

Kerala University of Health Sciences
Thrissur



**Inspection Proforma for Starting /Enhancement of seats of MD
Pharmacology**

(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)

2. Requirements for admission

Sl no	Infrastructure facilities	LOP(In Batch)	Ist and 1st Renewal (2 Batch)	IIInd Renewal (3rd Batch)	IIIrd Renewal (4th Batch)	Ivth Renewal (5th 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 Wor (Hospital)	Controlling Department.		
		king 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)

a) Infrastructure

b) Equipments

c) Clinical material

d) Faculty and Residents(Separately)

e) Academic training

PART – II (Departmental Information)

1 Department inspected: Pharmacology

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:** Grant of Permission/ Recognition/ Increase of seats /
Renewal of recognition/Compliance Verification

b) Date of last MCI inspection of the department: ____

(Write Not Applicable for first MCI inspection)

c) Purpose of Last Inspection: ____ **d) Result of last**

Inspection: _____

(Copy of MCI letter be attached)

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

4 ***If course already started, yearwise 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	
2016			
2015			
2014			
2013			
2012			

5 General Departmental facilities:

Total number of Laboratories in the department:.....

Nomenclature	Clinical Pharma cology	Pharma cy	Experi mental Pharma cology	Research Lab.	Demo. room	Seminar Room	Any other lab.
Size (Area)							
Capacity							
Water Supply							
Sinks							
Electric points							
Cupboards for Storage & No. of Microscopes							

6. Pharmaco Vigilance Committee available/not available
 No. of Meetings held in the last 3 years
(Minutes to be checked)

Unit wise Teaching and Resident Staff:

Unit _____

Bed Strength _____ :

S. No.	Designation	Name with Date of Birth	Nature of employment Full time/part time/Hon.	PAN Number TDS deducted	PG QUALIFICATION			Experience						Signature of Faculty Member
					Subject with Year of passing	Institution	University	Date wise teaching experience with designation & Institution						
								Designation Mentioning subject	Institution	From	To	Total Period	* Benefit of publications given in promotion Yes/No, if yes List publications here (no annexures)	

- Note:**
- Unit wise teaching / Resident staff should be shown separately for each Unit in the Proforma.
 - Use only the Format provided. DO NOT devise your own format otherwise the information will not be considered. Fill up all columns
 - *Publications: Give only full articles in indexed Journals published during the period of promotion and list them here only. No Annexure will be seen.
 - Incase of DNB qualification name of the institution/hospital from where DNB training was done and year of passing must be provided. Simply saying National Board of Examinations, New Delhi is not enough. Without these details DNB qualification holder will be summarily rejected.
 - Experience of Defence services must be supported by certificate from competent authority of the office of DGAFM without which it will not be considered.

I have verified the eligibility of all faculty members for the post they are holding (based on experience certificates issued by competent authority of the place of working). Their experience details in different Designations and unitwise distribution is given the faculty table above.

Signature of Dean

Signature of Assessor

7. Has any of these faculty members been considered in PG/UG inspection at any other college or any other subject in this college during last 2 years . If yes, give details.

Date of Inspection	Subject	Institution

8 List of Non-teaching Staff in the department: -

S.No.	Name	Designation

9. Services provided by the Department

- Special Diagnostic facilities being provided by the department, if any.

10. Departmental Library:

- Total No. of Books.
Purchase of latest editions in last 3 years. Number of Journals

11. Departmental Museum

Space:
No. of specimens

Charts/
Diagrams.

- 12.** Departmental Research Lab.

Space
Equipme
nt

- 13.** Office Accommodation:

Departmental Office

Space

Staff (Steno /Clerk).

Computer/ Typewriter:

- 14.** Office Space for Teaching Faculty:

HOD

Professor

Assoc. Prof./ Reader

Lecturer/ Asstt.

Professor

Demonstrator

15. Equipments:

List of important equipments available and their functional status.

S.No.	Particulars	Available	Not Available	Functional	Non-Functional
1	Analgesiometer				
2	Assembly perfusion Operator for Mammalian Heart				
3	Physiograph				
4	Cook's pole Climbing apparatus /any other equipments for behavioral studies				
5	Digital pH meter				
6	Electronconulsimeter				
7	Flame photometer				
8	Photoectometer				
9	Rota Rod				
10	Phethysmograph				

16. Facilities for Practical's/Research.

Facilities to carry out theory and practical classes for UG students as per the recommendations of Medical Council of India. YES/NO

Facilities to carry out additional classes and practical at PG level. YES/NO

Laboratories and other facilities to carry out research work. YES/NO

17. Animal House

CPCSEAguidelines followed YES/NO

Animal Ethics Committee in place? YES/NO Additional

Technology used to minimize animal Experimentation YES/NO

18. Academic outcome based parameters

- (a) Theory classes taken in the last 12 months – Number (Dates, Subjects, Name & Designation Available & Verified/ of teachers, Attendance sheet) Not available
- (b) Clinical Seminars in last 12 months Number (Dates, Subjects, Name & Designation Available & Verified/ of teachers, Attendance sheet) Not available
- (c) Journal Clubs held in last 12 months Number (Dates, Subjects, Name & Designation Available & Verified/ of teachers, Attendance sheet) Not available
- (d) Case presentations held in last 12 months Number (Dates, Subjects, Name &

Signature of Dean

Signature of Assessor

- | | |
|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| Designation
of teachers, Attendance sheet) | Available & Verified/
Not available |
| (e) Group discussions held in last 12 months
Designation
of teachers, Attendance sheet) | Number (Dates, Subjects, Name &
Available & Verified/
Not available |
| (f) Guest lectures held in last 12 months
Designation
of teachers, Attendance sheet) | Number (Dates, Subjects, Name &
Available & Verified/
Not available |

19. Any other information.

PART III

POSTGRADUATE EXAMINATION
(Only at the time of recognition inspection)

1. Minimum prescribed period of training.
(Date of admission of the Regular Batch appearing in examination)
2. Minimum prescribed essential attendance.
3. Periodic performance appraisal done or not?
4. Whether the candidates appearing in the examination have submitted their thesis six months before appearing in examination as per PG Regulations.2000?
5. Whether the thesis submitted by the candidates appearing in the examination been accepted or not?
6. Whether the candidates appearing in the examination have (i) presented one poster (ii) read one paper at National/State conference and presented one research paper which has been published/accepted for publication/sent for publication during period of their postgraduate study period.
7. Details of examiners appointed by Examining University (Give details here, No Annexures).
8. Whether appointment of examiners, their eligibility & conduct of examination is as per prescribed MCI norms or not ?
9. Standard of Theory papers and that of Clinical / Practical Examination:

10. Year of 1st batch pass out (mention name of previous/existing University)

Degree Course -----

- Note: (i) Please do not appoint retired faculty as External Examiner
- (ii) There should be two internal and two external examiners. If there are no two internal examiners available in the department then only