

Kerala University of Health Sciences
Thrissur



**Inspection Proforma for Starting /Enhancement of seats of
M.S. General Surgery course**

(All Points and parameters are to be verified and established in person by the designated Inspectors. All necessary documents to be verified and attested by the Principal for submission along with the report)

Reference _____

Particulars of the Assessor.:-

Assessment Date _____

- | | |
|---------------------|---------------------|
| 1. Name - | 2. Name - |
| Speciality - | Speciality - |
| Designation - | Designation - |
| 3. Name - | |
| Speciality - | |
| Designation - | |

Part-I (Institutional Information)

A). General Information

1. Name of Institution:
- 2.. Particulars of Head
of the Institution
(Director/Dean/Principal
whosoever is head)
 - ◆ Name:
 - ◆ Age :

- ◆ PG Degree { University
Institution
Year
- ◆ Total teaching experience(give details)

3. Previous Assessment of the college by MCI and KUHS if any (Attach copy): -

- Date
- Purpose, (for starting/increase of seats/for recognition)
- Deficiencies pointed out, if any.

4. Purpose of present Assessment:

5. Mode of selection of students:

B) DETAILS OF THE COURSES CONDUCTED BY THE COLLEGE

(UG/PG DEGREE/DIPLOMA/SUPER SPECIALITY)

Sl No	Name of the course	No of seats	Year of commencement of course

(Details of courses should be attached in separate sheet in the specified proforma if necessary)

C) Institutional facilities:

1. Annual Plan & Non-plan budget allotted and utilized in the last three years. (separate list should be attached)
2. Statement of Salary paid to the faculty staff during the last three years. (separate list should be attached)

1. Requirements for admission

Sl no	Infrastructure facilities	LOP(In Batch)	1 st Renewal (2 nd Batch)	IInd Renewal (3rd Batch)	IIIRD Renewal (4 th Batch)	Ivth Renewal (5 th Batch)	Recognition
1	Lecture Theatre (A) In College Building	a) Number					
		b)Capacity					
		c) Type					
	(b) In Hospital Building	a) Number					
		b)Capacity					
		c) Type					
2	Examination Hall	Capacity					
		Number					

3	Central Library(Air Conditioned)	a)Area(sq.m)		
		b)Seating capacity		
		c)Books		
		d)Journals (Indian+Foreign)		
		e) Purchase of latest editions in last 3 years.		
		f)Year/month upto which Journals available		
		g)Internet /Medlar/ Photocopy facilities available/ not available		
		h) Library opening timings:		
		i)Reading facility out of route library hours		
		j)Library staff.		
4	Hostel	a) Boys/ Girls capacity		
		b) Residents capacity		
	(Hostel/Qtr)	c) Nurses accommodation @ 20%		
		d) Interns Hostel @ 100%		
5	Residential Quarters	a) Teaching @20%		
		b) Non-Teaching @20%		
6	Bed distribution		Bed Occupancy on the day of Inspection	
7	Medicine & Allied	a) General Medicine	Bed	
			unit	
		b)Paediatrics	Bed	
			unit	
		c) TB & Chest	Bed	
			unit	
d) Skin V D	Bed			
	unit			
e) Psychiatry	Bed			
	unit			
		Total		
8	Surgery & Allied	a) General surgery	Bed	
			unit	
		b) Orthopaedics	Bed	

			unit		
		c)Ophthalmology	Bed		
			unit		
		d) ENT	Bed		
			unit		
		Total			
9	OBG	a)Obstetrics &ANC	Bed		
			unit		
		b) Gynaecology	Bed		
			unit		
		Total			
		Grand Total			
10	OPD				
11	Bed Occupancy %				
12	OT	a)AC/Non AC			
		b)Numbers			
		c)Equipment(s)			
		d) Pre-Anaesthetic Clinic			
		e) Post-anaesthetic care area.			
		f) Resuscitation arrangement adequate/ inadequate			
		g) Pain Clinic			
		h) Total Anaesthesia staff			
		i) Average No. of cases operated daily	Major		
	Minor				
13	ICU	a) ICCU ICU PICU/NICU SICU			
		b) Causality Beds			
14	Radiology	a) Static unit-i)300mA ii)600mA iii)800mA IITV Fluoroscopy			
		b) Mobile Unit-i)60mA ii)-100mA			
		c)USG (Color)			
		d)CTScan(Minimum-16 Slice-Spiral) Any other			
		Mammography			
		Ba Studies/IVP			
		Others			
15	Radiotherapy	Radiotherapy			
		Teletherapy			
		Brachy therapy			

16	Pathology	Haematology	
		Histopathology	
		FNAC	
		Cytology	
17	Microbiology	Bacteriology	
		Serology	
		Mycology	
		Parasitology	
		Virology	
		Immunology	
18	Biochemistry	Blood Chemistry	
		Endocrinology	
		Other fluids	
19	Paramedical & Non Teaching Staff		
20	Nursing Staff	a)Nursing Supdt.	
		b)Dy. Nursing Supdt.	
		c)Asstt. Dy.Nursing Supdt.	
		d)Nursing Sister	
		e)Staff Nurse	
		Total	
21	Practical Laboratories(College Building)		
22	Central Laboratory Working Hours (Hospital)	Controlling Department.	
		Working Hours.	
		Investigative workload	
23	Blood Bank Licence No. & Date Average daily consumption of blood	No. of blood units available:	
		Average blood units consumed daily:	
		Facilities of blood components available: Yes/No	
		Nature of Blood storage facilities (Whether as per specifications). Yes/No	
		All blood Units tested for Hepatitis C,B,HIV: Yes/No	
24	Central Research Lab	Whether there is any Central Research Lab.	
		Administrative Control	
		Staff	
		Equipment	
		Work load.	

25	Average daily patients attendance	OPD	
		IPD	
		Average of bed occupancy rate	
		Year-wise average daily patient attendance (during previous period three years)	
26	College Council (Constitution)		
27	PG Committee (Constitution)		
28	Ethical Committee (Constitution)		
29	Medical Education Unit (Constitution). (Specify number of meetings of these bodies held annually & minutes thereof)		
30	Department of Illustration/Photography (Artist, Modeller, Photographer)		
31	Emergency/ Casualty Department	Available Space	
		No. of beds	
		Equipment(s)	
		Available staff (Medical/Paramedical)	
		No.,of cases (Average daily attendance of patients)	
		Investigative facilities available (round the clock)	
		Facilities available	
32	Central Supply of Oxygen/Suction: Available/ Not available		
33	Incinerator	Available/ Not available.	
		Functional/ not functional	
		Capacity	
34	Generator Facility Available/ Not available. Capacity:		
35	Medical Record Section: Computerized/ Not computerized.		
36	Animal House Available/ not available adequate / inadequate.		
37	Central Workshop: Available/not available adequate / inadequate.		
38	Recreational facilities:	Play grounds.	
		Gymnasium	
		Auditorium	

D. Cardinal Deficiencies (if any)

1. Infrastructure

2. Equipments

3. Clinical material

4. Faculty and Residents(Separately)

5. Academic training

PART – II (Departmental Information)

1 Department inspected:

General Surgery

2 Particulars of HOD

Name: _____ Age: _____ (Date of Birth) _____

PG Degree	Year	Institution	University
<i>Recognised/ Not Recognized</i>			

Teaching Experience

Designation	Institution	From	TO	Total experience
Asstt Professor				
Assoc Professor/Reader				
Professor				
		Grand Total		

a).Purpose of Present inspection:

b) Purpose of Last Inspection:

3 Mode of selection (actual/proposed) of PG students.....

4 If course already started, year wise number of PG students admitted and available PG teachers during the last 5 years:

Year	No. of PG students admitted		No. of PG Teachers available in the dept. (give names)
	Degree	Diploma	
20--			
20--			
20--			
20--			
20--			

5 General Departmental facilities:

- a. Office Room. Available / Not available
- b. Space for Office Staff. Available / Not available
- c. Communication facilities[Land-line /Internet]. Available / Not available
- d. Office space for Head of Dept. Available / Not available
- e. Office space for Unit Heads. Available / Not available
- f. Office space for Faculty. Available / Not available
- g. Office space for residents. Available / Not available
- h. **Seminar Room.** Available / Not available
 - 1.Space. Adequate / Inadequate.
 - 2. Seating capacity.
 - 3. Addressing system. Available / Not available
 - 4. Computer. Available / Not available
 - 5. LCD Projector. Available / Not available
- i. **Research Laboratory.** Available / Not available
 - a. equipments. Available / Not available
- j. **Skill Laboratory.[simulation lab].** Available / Not available
- k. **Departmental Library** Available / Not available
 - a. Space. Adequate / Inadequate.
 - b. Seating capacity.
 - c. Number of Books. Total. Indian. International
 -
 - d. Number of journals.
 - e. Internet facility. Available / Not available
 - f. Copying facility. Available / Not available
 - g. Publications from the department.
 -
 -
 -
 -
 - h. On going research activities.
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6. Unit wise teaching Staff:

Unit _____
Bed strength

Sl. No	Designation	Name with Date of Birth	Nature of employment Full time/part time/Hon.	PG QUALIFICATION				<u>Experi</u> Date wise teaching experien Institution	
				Subject with Year of passing	Institution	University	Council Regn No.	Designation	Institution

Total number of recognized PG teachers in the unit :

Number of faculty members changed during the last one year.....

Add additional sheets if required

c. INPATIENT SECTION.

- Daily admissions[Total]
- Daily admissions in Deptt.
 Through Casualty
- Bed occupancy in the Dept. [Total IP].
- Total Number of beds available.
- Number of wards. Total. Males. Females.
.....

	Number of beds.	Occupied
Ward.1.
ward.2.
ward.3.
ward.4.
ward.5.
ward.6.
+.....		

- **Dressing rooms** **Adequate / Inadequate.**
- **Dining space for patients.** **Adequate / Inadequate.**
- **Demonstration rooms.** **Adequate / Inadequate.**
- **Nursing station.** **Adequate / Inadequate.**
- **Duty rooms for residents.** **Available / Not available.**
- **Departmental Research Lab** **Available / Not available**

- 6. Percentage occupancy [average of three random days].
- 7. Total No.of Indoor patients on Inspection Day.
 • Weekly clinical work load for OPD, IPD

9. Year-wise available clinical materials (during previous 3 years) for department of General Surgery

Parameters	Year 1	Year 2	Year 3
Total number of patients in OPD			
Total number of patients in IPD			
Weekly clinical work load for OPD			
Weekly clinical work load for IPD			
Average daily investigative workload of the Department and its distribution <ul style="list-style-type: none"> • Radiology • Biochemistry • Pathology • Microbiology 			
Licenced Blood Banking. Blood Bank Licence number.[.....]	Available/Not-available		

Average daily consumption of blood units in the department			
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10 Intensive Care facilities

I. SICU

- No. of beds:
- Beds occupied on inspection day:
- Average bed occupancy
- Available equipment
- Central Oxygen/Suction/Air.

II. Any other intensive care service provided:
 [burns icu]

11 Specialty clinics and number of patients in each, being run by the department.

S.No.	Name of the Clinic	Days on which held	Timings	Average No. of cases attended	Name of Clinic In-charge
1	Neuro Surgery				
2	Plastic Surgery				
3	Cardiothoracic Surgery				
4	Onco Surgery				
5	Urology				
6	Paediatric Surgery				
7					
8					

12. Other Services provided by the Department.

- (a) Upper GI Endoscopy Yes / No
- (b) Colono Scopy Yes / No
- (c) Any other facility Yes / No.
- (d) Laproscopy Yes / No
- (e) Robotic Surgery Yes / No
- (f) Bariatric Surgery Yes / No

Average number of upper GI scopies/day.
 Average number of lower GI scopies/day.

13 Operation Theatres. AC /NonAC

- (a) No. of theatres
- (b) No. of OT tables
- (c) Laparoscopic/Minimal Invasive procedure theater. Available / Not available.
- (d) PAC room. Available / Not available
- (e) Premedication room. Available / Not available
- (f) Changing room for faculty. Available / Not available
- (g) Changing room for students. Available / Not available
- (h) Changing room for paramedics. Available / Not available
- (i) Space for anaesthesiologists. Available / Not available
- (j) Store room for OT equipments. Available / Not available
- (k) Central Suction unit. Available / Not available
- (l) Central Oxygen unit. Available / Not available
- (m) Compressed air. Available / Not available
- (n) Monitoring systems. Available / Not available
- (o) Viewing gallery for students. Available / Not available.

Daily Operations in the Dept.

Major	Minor

Weekly [Major & Minor Operations]
 Annually. [Major / Minor.][three years].

14. Recovery Room (enclose in detail in separate sheet, if required)

- (a) Space Adequate / Inadequate.
- (b) Number of beds
- (c) Supporting Para-medical staff Adequate / Inadequate.
- (d) Instruments/equipments available Adequate / Inadequate.

15. Clinico- Pathological conference

16. Death Review Meetings

17. Submission of data to national authorities if any -

18. No. of publications from the department during the last 3 years in indexed and non-indexed journals.

19. Didactic Lectures.

20. Journal Clubs.

21. Equipments: List of important equipments available and their functional status.

Signature of Assessors

1.

2.

3.