

# KERALA UNIVERSITY OF HEALTH SCIENCES

Thrissur



## Inspection Proforma for Starting/Enhancement of seats of MBBS course/Continuation of Provisional Affiliation of Medical Colleges

(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 - .....

### **A. General Information**

1. Name of Institution: .....

2. a. Particulars of Head of the Institution  
(Director/Dean/Principal whomsoever is head)

◆ Name:

◆ Age :

◆ PG Degree { University  
Institution  
Year

◆ Total teaching experience(give details)

b. Particulars of Medical Superintendent

◆ Name:

◆ Age :

◆ PG Degree { University  
Institution  
Year

◆ Total teaching experience(give details)

3. Previous Assessment of the college by NMC 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 sheet shall be annexed)
2. Statement of Salary paid to the faculty staff during the last three years.  
(Separate sheet shall be annexed)

Sl. No.	Infrastructure facilities		
1	Lecture Theatre (a) In College Building	a) Number	
		b) Capacity	
		c) Type	

		d) Audio Visual Aids / Internet facility	
	(b) In Hospital Building	a) Number	
		b)Capacity	
		c) Type	
2	Small group teaching facilities	a) Number	
		b)Capacity	
		c) Type	
		d) Audio Visual Aids / Internet facility	
3	Examination Hall	Capacity	
		Number	
4	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.	
		k) Room for Librarian & Other staff	
		l) Reading room	Student Faculty
		m) Computer room	
		a) Boys/ Girls	

5	Hostel	capacity		
		b) Residents capacity		
	(Hostel/Qtr)	c) Nurses accommodation @ 20%		
		d) Interns Hostel @ 100%		
6	Residential Quarters	a) Teaching @20%		
		b) Non-Teaching @20%		
7	Rooms for Head & Other Staff			
A	Medicine & Allied			
B	Surgery & Allied			
C	OBG			
D	Emergency Medicine			
E	Physical Medicine			
F	Dentistry			
8	Bed distribution		Bed Occupancy on the day of Inspection	
A	Medicine & Allied	a) General Medicine	Bed	
			Unit	
		b) Paediatrics	Bed	
			Unit	
		c) Respiratory Medicine	Bed	
			Unit	
		d) Dermatology	Bed	
			Unit	
		e) Psychiatry	Bed	
			Unit	
		Total		
B	Surgery & Allied	a) General Surgery	Bed	
			Unit	
		b) Orthopaedics	Bed	
			Unit	
		c) Ophthalmology	Bed	
			Unit	
		d) ENT	Bed	
			Unit	
		Total		
C	OBG	a) OBG & ANC	Bed	
			Unit	
		b) Gynaecology	Bed	
			Unit	

		Total			
D	Emergency Medicine	Bed			
		Unit			
		Total			
	Grand Total				
9	OPD				
10	Bed Occupancy %	Present on the day of inspection	Required as per NMC norms	Remarks	
11	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	Caesarian Section Deliveries	
			Minor		
12	ICU	a) ICCU ICU PICU/ NICU			
		b) SICU			
		c) Obste tric HDU/ ICU Labour Room			
		b) Casualty Beds			
13	Radiology	a) Static unit- i)300mA ii)600mA iii)800m A 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	
14	Radiotherapy	Radiotherapy	
		Teletherapy	
		Brachy therapy	
15	Pathology	Hematology	
		Histopathology	
		FNAC	
		Cytology	
16	Microbiology	Bacteriology	
		Serology	
		Mycology	
		Parasitology	
		Virology	
		Immunology	
17	Biochemistry	Blood Chemistry	
		Endocrinology	
		Other fluids	
18	Paramedical & Non Teaching Staff		
19	Nursing Staff	a)Nursing Supdt.	
		b)Dy. Nursing Supdt.	
		c)Asstt. Dy.Nursing Supdt.	
		d)Nursing Sister	
		e)Staff Nurse	
		Total	
20	Faculty rooms of Departments in the Colleges		
	a) Anatomy-		
	b) Physiology		
	c) Biochemistry		
	d) Pathology		
	e) Microbiology		
	f) Pharmacology		
	g) Forensic Medicine &Toxicology		
	h) Community Medicine		
21	Museum		

22	Skill Laboratory		
23	Dissection Hall(Anatomy)		
24	Post mortem/ Autopsy Block(Forensic Medicine)		
25	Animal Holding Area (Pharmacology)		
26	ART Centre		
27	Dept of Physical Medicine and Rehabilitation		
28	Dept of Dentistry		
29	Practical Laboratories(College Building)		
30	Central Laboratory (Hospital)	Controlling Department.	
		Working Hours	
		Investigative workload	
31	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	
32	Rural Health Training Centre		
33	Urban Health training Centre		
34	Central Research Lab	Whether there is any Central Research Lab.	
		Administrative Control	
		Staff	
		Equipment	

		Work load.	
35	Average daily patients attendance	OPD	
		IPD	
		Average of bed occupancy rate	
		Year-wise average daily patient attendance (during previous period three years)	
36	College Council (Constitution)		
37	PG Committee (Constitution)		
38	Ethical Committee (Constitution)		
39	Anti Ragging Committee		
40	Hospital Infection Control Committee		
41	Pharmaco Vigilance Committee		
42	Medical Education Unit – Rooms with Audio Visual Aids/internet facility (Constitution). (Specify number of meetings of these bodies held annually & minutes thereof)		
43	Department of Illustration/Photography (Artist, Modeller, Photographer)		
44	Emergency/ Casualty Department	Available Space	
		No. of beds	
		Equipment(s)	
		Available staff (Medical/Para medical)	
		No.,of cases (Average daily attendance of patients)	
		Investigative facilities available (round the clock)	
		Facilities available	
45	Central Supply of Oxygen/Suction: Available/ Not available		



46	Central Sterilization Dept. Adequate/ Not adequate		
47	Laundry : Mannual/ Mechanical. Service: Adequate/Inadequate.		
48	Kitchen Available/ Not available Cooking by Gas/Wood		
49	Bio Medical waste management	Available/ Not available.	
		Functional/ not functional	
		Capacity	
50	Generator Facility Available/ Not available. Capacity:		
51	Medical Record Section: Computerized/ Not computerized. ICD Coding		
52	Animal House Available/ not available adequate / inadequate.		
53	Central Workshop: Available/not available adequate / inadequate.		
54	Recreational facilities:	Play grounds.	
		Gymnasium	
		Auditorium	
		Common rooms separate for boys / girls	
55	Biometric Attendance and Close circuit TV		
56	Child care centre		
57	College website		
58	Plan for electives Yes/No	Block 1	
		Block 2	

### **D Staff requirement**

(Should be physically verified by the assessors and Dept. Wise photograph of the faculty should be taken along with the assessors)

Department	Designation	Present on the day of inspection	Required as per NMC norms	Remarks
Anatomy	Professor			
	Assoc. Prof.			
	Asst. Prof.			

	Tutor/ Demonstrator/Sr.Res			
Physiology	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Tutor/ Demonstrator/Sr.Res			
Biochemistry	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Tutor/ Demonstrator/Sr.Res			
Pharmacology	Professor			
	Assoc. Prof.			
	Asst Prof.			
	Tutor/ Demonstrator/Sr.Res			
Pathology	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Tutor/ Demonstrator/Sr.Res			
Microbiology	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Tutor/ Demonstrator/Sr.Res			
Forensic Medicine	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Tutor/ Demonstrator/Sr.Res			
Community Medicine	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Epidemiologist-cum- Asst Prof.			

	Statistician (Tutor/ Asst.Prof)			
	Tutor/ Demonstra tor/Sr.Res			
General Medicine	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
	Jr.Resident			
Pediatrics	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
	Jr.Resident			
Dermatology	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
	Jr.Resident			
Psychiatry	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
	Jr.Resident			
Respiratory Medicine	Professor			
	Assoc. Prof.			
	Asst.Prof.			
	Sr.Resident			
	Jr.Resident			
General Surgery	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
	Jr.Resident			
Orthopaedics	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
	Jr.Resident			
Oto-Rhino-	Professor			
	Assoc. Prof.			
	Asst. Prof.			

Laryngology	Sr.Resident			
	Jr.Resident			
Ophthalmology	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
	Jr.Resident			
Obstetrics & Gynaecology	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
Anaesthesiology	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
Radio-Diagnosis	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
Dentistry	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
	Jr.Resident			
Emergency Medicine	Professor			
	Assoc. Prof.			
	Asst. Prof.			
	Sr.Resident			
	Jr.Resident			

**Details of the faculties of the department of Super Specialty (To be filled if Super specialty courses conducted in the college)**

Department	Designation	Present on the day of inspection
DM Cardiology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
DM Medical Gastroenterology	Professor	
	Assoc. Prof.	
	Asst. Prof.	

	Sr Resident	
	Jr Resident	
DM Medical Oncology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
DM Neonatology	Professor	
	Assoc. Prof.	
	Asst Prof.	
	Sr Resident	
	Jr Resident	
DM Nephrology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
DM Neurology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
DM Paediatric Oncology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
DM Pulmonary Medicine	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
M Ch Cardiovascular & Thoracic Surgery	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
M Ch Genito Urinary Surgery	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	

M Ch Neuro Surgery	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
M Ch Paediatric Surgery	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
M Ch Plastic & Reconstructive Surgery	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
M Ch Surgical Gastroenterology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
M Ch Surgical Oncology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
DM Endocrinology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
DM Paediatric Neurology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
M Ch Gynecological Oncology	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	
M Ch Head &	Professor	
	Assoc. Prof.	
	Asst. Prof.	

Neck Surgery	Sr Resident	
	Jr Resident	
M Ch Reproductive Medicine & Surgery	Professor	
	Assoc. Prof.	
	Asst. Prof.	
	Sr Resident	
	Jr Resident	

**(The list of faculties along with salary acquittance roll for the last one year should be attached along with the inspection report)**

Note:
For purpose of working out the deficiency:
(1) The deficiency of teaching faculty and Resident Doctors shall be counted separately
(A) For Teaching Faculty:
(a) For calculating the deficiency of faculty, Professor, Associate Professor, Assistant Prof & Tutor in respective department shall be counted together. (b) Any excess teaching faculty in higher cadre can compensate the deficiency of lower cadre of the same department only. (c) Any excess teaching faculty of lower cadre/ category in any department cannot compensate the deficiency of any teaching faculty in the higher cadre / category of the same department or any other department. eg. Excess of Assistant Professor cannot compensate the deficiency of Associate Professor or Professor. (d) Excess/Extra teaching faculty of any department cannot compensate the deficiency of any teaching faculty in any other department.
(B) For Resident Doctor
(a) Excess of SR can be compensated to the deficiency of JR of the same department only. (b) Excess SR/JR of any department cannot compensate the deficiency of SR/JR in any other department. (c) Any excess of JR cannot compensate the deficiency of SR in same or any other department. (d) Any excess/extra teaching faculty of same or any other department cannot compensate the deficiency of SR/JR. Eg: excess of Assistant Professor cannot compensate the deficiency of SR or JR

### **E. Interaction with Students**

Whether you have interacted with the students, if so please add their views in a separate paper:

### **F. Examination Hall**

Sl. No.	Particulars	Detail
1	Seating arrangement and spacing	Satisfactory/Not satisfactory
2	Extension of landline	Yes/No
3	CCTV	Available / Not available





1. Infrastructure
2. Equipments
3. Clinical material
4. Faculty and Residents(Separately)
5. Academic training (Details to be attached)
6. Any other matter

Signature of Assessors:1.

2.

3.