
 Internship at : Sri Action Balaji Medical Institute
 Organizational mentor: Mr. Bhoovan Singh