

Meeting Report

Staff Name: Ajeesh

Doctor Name: Dr Jayarajan

Meeting Type: Staff-Doctor Consultation

Date:

Meeting Details:

Staff member Ajeesh met with Dr Jayarajan to discuss ongoing work responsibilities, patient coordination, and workflow improvements. The doctor provided guidance on procedural updates and emphasized timely reporting and follow-up actions.

Outcome:

The meeting concluded with clear action items for staff coordination and improved communication between staff and the doctor.