



Rajiv Gandhi University of Health Sciences, Karnataka

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Date: 10.08.2006

PROCEEDINGS

Subject: Constitution of Syndicate Sub-Committee to work into the of starting Fellowship Programme.

Ref: UA/SYN/Sub-Committee /583/2006-07 dated 29.07.2006

The sub committee met on 08.08.2006 and prepared Revised Guidelines Governing Fellowship Programme. It also revised the application form for starting the programme. The draft revised guidelines and application were submitted to the university for further action.

The revised guidelines may be made effective if accepted, for all fresh programmes as well as existing programmes from 2007 January onwards.

Sd/-
Dr. G K Venkatesh

Sd/-
Dr. Ashok Kumar K V

Sd/-
Dr. D K Srinivas

Revised Draft Rules Governing the Fellowship Programme prepared by Sub-committee appointed by the Syndicate vide meetings held on 20.07.2006.

The members of the sub-committee consists of

Dr. G K Venkatesh, Syndicate Member and Director & Professor of Urology, Institute of Nephro Urology, Victoria Hospital Campus, Bangalore, Dr. Ashok Kumar K V, Syndicate member and Medical Superintendent, Victoria Hospital, Prof. & HOD of Surgical Gastroenterology, Bangalore Merdical College, Bangalore and Dr. D K Srinivas, Consultant, CDC, RGUHS.

The above members held a meeting and prepared a revised a draft governing the fellowship programme.

1. Goal.

The Fellowship Programme envisaged is to provide opportunity for hands – on – training for acquiring high proficiency in selected skills for scholars who would be placed in institutions of excellence accredited for that purpose by the University.

2. Eligibility:

a) Candidates having:

i. *Post graduate degree. Preference be given to candidate having three years experience after Post graduation in the concerned speciality and as specified in the respective programmes.*

Or

ii. after DM / MCh in case of Medical faculty

Or

iii. Three years after Ph.D in other faculties

b) Should preferably be sponsored by an institution affiliated to RGUHS.

c) In case no one is sponsored, open to others.

3. Admission Procedure:

By interview of all applicants by a committee appointed by Rajiv Gandhi University of Health Sciences, Karnataka, Bangalore. The committee would have four members consisting of:

- i. Head of the Institution conducting the programme.
- ii. Head of Department or Co-ordinator of the programme.

- iii. One subject specialist from another institution.
- iv. A representative from Rajiv Gandhi University of Health Sciences nominated by the Vice-Chancellor.

The Chairman and Convenor of the committee would be designated by the University while constituting the committee.

4. Duration:

The programme starts on first working day of January of every year and duration of the programme will be not less than one year and not exceeding 24 months.

5. Fee:

Fee for candidate payable by the Fellow or sponsoring Institution to the University at the time of admission is Rs. 20,000/-. No capitation fee or donation shall be taken by the training institution.

6. Intake of Fellows:

The intake of fellows for each programme shall be in accordance with the number specified for each course and to be decided by Fellowship/Certificate Registration Committee in consultation with Head of the Department and Head of the Institution, but in any case, not exceeding two candidates at a time.

7. Attendance, Progress and Conduct:

A fellow pursuing the programme should work in the concerned department of the institution for the full period prescribed as full time candidate. He/she is not permitted to run or work either in a private clinic/laboratory/nursing home, while pursuing the fellowship.

He/she will attend the activities such as patient care in hospital including emergency, grand rounds, clinics, case presentations, journal review meetings, symposia, seminars, CPCs, assignments, lectures, laboratory or experimental work and conferences etc., during the fellowship as prescribed by the department and not absent himself / herself from work without valid reasons.

Leave of absence with the permission of Head of the Department up to a maximum period of 12 days in a year is permitted.

8. Monitoring Progress:

Work diary / Log book – Every candidate shall maintain a work diary and record his / her participation in the training programmes conducted by the department such as journal reviews, seminars etc. Special mention may be made of the presentations by the candidate as well as details of

clinical or laboratory procedures, if any conducted by the candidate once in every six months. The work diary shall be scrutinized and certified by the Head of the Department and Head of the Institution and submitted to the University for review.

Progress report should be submitted once in every six months by the co-ordinator of the programme and the candidate should submit a self assessment report at the end of six months of training, certified by the Head of the Department / Co-ordinator and forwarded through the head of the institution to the University which will be reviewed by the committee.

9. Scheme of Assessment:

a) Eligibility:

Prior to being deemed eligible to be assessed for the award of fellowship, the candidate will need to furnish a letter to the University from the Head of the Department and Head of Institution, certifying satisfaction with the candidate's competence and performance. After verification by the Rajiv Gandhi University of Health Sciences, permission will be granted to appear for assessment. The Practical & Viva-Voce will be conducted in the respective institutions.

b) Written Assessment:

There shall be a written assessment conducted in the month following the completion of the course consisting of at least two question papers. Each paper shall be of three hours duration and carry notional marks equivalent to 100. There shall be two long essay questions and six short essay questions in each paper. Questions in basic sciences and recent advances may be asked in any or all papers.

Registrar (Evaluation) shall recommend the names of the paper setters to the Hon'ble Vice-Chancellor from the panel suggested by the Head of the Institution in consultation with the programme co-ordinator. The written assessment shall be conducted in the RGUHS on a date notified by Registrar (Evaluation). The papers shall be valued by the examiners appointed for conducting practical assessment. No marks will be assigned, only grades will be assigned to the performance as Grade 'A' means pass and Grade 'B' means fail and the same is informed to the University.

In case of unsatisfactory completion, the fellow would be given another chance to appear before the examiners (6 months) later. Only two chances will be given to a candidate to pass the examination. However, the fellowship in the institution for such a candidate ceases at the end of the duration of the course.

c) Clinical / Practical:

Clinical / Practical assessment consists of examination of given cases or practicals and presentation to the examiners on which viva-voce will be held. The assessment will be conducted by the respective institutions. No marks will be assigned, only grades will be assigned to the performance as Grade 'A' means pass and Grade 'B' means fail and the same is informed to the University.

For the award of Fellowship, a candidate should secure Grade 'A' both in Written Assessment as well as in Clinical / Practical Assessment.

d) Examiner:

There shall be one internal examiner, generally the programme co-ordinator and an external examiner appointed by the Rajiv Gandhi University of Health Sciences. The appointment of external examiner is by invitation based on the panel of three names given by the programme co-ordinator. The external examiner shall be paid TA and DA by Rajiv Gandhi University of Health Sciences as per RGHHS rules.

e) Certification:

Based on the recommendations made by the examiners successful candidate/s would be awarded the fellowship scroll by Rajiv Gandhi University of Health Sciences.

10. Stipend:

Since the candidates pursuing the fellowship would be providing service to the institution offering the programme, the institution shall pay stipend and provide reasonable accommodation equivalent to that of a senior resident.

11. Recognition of the Institution / Course:

An institution desirous of starting fellowship programme in any one or more subjects should have been in existence as a center for that particular subject or speciality for atleast five years.

Medical colleges that have been running PG Courses for a minimum period of three years and is recognized as a centre for excellence in that particular topic / speciality may apply for fellowship programme.

The prescribed application form for starting new Fellowship programme may be obtained from the University on payment of Rs. 10,000/- towards application fee separately for each Fellowship programme. Application fee shall be payable by Institution only. The application fee for

Government institution are exempted vide _____ and Syndicate decision

Guidelines for new specialties will be issued by RGUHS from time to time as per the regulations of the new specialty.

An institution desirous of starting the fellowship programme should have in-house facilities listed below:

- a) **Teaching Staff** : *Minimum of three qualified teachers or consultants of which one teacher appointed shall be a full time, other two may be part time visiting consultants and these two they should not be faculty for fellowship programme in any other institution.*

Qualification:

. PG Degree in concerned specialty from recognised University

Experience:

Professional experience of 10 years after PG degree or Teaching experience of 9years after PG degree

- b) **Hospital** : *should have 100 beds,with 30 beds dedicated to concerned specialty for fellowship programme applied. The clinical work load shall be:*

- *In patient turnover : Not less than 5 new patients per day in the concerned specialty.*
- *Out patient turnover : Not less than 20 new patients per day in the concerned specialty.*
- *If the fellowship programme is in any surgical specialty the surgical procedures in the concerned specialty shall be not less than 25 per month.*
- *If the fellowship programme is in any specialty related to Imageology it should include the following modalities of investigations: X-Ray , Ultrasound, CT Scan, MRI, etc., and imaging procedures per month should be at least 250.*

- c) **Teaching Programme** : *Specific curriculum should be prepared as per the format enclosed in the annexure*

The academic training programme should be held in the institution itself. Only institutions fulfilling all the requirements shall be allowed to

conduct the programme and no relaxation in the requirements will be made.

Fellowship in Laboratory sciences should not be given as the university has started M.Sc, MLT course.

The Rajiv Gandhi University of Health Sciences will arrange for inspection of the institution / department by a duly constituted registration committee for validation of the facilities, staff etc., and will accord recognition based on the recommendation. Renewal fee of Rs. 5,000/- for each course will be charged and renewal of registration shall be done once in every two years.

The application received only on or before August 1st of each year will be processed.

12. Registration Committee:

The Fellowship Registration Committee will have members as follows:

1. One Senate member of RGUHS nominated by the Vice-Chancellor, Chairman of the Committee.
2. One or more subject specialist nominated by the Vice-Chancellor.

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