Annexure -II

Minimum Standard Requirement (MSR) for following paramedical Diploma Course

- 1. Diploma in Medical Laboratory Technology (DMLT) (2 year)
- 2. Diploma in Radiological Technology (DRT) (2 year)
- 3. Diploma in Radio diagnosis & Radiotherapy Technology (DRRT)(3 year)
- 4. Diploma in Ophthalmic Assistance (DOA)(2 year including training of 1 year)
- 5. Diploma in Operation Theatre & Anaesthesia Technology (DOTAT)(2 year + 6 month internship)
- 6. Diploma in Cardio Vascular Technology (DCVT) (2 year)
- 7. Diploma in Neuro Technology (DNT)(2 year +6 month internship)
- 8. Diploma in Dialysis Technology (DDT)(2 year including internship of 1 year)
- 9. Diploma in Dental Hygienist (DCDH) (2 year)
- 10. Diploma in Dental Mechanic (DCDM) (2 year)
- 11. Diploma in Endoscopic Technology (DET)(2 year+6 month internship)
- 12. Diploma in Dental Operating Room Assistance (DORA)(2 year)
- 13. Diploma in Respiratory Technology (DR)(2 year)
- 14. Diploma in Central Sterile Supply Technology (DCSST)(2 year)

15. PGD plans 10 Closical could Development

MINIMUM STANDARD REQUIREMENT (MSR) | FOR DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY- (DMLT) CONDUCTED BY DIRECTORATE OF MEDICAL EDUCATION (DME)

1. General Description of The Course

No	Item	
1.1	Title of the Course	Diploma in Medical Laboratory Technology DMLT
1.2	Aim of the course	To Qualify the students for official approval as Medical Laboratory Technician.
1.3	Objective of the Course	 To be aware of the principle underlying the organization of a clinical laboratory. Able to do routine and special investigative procedures in medical laboratory practice. Provide a good theoretical and practical education who plan to work with in the field of medical laboratory technology and science. Upgrade knowledge and skills in a changing healthcare scenario Able to operate and maintain all equipment and automated machine used in laboratory diagnostics. Able to communicate with patients/clients and other health professionals Develop efficient techniques for all forms of written and verbal communication including accurate and timely record keeping
1.4	Minimum Admission Capacity+ Enhancement slot	As approved by Apex/State Councils, Central/State Govt. and DME from time to time Maximum number of seats per batch 30 Enhancement of batches is subject to conditions fixed for the same by Apex/State Councils, Central/State Govt. and DME from time to time
1.5	Duration \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	2 Years
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/ST candidates.
1.7	Mode of Selection	Selection to the course shall be made by the Director of Medical Education. Selection will be made on merit basis and based on the marks obtained in the qualifying examination. Selection to the management quota in the self-financing institution where the Course is granted and approved by the Government of Kerala, shall be made
1.8	Allotting Authority	by following the norms fixed for the same strictly and supervised by competent authority. Agency approved by Govt. of Kerala

1.9	Seat Reservation	As stipulated by Govt of Kerala
1.10	Subjects to study	
1.10.1	1 st Year (Theory Alone) Part-1- Paper-1 Part-1- Paper-II Part-1- Paper-III	Biochemistry –I, Medical Microbiology – I, Pathology -I
1.10.2	2 nd Year (Theory & Practical) Part-II- Paper-1 Part-II- Paper-II Part-II- Paper-III	Biochemistry –II, Medical Microbiology – II, Pathology -II
1.10.3	3 rd Year	NA /
1.10.4	Internship	NA /
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc
1.12	Council Registration if any	Kerala Paramedical Council (State Allied and Health Care Council)
1.13	Availability of the Course under DME	Available in the web-site of DME and State Council
1.14	Scope for Higher Studiés	BSc MLT & MSc MLT

2. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY- (DMLT) COURSE

OWNER SHIP

- 2.1 The applicant for affiliation shall be an institution owned and managed by:
 - 1. Government of India or the State Government,
 - 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
 - 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State
 - 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.

ELIGIBILITY CRITERIA

2.2

- 1. Health Science Education in the field of Paramedical and Allied Health Science subjects is one of the objectives of the applicant, in case the applicant is an autonomous body/registered society/charitable trust.
- 2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name as under the regulations of the statutory council and as per the norms fixed by State Government/ DME from time to time.
- 3. The land earmarked by the Management for the College as stated in the application and in the sketch produced along with it shall be exclusively available for the purposes of the College
- 4. The applicant owns and manages a hospital as required under the regulations of the statutory council and as per the norms fixed by State Government/ DME from time to time.
- 5. Required Essentiality Certificate/ permissions from the respective Government as insisted by the Central/State Council, is obtained and produced along with the application.
- 6. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and equipments as also sufficient faculty/man power as prescribed under the regulations of the statutory council and as per the norms fixed by State Government/ DME from time to time.
- 7. The applicant shall NOT be one imparting educational Institutions conducting courses which are affiliated to agencies which are not approved by Govt. of Kerala/Central/State council/KUHS.
- 8. The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be permitted for the conduct of Paramedical Diploma courses.

2.3 Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of

validity of the certificate also should be mentioned in the certificate. 11. Copy of agreement, executed with the government. 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available 13. Clearance from Pollution Control Board 14. Under takings Affidavit in Stamp paper shall be submitted to the effect that Stating that they will run the college, make admissions to the course, make appointments of teaching and non teaching staff in terms of Statutory Councils, Central and State Governments. And also to maintain stipulated Teacher Student ratio as well as Student Patient ratio in the institution. Make available and maintain the infrastructural facilities as required by respective statutory councils, central and state Governments A well established hospital of minimum 3 years of 2.4 HOSPITAL existence with 200 beds and 75% occupancy Hospital Facility-The hospital shall be suitably spacious to accommodate all facilities required for the course and as specified in the Regulation of the respective Statutory Council/ MSR for the course. The College and Hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department, and shall also maintain the Department wise OP and IP records, case records of OP/IP, laboratory and radiological investigation reports, medicines dispensing register, diet register for IPs, duty roster 2.4.1 of hospital staff, birth and death certificates, etc. to substantiate the claim of genuine functional of a teaching hospital fulfilling the norms. Departments - Biochemistry, Microbiology, Pathology, Blood bank 1. Total Bed - 200 2. Patients – OP/IP- 400 3. Specific requirement for eligibility of the course - well equipped with automated instruments in clinical laboratories with modern clinical investigations facilities. Major departments needed - Biochemistry, Microbiology, Pathology, Blood bank 2.4.2 Manpower- Laboratory Technicians with the qualification of B.Sc (MLT) / DMLT qualification approved by Government of Kerala and Kerala Para Medical Council. 12 numbers Supervisory 2.4.3 staff with post PG Laboratory experience of minimum of 1 year in the concerned course (MD/MSc MLT)/Laboratory(Biochemistry/Microbiology/Pathology - 3 numbers Equipments - Auto analyzers, Microscopes, Automated instruments 2.4.4 Clinical Cases - Minimum Clinical lab Specimens required per month : 3000 **Clinical Biochemistry** Clinical Microbiology : 1000 (Bacteriology, serology, Mycology) 2.4.5 : 2000 Clinical Pathology & Haematology Number of blood transfusions : 50 : 100 Histopathology : 50 Cytology

2.4.6	Clinical Laboratories -Biochemistry, Microbiology, Clinical Pathology, Histopathology, cytology. Clinical laboratories shall be with adequate space and work benches to occupy the staff and trainees.

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE COURSE DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY-DMLT

	Requirement	Eligibility	For starting the course
3.1	T J A	25 Cents for Corporation and	With constructed building
	Land Area required	Municipality area and 50 Cent	and other infra structures
		for Other areas	
3.2	Single/Multiple	Single	XXX
3.3	Distance from Hospital	Preferably in the same campus or	within 10 km
3.4	Availability of Water	Adequate and safe continuous driprovided for staffs and students. water supply to the Academic blockhostels etc.	Also should provide continuous
3.5	Availability of Electricity	There shall be continuous power generator facility, provided to the all other infrastructure areas	
3.6	Availability of Public	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	
	conveyance	Good public transport system shor at a maximum of 500 metre di	
3.7	Waste disposal	Adequate waste disposal measure Govt .norms.	es should be taken as per the
3.8		All the academic institutions and	parent hospitals shall take
	Permission of Pollution	adequate pollution control measu	res by providing incineration
į	control board	plant, waste disposal measures, se	
		landscaping of the campus etc and certificate.	d submit copy of the Clearance
3.9	Play ground	Shall be shared with other courses	s in the Institute/College
3.10	Parking area	Adequate parking space shall be institutional vehicles, vehicles of	
4	HOSPITAL		
4.1	Total Bed	200	
4.2	OP/IP	400	

4.3		Biochemistry, Microbiology,	<u> </u>
		Pathology(Clinical pathology,	
	Departments needed	Cytology, Histopathology), Blood	
		· ·	
		Bank	
4.4		Minimum Clinical lab Specimens red	
		Clinical Biochemistry	: 3000
		Clinical Microbiology	1000
	Cit to 1 Page 1 and 4	(Bacteriology, serology, Mycology)	: 1000
	Clinical Requirement	Clinical Pathology & Heamatology Number of blood transfusions	: 2000 : 50
		Histopathology	: 100
		Cytology	: 50
		Cytology	. 50
4.5		Colorinator Sportrophe	ntamatar
4.5		Colorimeter, Spectropho Plant Photometer/Float	
		• Flame Photometer/Elect	
		Bio- Chemical Auto An	alyzers
		Blood gas Analyzers	
	·	• Autoclaves	
		Incubators, Centrifuges	
		Microscopes	, 1
		ELISA-Microplate read	ers/washers
	Equipments	Blood cell Counters	
		1.	s/Coagulation Analyzers,
	11	ESR Analyzers	
	\'	Point of care analyzers	
		Microtomes, Tissue pro	
		Blood bank storage refr	igerators, Ultra low
		freezers for plasma	•
		Plasma extractor, Cryof	uge
			Companies on staff in lab
4.6			Supervisory staff in lab
		Laboratory Technicians with the	with post PG Laboratory
		qualification of B.Sc(MLT) / DMLT	experience of minimum
		qualification approved by	of 1 year in the
	Manpower	1 -	concerned course
		Government of Kerala and Kerala	(MD/MSc MLT)/
	$ \setminus \vee / = $	University of Health Sciences. 12	Laboratory(Biochemistry
		numbers	/Microbiology/Pathology
		1	- 3 numbers each
	TAININ A COMPANY COMPANY		- 5 numbers each
5	INFRASTRUCTURE	Constructed College building as per th	e approved Plan
	FOR THE COLLEGE		
			,
5.1	Lecture Halls with teaching		
		acious enough to accommodate full bate	
	ventilation, lighting system,	electricity supply, audio-visual teaching	aids, (Lap tops/ computers,
		omfortable sitting arrangement preferably	
	The Trifferency community		

be built in black/green/white boards. There should be a desk/ dais /a big table and a chair for the teacher and racks/cupboards for keeping aids or any other equipment needed for the conduct of classes.

5.2 Auditorium/Multipurpose hall (Can be shared with other courses conducted in the same institution)

Shall be spacious enough to accommodate full strength of students, so that it can be utilized for hosting functions of the college, educational conferences/workshops and examinations. It should have proper stage with green room facilities.

It should be well ventilated, have proper lighting system and arrangements for the use of all kinds of basic and advanced audio-visual aids

5.3 Examination Hall with confidential room.

- Examination hall should meet all requirements as specified by KUHS anticipating up gradation of/starting of degree programmes and online conduct of exams.
- Availability of hall / halls of the required size to accommodate the entire Regular and supplementary candidates attending the examination at a time.
- The hall/halls shall have sufficient facilities like availability of light, drinking water, fan/air conditioner, attached toilet etc.
- Availability of a confidential room attached to the examination hall with two numbers
 each of desktop computers, printer/digital copier, UPS and Internet connectivity, all in
 working condition. In addition to this, the room shall also be equipped with generator,
 fax, and land line phone facilities, all in working condition. (For online transmission of
 question papers).
- Surveillance Camera system of the required specifications in working condition.
- Communication Signal jammer of the required specification in working condition This facility may be shared with other courses in the institute.

5.4 Common Room for Boys & Girls

A minimum of 2-3 common rooms (800 sq ft each) should be provided-one for staff, one for male students and one for female students, with adequate seating arrangements, cupboards etc. Toilet and hand washing facilities should be made available in each room.

5.5 Administrative Block

Administrative section of the college shall include Principal's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee room, Clerks' room, Cash and Accounts section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility

5.6 Principal's Room

There should be a separate office for the Principal with attached toilet and provision for visitor's room. Independent telephone facility is a must for the Principal's office with intercom facility connected/linked to the hospital and hostel and a computer with internet facility. The size of the office should be 30 M².

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5.7	
	Staff Rooms
	There should be adequate number of staff rooms/cubicles in proportion to the number of
	teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The size of the
	room should be 20 M ² . Provide separate room for the Heads of the department.
	There should be separate staff rooms for Non teaching staffs.
5.8	Central Store
	A separate store room should be provided to accommodate the equipment and other inventory
	articles which are required in the laboratories of the college. This room should have the
	facilities for proper and safe storage of these articles and equipment like cupboards, built-in-
	shelves, racks, cabinets, furniture items like tables and chairs. This room should be properly
	lighted and well-ventilated
5.9	Student's Laboratories
	Biochemistry
	• Laboratory - 110M2 (1183sq.ft) for 30 students(1) 81(9x9) M2 for
	exclusive Laboratory living space with adequate double sided work
	benches with 2 tier bottle rack (Length18 meter(3 rows),100CM
	height and 150 cm breadth). It shall be provided with cupboard with
	lock and key, gas and water connections and ceramic wash basins
	with water taps (swan neck). Adequate drainage facilities with a
	corner sink (60X60X60CM) and electrical plug points (5Amp) to connect with minor equipments. Also the lab should have a side
	PCC slab of total length 12 metre (Breadth 75CM, Height- 75CM)
	with a minimum of 5 Nos. of 15Amp socket and 10Nos, of 5 Amp
	sockets with adequate distance so as to connect the Hot air oven
	incubator and other equipments. The Laboratory shall be fitted
	with ground glass writing board or white board so that all the
	students can have a direct view or with turning not more than 90 °
	from their seat.
	Laboratories- Room/Cabin for Technical staff (7M2) preferably transparent glass
	Equipments/ fronted with clear view to the Lab.
\	Instruments • Lab store 7 M2 with sufficient slabs to place the Laboratory wares
	and chemicals.
	• Instrument room 15 M2. with sufficient PCC slab with granite or
	ceramic top (75 CM Breadth and 75 CM height) It shall be fitted with 4 Numbers of 15 Amp and 3 No. of 5 Amp sockets, water
	connection with swan neck taps
	Microbiology
	• 120 M2 (1290sq.ft) for 30 students (1) 81(9x9) M2 for exclusive
	Laboratory living space with adequate work benches of either one
	sided (size 36 meter (6rows) length, 75cm height and 75 cm
	breadth) or double sided (18 meter(3 rows), 75cm height and 150
	cm breadth) seating arrangements. It shall be provided with
	cupboard with lock and key, gas connections with Bunsen burner,
	water connections, ceramic wash basins with water taps (swan
	neck), tube lights. Adequate drainage facilities and electrical plug
	points to connect the three pin plugs of microscopes in each seat. Wash basins shall be fitted two ends of work benches for staining
	purpose. Also the lab should have a side PCC slab of total length 12
	DRAFT 1

metre (Breadth 75CM, Height-75CM) with a minimum of 5 Nos. of 15Amp socket and 10Nos, of 5 Amp sockets with adequate distance so as to connect the Hot air oven, incubator and other equipments. The Laboratory shall be fitted with ground glass writing board or white board so that all the students can have a direct view or without turning not more than 90 ° from their seat.

- Room/Cabin for Technical staff (7M2) preferably transparent glass fronted with clear view to the Lab.
- Lab store 7 M2 with sufficient slab/Almarah to place the glass wares, miscellaneous materials and chemicals.
- Media room with a minimum area of 7M2 (a glass sided cabin) with 2 meter PCC slab with granite or ceramic top and with sink, water and gas connection. There should have two 15 Amp socket and two 5Amp socket.
- Washing room and sterilization section of 18M2, with sufficient PCC slab with granite or ceramic top. It shall be fitted with 4 Numbers of 15 Amp and 3 No. of 5 Amp sockets.
- Height adjustable revolving half chair or stool for microscopy use (30 Nos.)

Pathology

- 110M2 (1183sq.ft) for 30 students (1) 81(9x9) M2 for exclusive Laboratory living space and facilities like that of Microbiology Lab.
- Room/Cabin for Technical staff (7M2) preferably transparent glass fronted with clear view to the Lab.
- Lab store 7 M2 with sufficient slabs to place the Laboratory wares and chemicals.
- Washing room and Preparation section of 15M2, with sufficient PCC slab with granite or ceramic top. It shall be fitted with 4 Numbers of 15 Amp and 3 No. of 5 Amp sockets.
- Height adjustable revolving half chair or stool for microscopy use (30 Nos.)

List of equipments to be required for the student's Practical lab for a batch of 30 students

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Sl. No.	Name of the equipment	Quantity No.
1.	Photoelectric Colorimeter	5
2.	Semi auto analyzer	1
3.	Distillation apparatus(All glass)	1
4.	Deionizer	1
5.	pH Meter	1
6.	Electronic Balance(sensitivity 1mg)	1
7.	Analytical balance	3
8.	Vortex mixer	1
9.	Centrifuge, Remi model/ISI, rotary head, bucket	2
	of 15 ml capacity, speed up to 10,000 rpm.	
10.	Hot-air-oven 18x18x18"	1
11.	Lab incubator size 24x24x24 "	1

<u> </u>	·			
] [12.	Water bath 24x18x12"	1
		i	Water bath with inner chamber made up of	
•	11		stainless chamber (ss), perforated tray, temperature	
			regulator up to 100°C, sensitivity+/-1°C, chamber	
			Size 24"x18"x12"	
		13.	Heater-Electric	2
		14.	Refrigerator double door =/> 360L	1
		15.	Reagent Dispenser	1
	[]	16.	Micropipette fixed volume - with various volume	10
		17.	Micro pipette with variable volume	5
		1/.	Where pipette with variable volume	
	M	licrobiol	low	
	_	Sl. No.	Name of the equipment	Quantity
		51. INO.		No.
		1.	Lab Incubator 18x18x18"(1 No), 24x24x24"- (1No)	2
			Incubator with ISI specification, with Inner	$\overline{}$
	. []		chamber and perforated	/
	<u> </u>		tray made up of stainless steel, with temperature	
			regulator up to 100°C, sensitivity +/-1°C, digital	
	<u> </u>		display	
		2.	1220	1
		\sim	$(1N\delta)$	
	11		with inner chamber and perforated tray made up	
		11	of s.s, with power	
			indicator, heat control, heat regulator up to	
		/,	300°C, sensitivity of +/-	
		<u>, , </u>	1°C.and digital display	
		∖ 3.	1,	2
	// /	, \	2000 W immersion coil, with safety valve,	
		- i	pressure gauge, heat resistant gasket with	
		/ ` `	perforated removable inner bucket, size diameter	
	// //	\	18" and height	
		<u> </u>	24"	1
	/	14.	Water bath 24x18x12"	1
	$\sim M_{\odot}$		Water bath with inner chamber made up of	
	<u> </u>	`.	stainless chamber (ss),	
		1	perforated tray, temperature regulator up to	
	$\mathbb{R}^{\mathbb{R}}$	/	100°C, sensitivity+/-	
	\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \	<u> </u>	1°C, chamber Size 24"x18"x12"	1
	\sim	5.	Centrifuge, Remi model/ISI, rotary head, bucket of 15 ml capacity, speed up to 10,000 rpm.	1
		6.	Heater electric	2
	-	7.	VDRL Shaker	1
	\ <u> </u>	8.	Microscope, rechargeable, LED, microscope,	30
		0.	stain resistant enamel finished body, Fully anti	
			fungal coated optical system with high resolution	
			monocular head with 360degree rotation, wide	
			field eye-piece-5x&10x/18mm.Double layer	
			mechanical stage 120x120x/60x30 mm.	
			Plan Achromatic/ apochromatic objective-	

	(DIN) 4x,10x/15X, 40X&100X Oil immersion	
	objective NA=/>1.25, wide field compensating	
	eye-piece-5X&10X, and Abbes condenser with	
	NA=/> 1.25, with iris diaphragm, blue filter,	
	with battery backup for a minimum of 6 hours,	
	Quadruple nose-piece, S-LED illumination cool with adjustable illumination.	
9.	Binocular Microscope, with high resolution,	1
	A=/>1.25,plan	
	achromatic	
10.	Balance – electronic sensitivity 1 mg	1
11.	Analytical balance	1
12.	Safety cabinet with laminar flow, Laminar flow	1
	apparatus-class, -II model, ISI, with quality	
	assured HEPA filtration,	
13.	Refrigerator double door =/> 360L	2
14.	Lovibond comparator with phenol red and	A_{γ}
	Bromothýmolblue disc standard	
15.	Bacterial loop with holder	30
16.	Micropipette fixed volume - with various	5
	volume	
17.	Micro pipette with variable volume	3

Pathology

	Sl. No.	Name of the equipment	Quantity			
	1, 1,		No.			
	1.	Microscope, rechargeable, LED, microscope, stain resistant enamel finished body, Fully anti fungal	30			
1,		coated optical system with high resolution				
ļ	1	monocular head with 360 degree rotation, wide field				
1		eye-piece-5x&10x/18mm. Double layer mechanical stage 120x120x/60x30 mm. Plan Achromatic/				
		apochromatic objective— (DIN) 4x,10x/15X, 40X				
		&100X Oil immersion objective NA=/>1.25,wide				
	1. 1.	field compensating eye-piece-5X&10X, and Abbes				
		condenser with NA=/> 1.25, with iris diaphragm, blue filter, with battery backup for a minimum of 6 hours,				
		Quadruple nose-piece, S-LED illumination cool with				
ľ		adjustable illumination.				
	2.	Microtome- rotary type with profile blades	1			
	3.	Centrifuge, Remi model/ISI, rotary head, bucket of 15 ml capacity, speed up to 10,000 rpm.				
	4.	Balance – electronic, sensitivity 10mg	1			
	5.	Analytical balance	1			
	6.	Lab Incubator 18x18x18"(1 No), 24x24x24"-(1No)	1			
		Incubator with ISI specification, with Inner chamber				
		and perforated tray made up of stainless steel, with				
		temperature regulator up to 100°C, sensitivity +/-1°C,				
		digital display.				
	7.	Water bath 24x18x12"	1			
		Water bath with inner chamber made up of stainless				

	chamber (ss),perforated tray, temperature regulator up to 100°C, sensitivity+/- 1°C, chamber Size 24"x18"x12"	
8.	Heater electric	1
9.	Haemocytometer	30
10.	Haemoglobinometer	30
11.	Refrigerator double door =/> 360L	1
12.	Micropipette fixed volume - with various volume	5
13.	Micro pipette with variable volume	3

- Microscopes can be shared in students' laboratories.
- All the equipments should be in perfect working condition.
- In all the students' laboratories should be with sufficient glass wares, chemicals, reagents, and kits to conduct practical classes as per the syllabus.
- The student's laboratory facility should be exclusively to conduct DMLT course with 30 students' strength and should not be shared with other courses.

6. MAN POWER REQUIREMENT

	Library (Can share the common library of the institution)				
	Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have				
	comfortable seating arrangement with chairs having back rest & arm rest and separate tables.				
5.10	Books and Journals related to the core, basic subjects of the courses conducted by the institution				
3.10	shall be available. Sufficient no of computers with multimedia support shall be available for the				
/	students. Adequate scanners, printers and photocopier also shall be made available. Separate				
	rooms/ cubicles for the Librarian shall be available				
5.11	Toilets				
3.11	Separate toilets for boys and girls shall be made available in each floor.				
	Garage				
5.12	Garage to accommodate vehicles of the Institute should be maintained within the campus.				
	Canteen				
5.13	There should be provision for a canteen for the students, their guests, and all other staff				
	members. Shall be shared with other courses in the institute.				
	Waste disposal facility/ Incineration facility				
5.14	The waste disposal facility/ central incineration facility of the Hospital /Institute shall be shared				
	for the purpose.				

Shall be provided

6.1	Teaching Staff (No, Qualification & Experience required shall be specified)

		No	Qualification/Experience		
6.1.1	Principal	Principal of Collegiate institution can be accepted			
612	Vice Driveinel	Vice Principal of Collegiate institution can be accepted			
6.1.2	Vice Principal				
6.1.3	Professor				
6.1.4	Associate Professor				
6.1.5			MSc (MLT) in the concerned subject one in each		
	Assistant Dusfesson	,	subject (Biochemistry, Microbiology, Pathology)		
	Assistant Professor	3	The senior most assistant professor will be		
			the HOD		
6.1.6	Lecturer				
6.1.7	Tutor	3	BS c MLT		
6.1.8	Clinical instructor				
6.1.9	Assistant Professor				
	&Lecturer (Part Time	/			
	Faculty)				
6.1.9		First Ye	ar :Priciple-1 Second Year:		
	Year wise split up	Assistant	t professor-2 Tutor -3 Total - 6		
		(Ref: 6.1.1 && 6.1.5) (Ref: 6.1.7)			
		• T	eaching Staff should be full time		
		T •	he man power should be exclusively to conduct		
			MLT course with 30 students' strength and		
		should not share with other courses. • For enhancement of seats staff strength to b increased proportional to the number of batel			
		eı	enhacement.		
6.2	Ministerial	1 1			
6.2.1	Administrative Officer	4. \\			
(6.2.2	Office Superindent				
6:2.3	PA to Principal	-	Can be shared with staff for other Para Medical		
6.2.4	Accountant/	1	courses conducted in the same Institution		
\\	Cashier	<u>-</u>			
6.2.5	DEO/Comp Asst	-			
6.2.6	Clerk	1	Graduate with computer knowledge		
6.2.7	Store Keeper	1			
6.2.8	Office/Class room	1			
	Attender				
6.3	Laboratory Staff	· · · · · · · · · · · · · · · · · · ·			
6.3.1	Lab Instructor	-	200		
6.3.2	Lab Technician	3	DMLT		
6.3.4	JLA	3	VHSE-MLT		
6.3.5	Cleaning staff	2	Pass in VIII th std		
6.4	Library staff				

6.4.1	Librarian- Gr 1	-		
6.4.2	Librarian	With Graduation in Library Science		
6.4.3	Attender	2.0.al.y Solones		
6.5	Technical staff			
6.5.1	Electrician			
6.5.2	Plumber	Can be shared with Hospital		
6.5.3	Mechanic	•		
6.6	Supporting staff			
6.6.1	Cleaning Staff	Sufficient number to clean the total area		
6.6.2	Security staff	Shall be provided around the clock		
6.6.3	Driver			
7	HOSTELS	Shall full fill criteria specified for approval of Hostels		
7.1	Separate Hostel for Boys a the following facilities	and Girls as per the approved plan shall be constructed with		
7.2	<u>=</u>	ng space per student to be maintained with cot, table, chair, ility as Single/Double/Triple Room/Dormitory		
7.3	 Separate study room, common room, recreation room, visitors room with required furniture and facilities shall be provided Separate room shall be provided for House keeper, security staff Adequate no of Bath room, toilets attached to room or common, washing/drying area etc shall be provided in each floor 			
7.4	Dining Room & Kitchen Dining hall spacious enough to accommodate the full inmates with wash area, adequate chairs and tables shall be available. Hygienic Kitchen with all facilities for cooking and serving shall be available. Arrangement for providing hygienic food incorporating balanced diet shall be ensured			
6/	Time & Mode of	As per Notification of Govt./ DME for a particular		
8	Application	Academic Year		
8.1	Application Fee As fixed by Govt/Statutory Council			
8.2	Processing of Application As specified in Government Orders issued from time to time			
8.3	Application Forms			
8.3.1	Application for starting new institution/ course	Appendix-A		
8.3.2	Application for Enhancement of Seats	Appendix-B		

DRAFT 1

MINIMUM-STANDARD REQUIREMENT FOR DIPLOMA IN RADIODIOLOGICAL TECHNOLOGY (DRT) COURSE CONDUCTED BY DME

PART-1 GENERAL DESCRIPTION OF THE DRT COURSE

No	Item		
1.1	Title of the Course	Diploma in RadiologicalTechnology (DRT)	
1.2	Aim of the course	Radiodiagnosis is a fast developing branch of medicine and require radiographers and technologists for their efficient functioning with adequate knowledge in radiation safety.	
1.3	Objective of the Course	To teach and train students in Radiodiagnosis technology with adequate knowledge in Radiation safety	
1.4	Admission Capacity+ Enhancement slot	As approved by Apex/State Councils, Central/State Govt. and DME from time to time 20 per batch	
1.5	Duration	2 Years	
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible.	
1.7	Mode of Selection	Relaxation of 5% marks will be allowed to SC/STcandidates. The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time. Selection to the course shall be made by the Director of Medical Education and willbe made based on the marks obtained in the qualifying examination and also as per the Government guidelines on reservation (Selection to the management quota in the self-financing institution where the DRT Course is granted and approved by the Government of Kerala, shall be made by the respective management with transparency.)	
1.8	Allotting Authority	Agency approved by Govt. of Kerala/Central/State Council	
1.9	Seat Reservation	As stipulated by Govt of Kerala/ Central/State Council from time to time	
1.10	Subjects to study	·	
1.10.1	1st Year (PART-1)	Paper-1: General & Radiation Physics Paper-2: Anatomy Paper-3: Physiology & Pathology	
1.10.2	2 nd Year (PART-II)	Paper-1: Physics of Medical Imaging & Radiation Safety Paper-2: Radiography Techniques Paper-3: Advanced Medical Imaging Techniques	
1.10.4	Internship	NA	
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc	
1.12	Council Registration if	Respective State/Central Councils	

	any	·
1.13	Availability of the Course under DME	Refer DME/State Council Web Site
1.14	Scope for Higher Studies	BSc MIT

1. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING 2 YEAR DRT COURSE

OWNER SHIP

2.1 The applicant for affiliation shall be an institution owned and managed by:

- 1. Government of India or the State Government,
- 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
- 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State
- 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.

ELIGIBILITY CRITERIA

2.2

- 1. Health Science Education in the field of Paramedical and Allied Health Science subjects is one of the objectives of the applicant, in case the applicant is an autonomous body/registered society/charitable trust.
- 2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name as under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 3. The land earmarked by the Management for the College as stated in the application and in the sketch produced along with it shall be exclusively available for the purposes of the College
- 4. The applicant owns and manages a hospital as required under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 5. Required Essentiality Certificate/ permissions from the respective Government as insisted by the Central/State Council, is obtained and produced along with the application.
- 6. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and equipments as also sufficient faculty/man power as prescribed under the regulations of the statutory council and as per the norms fixed by State Govt / DME from time to time.
- 7. The applicant shall NOT be one imparting educational Institutions conducting courses which are affiliated to agencies which are not approved by Govt. of Kerala/Central/State council/KUHS.
- 8. The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be permitted for the conduct of DRT courses.

2.3 Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description,

- measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so car marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- 11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board
- 14. Under takings

Affidavit in Stamp paper shall be submitted to the effect that

- Stating that they will run the college, make admissions to the course, make appointments
 of teaching and non-teaching staff in terms of Statutory Councils, Central and State
 Governments. And also to maintain stipulated Teacher Student ratio as well as Student
 Patient ratio in the institution.
- Make available and maintain the infrastructural facilities as required by respective statutory councils, central and state Governments

2.4 HOSPITAL

A well-established hospital of minimum 3 years of existence with 160 beds and 75% occupancy

Hospital Facility-

2.4.1

The hospital shall be suitably spacious to accommodate all facilities required for the course and as specified in the Regulation of the respective Statutory Council/ MSR for the course. The College and Hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department, and shall also maintain the Department wise OP and IP records, case records of OP/IP, laboratory and radiological investigation reports, medicines dispensing register, diet register for IPs, duty roster of hospital staff, birth and death certificates, etc. to substantiate the claim of genuine functional of a teaching hospital fulfilling the norms.

2.4.2 Major departments:

Fully functional Radiodiagnosis Department

Other Departmentslike

Medicine, Surgery, Operation theatres (major and minor), Orthopaedics, Paediatrics, Ob&Gy, ENT, Neurology, Neurosurgery, Urology, and Gastroenterology should also available.

Distribution of beds in different specialities including super speciality should be as follows a) Medicine 40

	c) Surgery30	d) Paediatrics 20			
	e) Ob&Gy 30	f) Ortho 30			
	g) ENT 10				
ļ					
,	·				
	·				
	Manpower: The hospital shall po	ossess required number of hospital staff. The institution should			
	have qualified and experienced staff as per the norms of competent authority from time to time.				
2.4.3	Dept. of Radiodiagnosis shall be headed by Faculties having minimum of 8 years of Post PG				
	experience preferably in a teachin	g institution.Required staff details specified in section III.			
	Equipments: As per the norms	of competent authority in force from time to time. Detailed of			
2.4.4	Equipments given in section IV	_			
		·			
2.4.5	Clinical Cases: The institution sh	hould have suffcinet clinical cases for training DRT Students			
2.4.5		·			
	Laboratories: Anatomy physiolog	y and pathology labs should be available. The lab facilities for			
246	other courses like MBBS/Nursing	J/MLT may be shared.			
2.4.6					
1					

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE THREE YEAR DRRT COURSE

	Requirement	Eligibility	For starting the course	
3.1	Land Area required	25 Cents for Corporation and Municipality area and 50 Cent for Other. Building 5000 Square feet	With constructed building and other infra structures	
3.2	Single/Multiple	Single		
3.3	Distance from Hospital	Preferably in the same campus or within 10 km		
3.4	Availability of Water	Adequate and safe continuous drinking water facilities must be provided for staffs and students. Also should provide continuous water supply to the Academic block, Hospital, Laboratories, Hostels etc		
3.5	Availability of Electricity	There shall be continuous power supply round the clock with generator facility, provided to the Hospital, College, Hostels and all other infrastructure areas		
3.6	Availability of Public conveyance	Good public transport system should be available at the campus		

3.7	Waste disposal	Adequate waste disposal measu Govt .norms.	ires should be taken as per the	
3.8	Permission of Pollution control board	All the academic institutions and parent hospitals shall take adequate pollution control measures by providing incineration plant, waste disposal measures, sewage water treatment plant, landscaping of the campus etc and submit copy of the Clearance certificate.		
3.9	Play ground	Shall be shared with other cour	ses in the Institute/College	
	Parking area			
3.10		Adequate parking space shall b institutional vehicles, vehicles	e made available for parking of of staff, students and patients.	
4	HOSPITAL			
4.1	Total Bed	150 beds		
4.2	OP/IP	600 patients daily		
4.3	Departments needed	Fully functional Radio diagnosis Departments with Radiation Physics Division, Other Departments like Medical, Surgical, Operation theatres- major and minor, Orthopaedics, Paediatrics should be available in the Parent Hospital		
4.4	Clinical Requirement	Following radiological procedures such as General Radiography ,CT,MRI, Mammography, Dental X Rays, Fluoroscopy etc should be routinely carried out in the hospital The hospital should be registered with AERB for radiation safety point of view. All Radiological Equipments should be licensed with AERB.		
4.5	Equipments			
	Radiodiagnosis department			
Sl No	Description	Nos	Specification	
1	Conventional X-ray Unit for routine X ray	2	300 mA /500mA / 800mAMachine AERB licenced	
2	Fluoroscopy equipment or DR X ray unit (All machines should be AERB licensed)		500mA/600mA or higher 1.I.T.V. System, Fluroscopy System CR DR	
3	CT unit	1 ~	AERB licenced	
4	Dental Xray unit	1	AERB licenced	
5	Quality Assurance (QA) kit	1		

			1		
	and appropriate phantoms				
	for practical demonstration				
	of quality assurance tests of		ı		
	various type of diagnostic				
	X-ray equipment				
6	Ultrasound Machine	1			
7	Mammography Unit	1	AERB licenced		
8	Mobile X ray Units	3	AERB licenced		
9	MRI units	i			
8	Interventional Radiology	1	AERB licenced		
	Unit				
9 ·	Rradiation Mmeasuring and	1	1. GM type Radiation survey		
	Mmonitoring devices		meter or Ionization chamber		
			Radiation survey meters and		
	· ·		should be calibtated		
10	Pprotective accessories		Mobile Protective Barrier		
	'	· .	Lead apron		
			Thyroid shields		
			Gonad shields		
	Radiation Physics and				
	Radiation Safety				
2.	Radiation Dosimetry and	1	i) Survey meter		
	Protection setup		ii) Area/Zone monitors		
		1	iii) Pocket Dosimeter		
		1	All equipments should be		
		·	Calibrated.		
4	Personal Monitoring	. 1	As per AERB requirements		
	Devices				
			equipment can provide training in		
-	hospitals having he above fac	cilities).			
	CT Scanner (MDCT) or adva	anced 1 Nos			
	DSA DSA	1 Nos	· · · · · · · · · · · · · · · · · · ·		
5.1	Color Doppler facility	1 Nos			
5.6		ECT/PET			
3.0	Staff Rooms	DCIN DI			
	1	umber of staff rooms/cubicles	in proportion to the number of		
5.7					
3.1	teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The size of the room should be 20 M ² . Provide separate room for the Heads of the department.				
	There should be separate staff rooms for Non teaching staffs.				
_		mmon library of the institut			
			bly Air conditioned. It shall have		
			rest & arm rest and separate tables.		
			ne courses conducted by the institution		
	l l		edia support shall be available for the		
			shall be made available. Separate		
	rooms/ cubicles for the Libra				

.

	Central Store						
5.0	A separate store room should be provided to accommodate the equipment and other inventory articles which are required in the laboratories of the college. This room should have the						
5.8	facilities for proper and safe	storage of these articl	es and equipment like cupboards, built-in-				
	shelves, racks, cabinets, furr	niture items like tables	and chairs. This room should be properly				
	lighted and well-ventilated						
	Laboratories/Equipments/ins	struments					
	Anatomy and Physiology La		·				
	(1) Demonstration room-The	ere shall be one demo	nstration room (30M2)m fitted with strip				
	chairs, overhead projector, Video and other audio-visuals aids so as to accommodate 30 students.						
5.9	(2) Preparation room (15M2 for preparation & storage of equipments.						
	(3) Museum- There shall be	(3) Museum- There shall be a museum provided with rack and shelves for storing and display					
		of wet and dry specimens and embryological sections ,models etc					
	Anatomy and Physiology laboratory of medical/Dental/ Nursing courses of the same institute						
	shall be shared for DRT course						
6	. MAN POWER REQUIREMENT						
6.1	Teaching Staff (Qualificati	on & Experience of i	required)				
	Post	nos ·	Qualification & Experience				
			(For administrative purpose				
6.1.1	Principal	1	Principal of				
0.1.1	1 i i i i i i i i i i i i i i i i i i i	1	Teaching/Paramedical				
			institution can be accepted)				

6.1.2	Director	1	Senior most Professor of Radio Diagnosis
6.1.3	Professor	. 1	MBBS+MD in Radio Diagnosis or 8 years post PG Teaching experience
6.1.4	Associate Professor in Radiodiagnosis	1+1	, MBBS+MD in Radio Diagnosis / 5 years post PG Teaching experience
6.1.5	Assistant Professor in Radiodiagnosis	1+1	MBBS+MD in Radiodiagnosis
6.1.6	Associate Professor in Radiation Physics	1	I.MSc (Physics)+PostMSc Diploma inDiploma Radiological inphysicsradiological Physics/ MSc Medical Physics or Equivalent qualification approved by MCI/AERB 2.Internship of 1 Year in a recognized radiotherapy centre 3. PhD 4. RSO certificateapproved by

			5. Teaching Ex	sperience of 8 years
6.1.7	Assistant Professor in Radiation Physics	2	inDiploma Rac inphysicsradio Medical Physic qualification and MCI/AERB 2.Internship of recognized rad	logical Physics/ MSc es or Equivalent oproved by
6.1.8	Asst Professor Anatomy/Physiology / Pathology	I each	MBBS+MD in Anatomy/Phys	iology / Pathology
6.1.3	Teaching Radiographer Radiography/ Radiotherapy	2	DRT/DRRT/BSc Medical Radiological Technology approved by Kerala Paramedical Council with 5 years' experience in Radiodiagnosis/ Radiotherapy and with AERB certification	
	·			<u> </u>
6.1.4	Year wise split up	Post	I Year	II Year
1		Director -	1	
		Professor		
		Asso Prof	1	. 1
	-	Asst Prof	2	1
		Lecturer	3	1
		Teaching Radiographer	1	1
6.1.5	Assistant Professor &Lecturer		For Basic subjects (Anatomy /Physiology /Pathology) from concerned departments can be shared	
6.1.6	Course Coordinator	1	Faculties in the cadre of Asst Professor of Radiodiagnosis/ /Radiation Physics	
6.1.7	Administrative Officer/Assistant	1	Graduate with experience inadministration for 3 years or equivalent qualification prescribed by Govt of Kerala.	
() 0	OCC C			
6.1.8	Office Superintend	1		

6.1.9	PA to Principal	1		
6.1.10	Accountant/	 	Can be shared with other Medical/	
	Cashier	1	Paramedical Courses.	
6.1.11	DEO/Comp Asst	1		
6.1.12	Clerk	2		
6.1.13	Store Keeper	1		
6.1.14	Office/Class room Attender	1		
6.1.15	Library staff		Can be shared in Common institutional Library	
	Librarian- Gr 1	1	With PG in Library Science	
	Librarian	1	With Graduation in Library Science	
6.1.16	Attender	1	Minimum+2	
6.1.17	Technical staff		Can be shared with hospital	
6.1.18	Electrician	1	Diploma/ITI Electrical	
6.1.19	Plumber	1	ITI	
6.1.20	Mechanic	1	Diploma/ITI Mechanical	
6.1.21	Supporting staff			
6.1.22	Cleaning Staff		Sufficient no to clean the total area	
6.1.23	Security staff		Shall be provided around the clock	
6.1.24	Driver		For the Institutional Vehicles	
7	HOSTELS		•	
7	Shall full fill criteria specified for approval of Hostels			
7.1	Separate Hostel for Boys and Girls as per the approved plan shall be constructed with the			
7.1	following facilities			
7.2	Minimum 50 sq ft dwelling spa	ace per student to be	maintained with cot, table, chair,	
	cloth stand and storage facility			
	Separate study room, common room, recreation room, visitors room with required			
	furniture and facilities shall be provided			
7.3	Separate room shall be provided for House keeper, security staff			
1	Adequate no of Bath room, toilets attached to room or common, washing/drying			
	area etc shall be provide			
	Dining Room & Kitchen			
	Dining hall spacious en	ough to accommoda	ate the full inmates with wash area,	
7.4	adequate chairs and tab		-	
/ • - 1	Hygienic Kitchen with	all facilities for cool	king and serving shall be available.	
	•		ncorporating balanced diet shall be	
	ensured	-		
8	Time & Mode of Application			
σ 	As per Notification of Govt./	DME for a particul	ar Academic Year	
8.1	Application Fee			
O.1	As fixed by Govt/Statutory Cou	ıncil		
8.2	Processing of Application			
8.2 1.	As specified in Govt Orders iss	ued from time to tin	ne	
8.3	Application Forms			
	Application for starting new institution/ course			
8.3:1	Appendix-A			

8.3.2 Application for Enhancement of Seats
Appendix-B

MINIMUM-STANDARD REQUIREMENT FOR DIPLOMA IN RADIODIAGNOSIS AND RADIOTHERAPY TECHNOLOGY (DRRT) COURSE CONDUCTED BY DME

PART-1 GENERAL DESCRIPTION OF THE DRRT COURSE

No	Item			
1.1	Title of the Course	Diploma in Radiodiagnosis and Radiotherapy Technology((DRRT))		
1.2	Aim of the course	Radiodiagnosis and Radiotherapy are fast developing branches of medicine and these departments require radiographers and technologists for their efficient functioning with adequate knowledge in radiation safety.		
1.3	Objective of the Course	To teach and train students in Radiodiagnosis and Radiotherapy technology with adequate knowledge in Radiation safety		
1.4	Admission Capacity+ Enhancement slot	As approved by Apex/State Councils, Central/State Govt. and DME from time to time 30		
1.5	Duration	3 Years		
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/STcandidates.		
1.7	Mode of Selection	The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time. Selection to the course shall be made by the Director of Medical Education and willbe made based on the marks obtained in the qualifying examination and also as per the Government guidelines on reservation (Selection to the management quota in the self-financing institution where the DRRT Course is granted and approved by the Government of Kerala, shall be made by the respective management with transparency.)		
1.8	Allotting Authority	Agency approved by Govt. of Kerala/Central/State Council		
1.9	Seat Reservation	As stipulated by Govt of Kerala/ Central/State Council from time to time		
1.10	Subjects to study			
1.10.1	1st Year (PART-1)	Paper-1: General & Radiation Physics Paper-2: Anatomy Paper-3: Physiology & Pathology		
1.10.2	2 nd Year (PART-II)	Paper-1: Physics of Mcdical Imaging & Radiotherapy Paper-2: Radiography Techniques Paper-3: Basics of Radiotherapy		
1.10.3	3rd Year (PART – III)	Paper-1: Radiation Safety in Radio diagnosis & Radiotherapy Paper-2: Advanced Medical Imaging Techniques		

		Paper-3: Advanced Radiotherapy
1.10.4	Internship	NA
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc
1.12	Council Registration if any	Respective State/Central Councils
1.13	Availability of the Course under DME	Refer DME/State Council Web Site
1.14	Scope for Higher Studies	BSc MIT or BSc RT

1. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING 3 YEAR DRRT COURSE

OWNER SHIP

2.1 The applicant for affiliation shall be an institution owned and managed by:

- 1. Government of India or the State Government,
- 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
- 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State
- 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.

ELIGIBILITY CRITERIA

2.2

- 1. Health Science Education in the field of Paramedical and Allied Health Science subjects is one of the objectives of the applicant, in case the applicant is an autonomous body/registered society/charitable trust.
- 2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name as under the regulations of the statutory council and as per the norms fixed by State Govt / DME from time to time.
- 3. The land earmarked by the Management for the College as stated in the application and in the sketch produced along with it shall be exclusively available for the purposes of the College
- 3. The applicant owns and manages a hospital as required under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 4. Required Essentiality Certificate/ permissions from the respective Government as insisted by the Central/State Council, is obtained and produced along with the application.
- 5. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and equipments as also sufficient faculty/man power as prescribed under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 6. The applicant shall NOT be one imparting educational Institutions conducting courses which are affiliated to agencies which are not approved by Govt. of Kerala/Central/State council/KUHS.
- 7. The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be permitted for the conduct of DRRT courses.

2.3 Documents to be submitted.

1. Clear title deed of the property in favour of the applicant;

- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- 11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board
- 14. Under takings

Affidavit in Stamp paper shall be submitted to the effect that

- Stating that they will run the college, make admissions to the course, make appointments of teaching and non-teaching staff in terms of Statutory Councils, Central and State Governments. And also to maintain stipulated Teacher Student ratio as well as Student Patient ratio in the institution.
- Make available and maintain the infrastructural facilities as required by respective statutory councils, central and state Governments

2.4 HOSPITAL

A well-established hospital of minimum 3 years of existence with 200 beds and 75% occupancy

Hospital Facility-

The hospital shall be suitably spacious to accommodate all facilities required for the course and as specified in the Regulation of the respective Statutory Council/ MSR for the course. The College and Hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department, and shall also maintain the Department wise OP and IP records, case records of OP/IP, laboratory and radiological investigation reports, medicines dispensing register, diet register for IPs, duty roster of hospital staff, birth and death certificates, etc. to substantiate the claim of genuine functional of a teaching hospital fulfilling the norms.

2.4.2 | Major departments:

Fully functional Radiodiagnosis, Radiotherapy and Radiation physics, Other Departmentslike

2.4.1

	Medicine, Surgéry, Operation theatres (major and minor), Orthopaedics, Paediatrics, Ob&Gy, ENT, Neurology, Neurosurgery, Urology, Gastroenterology should also available. Distribution of beds in different specialities including super speciality should be as follows a) Oncology(radiation & medical)- 40 b) Medicine- 40 c) Surgery-30 d) Paediatrics-20 e) Ob&Gy -30 f) Ortho -30 g) ENT - 10
2.4.3	Manpower: The hospital shall possess required number of hospital staff. The institution should have qualified and experienced staff as per the norms of competent authority from time to time. Dept. of Radiodiagnosis and Radiotherapy shall be headed by Faculties having minimum of 8 years of Post PG experience preferably in a teaching institution. Required staff details specified in section III.
2.4.4	Equipments: As per the norms of competent authority in force from time to time. Detailes of Equipments given in section IV
2.4.5	Clinical Cases: The institution should have suffcinet clinical cases for training DRRT Students
2.4.6	Laboratories: Anatomy physiology and pathology labs should be available. The lab facilities for other courses like MBBS/Nursing/MLT may be shared.

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE THREE YEAR DRRT COURSE

.,	Requirement	Eligibility	For starting the course	
3.1	Land Area required	25 Cents for Corporation and Municipality area and 50 Cent for other areas. Building 5000 Square feet	With constructed building and other infra structures	
3.2	Single/Multiple	Single		
3.3	Distance from Hospital	Preferably in the same campus or within 10 km		
3.4	Availability of Water	Adequate and safe continuous drinking water facilities must be provided for staffs and students. Also should provide continuous water supply to the Academic block, Hospital, Laboratories, Hostels etc		
3.5	Availability of Electricity	There shall be continuous power supply round the clock with generator facility, provided to the Hospital, College, Hostels and		

3.6	Availability of Public conveyance	Good public transport system should be available at the campus or at a maximum of 500 metre distance from the Institute		
3.7	Waste disposal	Adequate waste disposal measures should be taken as per the Govt .norms.		
3.8	Permission of Pollution control board	All the academic institutions and parent hospitals shall take adequate pollution control measures by providing incineration plant, waste disposal measures, sewage water treatment plant, landscaping of the campus etc and submit copy of the Clearance certificate.		
3.9	Play ground	Shall be shared with other courses in the Institute/College		
3.10	Parking area	Adequate parking space shall be made available for parking of institutional vehicles, vehicles of staff, students and patients.		
4	HOSPITAL			
4.1	Total Bed	200 beds		
4.2	OP/IP	600 patients daily		
4.3	Departments needed	Fully functional Radio diagnosis and Radiotherapy Departments with Radiation Physics Division, Other Departments like Medical, Surgical, Operation theatres- major and minor, Orthopaedics, Paediatrics should be available in the Parent Hospital		
4.4	Clinical Requirement	Following radiological procedures such as General Radiography, CT, MRI, Mammography, Dental X Rays, Fluoroscopy etc should be routinely carried out in the hospital The hospital should be a treating cancer hospital with radiotherapy facility. The hospital should be registered with AERB for radiation safety point of view. All Radiological Equipments should be licensed with AERB.		
4.5	Equipments			
	Radiodiagnosis department			
Sl No	Description	Nos	Specification	
1	Conventional X-ray Unit for routine X ray	2	300 mA /500mA / 800mAMachine AERB licenced	
2	Fluoroscopy equipment or DR X ray unit (All	1	500mA/600mA or higher I.I.T.V. System,	

	machines should be AERB		<u> </u>
	licensed)		Fluroscopy System
	1300.302)		CR
	CT :		DR
3	CT unit	1	AERB licenced
4	Dental Xray unit	1	AERB licenced
5	Quality Assurance (QA) kit	1	
	and appropriate phantoms		
	for practical demonstration	:	i
	of quality assurance tests of		i
	various type of diagnostic		
	X-ray equipment		
6	Ultrasound Machine	1	
7		1	A EDD II
8	Mammography Unit	· · · · · · · · · · · · · · · · · · ·	AERB licenced
	Mobile X ray Units	3	AERB licenced
9	MRI units	1	
8	Interventional Radiology	1	AERB licenced
	Unit		
9	Radiation Measuring and	1	1. GM type Radiation survey
	Mmonitoring devices		meter or Ionization chamber
			Radiation survey meters and
			should be calibrated
10	Protective accessories		Mobile Protective Barrier .
-			Lead apron
		,	Thyroid shields
			Gonad shields
	Radiotherapy	(All equipment should be	30.00
	Department	AERB licensed)	
	•		
1	Isocentrically mounted	1	Telecobalt Machine or Linear
	Rotational teletherapy Unit		accelerator
	with minimum 80 cm SSD		
2	Simulator	1	Conventional or CT simulator
3	Brachytherapy System with	1	Manual or remote after loading
,	Interstitial and intracavitary		system
	set up	·	System
4	Mould room	1	Immobilization augtom making
4	Mould foom	1	Immobilization system making
		·	systems
			Mould preparation equipments
			Customised shielding and
			Block making system
	Radiation Physics and		·
	Radiation Safety	1	20/20
i	Computerized treatment		2D/3D.
	planning system		
2.	Radiation Dosimetry and		i) Secondary standard
	Protection setup		dosimeter
		1	ii) Ion chamber Survey meter
		1	iii) Area/Zone monitors

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	<u> </u>		
			iv) Pocket Dosimeter
			All equipments should be
	,		Calibrated.
3	Radiation Field Analyser	1	
	and Phantoms	<u> </u>	· · · · · · · · · · · · · · · · · · ·
4	Personal Monitoring	1	As per AERB requireme
	Devices Continue to (The In-	· · · · · · · · · · · · · · · · · · ·	and training
	hospitals having he above fa	acilities).	nal equipment can provide training
5	CT Scanner (MDCT) or adv		
	DSA	i Nos	
5.1	Color Doppler facility	1 Nos	
5.2	High Energy Linear Acceler	rator with photon and Elect	ron mode
5.3	Portal Imaging	<u> </u>	
5.4	IGRT systems		
5.6	<u> </u>	PECT/PET	
	Staff Rooms		
- -	There should be adequate number of staff rooms/cubicles in proportion to the number of		
5.7	teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The size of the		
	room should be 20 M ² . Provide separate room for the Heads of the department. There should be separate staff rooms for Non teaching staffs		
	There should be separate staff rooms for Non teaching staffs. Library (Can share the common library of the institution)		
	Library (Can share the common library of the institution) Minimum of 100 sq.m. well lighted and ventilated preferably. Air conditioned. It shall have		
	Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have comfortable seating arrangement with chairs having back rest & arm rest and separate tables.		
		_	of the courses conducted by the instance that
	•		
	shall be available. Sufficient no of computers with multimedia support shall be available for students. Adequate scanners, printers and photocopier also shall be made available. Separate rooms/ cubicles for the Librarian shall be available		
	rooms/ cubicles for the Library	arian onan oo aranagiy	
	Central Store		
	Central Store A separate store room should	d be provided to accommod	
5.8	Central Store A separate store room should articles which are required in	d be provided to accommod n the laboratories of the col	lege. This room should have the
5.8	Central Store A separate store room should articles which are required in facilities for proper and safe	d be provided to accommod n the laboratories of the col storage of these articles an	d equipment like cupboards, built-
5.8	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn	d be provided to accommod n the laboratories of the col storage of these articles an	lege. This room should have the
5.8	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated	d be provided to accommod in the laboratories of the col storage of these articles and initure items like tables and o	lege. This room should have the d equipment like cupboards, built-
5.8	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated Laboratories/Equipments/ins	d be provided to accommod in the laboratories of the col storage of these articles and initure items like tables and o	lege. This room should have the d equipment like cupboards, built
5.8	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated Laboratories/Equipments/ins Anatomy and Physiology La	d be provided to accommoden the laboratories of the colestorage of these articles and conture items like tables and obstruments	lege. This room should have the d equipment like cupboards, built chairs. This room should be prope
5.8	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated Laboratories/Equipments/ins Anatomy and Physiology La (1) Demonstration room-The	d be provided to accommoden the laboratories of the collectorage of these articles and conture items like tables and obstruments about the contraction of the contrac	lege. This room should have the d equipment like cupboards, built chairs. This room should be propetion room (30M2) m fitted with str
5.8	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated Laboratories/Equipments/ins Anatomy and Physiology La (1) Demonstration room-The chairs, overhead projector, V	d be provided to accommoden the laboratories of the collectorage of these articles and conture items like tables and obstruments about the contraction of the contrac	lege. This room should have the d equipment like cupboards, built chairs. This room should be prope
	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated Laboratories/Equipments/ins Anatomy and Physiology La (1) Demonstration room-The chairs, overhead projector, V students.	d be provided to accommoden the laboratories of the colestorage of these articles and conture items like tables and obstruments aborder shall be one demonstrativideo and other audio-visual	lege. This room should have the d equipment like cupboards, built chairs. This room should be proper ion room (30M2) m fitted with strails aids so as to accommodate 30
5.8 5.9	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated Laboratories/Equipments/ins Anatomy and Physiology La (1) Demonstration room-The chairs, overhead projector, V students. (2) Preparation room (15M2)	d be provided to accommod in the laboratories of the cole storage of these articles and conture items like tables and obstruments aborder shall be one demonstrativideo and other audio-visual for preparation & storage	lege. This room should have the d equipment like cupboards, built chairs. This room should be propertion room (30M2) m fitted with strails aids so as to accommodate 30 of equipments.
	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated Laboratories/Equipments/ins Anatomy and Physiology La (1) Demonstration room-The chairs, overhead projector, V students. (2) Preparation room (15M2) (3) Museum-There shall be	d be provided to accommoden the laboratories of the colestorage of these articles and conture items like tables and obstruments aborder shall be one demonstrated video and other audio-visual for preparation & storage a museum provided with ra	lege. This room should have the d equipment like cupboards, built chairs. This room should be propertion room (30M2) m fitted with strails aids so as to accommodate 30 of equipments.
	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated Laboratories/Equipments/instantomy and Physiology La (1) Demonstration room-The chairs, overhead projector, V students. (2) Preparation room (15M2) (3) Museum-There shall be of wet and dry specimens and	d be provided to accommoden the laboratories of the collectorage of these articles and conture items like tables and construments aborder shall be one demonstrated in the demonstration of the preparation of the storage a museum provided with rand embryological sections, in	lege. This room should have the d equipment like cupboards, built chairs. This room should be propertion room (30M2) m fitted with strails aids so as to accommodate 30 of equipments.
	Central Store A separate store room should articles which are required in facilities for proper and safe shelves, racks, cabinets, furn lighted and well-ventilated Laboratories/Equipments/instantomy and Physiology La (1) Demonstration room-The chairs, overhead projector, V students. (2) Preparation room (15M2) (3) Museum-There shall be of wet and dry specimens and	d be provided to accommoden the laboratories of the collectorage of these articles and enture items like tables and estruments abore ere shall be one demonstrated in the preparation & storage a museum provided with rand embryological sections, in aboratory of medical/Dental	lege. This room should have the d equipment like cupboards, built chairs. This room should be propertion room (30M2) m fitted with strains aids so as to accommodate 30 of equipments. ack and shelves for storing and dismodels etc

6.1	Teaching Staff (Qua	alification & Experience of r	equired)
	Post	nos	Qualification & Experience
			(For administrative purpose
6.1.1	Principal	1	Principal of
	·	•	Teaching/Paramedical
			institution can be accepted)

6.1.7	Assistant Professor in Radiation Physics	2	1.MSc (Physics)+PostMSc Diploma inDiploma Radiological inphysicsradiological Physics/ MSc Medical Physics or Equivalent qualification approved by MCI/AERB 2.Internship of 1 Year in a recognized radiotherapy centre 3.RSO certificateapproved by
6.1.6	Associate Professor in Radiation Physics	1	1.MSc (Physics)+PostMSc Diploma inDiploma Radiological inphysicsradiological Physics/ MSc Medical Physics or Equivalent qualification approved by MCI/AERB 2Internship of 1 Year in a recognized radiotherapy centre 3. PhD 4. RSO certificateapproved by AERB 5. Teaching Experience of 8 years
6.1.5	Assistant Professor in Radiodiagnosis and Radiotherapy	1+1	MBBS+MD in Radiodiagnosis / Radiotherapy
6.1.4	Associate Professor in Radiodiagnosis /Radiotherapy	1+1	MBBS+MD in Radio Diagnosis / Radiotherapy +5 years post PG Teaching experience
6.1.3	Professor	1	MBBS+MD in Radio Diagnosis or Radiotherapy +8 years post PG Teaching experience
6.1.2	Director/HOD	1	Senior most Professor of Radio Diagnosis or Radiotherapy

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6.1.8	Asst Professor Anatomy/Physiology /	l each		Anatomy/Pl	MBBS+MD in Anatomy/Physiology /	
	Pathology			Pathology	Pathology	
6.1.3	Teaching Radiographer Radiography/ Radiotherapy	2		Radiologica approved by Paramedica years' expe Radiodiagn	DRT/DRRT/BSc Medical Radiological Technology approved by Kerala Paramedical Council with 5 years' experience in Radiodiagnosis/ Radiotherapy and with AERB certification	
6.1.4	Year wise split up	Post	I Year	II Year	III YEar	
		Director	1			
		Professor	·		1	
	· .	Asso Prof	1	1	1	
		Asst Prof	2	1		
	-	Lecturer	3	1	1	
		Teaching	- -			
		Radiographer	1	l t		
6.1.5	Assistant Professor &Lecturer (Part Time Faculty)	1 for each subject	ets	For Basic subjects (Anatomy /Physiology /Pathology) Part Time faculty is permissible		
6.1.6	Course Coordinator	1		Professor of	the cadre of Asst f Radiodiagnosis/ by/Radiation	
6.1.7	Administrative Officer/Assistant	1		inadministra equivalent q	ith experience ationfor 3 years or qualification by Govt of Kerala.	
1						
6.1.8	Office Superintend	1			-	
6.1.9	PA to Principal	1				
6.1.10	Accountant/ Cashier	1		Can be shared with other Medical/ Paramedical Courses.		
6.1.11	DEO/Comp Asst	1				
6.1.12	Clerk	2				
6.1.13	Store Keeper	1				
6.1.14	Office/Class room Attender	1				
6.1.15	Library staff			Can be shar	red in Common I Library	
	Librarian- Gr 1	1				
	Librarian	1		With PG in Library Science With Graduation in Library		
		l	-	1		

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6.1.16	Attender		Science	
6.1.17	Technical staff	1	Minimum+2	
6.1.18	Electrician	1	Can be shared with hospital	
6.1.19	Plumber		Diploma/ITI Electrical	
6.1.20	Mechanic		ITI	
6.1.21			Diploma/ITI Mechanical	
6.1.22	Supporting staff			
	Cleaning Staff		Sufficient no to clean the total area	
6.1.23	Security staff		Shall be provided around the clock	
6.1.24	Driver		For the Institutional Vehicles	
7	HOSTELS	J	1 of the matteriorial verifices	
	Shall full fill criteria specified for approval of Hostels			
7.1	Separate Hostel for Boys and Girls as per the approved plan shall be constructed with the			
7.2	following facilities			
1.2	Minimum 50 sq ft dwelling space per student to be maintained with cot, table, chair, cloth stand and storage facility as Single/Double/Triple Room/Dormitory			
	and storage facility as Single/	Double/Triple Room/Dormitory		
	Separate study room, common room, recreation room, visitors room with required			
7.2	furniture and facilities shall be provided			
7.3	Separate room shall be provided for House keeper, security staff			
į	Adequate no of Bath room, toilets attached to room or common, washing/drying area			
	etc shall be provided in each floor			
	Dining Room & Kitchen			
~ .	Dining hall spacious enough to accommodate the full inmates with wash area, adequate The state of t			
7.4	chairs and tables shall be available.			
	Hygienic Kitchen with all facilities for cooking and serving shall be available.			
	• Arrangement for providing hygienic food incorporating balanced diet shall be ensured			
8.	Time & Mode of Application As per Notification of Govt. DME for a particular Academic Year			
	As per Notification of Govt./	DME for a particular Academ	ic Year	
8.1	Application Fee			
	As fixed by Govt/Statutory Council			
	Processing of Application			
· ·	As specified in Govt Orders issued from time to time			
8.3	Application Forms			
			·	
8.3.1	Application for starting new ir Appendix-A	nstitution/ course		
	Application for starting new ir			

MINIMUM STANDARDREQUIREMENT-GENERAL FOR DIPLOMA OPHTHAMIC ASSISTANCE COURSE (DOA) CONDUCTED BY DME

1. General Description of The Course

No	Item		
1.1	Title of the Course	DIPLOMA IN OPHTHAMIC ASSISTANCE(DOA)	
1.2	Aim of the course	To train students to be useful assistants in ophthalmology practice	
1.3	Objective of the Course	To train the students to acquire knowledge and skill in testing of glasses, retinoscopy, identifying common eye diseases, conducting camps and taking active role in prevention of blindness	
1.4	Admission Capacity+	10 seats per batch. Enhancement as per the approval of State	
	Enhancement slot	Council/State Govt.	
1.5	Duration	2 Years + including 6 months- Internship	
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/ST candidates.	
1.7	Mode of Selection	The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations.	
1.8	Allotting Authority	Agency approved by Govt. of Kerala	
1.9	Seat Reservation	As stipulated by Govt of Kerala	
1.10	Subjects tostudy		
1.10.1	I⁴ Year	Paper Basic Science in Ophthalmology, Visual optics -I Paper Optics and Refraction, Orthoptic techniques and -II Ophthalmic equipments	
1.10.2	2nd Year	Paper- Common eye Disorders .Strabismus and Amblyopia III Paper- Health Education, Community Ophthalmology ,Surgical IV instruments , Operation theatre sterilization	
1.10.3	Internship	6 months internship in the parent institution or any other institution which is approved by the DME. It will be non stipendry.	
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc	
1.12	Council Registration if any	Respective State Councils	

1.13	Availability of the Course under DME	Refer DME/State CouncilWeb Site	1	
1.14	Scope for Higher Studies	B Sc Optometry	 I	
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2. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING DIPLOMA IN OPHTHALMIC ASSISTANCE COURSE (DOA)COURSE

	OWNERSHIP
2.1	The applicant for affiliation shall be an institution owned and managed by:
	Government of India or the State Government,
	2. An autonomous body promoted by Central and/or State Government, by or under an enactment
	for the purpose of Health Science Education.
	3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the
	State
	4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.
	ELIGIBILITY CRITERIA
2.2	
	1. Health Science Educationin the field of Paramedical and Allied Health Science subjects is one
	of the objectives of the applicant, in case the applicant is an autonomous body/registered
	society/charitable trust.
	2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the
	applicant-institution in its own name as under the regulations of the statutory council and as per
	the norms fixed by State Govt./ DME from time to time.
İ	3. The land earmarked by the Management as stated in the application and in the sketch produced
	along with it shall be exclusively available for the purposes of the Institution.
	4. The applicant owns and manages a hospital as required under the regulations of the statutory
	council and as per the norms fixed by State Govt./ DME from time to time.
	5. Required Essentiality Certificate/ permissions from the respective Government as insisted by
	the Central/State Council, is obtained and produced along with the application.
	6. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and
	equipments as also sufficient faculty/man power as prescribed under the regulations of the
	statutory council and as per the norms fixed by State Govt./ DME from time to time.
	7. The applicant shall NOT be one imparting educational Institutions conducting courses which
	are affiliated to agencies which are not approved by Govt. of Kerala/Central/State
	council/KUHS.
	8. The Hospital, Clinical, Academic and other facilities should be owned by the same
	management. Other forms of hospital/College facility like those governed by any other
	management or charitable society or by any forms of memorandum of understanding will not
	be permitted for the conduct of Paramedical Diploma courses.
2.3	Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government / Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- 11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board
- 14. Under takings

Affidavit in Stamp paper shall be submitted to the effect that

- Stating that they will run the collège, make admissions to the course, make appointments
 of teaching and non teaching staff in terms of Statutory Councils, Central and State
 Governments. And also to maintain stipulated Teacher Student ratio as well as Student
 Patient ratio in the institution.
- Make available and maintain the infrastructural facilities as required by respective statutory councils, central and state Governments

2.4 HOSPITAL

A well established exclusive ophthalmic hospital or amultispecialityhospital with established ophthalmology department of minimum 3 years of existence with 20 beds for ophthalmology and 75% occupancy

2.4.1 Hospital Facility-

The hospital shall be suitably spacious to accommodate all facilities required for the course and asspecified in the Regulation of the respective Statutory Council/ MSR for the course. The College and Hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department, and shall also maintain the Department wise OP and IP records, case records of OP/IP, laboratory and radiological investigation reports, medicines dispensing register, diet register for IPs, duty roster of hospital staff, birth and death certificates, etc. to substantiate the claim of genuine functional of a teaching

	hospital fulfilling the norms.					
ĺ	1. Departments					
	2. Total Bed					
	!					
	3. Patients		1			
	4. Specific requirement for	eligibility of th	e course			
242	3.7		1			
2.4.2	Major departments needed-op	hthalmology				
	Manpower	N. C.	10.119			
	Sl no Designation	No of posts	Qualification			
	1 Principal/Director	1	MBBS + MSOphth+ minimum 10 years			
	Academics 2 Assistant	2	teaching experience			
	Professor/Lecturer	2	MBBS + MS Ophth			
	3 Lecturer in	3	BSc Optometry (from a recognised university)			
	Optometry/Tutor	.	Or DOA with 5 years experience			
2.4.3	4 Lab assistant	2	SSLC+ lyear experience			
	Ophthalamic Asst	2	DØA			
	5 Administrative officer	1	Graduate with experience in administration for 3			
		/	yrs			
			Degree or diploma in Hospital Management			
			preferred			
	6 Assistant	2	Graduate with computer knowledge			
		<u> </u>				
	Equipments	101				
	Complete set for refraction	on -trial frame	lenses, prisms. prism box , prism bar etc			
	Snellen's chart, LogMAR	chart				
	3. Synaptophore					
	4. Automated Perimeter					
244	5. Streak retinoscope					
2.4.4	6. Autorefractometer					
	7. Tonometer-Schiotz and Applanation					
	· 8. AScan ultrasound					
		9. Keratometer				
	10. Retinoscopy simulator					
	11. Minor equipments					
		•				
, .	Clinical Requirements					
	1.Ophthalmic ward - bed strengt					
	2. Out patients – 100 patients dai	•				
	3.Cataract surgeries[SICS or Pha					
2.4.5			l/glaucoma/comea/squint] – 150 per year			
į	5. Laser procedures[capsulotomy/iridotomy/retinal]- 500 per year					
	6.Minor surgical procedures – 3000 per year					
	- •		ala andrebalmata mari di 17			
	- •		ric ophthalmology and strabismus			
2.4.6	- •	Retina,Paediat				

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE DOA COURSE

	Dogwissmont	FEATUR.	For starting the
	Requirement	Eligibility	course
3.1	Land Area required	Muncipality & corporation – 25cents Other 50cents	With constructed building and other infra structures
3.2	Single/Multiple	Single	
3.3	Distance from Hospital	Preferably in the same campus or within 10 l	xm
3.4	Availability of Water	Adequate and safe continuous drinking water provided for staffs and students. Also should water supply to the Academic block, Hospita Hostels etc	provide continuous
3.5	Availability of Electricity	There shall be continuous power supply roun generator facility, provided to the Hospital, Call other infrastructure areas	
3.6	Availability of Public conveyance	Good public transport system should be ava or at a maximum of 500 metre distance from	
3.7	Waste disposal	Adequate waste disposal measures should be Govt norms.	taken as per the
3.8	Permission of Pollution control board	All the academic institutions and parent hosp adequate pollution control measures by proviplant, waste disposal measures, sewage water landscaping of the campus etc and submit concertificate.	ding incineration treatment plant,
3.9	Play ground	Shall be shared with other courses in the Inst	tute/College
3.10	Parking area	Adequate parking space shall be made availa institutional vehicles, vehicles of staff, studer	
4	HOSPITAL		
4.1	Total Bed in ophthalmology	50	
4.2	OP	100 per day minimum	
4.3	Departments needed	Ophthalmology	
4.4	Clinical Requirement	1.Ophthalmic ward – bed strength – 50 beds 2. Out patients – 100 patients daily 3.Cataract surgeries[SICS or Phacoemulsificatio]- min 1200per year 4.Other major ophthalmic	
DF	RAFT 1	surgeries[vitreoretinal/glaucoma/cornea/squ	

	<u> </u>	<u></u>	<u> </u>
		int] – 150 per year 5. Laser procedures[capsulotomy/iridotomy/retinal]- 500 per year 6.Minor surgical procedures – 3000 per year 7.Speciality clinics in Glaucoma,Retina,Paediatric ophthalmology and strabismus.	
		List of Equipments 1. Complete set for refraction –trial frame, lenses,prisms,prism/box,prism bar etc 2. Snellen's chart,LogMAR chart	5
		Synaptophore / > Automated Perimeter	2
4.5	Equipments	Streak retinoscope Autorefractometer	3 🗸
		7. Tonometer-Schiotz and Applanation	3
		8. A Scan ultrasound	1
		. Keratometer	1
		\\10. Retinoscopy simulator	1
		11. Minor equipments)	•
5	INFRASTRUCTURE \ \ FOR THE COLLEGE \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	Constructed building as per the approved Plan	n j
			<u>.</u>
5.1	proper ventilation, lighting sy comfortable sitting arrangem black/green/white boards. Th and racks/cupboards for keep	e spacious enough to accommodate full batch of stem, electricity supply, audio-visual teaching ent preferably theatre type. There should be but ere should be a desk/ dais /a big table and a chaing aids or any other equipment needed for the	aids, fans and ilt in air for the teacher conduct of classes.
5.2	institution) Shall be spacious enough to for hosting functions of the should have proper stage with	nave proper lighting system and arrangements f	it can be utilized ad examinations. It
5.3	Examination Hall with con		
	Examination hall sho	uld meet all requirements as specified by KUH	S anticipating up

gradation of/starting of degree programmes and online conduct of exams. Availability of hall / halls of the required size to accommodate the entire Regular and supplementary candidates attending the examination at a time. The hall/halls shall have sufficient facilities like availability of light, drinking water, fan/air conditioner, attached toilet etc. Availability of a confidential room attached to the examination hall with two numbers each of desktop computers, printer/digital copier, UPS and Internet connectivity, all in working condition. In addition to this, the room shall also be equipped with generator, fax, and land line phone facilities, all in working condition. (For online transmission of question papers). Surveillance Camera system of the required specifications in working condition. Communication Signal jammer of the required specification in working condition This facility may be shared with other courses in the institute. Common Room for Boys & Girls A minimum of 2-3 common rooms should be provided-one for staff, one for male students and 5.4 one for female students, with adequate seating arrangements, cupboards etc. Toilet and hand washing facilities should be made available in each room. Administrative Block Administrative section of the college shall include Principal's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee room, Clerks' room, Cash and Accounts 5.5 section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility Principal's [or Director Academics]Room There should be a separate office for the Principal/Director with attached toilet and provision for 5.6 visitor's room. Independent telephone facility is a must for the Principal's office with intercom facility connected/linked to the hospital and hostel and a computer with internet facility. The size of the office should be 30 M². Staff Rooms There should be adequate number of staff rooms/cubicles in proportion to the number of teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The size of the 5.7 room should be 20 M². Provide separate room for the Heads of the department. There should be separate staff rooms for Non teaching staffs. Central Store A separate store room should be provided to accommodate the equipment and other inventory articles which are required in the laboratories of the college. This room should have the 5.8 facilities for proper and safe storage of these articles and equipment like cupboards, built-inshelves, racks, cabinets, furniture items like tables and chairs. This room should be properly lighted and well-ventilated Laboratories/Equi | -clinical laboratory attatched to the hospital 5.9

pments/instrumen	······
ts	
 	•

···	1
	Library (Can share the common library of the institution)
	Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have
	comfortable seating arrangement with chairs having back rest & arm rest and separate
	tables.Minimum of 500 Books and Journals related to the core, basic subjects of the courses
	conducted by the institution shall be available. Sufficient no of computers with multimedia
5.10	support shall be available for the students. Adequate scanners, printers and photocopier also
	shall be made available. Separate rooms/ cubicles for the Librarian shall be available
	If for the doa course alone- Library -1 number -30ft x 20 ft with 500 books of related subjects
	including journals
	Toilets
5.11	Separate toilets for boys and girls shall be made available in each floor.
	Garage
5.12	Garage to accommodate vehicles of the Institute should be maintained within the campus.
	Canteen
5.13	There should be provision for a canteen for the students, their guests, and all other staff
	members. Shall be shared with other courses in the institute.

6.1	Teaching Staff (No, Qu	alification	on & Experie	ence required shall be	e specified)
7	11/1/	No	· , · · · · · · · · · · · · · · · · · ·	ion/Experience	
6.1.1	Principal[in medical colleges] Or Director Academics	1	1	nistrative purposes[Print Paramedical institution	-
6.1.2	Director	1	MBBS+M teachinge	1S ophth + minimum 1 xperience	0 years
6.1.3	Assistant professor /Lecturer	2	MBBS +	MS Ophth	
6.1.4	Lecturer in optometry/ Tutor.	3	1 -	netry {from a recognis with 3 years experience	• •
6.1.5	Lab Assistant	2	SSLC + 1	year experience	
·					
6.1.6	Year wise split up	First Y	ear-As	Second Year -As	Total- Principal +8

		mentioned above	mentioned above	staff for both years
6.2	Technical staff			
6.2.1	Electrician	Can be shared with	Hospital	
6.2.2	Plumber			
6.2.3	Mechanic			
6.3	Supporting staff			
6.3.1	Cleaning Staff	Sufficient number to	clean the total area	
6.3.2	Security staff	Shall be provided ar	ound the clock	
6.3.3	Driver			
7	HOSTELS		^	
7.1	Separate Hostel for Boys	and Girls shall be arr	anged with the followi	ng facilities
7.2	Minimum 50 sq ft dwelli stand and storage facility		, ,	cot, table, chair, cloth
- "		/	<i>'</i>	///
7.4	Separate room sh Adequate no of B areaetc shall be p Dining Room & Kitchen Dining hall spaci adequate chairs a Hygienic Kitcher	eath room, toilets attach rovided in each floor ous enough to accomm and tables shall be ava with all facilities for	ouse keeper, security st hed to room or commo modate the full inmates	n, washing/drying s with wash area, hall be available.
	ensured		,	
8	Time & Mode of Application	As per Notificat Academic Year	ion of Govt./ DME fo	r a particular
8.1	Application Fee As fixed by Govt/Statuto	<u>} </u>		
8.2	Processing of Applicati As specified in Govt Ord		to time	
8.3	Application Forms			
8.3.1	Application for starting new institution/ course	Appendix-A		
	Application for	Appendix-B		

MINIMUM STANDARD REQUIREMENT- GENERAL FOR PARAMEDICAL DIPLOMA COURSES CONDUCTED BY DME

1. General Description of The Course

No	Item	
1.1	Title of the Course	DIPLOMA IN OPERATION THEATRE & ANAESTHESIA TECHNOLOGY (DOTAT)?
1.2	Aim of the course	They should be able to assist the Anaesthesiologist in Operation Theatre and Critical Care Unit.
1.3	Objective of the Course	(Shall be same as that specified in Syllabus)
	Minimum Admission	(As approved by Apex/State Councils, Central/State Govt. and DME
1.4	Capacity+ Enhancement slot	from time to time + Enhancement as per MSR of the course) 15 Students/batch
1.5	Duration	Duration of the course shall be 2 years plus compulsory internship for six months
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/STcandidates.
1.7	Mode of Selection	The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations.
1.8	Allotting Authority	Agency approved by Govt. of Kerala
1.9	Seat Reservation	As stipulated by Govt of Kerala
1.10	Subjects to study	
1.10.1	1ª Year	Basic Science including Pharmacology, Biomedical equipments, Operation theatre techniques
1.10.2	2 nd Year	Basic Science including Pharmacology, Biomedical equipments ,Operation theatre techniques
1.10.3		
1.10.4	Internship	Six months(non stipendary) after successful completion of the course
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc
1.12	Council Registration if any	Respective State Councils
1.13	Availability of the Course under DME	Refer DME/State Council Web Site
1.14	Scope for Higher Studies	Under Graduate and Post Graduate Courses

2. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING DOTAT COURSE

OWNER SHIP

2.1 The applicant for affiliation shall be an institution owned and managed by:

- 1. Government of India or the State Government,
- 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
- 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State
- 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act. 1954.

ELIGIBILITY CRITERIA

2.2

- 1. Health Science Education in the field of Paramedical and Allied Health Science subjects is one of the objectives of the applicant, in case the applicant is an autonomous body/registered society/charitable trust.
- 2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name as under the regulations of the statutory council and as per the norms fixed by State Govt / DME from time to time.
- 3. The land earmarked by the Management for the College as stated in the application and in the sketch produced along with it shall be exclusively available for the purposes of the College
- 4. The applicant owns and manages a hospital as required under the regulations of the statutory council and as per the norms fixed by State Govt / DME from time to time.
- 5. Required Essentiality Certificate/ permissions from the respective Government as insisted by the Central/State Council, is obtained and produced along with the application.
- 6. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and equipments as also sufficient faculty/man power as prescribed under the regulations of the statutory council and as per the norms fixed by State Govt / DME from time to time.
- 7. The applicant shall NOT be one imparting educational Institutions conducting courses which are affiliated to agencies which are not approved by Govt. of Kerala/Central/State council/KUHS.
- 8. The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be permitted for the conduct of Paramedical Diploma courses.

2.3 Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;

- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- 11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board
- 14. Under takings

Affidavit in Stamp paper shall be submitted to the effect that

- Stating that they will run the college, make admissions to the course, make appointments of teaching and non teaching staff in terms of Statutory Councils, Central and State Governments. And also to maintain stipulated Teacher Student ratio as well as Student Patient ratio in the institution.
- Make available and maintain the infrastructural facilities as required by respective statutory councils, central and state Governments

2.4 HOSPITAL

A well established hospital of minimum 3 years of existence with 200 beds and 75% occupancy

2.4.1 | Hospital Facility-

The hospital shall be suitably spacious to accommodate all facilities required for the course and as specified in the Regulation of the respective Statutory Council/ MSR for the course. The College and Hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department, and shall also maintain the Department wise OP and IP records, case records of OP/IP, laboratory and radiological investigation reports, medicines dispensing register, diet register for IPs, duty roster of hospital staff, birth and death certificates, etc. to substantiate the claim of genuine functional of a teaching hospital fulfilling the norms.

1. Departments:

General Surgery, Obstetrics & Gynaecology, Orthopaedics, Plastic Surgery, ENT,

OMFS

Specialities:- Cardiothoracic Surgery, Neuro Surgery, Surgical Gastroenterology, Urology, Paediatric Surgery, Transplant Surgery.

	2. Total Bed:
	200 beds with 75% occupancy
	3. Patients:
	IP- 200 OP-Around 600/day
	4. Specific requirement for eligibility of the course:
	Well equiped OT (2 nos), Emergency OT-1 no
	Major surgical departments
	Pre medication room, Recovery Room, Procedure Room
	Preanaesthesia checkup room
	Post anaesthesia care room (PACU)
	Intensive Care Unit
	Oxygen Plant (Cylinder + Liquid Oxygen)
	Biomedical Engineering Wing
	CSSD (Central Sterilization & Supply Department)
İ	Laboratory facilities
	Major departments needed
	General Surgery, Obstetrics & Gynaecology, Orthopaedics, Plastic Surgery, ENT, OMFS
2.4.2	Specialities:- Cardiothoracic Surgery, Neuro Surgery, Surgical Gastroenterology, Urology,
	Paediatric Surgery, Emergency Medicine Department, Microbiology, Anatomy, Physiology,
	Pharmacology, Pathology Manpower:
	Professor - 1
	Associate Professors - 2 nos
	Assistant Professors - 5 nos For Department of Anaesthesiology and other
	Senior Residents - 7 nos major departments.
	Minimum 4 units for major departments
	1 unit for Superspecialty Departments including
2.4.3	Professor/Associate Professor - 1 no
	Assistant Professors - 2 nos
	Senior Residents - 2 nos
	Trained Staff Nurses - 20 nos
	Nursing Assistants – 10 nos
	Cleaning Staff- 6 nos
	Security Staff- 2 nos
	Lab Technicians – 2 nos
<u></u>	Junior Lab Assistant – 4 nos
	Equipments:
	Well equiped operation theatre with Workstation, Suction Apparatus, Multichannel
2.4.4	monitors, Pipeline system, Overhead light, Adjustable operation tables
	Invasive and Noninvasive BP monitoring system, Blood sugar monitoring and Blood gas
	analysis equipments, Sterilization unit.

2.4.5	Clinical Cases: Surgical cases from each department. Emergency cases and ICU cases
2.4.6	<u>Laboratories</u>
2.4.0	Haematology Laboratory, Biochemistry Laboratory, Microbiology & Pathology Laboratory

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE COURSE

	Requirement	Eligibility	For starting the course		
3.1	Land Area required	25 Cents for Corporation and Municipality area and 50 Cent for Other areas. Building 5000 Square feet Licensed Hospital	With constructed building and other infra structures		
3.2	Single/Multiple	Single			
3.3	Distance from Hospital	Preferably in the same campus or	within 10 km		
3.4	Availability of Water	provided for staffs and students. A	Adequate and safe continuous drinking water facilities must be provided for staffs and students. Also should provide continuous water supply to the Academic block, Hospital, Laboratories, Hostels etc		
3.5	Availability of Electricity		There shall be continuous power supply round the clock with generator facility, provided to the Hospital, College, Hostels and all other infrastructure areas		
3.6	Availability of Public conveyance	Good public transport system should be available at the campus or at a maximum of 500 metre distance from the Institute			
3.7	Waste disposal	Adequate waste disposal measures should be taken as per the Govt norms.			
3.8	Permission of Pollution control board	All the academic institutions and parent hospitals shall take adequate pollution control measures by providing incineration plant, waste disposal measures, sewage water treatment plant, landscaping of the campus etc and submit copy of the Clearance certificate.			
3.9	Play ground	Shall be shared with other courses in the Institute/College			
3.10	Parking area	Adequate parking space shall be made available for parking of institutional vehicles, vehicles of staff, students and patients.			
4	HOSPITAL		*		
4.1	Total Bed	200 with 75% occupancy			
4.2	ОР/ІР	IP- 200 OP-Around 600/day			
4.3 DR	Departments needed AFT 1	General Surgery, Obstetrics & Gynaecology, Orthopaedics,			

		,	
\	·	Plastic Surgery, ENT, OMFS	
		Specialities:- Cardiothoracic	
		Surgery, Neuro Surgery,	
		Surgical Gastroenterology,	
		Urology, Paediatric Surgery,	
'		Emergency Medicine	
		Department, Microbiology,	
		Anatomy, Physiology,	
		Pharmacology, Pathology	
		Surgical cases from each	
		department. Emergency cases	
4.4	Clinical Requirement	and ICU cases	
	;		
		Well equiped operation theatre	
		with Workstation, Suction	
		Apparatus, Multichannel	
	.•	monitors, Pipeline system,	Y
		Overhead light, Adjustable	
4.5	Equipments	operation tables	
7.5 .	Equipments	Invasive and Non invasive BP	
		monitoring system, Blood sugar	
	4	monitoring and Blood gas	
		analysis equipments,	*
1.0	Manage (S)	Sterilization unit.	
4.6	Manpower	Professor 1	
		Associate Professors - 2 nos	
		Assistant Professors - 5 nos	
		Senior Residents - 7 nos	
		For Department of	
		Anaesthesiology and other	
		major departments.	
		Minimum 4 units for major	•
		departments.	
	* *	1 unit for Superspecialty	·
		Departments including	
		Professor/Associate Professor –	
		1 no	
	·	Assistant Professors - 2 nos	
		Senior Residents - 2 nos	
		Trained Staff Nurses – 20 nos	
		Nursing Assistants – 10 nos	
ļ [Cleaning Staff- 6 nos	
1		Security Staff- 2 nos	

	,	Lab Technicians – 2 nos		
		Junior Lab Assistant – 4 nos		
4.7				
	. INED A CEDUCTURE			
5	INFRASTRUCTURE FOR THE COLLEGE	Constructed College building as per the approved Plan		
	Lecture Halls with teachin			
5.1	55 M ² x 4 Nos. Shall be spac ventilation, lighting system, sitting arrangement preferab There should be a desk/ dais	ious enough to accommodate full batch of students with proper electricity supply, audio-visual teaching aids, fans and comfortable ly theatre type. There should be built in black/green/white boards. /a big table and a chair for the teacher and racks/cupboards for uipment needed for the conduct of classes.		
	Auditorium/Multinurnose	hall (Can be shared with other sources conducted in the same		
5.2	Auditorium/Multipurpose hall (Can be shared with other courses conducted in the same institution) Shall be spacious enough to accommodate full strength of students, so that it can be utilized for hosting functions of the college, educational conferences/workshops and examinations. It should have proper stage with green room facilities: It should be well ventilated, have proper lighting system and arrangements for the use of all kinds of basic and advanced audio-visual aids			
	Examination Hall with con	fidential room.		
5.3	 Examination hall should meet all requirements as specified by KUHS anticipating up gradation of/starting of degree programmes and online conduct of exams. Availability of hall / halls of the required size to accommodate the entire Regular and supplementary candidates attending the examination at a time. The hall/halls shall have sufficient facilities like availability of light, drinking water, fan/air conditioner, attached toilet etc. Availability of a confidential room attached to the examination hall with two numbers each of desktop computers, printer/digital copier, UPS and Internet connectivity, all in working condition. In addition to this, the room shall also be equipped with generator, fax, and land line phone facilities, all in working condition. (For online transmission of question papers). Surveillance Camera system of the required specifications in working condition. Communication Signal jammer of the required specification in working condition. This facility may be shared with other courses in the institute. 			
	Common Room for Boys &	ε Girls		
5.4	A minimum of 2-3 common male students and one for fer	rooms (800 sq ft each) should be provided-one for staff, one for male students, with adequate seating arrangements, cupboards facilities should be made available in each room.		
5.5	Administrative Block	·		
	1			

	Administrative section of the college shall include Principal's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee room, Clerks' room, Cash and Accounts section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility
5.6	Principal's Room There should be a separate office for the Principal with attached toilet and provision for visitor's room. Independent telephone facility is a must for the Principal's office with intercom facility connected/linked to the hospital and hostel and a computer with internet facility. The size of the office should be 30 M ² .
5.7	Staff Rooms There should be adequate number of staff rooms/cubicles in proportion to the number of teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The size of the room should be 20 M². Provide separate room for the Heads of the department. There should be separate staff rooms for Non teaching staffs.
5.8	Central Store - 15M ² A separate store room should be provided to accommodate the equipment and other inventory articles which are required in the laboratories of the college. This room should have the facilities for proper and safe storage of these articles and equipment like cupboards, built-in-shelves, racks, cabinets, furniture items like tables and chairs. This room should be properly lighted and well-ventilated
5.9	Laboratories/Equipments As per the requirement for the academic training of the course shall be made available

5.10	Library (Can share the common library of the institution) Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have comfortable seating arrangement with chairs having back rest & arm rest and separate tables. Books and Journals related to the core, basic subjects of the courses conducted by the institution shall be available. Sufficient no of computers with multimedia support shall be available for the students. Adequate scanners, printers and photocopier also shall be made available. Separate rooms/ cubicles for the Librarian shall be available		
5.11	Toilets Separate toilets for boys and girls shall be made available in each floor.		
5.12	Garage Garage to accommodate vehicles of the Institute should be maintained within the campus.		
5.13	Canteen There should be provision for a canteen for the students, their guests, and all other staff members. Shall be shared with other courses in the institute.		

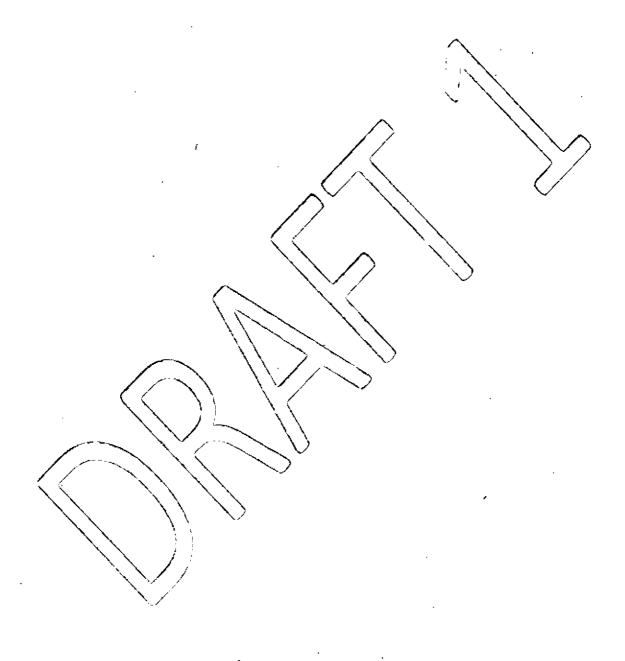
6.MAN POWER REQUIREMENT

Shall be provided

6.1	Teaching Staff (No, Qualification &	Experie	ence required	l shall be specified)	
		No Qualification/Experience			
6.1.1	Principal	1	MBBS, MD/MS –(Superspecialty optional)		al)
6.1.2	Vice Principal	1	MBBS, MD	/MS -(Superspecialty option	al)
6.1.3	Professor	1	MBBS, MD	/DNB Anaesthesiology	· · · · · · · · · · · · · · · · · · ·
6.1.4	Associate Professor	1	MBBS, MD	/DNB Anaesthesiology	•••
6.1.5	Assistant Professor	3	MBBS ,MD/	/DNB Anaesthesiology	
6.1.6	Lecturer				
6.1.7	Asst. Lecturer/ Tutor		<u> </u>		
6.1.8	Clinical instructor	2	BSc Nursing	/BSc Anaesthesia technician]
6.1.9	Assistant Professor & Lecturer (Part				<u></u>
	Time Faculty)	1			
6.1.9		First	Year – 📉	Second Year	
		Princi	pal – 1	Principal – I	
		Vice I	Principal - 1	Vice Principal – 1	Total-
	Year wise split up	Asst:P	rofessor – 3	Professor – 1 (optional)	9
		nos		Associate Professor - 1	
		Clinic	al instructor	Asst.Professor – 3 nos	
		– 2 nos		Clinical instructor – 2 nos	
6.2	Ministerial				
6.2.1	Administrative Officer - I no				
6.2.2	Office Superindent – 1	<u></u>			
6.2.3	PA to Principal – 1 no] `			
6.2.4	Accountant/	if a Ca	allaviete Usen	ital staff and ha should	ĺ
	Cashier – 1 no	If a Collegiate Hospital staff can be shared			
6.2.5	DEO/Comp Asst – 1 no				
6.2.6	Clerk – 1 no				
6.2.7	Store Keeper - 1 no				
6.2.8	Office/Class room Attender - 1 no				
6.3	Laboratory Staff				
6.3.1	Lab Instructor -	BSc,	NAI T		
6.3.2	Lab Technician – 2 nos	DSC,	MITI		
6.3.4	JLA – 4 nos	Diplor	na		·
6.4	Library staff				
6.4.1	Librarian- Gr 1	With I	PG in Library	Science	
6.4.2	Librarian	l no -	With graduat	ion in Library science	
6.4.3	Attender	1 no			
6.5	Technical staff				
6.5.1	Electrician - 1	Can be	e shared with	Hospital	

6.5.2	Plumber -1	Can be shared with Hospital		
6.5.3	Mechanic - 1	Can be shared with Hospital		
6.6	Supporting staff			
6.6.1	Cleaning Staff - 6 nos	Sufficient no to clean the total area		
6.6.2	Security staff – 2 noa	Shall be provided around the clock		
6.6.3	Driver	Facility needed if seperate building for office and hospital and teaching block		
7	HOSTELS	Shall full fill criteria specified for approval of Hostels		
7.1	following facilities	rls as per the approved plan shall be constructed with the		
7.2	and storage facility as Single/Do	e per student to be maintained with cot, table, chair, cloth stand buble/Triple Room/Dormitory le room, 200sq.ft for triple room		
7.3	 Separate study room, common room, recreation room, visitors room with required furniture and facilities shall be provided Separate room shall be provided for House keeper, security staff Adequate no of Bath room, toilets attached to room or common, washing/drying area etc shall be provided in each floor 			
7.4	chairs and tables shall be Hygienic Kitchen with a	Il facilities for cooking and serving shall be available. ng hygienic food incorporating balanced diet shall be ensured		
8	Time & Mode of Application	As per Notification of Govt./ DME for a particular Academic Year		
8.1	Application Fee As fixed by Govt/Statutory Council			
8.2 1.	Processing of Application As specified in Govt Orders issued from time to time			
8.3	Application Forms			
8.3.1	Application for starting new institution/ course	Appendix-A -		
	Application for Enhancement	Appendix-B		

Sd/Dr.Linette.J.Morris
Professor & Head
Department of Anaesthesiology



GOVERNMENT OF KERALA PARAMEDICAL COUNCIL

appendix A

APPLICATION FOR STARTING PARAMEDICAL COURSES (Each application form consists of a general proforms and a course concerned proforms)

	A		-
Α.	Gener	al Pro	itormu

Name and Address of the Applicant/Incitation / Educational Agency proposes

Nanc

Address with pin code Plaine No. 43

- Address to which communications are to be sent
- Whether the opency is a registered anciety (Attach copy of registration certificate)
- Whether the Place Annihize belong to the farisdiction of Corporation/Municipality/ panchayat
- 5: Name of the Village, I thick and District in which the leafilute is preposed.
 6. Whether the histing his abouty consumeted. If yes,

at yes,

a) Some the purpose for which it was constructed in Date of completion of construction

c) Total Area of the building

(stach copy of approved plan)

d) Whether the construction is as per the

Significant or the production connect

Area of land intach convex of decument

- Area of lead (attach copies of document)
- Registered owner of the lead, Land description and exact location of the land (Enclose the play of the land with road map)
- Whether no objective certificate obtained from the local beelies;
 If yes, sites the copies of more perform certificate for the project proposal from the Local backet.
 (Purchayan/Municipality/Corporation.)
- H. Name of the courses opplied for

2)

Ð

- 12. Name of the limitation which conduct the simul outress with in the distance of (0 Km)
- 13. Number of seeds proposed
- 14. Whether the Institute has experience in conducting other Madicul or Paramadicul aranges

SLNn	Name of the course	Year of	Number of	Name of University librard
		starting	atrigants bea payup	
	····			
	-		7 7 74	
	<u> </u>	i	1	

Name of the Head of Institution? Authorized signatory of the agency

Designation Qualification Phone No. Mobile No. Fax E mnil

- 16. Whether the Institute has own Harpital in the premises
 If yes,
 of Whith the baspital stated that then
 b) Aren of land
 c) Name of the council
 d) Total working space available
 (Attach the cupy of approved plan)

 - e) Total no of in-patiers/month f) Total mention of our patient/month g) Number of bed

Whether the hospital has specially clinical Myes, give details

03.				•
SNo	Name of the specialties	Year of striting	Number of out patients/yr	No. of inputions y
		-		
. 1				

- 18. Whether the Institute has Auditorium to conduct Common student's functions/comminations/nominars If yea, Total number of students in the institute Total working Acra of auditorium. How many students can be complet? Facilities in the multivitien
- Whether the institute here Common recom for boys Afirls:
 If yes, Total working treas
 Facilities available in the common recom
- 20. Whether the lestiture bas a Library If yes, Toint mes

21. Whether the institute has Hostel for If yes, Total combar of corms Total ricen quee in square meter Total working area exchaling the rooms

. , ,

- 22. Whether the institute has Hostel the Girls
 If yea, I dial number of course
 I dial from space in opens nieter
 Total synthing sine excluding the rooms
 (in source motor)
- 23. Whether the financial status of the estimate permit to stait the new course. If yes, give the details of budget provisions.
- 24. Whether the institute loss common tellet for Girls
 Boys
 Sheff

25. Others

CMINIMUM STANDARD REQUIREMENT-GENERAL FOR PARAMEDICAL DIPLOMA COURSES CONDUCTED BY DME

1. General Description of The Course

No	Item	
1.1	Title of the Course	Diploma in Cardiovascular Technology (-DCVT)
1.2	Aim of the course	Cardiovascular practice has changed a lot in the recent times with the adoption of newer diagnostic modalities, performanceof complex angioplasties and imaging procedures. The main job of the Cath lab technician is to assist the Cardiologist in the diagnosis and management of cardiovascular diseases.
1.3	Objective of the Course	The main objective of the course is to equip students to assist the Cardiologist in the various diagnostic modalities (Electrocardiogram and Echocardiography). The cardiovascular technologist is responsible for assisting the Cardiologist in invasive procedures such as cardiac catheterization. The course intend to provide a thorough knowledge of the basics in Cardiology and Cath lab machines.
1.4	Admission Capacity+ Enhancement slot	batch of 4 students
1.5	Duration	2 yrs + 6 months internship. There shall be theory classes along with practical training and resident duty during the course. Duration permitted for successful Completion of the course – 4 years
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/STcandidates.
1.7	Mode of Selection	The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations.
1.8	Allotting Authority	Agency approved by Govt. of Kerala
1.9	Seat Reservation	As stipulated by Govt of Kerala
1.10	Subjects to study	
1.10.1	1 st Year	Basic Sciences(Anatomy, Physiology, Microbiology, Pathology and Pharmacology) ECG, Exercise ECG, Holter and Miscellaneous
1.10.2	2 nd Year	Echocardiography
1.10.3	3 rd Year	Cardiac Catheterization- Principles and Practice
1.10.4	Internship	6 months. After the successful completion of the course
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc

1.12	Council Registration if any	Respective State Para Medical Councils
1.13	Availability of the Course under DME	Refer DME/State Council Web Site
1.14	Scope for Higher Studies	Under Graduate and Post Graduate Courses

2. <u>MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING DCVT COURSE</u>

OWNER SHIP

2.1 The applicant for affiliation shall be an institution owned and managed by:

- 1. Government of India or the State Government.
- 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
- 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State
- 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.

2.3 Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- 11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board

	of teaching and non teachir Governments. And also to re Patient ratio in the institution	college, make admissions to the course, make appointments and staff in terms of Statutory Councils, Central and State maintain stipulated Teacher Student ratio as well as Student and the infrastructural facilities as required by respective d state Governments
2.4 D	HOSPITAL	A well established hospital of minimum3 years of existence with 200 beds and 75% occupancy
2.4.1	asspecified in the Regulation of the College and Hospital shall maintain the records of patients in Out-Patimaintain the Department wise Of radiological investigation reports, mof hospital staff, birth and death cer of a teaching hospital fulfilling the national control of the Departments-Anatomy, Physical Pathology, General Medicine	ous to accommodate all facilities required for the course and the respective Statutory Council/ MSR for the course. The the computerized central registration system for maintaining ent Department and In-Patient Department, and shall also and IP records, case records of OP/IP, laboratory and redicines dispensing register, diet register for IPs, duty roster tificates, etc. to substantiate the claim of genuine functional forms. Siology, Biochemistry, Pharmacology, Microbiology, Cardiology and Cardio thoracic Surgery Ininimum 10 cardiology beds and 5 ICU beds
2.4.2	Microbiology, Pathology, General Department with a functioning C Cardiology Department and Cardi conduct of the course	-Anatomy, Physiology, Biochemistry, Pharmacology, Medicine, Cardiology and Cardio Thoracic Surgery ardiology ICU (minimum 5 beds). A fully functional o thoracic Surgery Department is essential for a proper
2.4.3	_	nts atleast 2 Cardiologists (Post DM/DNB) with additional 1 every additional seat with a maximum intake of 8 students/
2.4.4	analyyzer,1 working Echocardiograp Dobutamine stress ECHO) and 1 ancillary equipments)	read mill Test Machine, 1 working Holter Machine with ohy Machine (including facilities to do Tranoesophageal and Fully Functional Cath Lab (Motorized gantry and other
2.4.5	atleast 3000 Echocardiograms include year, 1000 TMTs per year and 200 F	r,Coronary Angioplasty 200 per year

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	Sufficent number of Structural intervention and Electrophysiology studies is desirable
2.4.6	Laboratories –One Exercise test + Holter lab One Echocardiography lab with minimum one Echo machine with TEE probe One Cath Lab with all equipments like Hemodynamic monitors, Pressure Transducers

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE COURSE

	Requirement	Eligibility	For starting the course	
		25 Cents for Corporation and	With constructed building	
3.1	Land Area required	Municipality area and 50 Cent	and other infra structures	
	,	for Other areas	mis onioi mina situotures	
3.2	Single/Multiple	Single		
3.3	Distance from Hospital	Preferably in the same campus or within 10 km		
3.4	Availability of Water	Adequate and safe continuous drinking water facilities must be provided for staffs and students. Also should provide continuous water supply to the Academic block, Hospital, Laboratories, Hostels etc		
3.5	Availability of Electricity	There shall be continuous power supply round the clock with generator facility, provided to the Hospital, College, Hostels and all other infrastructure areas		
3.6	Availability of Public conveyance	Good public transport system should be available at the campus or at a maximum of 500 metre distance from the Institute		
3.7	Waste disposal	Adequate waste disposal measures should be taken as per the Govt .norms.		
3.8	Permission of Pollution control board	All the academic institutions ar adequate pollution control measures, plant, waste disposal measures, landscaping of the campus etc and certificate.	ures by providing incineration sewage water treatment plant,	
3.9	Play ground	Shall be shared with other courses	in the Institute/College	
3.10	Parking area	Adequate parking space shall be institutional vehicles, vehicles of s		
4	HOSPITAL			
4.1	Total Bed	200 beddded hospital		
4.2	OP/IP	Cardiology OPD strength of minir	num 5000 OP cases/ year	
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<u>M.</u>			
9		IP strength of minimum 600 cases per year	
4.3	Departments needed	Anatomy, Physiology, Biochemistry, Pharmacology, Microbiology, Pathology, Pharmacology, General Medicine, Cardiology and Cardio Thoracic Surgery Department with a functioning Cardiology ICU (minimum 5 beds). A fully functional Cardiology Department and Cardio thoracic Surgery Department is essential for a proper conduct of the course	
4.4	Clinical Requirement	Minimum of 5000 OP cases / year and 600 IP cases per year with a load of atleast 3000 Echocardiograms per year including 50 Transoesophageal Echocardiograms, 2000 ecgs per year, 1000 TMTs per year and 200 Holter tests per year	
4.5	Equipments	 A fully functional Cath lab with motorized gantry and other ancillary equipments Echocardiographic machine with facilities for TEE Holter Recorder and Analyzer Tread Mill Test Machines 4 ECG recorders Hemodynamic Monitors 	
4.6	Manpower	For a batch of 4 students at least 2 cardiologists (Post DM/DNB) with 2 yrs experience For every additional 2 students 1 Cardiologist with 2 yrs experience(Post DM/DNB) Maximum intake 8 students / year Cath lab Technologist - For a batch of 4 students at least 2 Technologist (Post BCVT/ Post DCLT) with 2 yrs experience For every additional student 1 Technologist with 2 yrs experience (Post BCVT/ Post DCLT)	
5	INFRASTRUCTURE FOR THE COLLEGE	Constructed College building as per the approved Plan	
5.1	Lecture Halls with teaching aids 55 M ² x 4 Nos. Shall be spacious enough to accommodate full batch of students with proper ventilation, lighting system, electricity supply, audio-visual teaching aids, fans and comfortable sitting arrangement preferably theatre type. There should be built in black/green/white boards. There should be a desk/ dais /a big table and a chair for the teacher and racks/cupboards for keeping aids or any other equipment needed for the conduct of classes.		
5.2	Auditorium/Multipurpose linstitution) Shall be spacious enough to for hosting functions of the should have proper stage with	accommodate full strength of students, so that it can be utilized college, educational conferences/workshops and examinations. It h green room facilities. have proper lighting system and arrangements for the use of all	

	Examination Hall with confidential room. Examination hall should meet all requirements as specified by KUHS anticipating up		
	gradation of/starting of degree programmes and online conduct of exams		
	 Availability of hall / halls of the required size to accommodate the entire Regular and supplementary candidates attending the examination at a time. 		
	• The hall/halls shall have sufficient facilities like availability of light, drinking water, fan/air conditioner, attached toilet etc.		
5.3	 Availability of a confidential room attached to the examination hall with two numbers each of desktop computers, printer/digital copier, UPS and Internet connectivity, all in working condition. In addition to this, the room shall also be equipped with generator, fax, and land line phone facilities, all in working condition. (For online transmission of question papers). 		
	 Surveillance Camera system of the required specifications in working condition. Communication Signal jammer of the required specification in working condition This facility may be shared with other courses in the institute. 		
5.4	Common Room for Boys & Girls A minimum of 2-3 common rooms (800 sq ft each) should be provided-one for staff, one for male students and one for female students, with adequate seating arrangements, cupboards etc. Toilet and hand washing facilities should be made available in each room.		
	Administrative Block		
5.5	Administrative section of the college shall include Principal's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee room, Clerks' room, Cash and Accounts section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility		
	Principal's Room		
5.6	There should be a separate office for the Principal with attached toilet and provision for visitor's room. Independent telephone facility is a must for the Principal's office with intercom facility connected/linked to the hospital and hostel and a computer with internet facility. The size of the office should be 30 M ² .		
5.7	Staff Rooms There should be adequate number of staff rooms/cubicles in proportion to the number of teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The size of the room should be 20 M². Provide separate room for the Heads of the department. There should be separate staff rooms for Non teaching staffs.		
5.8	Central Store A separate store room should be provided to accommodate the equipment and other inventory articles which are required in the laboratories of the college. This room should have the facilities for proper and safe storage of these articles and equipment like cupboards, built-in-shelves, racks, cabinets, furniture items like tables and chairs. This room should be properly lighted and well-ventilated		

5.9	Laboratories/Equi pments/instrumen ts	As per the requirement for the academic training of the course shall be made available
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6.MAN POWER REQUIREMENT

5.10	Library (Can share the common library of the institution) Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have comfortable seating arrangement with chairs having back rest & arm rest and separate tables. Books and Journals related to the core, basic subjects of the courses conducted by the institution shall be available. Sufficient no of computers with multimedia support shall be available for the students. Adequate scanners, printers and photocopier also shall be made available. Separate rooms/ cubicles for the Librarian shall be available
5.11	Toilets Separate toilets for boys and girls shall be made available in each floor.
5.12	Garage Garage to accommodate vehicles of the Institute should be maintained within the campus.
5.13	Canteen There should be provision for a canteen for the students, their guests, and all other staff members. Shall be shared with other courses in the institute.

Shall be provided

6.1	Teaching Staff (No, Qualification & Experience required shall be specified)			specified)	
_		No	Qualification/	Experience	<u> </u>
6.1.1	Principal	1	10 yr experier	nce post PG	
6.1.2	Vice Principal	1	8 yr post PG		
6.1.3	Professor in Cardiology	1	5 yr post DM/	'DNB	
6.1.4	Associate Professor in Cardiology	1	2 yrs post DM	I/DNB	
6.1.5	Assistant Professor in Cardiology	1	Post DM/DNI	3	
6.1.6	Senior Resident (Academic/ Non Academic)	1	Academic – undergoing DM/DNB training Non Academic – post DM/DNB training		
6.1.7	Cath Lab Technician	2	Post BCVT/ Post Diploma in Cardiovascular Technology Post DCVT with 3 yrs experience in Govt Hospital / SCTIMST/ 200 bedded private hospital		
6.1.9	Year wise split up	First Yea	r ·	Second Year	Total

6.2	Ministerial	
6.2.1	Administrative Officer	
6.2.2	Office Superindent	+
6.2.3	PA to Principal	-
6.2.4	Accountant/Cashier	-
6.2.5	DEO/Comp Asst	Can be shared with the Hospital
6.2.6	Clerk	Journal of March William Hospital
6.2.7	Store Keeper	
600	Office/Class room	
6.2.8	Attender	·
6.3	Laboratory Staff	
6.3.1	Lab Instructor	
6.3.2	Lab Technician	
6.3.4	JLA	
6.4	Library staff	
6.4.1	Librarian- Gr 1	With PG in Library Science
6.4.2	Librarian	With Graduation in Library Science
6.4.3	Attender	
6.5	Technical staff	
6.5.1	Electrician	Can be shared with Hospital
6.5.2	Plumber	
6.5.3	Mechanic	
6.6	Supporting staff	
6.6.1	Cleaning Staff	Sufficient no to clean the total area
6.6.2	Security staff	Shall be provided around the clock
6.6.3	Driver	
7	HOSTELS	Shall full fill criteria specified for approval of Hostels
7.1	Separate Hostel for Boys the following facilities	and Girls as per the approved plan shall be constructed with
7.2	Minimum 50 sq ft dwelling space per student to be maintained with cot, table, chair, cloth stand and storage facility as Single/Double/Triple Room/Dormitory	
7.3	 Separate study room, common room, recreation room, visitors room with required furniture and facilities shall be provided Separate room shall be provided for House keeper, security staff Adequate no of Bath room, toilets attached to room or common, washing/drying areaetc shall be provided in each floor 	
7.4	 Dining Room & Kitchen Dining hall spacious enough to accommodate the full inmates with wash area, adequate chairs and tables shall be available. Hygienic Kitchen with all facilities for cooking and serving shall be available. Arrangement for providing hygienic food incorporating balanced diet shall be ensured 	

8	Time & Mode of	As per Notification of Govt./ DME for a particular	
0	Application	Academic Year	
8.1	Application Fee		
0.1	As fixed by Govt/Statutory Council		
8.2	Processing of Application		
0.2	As specified in Govt Orders issued from time to time		
8.3	Application Forms		
8.3.1	Application for starting	Appendix-A	
0.5.1	new institution/ course		
8.3.2	Application for	Appendix-B	
6.3.2	Enhancement of Seats		

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CMINIMUM STANDARDREQUIREMENT-GENERAL FOR PARAMEDICAL DIPLOMA COURSES CONDUCTED BY DME

1. General Description of The Course

No	Item	
1.1	Title of the Course	DIPLOMA IN DIPLOMA NEUROTECHNOLOGY(D:NT)2
1.2	Aim of the course	Moulding Well Trained Technicians In Neurotechnology
1.3	Objective of the Course	To impart various skillsets, practical knowledge, and expertise to the students and to provide a fundamental understanding of Neurotechnology
1.4	Admission Capacity+ Enhancement slot	Not to exceed 6 students per batch
1.5	Duration	2 Years+ 6 months Internship
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/STcandidates.
1.7	Mode of Selection	The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations.
1.8	Allotting Authority	Agency approved by Govt. of Kerala
1.9	Seat Reservation	As stipulated by Govt of Kerala
1.10	Subjects tostudy	
1.10.1	1ª Year	Basic Sciences, Common Diseases Of The Nervous System
1.10.2	2 nd Year	Neurotechnology-II, Neurotechnology-II
1.10.3	3 [™] Year	NA
1.10.4	Internship	6 months Internship(non stipendry) after the successful completion of course
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc
1.12	Council Registration if any	Respective State Councils
1.13	Availability of the Course under DME	Refer DME/State Council Web Site
1.14	Scope for Higher Studies	Under Graduate and Post Graduate Courses

2. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING Diploma NeurotechnologyCOURSE

OWNER SHIP

2.1 The applicant for affiliation shall be an institution owned and managed by:

- 1. Government of India or the State Government,
- 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
- 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State
- 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.

ELIGIBILITY CRITERIA

2.2

- 1. Health Science Education in the field of Paramedical and Allied Health Science subjects is one of the objectives of the applicant, in case the applicant is an autonomous body/registered society/charitable trust.
- 2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name as under the regulations of the statutory council and as per the norms fixed by State Govt // DME from time to time.
- 3. The land earmarked by the Management for the College as stated in the application and in the sketch produced along with it shall be exclusively available for the purposes of the College
- 4. The applicant owns and manages a hospital as required under the regulations of the statutory council and as per the norms fixed by State Govt / DME from time to time.
- 5. Required Essentiality Certificate/ permissions from the respective Government as insisted by the Central/State Council, is obtained and produced along with the application.
- 6. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and equipments as also sufficient faculty/man power as prescribed under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 7. The applicant shall NOT be one imparting educational Institutions conducting courses which are affiliated to agencies which are not approved by Govt. of Kerala/Central/State council/KUHS.
- 8. The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be permitted for the conduct of Paramedical Diploma courses.

2.3 Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;

- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- .11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board
- 14. Under takings

Affidavit in Stamp paper shall be submitted to the effect that

- Stating that they will run the college, make admissions to the course, make appointments of teaching and non teaching staff in terms of Statutory Councils, Central and State Governments. And also to maintain stipulated Teacher Student ratio as well as Student Patient ratio in the institution.
- Make available and maintain the infrastructural facilities as required by respective statutory councils, central and state Governments

2.4 HOSPITAL

2.4.1

A well established hospital of minimum5 years of existence with 200 beds and 75% occupancy

Hospital Facility

The hospital shall be suitably spacious to accommodate all facilities required for the course and asspecified in the Regulation of the respective Statutory Council/ MSR for the course. The College and Hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department, and shall also maintain the Department wise OP and IP records, case records of OP/IP, laboratory and radiological investigation reports, medicines dispensing register, diet register for IPs, duty roster of hospital staff, birth and death certificates, etc. to substantiate the claim of genuine functional of a teaching hospital fulfilling the norms.

- 1. Departments
- 2. Total Bed
- 3. Patients
- 4. Specific requirement for eligibility of the course
- 2.4.2 Major departments needed -Neurology department with at least 50 outpatients per week, at least 10 ward beds and Neurology ICU facility
- 2.4.3 Manpower- At least 1 Neurologist with minimum 2 years post DM experience.

	At least one full time Neurotechnologist with Diploma Neurotechnology Degree from a recognised Institution	
2.4.4	Equipments-16 Channel EEG with video, Nerve conduction and EMG machine,	
2.4.5	Clinical Cases- Exposure to common Neurology cases e.gstroke,epilepsy,muscledisease,neuromuscular junction disorders,multiple sclerosis	
2.4.6	Laboratories-EEG,EMG labs	

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE COURSE

	Requirement	Eligibility	For starting the course	
3.1	Land Area required	25 Cents for Corporation and	With constructed building	
		Municipality area and 50 Cent	and other infra structures	
		for Other areas		
3.2	Single/Multiple	Single		
			,	
3.3	Distance from Hospital	Preferably in the same campus or within 10 km		
3.4	Availability of Water	Adequate and safe continuous drinking water facilities must be provided for staffs and students. Also should provide continuous water supply to the Academic block, Hospital, Laboratories, Hostels etc		
3.5		There shall be continuous power supply round the clock with generator facility, provided to the Hospital, College, Hostels and		
	Availability of Electricity			
		all other infrastructure areas		
	Availability of Public	Good public transport system should be available at the campus or at a maximum of 500 metre distance from the Institute		
3.6	conveyance			
3.7	Waste disposal	Adequate waste disposal measures should be taken as per the Govt .norms.		
	·	All the academic institutions and parent hospitals shall take		
	Permission of Pollution	adequate pollution control measures by providing incineration		
3.8	control board	plant, waste disposal measures, sewage water treatment plant,		
	,	landscaping of the campus etc and submit copy of the Clearance		
		certificate.		
3.9	Play ground	Shall be shared with other courses in the Institute/College		
3.10	Parking area	Adequate parking space shall be made available for parking of institutional vehicles, vehicles of staff, students and patients.		
4	HOSPITAL			
4.1	Total Bed	200		
4.2	OP/IP	At least 50 neurology		
	RAFT 1	outpatients per week, at least 10	1	

	·	Neurology IP beds and			
		Neurology ICU facility			
4.3	Departments needed	Neurology			
4.4		Exposure to common Neurology			
	Clinical Requirement	cases including			
		stroke,epilepsy,multiple sclerosis			
		16 channel EEG with			
4.5	Equipments	video,EMG and nerve			
		conduction study machine			
	Manpower	At least 1 Neurologist with			
4.6		minimum 2 years post DM			
		experience,1 full time			
		Neurotechnologist with Diploma			
		Neurotechnology degree from a			
		recognised institution	<u> </u>		
4.7		/ \			
			\$7		
5	INFRASTRUCTURE	Constructed College building as po	er the approved Plan		
	FOR THE COLLEGE Constructed Conege building as per the approved Plan				
	T / TT 13 // 3 /				
	Lecture Halls with teaching aids				
	55 M ² x 4 Nos. Shall be spacious enough to accommodate full batch of students with proper				
5.1	ventilation, lighting system, electricity supply, audio-visual teaching aids, fans and comfortable				
	sitting arrangement preferably theatre type. There should be built in black/green/white boards.				
	There should be a desk/ dais /a big table and a chair for the teacher and racks/cupboards for keeping aids or any other equipment needed for the conduct of classes.				
	keeping aids or any other equipment needed for the conduct of classes.				
	Auditorium/Multipurpose hall (Can be shared with other courses conducted in the same institution)				
	Shall be spacious enough to accommodate full strength of students, so that it can be utilized				
	for hosting functions of the college, educational conferences/workshops and examinations. It				
5.2	should have proper stage with green room facilities.				
	It should be well ventilated, have proper lighting system and arrangements for the use of all				
	kinds of basic and advanced a	nudio-visual aids	5		
·					
5.3	Examination Hall with conf	Examination Hall with confidential room.			
	Examination hall should meet all requirements as specified by KUHS anticipating up				
	gradation of/starting of degree programmes and online conduct of exams.				
	Availability of hall / halls of the required size to accommodate the entire Regular and				
	supplementary candidates attending the examination at a time.				
	• The hall/halls shall have sufficient facilities like availability of light, drinking water,				
	fan/air conditioner, attached toilet etc.				
	Availability of a confidential room attached to the examination hall with two numbers				
	each of desktop computers, printer/digital copier, UPS and Internet connectivity, all in				
	working condition. In	addition to this, the room shall als	so be equipped with generator,		
	1				

	<i>C</i>	
	question pa	nd line phone facilities, all in working condition. (For online transmission of
	question pa	pers).
	Communic	ce Camera system of the required specifications in working condition.
	This facility may b	ation Signal jammerof the required specification in working condition
	This facility may b	e shared with other courses in the institute.
	Common Room fo	r Boys & Girls
5.4	A minimum of 2-3	common rooms (800 sq ft each) should be provided-one for staff, one for
5.4	male students and o	one for female students, with adequate seating arrangements, cupboards
	etc.Toilet and hand	washing facilities should be made available in each room.
	Administrative Blo	
	Administrative sect	ion of the college shall include Principal's Room, Personal Assistant's
5.5	Room, Reception, V	Visitor's lounge, Staff Committee room, Clerks' room, Cash and Accounts
0.0	section, Record roo	m and Toilets Separate, furnished office room for administrative staff with
	telephone, photocop	pier, computer and internet facility
·		
	Principal's Room	
		parate office for the Principal with attached toilet and provision for visitor's
5.6		telephone facility is a must for the Principal's office with intercom facility
	į.	the hospital and hostel and a computer with internet facility. The size of the
	office should be 30	
	<u> </u>	
	Staff Rooms	
	There should be ad	equate number of staff rooms/cubicles in proportion to the number of
5.7	1	ne staff room/cubicle should accommodate 2 teachers only. The size of the
	1	M ² :Provide separate room for the Heads of the department.
	2 * .	parate staff rooms for Non teaching staffs.
	/ / / / /	
	Central Store	
		m should be provided to accommodate the equipment and other inventory
5.8		equired in the laboratories of the college. This room should have the
		and safe storage of these articles and equipment like cupboards, built-in-
	1	nets, furniture items like tables and chairs. This room should be properly
	lighted and well-ve	ntilated
.	Laboratories/Equi	16 channel EEG with video recording,EMG and nerveconduction study
5.9	pments/instrumen	machine, facility for polysomnography
	ts	

5.10 Library (Can share the common library of the institution)

Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have comfortable seating arrangement with chairs having back rest & arm rest and separate tables.

DRABboks and Journals related to the core, basic subjects of the courses conducted by the institution shall be available. Sufficient no of computers with multimedia support shall be available for the

) 	students. Adequate scanners, printers and photocopier also shall be made available. Separate rooms/ cubicles for the Librarian shall be available
5.11	Toilets Separate toilets for boys and girls shall be made available in each floor.
5.12	Garage Garage to accommodate vehicles of the Institute should be maintained within the campus.
5.13	Canteen There should be provision for a canteen for the students, their guests, and all other staff members. Shall be shared with other courses in the institute.

6.MAN POWER REQUIREMENT

C1 11	1 .	* 1 . 1
Snaii	De	provided

6.1.2 6.1.3 6.1.4 , 6.1.5	Principal Vice Principal	No 1	Qualifi	ication/Experience		. 1
6.1.2 6.1.3 6.1.4 ,	·^	1 //				
6.1.3 6.1.4 , 6.1.5	Vice Principal (/			1
6.1.4 .						j
6.1.5	Professor		11			1
	Associate Professor	11 //	11)		1
	Assistant Professor	At least 1 Assistant Professor /Consultant in Neurology	Minim experie	um 2 years post DM	1 clinical	
6.1.7	Lecturer \\					11
	Asst. Lecturer/, Tutor	\				
6.1.8	Clinical instructor	I full time Neurotechnolo gist	_	na Neurotechnology ised institution	degree from a	
	Assistant Professor &Lecturer (Part Time Faculty)				-	
	Year wise split up	First Year		Second Year `	Total	
	Ministerial					
6.2.1	Administrative Officer	No, qualification & experience needed to be specified				
6.2.2	Office Superindent	_			,	
6.2.3	PA to Principal				1	
6.2.4	Accountant/					

6.2.5	DEO/Comp Asst				
6.2.6	Clerk				
6.2.7	Store Keeper				
	Office/Class room				
6.2.8	Attender	•			
6.3	Laboratory Staff				
6.3.1	Lab Instructor				
6.3.2	Lab Technician	At least I Neurotechnologist with Diploma Neurotechnology			
6.3.4	JLA	Degree from a recognised institution			
6.4	Library staff	·			
6.4.1	Librarian- Gr 1	With PG in Library Science			
6.4.2	Librarian	With Graduation in Library Science			
6.4.3	Attender	and the same of th			
6.5	Technical staff				
6.5.1	Electrician	Can be shared with Hospital			
6.5.2	Plumber	San of Shared Wall Aloophan			
6.5.3	Mechanic				
6.6	Supporting staff				
6.6.1	Cleaning Staff	Sufficient no to clean the total area			
6.6.2	Security staff	Shall be provided around the clock			
6.6.3	Driver	one of powers around the crook			
	<u> </u>				
	\				
7	HOSTELS	Shall full fill criteria specified for approval of Hostels			
		and Girls as per the approved plan shall be constructed with			
7.1	the following facilities				
7.2					
1.2		ng space per student to be maintained with cot, table, chair, acility as Single/Double/Triple Room/Dormitory			
	cioni stand and storage ra	conty as Single/Double/Triple Room/Dormitory			
·					
	Separate study room, common room, recreation room, visitors room with				
	required furniture and facilities shall be provided				
7.3	 Separate room shall be provided for House keeper, security staff 				
	Adequate no of Bath room, toilets attached to room or common, washing/drying				
	areaetc shall be provided in each floor				
	Dining Room & Kitchen				
		ous enough to accommodate the full inmates with wash area,			
74	adequate chairs a	nd tables shall be available.			
7.4	a Hersiania Kitalian	with all facilities for cooking and serving shall be available			
	Hygienic Kitchen with all facilities for cooking and serving shall be available. Arrangement for providing hygienic food incorporating belanged diet shall be				
-		providing hygienic food incorporating balanced diet shall be			

Application Academic Year Application Fee As fixed by Govt/Statutory Council 8.2 Processing of Application As specified in Govt Orders issued from time to time 8.3 Application Forms Application for starting new institution/ course Application for Enhancement of Seats Application Forms Appendix-A	8	Time & Mode of	As per Notification of Govt./ DME for a particular			
As fixed by Govt/Statutory Council Processing of Application As specified in Govt Orders issued from time to time Application Forms Application for starting new institution/ course Application for Appendix-A	O	Application Academic Year				
As fixed by Govt/Statutory Council 8.2 1.	0 1	Application Fee				
As specified in Govt Orders issued from time to time 8.3 Application Forms 8.3.1 Application for starting new institution/ course Application for Appendix-B	0.1	As fixed by Govt/Statutory Council				
8.3 Application Forms 8.3.1 Application for starting new institution/ course Application for Appendix-B	0 2	Processing of Application	ì .			
Application for starting new institution/ course Appendix-A Appendix-B	8.2 1.					
new institution/ course Application for Appendix-B	8.3	Application Forms				
new institution/ course Application for Appendix-B	021	Application for starting	Appendix-A			
X 3 / 1	0.3.1	new institution/course	·			
Enhancement of Seats	822	Application for	Appendix-B			
	8.3.2	Enhancement of Seats				
		·				
		. /1				
			Y .			

(MINIMUM STANDARD REQUIREMENT-GENERAL FOR PARAMEDICAL DIPLOMA COURSES CONDUCTED BY DME

1. General Description of The Course

No	Item	
1.1	Title of the Course	Diploma In Dialysis Technology (DDT)
1.2	Aim of the course	By the end of 2 years student should be confident enough to perform all modalities of dialysis, diagnosing complications of dialysis and tackling them.
1.3	Objective of the Course	To train the students to carry out various techniques of Haemodialysis and peritoneal dialysis and to perform techniques of dialysis independently. Students should be capable of performing all types of dialysis, extracorporeal treatment, identifying and managing complications of dialysis, maintenance of Reverse osmosis machines, preventing /minimizing catheter related blood stream infections and disposal of biowaste.
1.4	Admission Capacity+ Enhancement slot	Not to exceed 10students per batch depending on the infrastructure
1.5	Duration	The duration of the course shall be 2 years. The course shall be conducted under the department of Nephrology. There shall be theory classes along with practical training and resident duty during the course. Duration permitted for successful Completion of the course – 4 years
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/ST candidates.
1.7	Mode of Selection	The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations.
1.8	Allotting Authority	Agency approved by Govt. of Kerala
1.9	Seat Reservation	As stipulated by Govt of Kerala
1.10	Subjects to study	
1.10.1	1 st Year	Paper 1- Fundamentals of Nephrology & Dialysis Technology Paper 2- Recent Advances in Nephrology & Dialysis Technology Practical Examination including Log Book

1.10.2	2 nd Year .	Internship
1.10.3	3 rd Year	NA
1.10.4	Internship	Is part of course and should be done after successful completion of the first year.
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc
1.12	Council Registration if any	Respective State Councils
1.13	Availability of the Course under DME	Refer DME/State Council Web Site
1.14	Scope for Higher Studies	Under Graduate and Post Graduate Courses

2. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTINGDDT COURSE

OWNER SHIP

2.1 The applicant for affiliation shall be an institution owned and managed by:

- 1. Government of India or the State Government,
- 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
- 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State
- 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.

ELIGIBILITY CRITERIA

2.2

- 1. Health Science Education in the field of Paramedical and Allied Health Science subjects is one of the objectives of the applicant, in case the applicant is an autonomous body/registered society/charitable trust.
- 2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name as under the regulations of the statutory council and as per the norms fixed by State Government/ DME from time to time.
- 3. The land earmarked by the Management for the College as stated in the application and in the sketch produced along with it shall be exclusively available for the purposes of the College
- 4. The applicant owns and manages a hospital as required under the regulations of the statutory council and as per the norms fixed by State Government/ DME from time to time.
- 5. Required Essentiality Certificate/ permissions from the respective Government as insisted by the Central/State Council, is obtained and produced along with the application.
- 6. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and equipments as also sufficient faculty/man power as prescribed under the regulations of the

- statutory council and as per the norms fixed by State Government/ DME from time to time.
- 7. The applicant shall NOT be one imparting educational Institutions conducting courses which are affiliated to agencies which are not approved by Govt. of Kerala/Central/State council/KUHS.
- 8. The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be permitted for the conduct of Paramedical Diploma courses.

2.3 Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- 11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board
- 14. Under takings

Affidavit in Stamp paper shall be submitted to the effect that

- Stating that they will run the college, make admissions to the course, make appointments
 of teaching and non teaching staff in terms of Statutory Councils, Central and State
 Governments. And also to maintain stipulated Teacher Student ratio as well as Student
 Patient ratio in the institution.
- Make available and maintain the infrastructural facilities as required by respective statutory councils, central and state Governments

2.4	HOSPITAL	A well established hospital of minimum3 years of
}		existence with 200 beds and 75% occupancy
2.4.1	College and Hospital shall maintain the records of patients in Out-Patienal maintain the Department wise OP radiological investigation reports, more of hospital staff, birth and death cert of a teaching hospital fulfilling the new 1. Departments- Nephrology, Ut 2. Total Bed -200 3. Patients - 150	bus to accommodate all facilities required for the course and the respective Statutory Council/ MSR for the course. The the computerized central registration system for maintaining ent Department and In-Patient Department, and shall also and IP records, case records of OP/IP, laboratory and edicines dispensing register, diet register for IPs, duty roster difficates, etc. to substantiate the claim of genuine functional
	20 beds,10 dialysis machines.	The course: Departments- Nephrology, Urology&
2.4.2		
2.4.2	Major departments needed- Nephro	logy, Urology, Cardio Thorasic years Experience after DM Nephrology DM Nephrology
	Major departments needed- Nephro Manpower - Senior nephrologist-5 Junior Nephrologist - Dialysis Technician - Staff Nurses - 5	logy, Urology, Cardio Thorasic years Experience after DM Nephrology DM Nephrology
2.4.3	Major departments needed- Nephro Manpower - Senior nephrologist-5 Junior Nephrologist - Dialysis Technician - Staff Nurses - 5 Attenders- 4 Equipments- RO Plant Dialysis Machine Multi Para Monitor Ventilator	logy, Urology, Cardio Thorasic years Experience after DM Nephrology DM Nephrology

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE COURSE

	Requirement	Eligibility	For starting the course
	Requirement	25 Cents for Corporation and	With constructed building
3.1	Land Area required	Municipality area and 50 Cent for Other areas	and other infra structures
3.2	Single/Multiple	Single	
3.3	Distance from Hospital	Preferably in the same campus or	
3.4	Availability of Water	Adequate and safe continuous de provided for staffs and students. A water supply to the Academic Hostels etc	Also should provide continuous
3.5	Availability of Electricity	There shall be continuous power generator facility, provided to the all other infrastructure areas	
3.6	Availability of Public conveyance	Good public transport system shor at a maximum of 500 metre di	
3.7	Waste disposal	Adequate waste disposal measures should be taken as per the Govt. norms.	
3.8	Permission of Pollution control board	All the academic institutions and parent hospitals shall take adequate pollution control measures by providing incineration plant, waste disposal measures, sewage water treatment plant landscaping of the campus etc and submit copy of the Clearance certificate.	
3.9	Play ground	Shall be shared with other course	s in the Institute/College
3.10	Parking area	Adequate parking space shall be institutional vehicles, vehicles of	made available for parking of staff, students and patients.
4	HOSPITAL	Required	11111
4.1	Total Bed	200	11111
4.2	OP/IP	600 per day/ 150	111111
4.3	Departments needed	Nephrology, Urology, Cardio Thoracic surgery	
4.4	Clinical Requirement	20 bedded Nephro Ward, 10 bedded Dialysis unit, 1 ICU with Defibrillator and Ventilator	
4.5	Equipments	10 Dialysis Machines, 1 Defibrillator, 1 ventilator and	

		Multiparamonitors.				
		RO Plant.				
		Senior nephrologist-5 years				
		experience after DM Nephrology				
		Junior Nephrologist- DM				
4.6	Manpower	Nephrology				
		Dialysis Technician – 5 Staff Nurses – 5				
		Attenders- 4				
		4				
4.7						
	INFRASTRUCTURE					
5	FOR THE COLLEGE	Constructed College building as p	oer the amount I DI			
	TOX THE COLLEGE		The approved Plan			
	Lecture Halls with teaching	g aids				
	55 M ² x 4 Nos. Shall be spa	cious enough to accommodate full	hatch of students			
5.1		ATOMINATE SUBSTITUTE ATTRIBUTE TO THE PROPERTY OF THE PROPERTY	hand and Γ			
	6Bornont prototau	y ulcalie type. There should be bu	ultin black and the second			
	The strought of a design data	sitting arrangement preferably theatre type. There should be built in black/green/white boards. There should be a desk/ dais /a big table and a chair for the teacher and racks/cupboards for keeping aids or any other equipment product for the should be a desk/ dais /a big table and a chair for the teacher and racks/cupboards for				
	The property of any office equ	upinent needed for the conduct of cl	20228			
	Auditorium/Multipurpose l	uall (Can be shared with other cou	arses conducted in the same			
	, Andertution)					
5.2	Shall be spacious enough to	accommodate full strength of stude	ents, so that it can be utilized			
	Shall be spacious enough to accommodate full strength of students, so that it can be utilized for hosting functions of the college, educational conferences/workshops and examinations. It					
	should have proper stage with green room facilities.					
	It should be well ventilated, have proper lighting system and arrangements for the use of all					
	kinds of basic and advanced audio-visual aids					
	Examination Hall with conf	idential man				
	 Examination Hall with confidential room. Examination hall should meet all requirements as specified by KUHS anticipating up 					
	gradation of/starting of degree programmes and online conduct of exams.					
	Availability of hall / halls of the required size to accommodate the entire Regular and					
	supplementary candidates attending the examination at a time.					
	·					
	and many of fight, drinking water,					
	fan/air conditioner, attached toilet etc.					
5.3	• Availability of a confidential room attached to the examination hall with two numbers					
	each of desktop computers, printer/digital copier, UPS and Internet connectivity, all in					
	_	working condition. In addition to this, the room shall also be equipped with generator,				
	· · · · · · · · · · · · · · · · · · ·	ne facilities, all in working conditi	on. (For online transmission of			
	question papers).					
		system of the required specification	-			
		al jammer of the required specificat	· ·			
	I his facility may be shared	with other courses in the institut	e.			
l .						

5.4	Common Room for Boys & Girls A minimum of 2-3 common rooms (800 sqft each) should be provided-one for staff, one for male students and one for female students, with adequate seating arrangements, cupboards etc. Toilet and hand washing facilities should be made available in each room. Administrative Block Administrative section of the college shall include Principal's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee room, Clerks' room, Cash and Accounts section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility	
5.6	Principal's Room There should be a separate office for the Principal with attached toilet and provision for visitor's room. Independent telephone facility is a must for the Principal's office with intercom facility connected/linked to the hospital and hostel and a computer with internet facility. The size of the office should be 30 M ² .	
5.7	Staff Rooms There should be adequate number of staff rooms/cubicles in proportion to the number of teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The size of the room should be 20 M². Provide separate room for the Heads of the department. There should be separate staff rooms for Non teaching staffs.	
5.8	Central Store A separate store room should be provided to accommodate the equipment and other inventor articles which are required in the laboratories of the college. This room should have the facilities for proper and safe storage of these articles and equipment like cupboards, built-in shelves, racks, cabinets, furniture items like tables and chairs. This room should be properly lighted and well-ventilated	
5.9	Laboratories/Equip ments/instruments As per the requirement for the academic training of the course shall be made available	

}

5.10	Library (Can share the common library of the institution) Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have comfortable seating arrangement with chairs having back rest & arm rest and separate tables. Books and Journals related to the core, basic subjects of the courses conducted by the institution shall be available. Sufficient no of computers with multimedia support shall be available for the students. Adequate scanners, printers and photocopier also shall be made available. Separate rooms/ cubicles for the Librarian shall be available
5.11	Toilets

	Garage
5.12	Garage to accommodate vehicles of the Institute should be maintained within the campus.
	Canteen
5.13	There should be provision for a canteen for the students, their guests, and all other staff members. Shall be shared with other courses in the institute.

6.MAN POWER REQUIREMENT

Shall be provided

Teaching Staff (No, Qu

6.1	Teaching Staff (No, Qualifica	tion & F	Ynerience reco	uivad ah all l	1.00
		No	Qualification	n/Experience	cified)
6.1.1	Principal	1	Quantitution	DESTRETE LE	
6.1.2	Vice Principal	 			
6.1.3	Professor	1		logist-5 years' ter DM Nephrology	<u> </u>
6.1.4	Associate Professor				
6.1.5	Assistant Professor		Junior Nephr	ologist DM Nephrolog	gy
6.1.6	Lecturer				
6.1.7	Asst. Lecturer/ Tutor				
6.1.8	Dialysis Technician	5	PGDDT/BSCI	OT/DDT with 3 years	experience.
6.1.9	Assistant Professor & Lecturer (Part Time Faculty)				
6.1.9	Staff Nurses	5			
6.1.9	Year wise split up	First Ye	ar	Second Year	Total
6.2	Ministerial				
6.2.1	Administrative Officer				
6.2.2	Office Superintendent]			
6.2.3	PA to Principal]			
6.2.4	Accountant/				
	Cashier				
6.2.5	DEO/Comp Asst				
6.2.6	Clerk	1			
6.2.7	Store Keeper				
6.2.8	Office/Class room Attender	<u> </u>			
6.3	Laboratory Staff				
6.3.1	Lab Instructor				<u> </u>

<u></u> .	,-					
	 ,	Lab Technician				
6.3.2		ILA				
6.3.4		Library staff				
6.4		Librarian- Gr 1	With PG in Library Science			
6.4.1		Librarian	With Graduation in Library Science			
6.4.2						
6.4.3		Attender 4				
6.5		Technical staff	Can be shared with Hospital			
6.5.1		Electrician	Call be shared with Hospital			
6.5.2		Plumber				
6.5.3	3	Mechanic				
6.6		Supporting staff	G CC : A should be total area			
6.6.		Cleaning Staff	Sufficient no to clean the total area			
6.6.2		Security staff	Shall be provided around the clock			
6.6.	3	Driver				
7		HOSTELS	Shall full fill criteria specified for approval of Hostels			
7.1		Separate Hostel for Boys and Girls as per the approved plan shall be constructed with the following facilities				
7.2		Minimum 50 sqft dwelling space per student to be maintained with cot, table, chair, cloth stand and storage facility as Single/Double/Triple Room/Dormitory				
7.3		 Separate study room, common room, recreation room, visitors room with required furniture and facilities shall be provided Separate room shall be provided for House keeper, security staff Adequate no of Bath room, toilets attached to room or common, washing/drying area etc shall be provided in each floor 				
		etc shall be provided Dining Room & Kitchen	d in each moor			
7.4		 Dining hall spacious enough to accommodate the full inmates with wash area, adequate the full inmates with wash area. Hygienic Kitchen with all facilities for cooking and serving all the full inmates with wash area. 				
	 	Time & Mode of	oviding hygienic food incorporating balanced diet shall be enqued			
ļ	8	Application	As per Nonneation of Govt./ DME for a particular			
		Application Fee	Academic Year			
8.1						
		As fixed by Govt/Statutory Council Processing of Application				
8.2		As specified: O	ation			
8.3		As specified in Govern	nment Orders issued from time to time			
0.3		Application Forms				
8.3.1		Application for starting new institution/ course	g Appendix-A			
	8.3.2	Application 5				
	- ,	Ennancement of Seats				

Minimum Standards for Diploma Course in Dental Hygiene) affiliated to

Directorate of Medical Education

Thiruvananthapuram - 695011

Reference:

DENTAL COUNCIL OF INDIA NOTIFICATION New Delhi, the 19th August, 2008 & DENTAL COUNCIL OF INDIA AMENDMENT NOTIFICATIONNew Delhi, the 28th April, 2020

MINIMUM STANDARD REQUIREMENT FOR Diploma Course in Dental Hygiene

GENERAL DESCRIPTION OF THE COURSE

No.	Item	Description
1.1	Title of the Course	Diploma Course in Dental Hygiene (DCDH)
1.2	Aim of the course	The aim of Diploma Course in Dental Hygiene under the Directorate of Medical Education is to produce adequate number of qualified Denta Hygienists in the state of Kerala. Traditionally a "Dental Hygienist" means a person who scales, cleans or polishes teeth, or give instructions in dental hygiene. He shall work under the supervision of a Registered Dental Surgeon. Hemust • Perform the work assigned by the Dentist with ultimate perfection, dedication and punctuality.

Must acquire the scientific knowledge and skill so as to enable him to follow the instructions of his Dentist. Continue to evince keen interest in attending continuing education programmes in the field so as to attain proficiency in the recent advances. Be willing to share the knowledge and skills with Dental Hygienist students and fresh diploma holders colleagues. 1.3 **Objectives of the Course** The objective of Diploma Course in Dental Hygiene is to train a candidate so as to ensure extreme competence in dental hygiene. The objectives may be considered under, i. Knowledge (Cognitive Domain) ii. Skills (Psychomotor Domain) iii. Human values, work ethics and communication abilities (Affective Domain) i. Knowledge Understanding of basic sciences relevant to dental hygiene. Update knowledge by self-study and by attending courses, conferences and seminars relevant to the field. ii. Skills Acquire practical skills and competence 'in performing various procedures specified in the syllabus. iii. Human values, ethical practice and communication abilities Adopt ethical principles. Foster professional honesty and integrity. Develop communication skills Provide leadership and get the best out of his team in congenial working

atmosphere.

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1: 1: 1: 1:		Be humble and accept the limitations in his knowledge and skill and to ask for help from colleagues when needed.
1.4	Admission Capacity	
1.5	Duration	Duration of course shall be 2 years. The maximum period to complete the course successfully shall not exceed 4 years (double the duration of course)
1.6	Eligibility	Candidate I. The candidate should be at least 17 years of age at the time of admission and should be medically fit to pursue the course ii. A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/STcandidates.
1.7	Mode of Selection	The selection of students for the Diploma Course in dental hygiene shall be made on merit as decided by the competent authority approved by the Government of India/Government of Kerala/ the Directorate of Medical Education and as per guidelines of Central Apex Council from time to time.
1.8	Allotting Authority	Agency approved by of India/Government of Kerala/the Directorate of Medical Education from time to time.
1.9	Seat Reservation	As stipulated by Government of India/ Government of Kerala from time to time
1.10	Subjects of Study	
1.10.1	1st Year	Anatomy – General & Dental
		Physiology & Histology, General and Dental

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	,	Pharmacology: General &
		Dental Pathology and
<u></u>		Microbiology Food and
	,	Nutrition
		Dental Hygiene and Oral
		Prophylaxis Basic knowledge of
	,	computers
1.10.2	2nd Year	Dental Hygiene and oral prophylaxis
1.10.2		Dental Health Education
		Community Public Health
		Dentistryiii Preventive Dentistry
		Dental Ethics and Jurisprudence; Orientation in Dentistry
		Dental Materials
1.10.3	Medium of	English
	instruction and	
	examination	
1.11	Controlling	Directorate of Medical Education
	Authorities	Govt. of India/Govt. of Kerala/Central Apex Council
1.12	Registration	The candidate should register at the State (Kerala) Dental
		Council after successful completion of the DCDH course.
1.13	Availability of the	www.dciindia.gov.in
	Course	www.dme.kerala.gov.in
1.14	Scope for Higher	No higher courses available at present
	Studies	

• MINIMUM REQUIREMENT TO APPLY FOR ESTABLISHING AN INSTITUTION TO START DCDM

2.1	Eligibility to Apply for the course
2.1.1	 The Dental Mechanics Diploma Course can be started by a recognized Dental College or a Dental College, which got the permission from the Central Government for 3rd year BDScourse onwards with maximum of 20 seats. The course of studies should extend over a period of two academic years and lead to the qualification of Dental Hygienists Diploma. The classes in different subjects of the curriculum should be taught exclusively forthis course. There should be at least one Instructor for every 10 students working in the clinics at

any given time.

For the teaching of dental subjects no persons except those holding recognized dental qualifications shall be employed as instructors. For Clinical and Practical/Demonstrations persons holding recognized dental Hygiene Qualification shall be eligible.

Theinstitutions imparting training inthiscourse must possessofthe following minimum requirements:

- (i) One Histopathological laboratory equipped with as many number of microscopes as is required by half of the admission strength for demonstration purposes.
- (ii) Atleast two class room, i.e. one each for 1st & 2nd year students, one of which must be equipped withaLCDprojectorandOHP.
- (iii) Specific/subject wise Technical Laboratories so that each student of a class is provided with suitable facilities required for the course.
- (iv) A dental hygienist clinic fitted with one dental chair, one dental unit with ultrasonic scaler and a set of hand instruments separately for each student and atleast one autoclave forevery 5students forsterilization.
- (v) A Library should be available to the students.

Teaching Staff: In addition to the requirement of BDS and MDS Staff, exclusive teaching staff will be as under:

(a) Reader -MDS (Periodontics) One

(b) Lecturer -MDS (Periodontics) One

(c) TutorDental Hygienist ___ One

(d) Other Staff-As per requirement of the syllabus from the dental institution.

NOTE: Appropriate Department to teachthe Dental Hygienist Course.

In view of the difficulties experienced by dental departments and dental teachers of dental colleges, the teaching of Dental Hygienist Course to be entrusted to the Department of Periodontics or to the faculty where above mentioned staff are available.

Subject to the fulfillment all other requirements as prescribed hereinafter, the dental college/institution desirous to start diploma in Dental Mechanics shall apply to the Dental Council of India with an application fee of Rs. 1.5 lakh plus GST as applicable by Demand Draft/Pay Order/NEFT/RTGS in favour of "The Secretary, Dental Council of India, payable at Delhi", after obtaining Essentiality Certificate from the respective State Government for technical scrutiny and for obtaining the necessary permission for

	starting/Increase of seats in the Dental Hygienists Course. The Government Dental Colleges/Institutions are exempted from any application/Inspection fee.				
	The college, when its first batch appears in its final year diploma course examination, shall apply to DCI along with a recognition fee of Rs.3 lakhs plus GST as applicable, for recognition of its diploma in Dental Hygiene, u/s 12 of the Dentists				
2.1.2	The applicant for affiliation shall be an institution owned and managed by: i. Government of India or the State Government, ii. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education, iii. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State iv. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954				
2.1.3	Basic Departments	Department of Periodontics Department of Public Health Dentistry Department of Prosthodontics NOTE: Appropriate Department toteachthe Dental Hygienist Course. In view of the difficulties experienced by dental departments and dental teachers of dental college, the teaching of Dental Hygienist Course be entrusted to the Department of Periodontics or to the faculty where above mentioned staff are available.			
		(For 10 a	dmission)	
			Sr. No.	Name	Quantity
			1.	Dental chairs and unit	6
			2.	Autoclave	2
2.1.4	Equipments needed for the course		3.	Computer with internet connection with attached printer and scanner	1
	TOT ME COMING.		4.	LCD projector	1
			5.	Supra gingival scaling set	5
			6.	Ultrasonic scaler	3
			7.	Smart TV and DVD player with USB and blue tooth ,speaker Demonstration models	1
			8.	Polishing unit (Prophy jet)	1

		9.	Basic restorative instruments	2
		10.	Model trimmer	1
2.1.5	Hostels	Hostel fac	ility should be provided	
2.1.6	Time & Mode of	Application	As per Notification by DME for Academic Year	or a particular
2.1.7	Application Fee		As fixed by DME from time to	time
2.1.8	Perspective Plan: Background Information to be Provided with the application			
2.1.9	College (have their first admission should complete their internship) should have staff pattern and basic requirements of 50 BDS admissions as per apex body DCI			

Minimum-standards-for

Diploma Course in Dental Mechanics

affiliated to

Directorate of Medical education

Thiruvananthapuram - 695011

Reference:

DENTAL COUNCIL OF INDIA

NOTIFICATION

New Delhi, the 19th August, 2008.

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DENTAL COUNCIL OF INDIA AMENDMENT

NOTIFICATION

New Delhi, the 28th April, 2020

1. GENERAL DESCRIPTION OF THE COURSE

No.	Item	Description
1.1	Title of the Course	Diploma Course in Dental Mechanics (DCDM)
1.2	Aim of the course	The aim of Diploma Course in Dental Mechanics under the Directorate of Medical Education is to produce adequate number of qualified Dental Mechanics in the state of Kerala. Traditionally, a "Dental mechanic" means a person who makes or repairs denture and dental appliances. He shall restrict his activities to purely mechanical laboratory work at the instance of the registered dental surgeon. He shall not do any chair side work. He must • Perform the laboratory work assigned by the Dentist with ultimate perfection, dedication and punctuality. • Must acquire the scientific knowledge and skill so as to enable him to follow the instructions of his Dentist. • Should be able to fabricate dental prostheses and appliances as per the requirements of the Dentist. • Contribute to the professionalism of the Dentist by performing the assigned job in time observing maximum care throughout the laboratory procedure. • Continue to evince keen interest in attending continuing education programmes in the field so as to attain proficiency in the recent advances. • Be willing to share the knowledge and skills with Dental Mechanic, students and fresh diploma holders and colleagues.
1.3	Objectives of the Course	The objective of Diploma Course in Dental Mechanics is to train a
		candidate so as to ensure extreme competence in dental laboratory
		procëdures. The objectives may be considered under,
		i. Knowledge (Cognitive Domain)
		ii. Skills (Psychomotor Domain)
		iii. Human values, work ethics and communication abilities

		(Affective Domain)
		i. Knowledge
		Understanding of basic sciences relevant to the laboratory
		procedure.
		Update knowledge by self-study and by attending courses,
		conferences and seminars relevant to the field.
		ii. Skills
		Acquire practical skills and competence in performing
		various procedures specified in the syllabus.
		iii. Human values, ethical practice and communication abilities
		Adopt ethical principles .
		Foster professional honesty and integrity.
		Develop communication skills
		Provide leadership and get the best out of his team in
i		congenial working atmosphere.
ļ		Be humble and accept the limitations in his knowledge and
		skill and to ask for help from colleagues when needed.
1.4	Admission Capacity	As approved by the Directorate of Medical Education/Dental
		Council of India
		To start with, maximum 10 students. Once the first batch passes out
		after completion of course satisfactorily, intake of students may be
		enhanced to a maximum of 20 students.
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1.5	Duration	Duration of course shall be 2 years. The maximum period to
		complete the course successfully shall not exceed 4 years (double
1.6	Fligibilie	the duration of course)
1.0	Eligibility	Candidate
		I. The candidate should be at least 17 years of age at the time
		of admission and should be medically fit to pursue the course
		ii. A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations
	,	conducted by any board in India recognized by any of Universities
		in Kerala with Physics, Chemistry and Biology as optional
		subjects and a pass with 40% marks in Physics, Chemistry and
		The same of the sa

		Biology put together, are eligible. Relaxation of 5% marks will be
		allowed to SC/ST candidates.
1.7	Mode of Selection	The selection of students for the Diploma Course in dental
	;	mechanics shall be made on merit as decided by the competent
	,	authority approved by the Government of India/Government of
,		Kerala/ the Directorate of Medical Education and as per guidelines
		of Central Apex Council from time to time.
1.8	Allotting Authority	Agency approved by of India/Government of Kerala/the Directorate
1.0	Anotting Authority	of Medical Education time to time.
1.9	Seat Reservation	As stipulated by Government of India/ Government of Kerala from
		time to time
1.10	Subjects of Study	
1.10.1	1 st Year	Applied Physics, Applied Chemistry and Mechanics
1.10.1	1 Cai	Dental Mechanics (Complete denture and Removable Partial
		Denture)
		Applied Oral Anatomy
1 10 2	2 nd Year	
1.10.2	2 Year	Dental Mechanics (Fixed Partial Denture and Orthodontic
		Appliances)
		Dental Materials and Dental Metallurgy
		Basic knowledge of Computer and Medical Records Management
1.10.3	Medium of instruction	English
	and examination	
1.10.4	Practical Training	1 month (non-stipendiary) training on casting procedures in a Dental
		Lab in the beginning of the 2 nd Year of the course. The candidate has
		to complete the training before appearing for the final exam.
1.11	Controlling Authorities	Directorate of Medical Education
		Govt. of India/Govt. of Kerala/Central Apex Council
1.12	Registration	The candidate should register at the State (Kerala) Dental Council
		after successful completion of the DCDM course.
1.13	Availability of the	www.dciindia.gov.in
	Course	www.dme.kerala.gov.in
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1.14	Scope for Higher	No higher courses available at present in the Government	
	Studies	Institutions.	

MINIMUM REQUIREMENT TO APPLY FOR ESTABLISHING AN INSTITUTION TO START DCDM

	START DCDM			
2.1	Eligibility to Apply for the course			
	1. The Dental Mechanics Diploma Course can be started by a recognised			
	Dental College or a Dental College, which got the permission from the			
	Central Government for 3 rd year BDS course on wards with maximum of 10			
	seats/batch.			
	2. The course of	studies should extend over a period of two academic years		
	and lead to the qu	alification of Dental Mechanics Diploma.		
	3. The classes in di	fferent subjects of the curriculum should be taught exclusively for		
	this course.			
	4. There should be	at least one instructor for every 10 students working in Technical		
	Laboratories at any a	given time.		
	5. For the teaching of	of dental subjects, no person except those holding recognized dental		
	qualification shall	be employed as instructors. For practical, Lab/Demonstrations,		
	persons holding reco	gnized Dental Mechanics Diploma shall also be eligible as Tutor.		
	6. The institution im	parting training in this course must possess the following minimum		
2.1.1	requirements, besides other criterion for recognized Dental College:-			
	(i)	At least two class rooms i.e. one each for 1st & 2nd year students, at		
	least one of which must be equipped with a LCD Projector.			
	(ii)	Specific/subject wise Technical laboratory facilities should be		
		provided for each student so that practical/demonstrations on		
		Applied Physics and Mechanics, Chemistry, Oral Anatomy, Dental		
		materials & Applied. Metallurgy and Dental Mechanics can be		
	,	held.		
	(iii)	A professional Library with text books should be available to the		
		students for reference on the subject of the course.		
	(iv)	Well equipped laboratories for Prosthetic and orthodontic work.		
	Teaching Staff: In ad	dition to the requirement of BDS & MDS Staff, exclusive teaching		
	staff will be as under	- 1		
	a) Reader / Associate	Professor- MDS (Prosthodontics) One		

b) Assistant Professor – MDS (Prosthodontics) One c) Tutor in Dental Mechanic One per 10 students d) Other Staff for teaching Physics, Chemistry, Computer science etc. as required Subject to the fulfillment all other requirements as prescribed hereinafter, the dental college/institution desirous to start diploma in Dental Mechanics shall apply to the Dental Council of India with an application fee of Rs. 1.5 lakh plus GST as applicable by Demand Draft/Pay Order/NEFT/RTGS in favour of "The Secretary, Dental Council of India, payable at Delhi", after obtaining Essentiality Certificate from the respective State Government for technical scrutiny and for obtaining the necessary permission for starting/Increase of seats in the Dental Mechanics Course. The Government Dental Colleges/Institutions are exempted from any application/Inspection fee. The college, when its first batch appears in its final year diploma course examination, shall apply to DCI along with a recognition fee of Rs.3 lakhs plus GST as applicable, for recognition of its diploma in Dental Mechanics, u/s 12 of the Dentists The applicant for affiliation shall be an institution owned and managed by: i. Government of India or the State Government, ii. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education, 2.1.2 iii. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State iv. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954 **Department of Prosthodontics Department of Orthodontics** Department of Oral Pathology and Microbiology NOTE: .Appropriate Department to teach the Dental Mechanic Course. In view of the difficulties experienced by dental 2.1.3 **Basic Departments** departments and dental teachers of dental college, the teaching of Dental Mechanics Course be entrusted to the Department of Prosthodontics or to the faculty where above mentioned staff are available.

		(For 10 ad	mission)	
		Sr. No.	Name	Quan tity
		1.	Articulators – semi adjustable/	2
			adjustable with face bow	
		2.	Surveyor	2
		3.	Computer with internet connection	2
			with attached printer and scanner	1
		4.	LCD projector	1
		5.	Plaster dispenser Model trimmer with carborundum	1
			Disc	
		7.	High speed lathe	2
		8.	Vibrator	1
		9.	Acrylizer	2
		10.	Dewaxing unit	2
		11.	Hydraulic press	1
		12.	Mechanical press	1
	Equipments needed for	13.	Vacuum mixing machine	1
	Equipments needed for	14.	Micro motor lab type	5
.1.4	the course	15.	Pressure molding machine	1
		16.	Duplicator	1
		17.	Pindex system	1
		19.	Burn-out furnace	1
		20.	Welder	1
		21.	Sandblaster	1
	· ·	22.	Electro – polisher	1
		23.	Dewaxing furnace	$\frac{1}{1}$
		24.	Induction casting machine with	$\frac{1}{1}$
		24.	vacuum pump, capable of casting	1
			titanium chrome cobalt precision	
			metal	
		25.	Steam cleaner	1
		26.		
			Wax heater	1
		27.	Wax carvers (Full PKT Set)	1
		28.	Die cutting machine	1
		29.	Fully programmable porcelain	1 1
		30.	furnace with vacuum pump	1
		30.	Ceramic kit (instruments)	
		32.	Ceramic materials (kit)	$-\frac{1}{1}$
1.5	Hostels	 	Ceramic polishing kit	1
1.3	Hostels	Hoster facili	ty should be provided	
1 6	Time & Mode of	As per Noti	fication by DME for a particular Acad	lemic Ye
1.6	Application			
.1.7	Application Fee	As fixed by DME from time to time		
1.8	Perspective Plan: Backgr	ound Informa	ntion to be Provided with the applica	ation

CMINIMUM STANDARD REQUIREMENT FOR DIPLOMA IN ENDOSCOPIC TECHNOLOGY (DET) CONDUCTED BY DIRECTORATE OF MEDICAL EDUCATION (DME)

1. General Description of The Course

1.1 Title of the Course Diploma In Endoscopic Technology (DET)* To train students to become well qualified and skilled endoscopic technicians so as to improve endoscopic standards in hospitals At the end of the training programme the candidates should be able to perform as endoscopic technicians and assist doctors in performing various endoscopic procedures. Admission Capacity+ Enhancement slot Duration 2 Years + 6 months Practical Training A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to 5C/ST candidates. The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations. As stipulated by Govt of Kerala As stipulated by Govt of Kerala 2 Paper-1 Paper-1 Paper-1 Basic Sciences including Principles of Endoscopy Paper-3 Endoscopic Accessories, Reprocessing & Recent Advances 6 Months Practical Training/Internship shall be done after the successful completion of the course Module II Handling of Endoscope for Diagnostic Endoscopy Module II Reprocessing of Endoscope Council Registration if any State Para Medical Council	No	Item		
1.2 Aim of the course technicians so as to improve endoscopic standards in hospitals At the end of the training programme the candidates should be able to perform as endoscopic technicians and assist doctors in performing various endoscopic procedures. 1.4 Admission Capacity+ Enhancement slot 1.5 Duration 2 Years + 6 months Practical Training A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/ST candidates. The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations. 1.8 Allotting Authority Agency approved by Govt. of Kerala 1.9 Seat Reservation As stipulated by Govt of Kerala 1.10 Subjects to study 1.10.1 1st Year 1.10.2 2nd Year Paper-1 Basic Sciences including Principles of Endoscopy Paper-2 Diagnostic and Therapeutic Endoscopy Paper-3 Diagnostic and Therapeutic Endoscopy Paper-3 Endoscopic Accessories, Reprocessing & Recent Advances 6 Months Practical Training/Internship shall be done after the successful completion of the course Module II Handling of Endoscope for Diagnostic Endoscopy Module III Particals Module II Reprocessing of Endoscope Council Registration if State Para Medical Council	1.1	Title of the Course	Diploma In Endoscopic Technology (DET)*	
At the end of the training programme the candidates should be able to perform as endoscopic technicians and assist doctors in performing various endoscopic procedures. 1.4 Admission Capacity+ Enhancement slot 1.5 Duration 2 Years + 6 months Practical Training A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology and a pass with 40% marks in Physics, Chemistry and Biology and a pass with 40% marks in Physics, Chemistry and Biology and a pass with 40% marks in Physics, Chemistry and Biology and a pass with 40% marks in Physics, Chemistry and Biology and a pass with 40% marks in Physics, Chemistry and Biology and a pass with 40% marks in Physics, Chemistry and Biology and a pass with 40% marks in Physics, Chemistry and Biology and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/ST candidates. The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations. 1.8 Allotting Authority Agency approved by Govt of Kerala 1.9 Seat Reservation As stipulated by Govt of Kerala 1.10 Subjects to study 1.10.1 1st Year Topics as per the detailed Syllabus (No Exams in first year) Topics as per the detailed Syllabus (There will be exams at the end of Second year) Paper-1 Basic Sciences including Principles of Endoscopy Paper-2 Diagnostic and Therapeutic Endoscopy Paper-3 Endoscopic Accessories, Reprocessing & Recent Advances 6 Months Practical Training/Internship shall be done after the successful completion of the course 1.10.4 Practicals Module II Handling of Accessories fo	1.3	Aim of the servers	-	
1.3 Objective of the Course perform as endoscopic technicians and assist doctors in performing various endoscopic procedures. 1.4 Admission Capacity+ Enhancement slot 1.5 Duration 2 Years + 6 months Practical Training A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/ST candidates. The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations. 1.8 Allotting Authority Agency approved by Govt. of Kerala 1.9 Seat Reservation As stipulated by Govt of Kerala 1.10 Subjects to study 1.10.1 I** Year Topics as per the detailed Syllabus (No Exams in first year) 1.10.2 2 nd Year Topics as per the detailed Syllabus (There will be exams at the end of Second year) Paper-1 Basic Sciences including Principles of Endoscopy Paper-2 Diagnostic and Therapeutic Endoscopy Paper-3 Endoscopic Accessories, Reprocessing & Recent Advances 6 Months Practical Training/Internship shall be done after the successful completion of the course 1.10.4 Practicals Module II Handling of Endoscope for Diagnostic Endoscopy Module III Handling of Accessories for Therapeutic Endoscopy Module III Controlling Authorities Central/State Councils, Central/State Govt, DME etc 1.12 Council Registration if State Para Medical Council	1.2	Ann of the course		
performing various endoscopic procedures. 1.4 Admission Capacity+ Enhancement slot 1.5 Duration 2 Years + 6 months Practical Training A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology at together, are eligible. Relaxation of 5% marks will be allowed to 5C/ST candidates. The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations. 1.8 Allotting Authority Agency approved by Govt. of Kerala 1.9 Seat Reservation As stipulated by Govt of Kerala 1.10.1 Subjects to study 1.10.2 2 nd Year Topics as per the detailed Syllabus (No Exams in first year) Topics as per the detailed Syllabus (There will be exams at the end of Second year) Paper-1 Basic Sciences including Principles of Endoscopy Paper-2 Diagnostic and Therapeutic Endoscopy Paper-3 Endoscopic Accessories, Reprocessing & Recent Advances 6 Months Practical Training/Internship shall be done after the successful completion of the course 1.10.4 Practicals Module II Handling of Endoscope for Diagnostic Endoscopy Module II Handling of Accessories for Therapeutic Endoscopy Module II Handling of Accessories for Therapeutic Endoscopy Module II Reprocessing of Endoscope 1.11 Controlling Authorities Controlling Authorities Controlling Controll			At the end of the training programme the candidates should be able	
1.4 Admission Capacity+ Enhancement slot 1.5 Duration 2 Years + 6 months Practical Training A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/ST candidates. The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations. 1.8 Allotting Authority Agency approved by Govt. of Kerala 1.9 Seat Reservation As stipulated by Govt of Kerala 1.10 Subjects to study 1.10.1 1st Year Topics as per the detailed Syllabus (No Exams in first year) 1.10.2 2nd Year Paper-1 Basic Sciences including Principles of Endoscopy Paper-2 Diagnostic and Therapeutic Endoscopy Paper-3 Endoscopic Accessories, Reprocessing & Recent Advances 6 Months Practical Training/Internship shall be done after the successful completion of the course Module II Handling of Endoscope 1.10 Controlling Authorities Central/State Councils, Central/State Govt, DME etc State Para Medical Council	1.3	Objective of the Course	to perform as endoscopic technicians and assist doctors in	
1.4 Enhancement slot 1.5 Duration 2 Years + 6 months Practical Training A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to 5C/ST candidates. The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations. 1.8 Allotting Authority Agency approved by Govt. of Kerala 1.9 Seat Reservation As stipulated by Govt of Kerala 1.10 Subjects to study 1.10.1 I ²⁴ Year Topics as per the detailed Syllabus (No Exams in first year) 1.10.2 2 nd Year Topics as per the detailed Syllabus (There will be exams at the end of Second year) Paper-1 Basic Sciences including Principles of Endoscopy Paper-2 Diagnostic and Therapeutic Endoscopy Paper-3 Endoscopic Accessories, Reprocessing & Recent Advances 1.10.3 Internship 1.10.4 Practicals Module II Handling of Endoscope for Diagnostic Endoscopy Module III Handling of Accessories for Therapeutic Endoscopy Module III Reprocessing of Endoscope 1.11 Controlling Authorities Central/State Councils, Central/State Govt, DME etc 1.12			performing various endoscopic procedures.	
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1.12 Council Registration if State Para Medical Council	1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc	
		Council Registration if		

1.13	Availability of the Course under DME	Refer DME/State Council Web Site
1.14	Scope for Higher Studies	At present nil. No degree course available.

2. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING DET-COURSE

2.1 OWNER SHIP

The applicant for affiliation shall be an institution owned and managed by:

- 1. Government of India or the State Government,
- 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
- 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State
- 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.

ELIGIBILITY CRITERIA

2.2

- 1. Health Science Education in the field of Paramedical and Allied Health Science subjects is one of the objectives of the applicant, in case the applicant is an autonomous body/registered society/charitable trust.
- 2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name as under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 3. The land earmarked by the Management for the College as stated in the application and in the sketch produced along with it shall be exclusively available for the purposes of the College
- 4. The applicant owns and manages a hospital as required under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 5. Required Essentiality Certificate/ permissions from the respective Government as insisted by the Central/State Council, is obtained and produced along with the application.
- 6. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and equipments as also sufficient faculty/man power as prescribed under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 7. The applicant shall NOT be one imparting educational Institutions conducting courses which are affiliated to agencies which are not approved by Govt. of Kerala/Central/State council/KUHS.
- 8. The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be permitted for the conduct of Paramedical Diploma courses.

2.3 Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- 11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board
- 14. Under takings

Affidavit in Stamp paper shall be submitted to the effect that

- Stating that they will run the college, make admissions to the course, make appointments of teaching and non teaching staff in terms of Statutory Councils, Central and State

 Governments. And also to maintain stipulated Teacher Student ratio as well as Student Patient ratio in the institution.
- Make available and maintain the infrastructural facilities as required by respective statutory councils, central and state Governments

2.4 HOSPITAL

2.4.1

A well established hospital of minimum 3 years of existence with 200 beds and 75% occupancy

Hospital Facility-

The hospital shall be suitably spacious to accommodate all facilities required for the course and as specified in the Regulation of the respective Statutory Council/ MSR for the course. The College and Hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department, and shall also maintain the Department wise OP and IP records, case records of OP/IP, laboratory and radiological investigation reports, medicines dispensing register, diet register for IPs, duty roster of hospital staff, birth and death certificates, etc. to substantiate the claim of genuine functional of a teaching hospital fulfilling the norms.

- 1. Departments- Separate Gastroenterology Department
- 2. Total Bed-200 beds

	3. Patients- Minimum 50 op (New patients) /week, 20 beds in Gastroenterology with 70%
	occupancy,5 beds in ICU, Post Endoscopy observation 5 beds {Specific requirement for
	eligibility of the course
	Major departments needed- Medical Gastroenterology, Urology, Surgery, Gynaecology.
	Preferably Pulmonary medicine (Medical Gastroenterology department should be fully
	established .Surgical gastroenterology department optional . General surgery department
	should be fully established. Other departments like ENT, Radiology, General medicine and
	anaesthesia are preferable)
2.4.2	Procedures with minimum number
	Upper GI Endoscopy (Monthly 50),
	Colonoscopy (Monthly 20),
	ERCP (Monthly 5),
	Laparoscopy (Monthly 5),
	Cystoscopy (Monthly 30),
	Bronchoscopy (Monthly 10)
2.4.3	Manpower- Minimum 2 full time Gastroenterologists, minimum 2 endoscopic trained staff
	nurse.
	Equipments- Gastroenterology equipments-Upper GI Endoscope, Colonoscope, Side viewing Endoscope, EUS(Preferably) & Manometry (preferably) .
	Computer with software capable of video capture, C Arm, LCD Projector, Computer with internet access
2.4.4	Endoscopy accessories:
2,	Biopsy forceps, foreign body retrieval devices, polypectomy snare, variceal band ligator, variceal injector, Sphinterotome, ERCP cannula, biliary stents, Dormia basket, Lithotriptor, guide wires, , Percutaneous Endoscopic gastrostomy set, haemorrhoidal ligator, balloon dilators, Savary Gillard dilator
	departments: Laparoscopy, Cystoscope, Bronchoscope. Along with its accessories.
	Clinical Cases-Upper GI Bleed, Abdominal pain, Vomiting, Dysphagia Obstructive Jaundice,
2.4.5	Pancreatitis, Ascites, Abdominal lump, Chronic diarrhea, Bleeding Per rectum, Chronic
	constipation
	Laboratories- Clinical Pathology, Biochemistry, Microbiology laboratory facilities to be
2.4.6	available. Viral markers including HBsAg, HCV, HIV and COVID(If applicable) testing
	facility to be available.

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE COURSE

	Requirement	Eligibility	For starting the course
3.1	Land Area required	25 Cents for Corporation and Municipality area and 50 Cent for Other areas.	With constructed building and other infra structures

<u>π</u> Ω		Building 5000 Square feet		
3.2	Single/Multiple	Single		
3.3	Distance from Hospital	Preferably in the same campus or	within 10 km	
3.4	Availability of Water	provided for staffs and students. A	Adequate and safe continuous drinking water facilities must be provided for staffs and students. Also should provide continuous water supply to the Academic block, Hospital, Laboratories, Hostels etc	
3.5	Availability of Electricity	There shall be continuous power s generator facility, provided to the all other infrastructure areas	= = :	
3.6	Availability of Public conveyance	Good public transport system sho or at a maximum of 500 metre dis	-	
3.7	Waste disposal	Adequate waste disposal measure: Govt .norms.	s should be taken as per the	
3.8	Permission of Pollution control board	All the academic institutions and parent hospitals shall take adequate pollution control measures by providing incineration plant, waste disposal measures, sewage water treatment plant, landscaping of the campus etc and submit copy of the Clearance certificate.		
3.9	Play ground	Shall be shared with other courses in the Institute/College		
3.10	Parking area	Adequate parking space shall be n institutional vehicles, vehicles of s		
4	HOSPITAL		· ·	
4.1	Total Bed	200	,	
4.2	OP/IP	Minimum 50 op(New patients) /week	20 beds in gastroenterology	
4.3	Departments needed	Fully functional Surgery department with procedure like laparoscopy being done. Urology department with cystoscopy being performed. Pulmonary medicine department with bronchoscopy being performed.	·	
4.4	Clinical Requirement	Room for OP facility, endoscopy theatres, library, class room, common room, hostel facility with transportation.	Procedures like Upper GI Endoscopy(Monthly 50), Colonoscopy(Monthly 20), ERCP(Monthly 5), Laparoscopy(Monthly 5),	
			1	

The state of the s

			Cystoscopy(Monthly 30),
			Bronchoscopy(Monthly 10) to be routinely performed
4.5	Equipments	Upper GI Endoscope, Colonoscope, Side viewing Endoscope, EUS(Preferably) & Manometry (preferably) Computer with software capable of video capture, C Arm, LCD Projector, Computer with internet access Endoscopy accessories: Biopsy forceps, foreign body retrieval devices, polypectomy snare, variceal band ligator, variceal injector, Sphinterotome, ERCP cannula, biliary stents, Dormia basket, Lithotriptor, guide wires, , Percutaneous Endoscopic gastrostomy set, haemorrhoidal ligator, balloon dilators, Savary Gillard dilator Other departments: Laparoscopy, Cystoscope, Bronchoscope. Along with its accessories.	to be routinery periorined
4.6	Manpower	Minimum 2 fulltime gastroenterologists, minimum 2 endoscopic trained staff nurse	Consultant with 3 years experience post MD/MS in Pulmonary Medicine, Surgery, Gynaecology Requirement. Consultant with 1 year experience post MCh in urology) in other Departments
4.7	Additional requirement	Preferably the institution should be a teaching institute with DM/DNB (Gastroenterology) training	
5	INFRASTRUCTURE FOR THE COLLEGE	Constructed College building as per the approved Plan	

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5.1	Lecture Halls with teaching aids 55 M ² x 4 Nos. Shall be spacious enough to accommodate full batch of students with proper ventilation, lighting system, electricity supply, audio-visual teaching aids, fans and comfortable sitting arrangement preferably theatre type. There should be built in black/green/white boards. There should be a desk/ dais /a big table and a chair for the teacher and racks/cupboards for keeping aids or any other equipment needed for the conduct of classes.
5.2	Auditorium/Multipurpose hall (Can be shared with other courses conducted in the same institution) Shall be spacious enough to accommodate full strength of students, so that it can be utilized for hosting functions of the college, educational conferences/workshops and examinations. It should have proper stage with green room facilities. It should be well ventilated, have proper lighting system and arrangements for the use of all kinds of basic and advanced audio-visual aids
5.3	 Examination Hall with confidential room. Examination hall should meet all requirements as specified by KUHS anticipating up gradation of/starting of degree programmes and online conduct of exams. Availability of hall / halls of the required size to accommodate the entire Regular and supplementary candidates attending the examination at a time. The hall/halls shall have sufficient facilities like availability of light, drinking water, fan/air conditioner, attached toilet etc. Availability of a confidential room attached to the examination hall with two numbers each of desktop computers, printer/digital copier, UPS and Internet connectivity, all in working condition. In addition to this, the room shall also be equipped with generator, fax, and land line phone facilities, all in working condition. (For online transmission of question papers). Surveillance Camera system of the required specifications in working condition. Communication Signal jammer of the required specification in working condition This facility may be shared with other courses in the institute.
5.4	Common Room for Boys & Girls A minimum of 2-3 common rooms (800 sq ft each) should be provided-one for staff, one for male students and one for female students, with adequate seating arrangements, cupboards etc. Toilet and hand washing facilities should be made available in each room.
5.5	Administrative Block Administrative section of the college shall include Principal's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee room, Clerks' room, Cash and Accounts section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility
5.6	Principal's Room There should be a separate office for the Principal with attached toilet and provision for visitor's room. Independent telephone facility is a must for the Principal's office with intercom facility connected/linked to the hospital and hostel and a computer with internet facility. The size of the office should be 30 M ² .

5.7	Staff Rooms There should be adequate number of staff rooms/cubicles in proportion to the number of teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The size of the room should be 20 M². Provide separate room for the Heads of the department. There should be separate staff rooms for Non teaching staffs.		
5.8	Central Store A separate store room should be provided to accommodate the equipment and other inventanticles which are required in the laboratories of the college. This room should have facilities for proper and safe storage of these articles and equipment like cupboards, built shelves, racks, cabinets, furniture items like tables and chairs. This room should be proplighted and well-ventilated		
5.9	Laboratories/Equi pments/instrumen ts	Clinical pathology, Biochemistry, Microbiology laboratory with equipments for doing routine CBC, ESR, LFT,RFT,RBS,SE,HIV, HBsAg, HCV	

6.MAN POWER REQUIREMENT

	Library (Can share the common library of the institution)					
	Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have					
	comfortable seating arrangement with chairs having back rest & arm rest and separate tables.					
5.10	Books and Journals related to the core, basic subjects of the courses conducted by the institution					
5.10	shall be available. Sufficient no of computers with multimedia support shall be available for the					
	students. Adequate scanners, printers and photocopier also shall be made available. Separate					
	rooms/ cubicles for the Librarian shall be available					
	Toilets					
5.11	Separate toilets for boys and girls shall be made available in each floor.					
	Garage					
5.12	Garage to accommodate vehicles of the Institute should be maintained within the campus.					
3.12	Carage to accommodate venicles of the institute should be maintained within the campus.					
5.13	Canteen					
	There should be provision for a canteen for the students, their guests, and all other staff					
	members. Shall be shared with other courses in the institute.					

6.1	Teaching Staff (No, Qualification & Experience required shall be specified)			
		No	Qualification/Experience	
6.1.1	Principal	1	(For administrative purpose Principal of Teaching/Paramedical institution can be accepted)	
6.1.2	Vice Principal	1	(For administrative purpose Principal of Teaching/Paramedical institution can be accepted)	

DM Gastroenterology with 3 years post DM experience/senior consultant with 3 year experience	6.1.3	Professor	1	DM Gastroenterology with 5 Years post DM experience / Senior consultant with minimum 5 year experience		
6.1.6 Lecturer 6.1.7 Asst. Lecturer/Tutor 6.1.8 Clinical instructor 1 Diploma in General Nursing with 2 years experience in endoscopy In Preclinical subjects (Anatomy, Physiology, Biochemistry & Pharmacology) the applied clinical aspects to be dealt with by the consultants in General Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. 6.2 Ministerial 6.2.1 Administrative Officer 6.2.2 Office Superindent 6.2.3 PA to Principal 6.2.4 Accountant/ Cashier 6.2.5 DEO/Comp Asst 6.2.6 Clerk 6.2.7 Store Keeper 6.2.8 Office/Class room Attender 6.3.1 Lab Instructor 6.3.2 Lab Technician 6.3.4 JLA 6.4 Library staff 6.4.1 Librarian-Gr 1 6.4.2 Librarian 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff Sufficient number to clean the total area 1 Diploma in General Nursing with 2 years experience experience/Consultant with 1 year experience	6.1.4	Associate Professor	1			
6.1.7 Asst. Lecturer/ Tutor 6.1.8 Clinical instructor Clear Ministerial Clear Ministerial Clear Ministerial Clear Ministrative Officer Clear Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clearing Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clearing Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clear Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clear Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clear Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clear Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clear Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clear Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clear Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Clear Medicine,	6.1.5	Assistant Professor	1	1		
6.1.8 Clinical instructor 1 Diploma in General Nursing with 2 years experience in endoscopy Assistant Professor & Lecturer (Part Time Faculty) 6.2 Ministerial 6.2.1 Administrative Officer 6.2.2 Office Superindent 6.2.3 PA to Principal 6.2.4 Accountant/ Cashier 6.2.5 DEO/Comp Asst 1 6.2.6 Clerk 1 6.2.7 Store Keeper 1 6.2.8 Office/Class room Attender 6.3.1 Lab Instructor 1 As per the standard criteria for the institution 6.3.2 Lab Technician 1 6.3.4 JLA 1 6.4 Library staff 6.4.1 Librarian - Gr 1 1-With PG in Library Science 6.4.3 Attender 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6.4 Supporting staff 6.6.1 Cleaning Staff 6.6.1 Cleaning Staff 6.6.2 Security staff 6.6.2 Security staff 6.6.3 Sufficient number to clean the total area 1 6.6.4 Supporting staff 6.6.1 Cleaning Staff 6.6.2 Security staff 6.6.2 Security staff 6.6.3 Supporting staff 6.6.4 Supporting staff 6.6.5 Supporting staff 6.6.6 Supporting staff 6.6.6 Supporting staff 6.6.6 Supporting staff 6.6.7 Shall be provided around the clock	6.1.6	Lecturer	-			
Assistant Professor Assistant Professor Lecturer (Part Time Faculty) Assistant Professor Lecturer (Part Time Faculty) Assistant Professor Lecturer (Part Time Faculty) I each General Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. Administrative Officer Coffice Superindent Caca. Office Superindent Cashier	6.1.7	Asst. Lecturer/ Tutor	-			
Assistant Professor &Lecturer (Part Time Faculty) 6.1.9 Ministerial 6.2.1 Administrative Officer 6.2.2 Office Superindent 6.2.3 PA to Principal 6.2.4 Accountant/ Cashier 6.2.5 DEO/Comp Asst 6.2.6 Clerk 6.2.7 Store Keeper 6.2.8 Office/Class room Attender 6.3.1 Lab Instructor 6.3.1 Lab Instructor 6.3.2 Lab Technician 6.3.4 JLA 6.4 Librarian-Gr 1 6.4.1 Librarian-Gr 1 6.4.2 Librarian 6.4.3 Attender 6.5.3 Technical staff 6.5.1 Electrician 6.5.3 Mechanic 6.6.5 Supporting staff 6.6.1 Cleaning Staff 6.6.1 Cleaning Staff 6.6.2 Security staff 6.6.2 Security staff 6.6.2 Security staff 6.6.2 Security staff 6.6.2 Security staff 6.6.2 Security staff 6.6.2 Security staff 6.6.2 Security staff 6.6.2 Security staff 6.6.2 Security staff 6.6.3 Spiporting staff 6.6.4 Shall be provided around the clock I each General Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. General Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. I each General Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality consultants. I factollegiate Hospital staff can be shared If a Collegiate Hospital staff can be shared I	6.1.8	Clinical instructor	1			
Administrative Officer 1	6.1.9	&Lecturer (Part Time	1 each	Biochemistry & Pharmacology) the applied clinical aspects to be dealt with by the consultants in General Medicine, Surgery, Gynaecologist, Anaesthesiologist and concerned super speciality		
1	6.2	Ministerial	 	1		
1	6.2.1	Administrative Officer	1			
1	6.2.2	Office Superindent	- 1 1	1		
Accountant/		<u> </u>	1			
Cashier		<u> </u>		If a Collegiate Hospital staff can be shared		
6.2.6 Clerk 1 6.2.7 Store Keeper 1 6.2.8 Office/Class room Attender 1 6.3 Laboratory Staff 1 6.3.1 Lab Instructor 1 6.3.2 Lab Technician 1 6.3.4 JLA 1 6.4.1 Library staff . 6.4.2 Librarian Gr 1 1-With PG in Library Science 6.4.2 Librarian 1-With Graduation in Library Science 6.4.3 Attender 1 6.5.1 Electrician 1 6.5.2 Plumber Can be shared with Hospital 6.5.3 Mechanic Can be shared with Hospital 6.6.1 Cleaning Staff Sufficient number to clean the total area 1 6.6.2 Security staff Shall be provided around the clock 1	6.2.4	Cashier	1			
6.2.6 Clerk 1 6.2.7 Store Keeper 1 6.2.8 Office/Class room Attender 1 6.3 Laboratory Staff 1 6.3.1 Lab Instructor 1 6.3.2 Lab Technician 1 6.3.4 JLA 1 6.4.1 Library staff . 6.4.2 Librarian Gr 1 1-With PG in Library Science 6.4.2 Librarian 1-With Graduation in Library Science 6.4.3 Attender 1 6.5.1 Electrician 1 6.5.2 Plumber Can be shared with Hospital 6.5.3 Mechanic Can be shared with Hospital 6.6.1 Cleaning Staff Sufficient number to clean the total area 1 6.6.2 Security staff Shall be provided around the clock 1	6.2.5	DEO/Comp Asst	1			
6.2.8 Office/Class room Attender 6.3 Laboratory Staff 6.3.1 Lab Instructor 1 As per the standard criteria for the institution 6.3.2 Lab Technician 1 6.3.4 JLA 6.4 Library staff 6.4.1 Librarian- Gr 1 6.4.2 Librarian 1-With PG in Library Science 6.4.3 Attender 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.5.3 Mechanic 6.6.4 Supporting staff 6.6.1 Cleaning Staff Sufficient number to clean the total area 1 6.6.2 Security staff Shall be provided around the clock	6.2.6	Clerk	1			
6.2.8 Attender 6.3 Laboratory Staff 6.3.1 Lab Instructor 1 As per the standard criteria for the institution 6.3.2 Lab Technician 1 6.3.4 JLA 6.4 Library staff 6.4.1 Librarian- Gr 1 6.4.2 Librarian 1-With PG in Library Science 6.4.3 Attender 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6.6 Supporting staff 6.6.1 Cleaning Staff Can be shared with Hospital 6.6.2 Security staff Shall be provided around the clock	6.2.7	Store Keeper	1	7		
6.3.1 Lab Instructor 1 As per the standard criteria for the institution 6.3.2 Lab Technician 1 6.3.4 JLA 6.4 Library staff 6.4.1 Librarian- Gr 1 6.4.2 Librarian 1-With PG in Library Science 6.4.3 Attender 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6. Supporting staff 6.6.1 Cleaning Staff Sufficient number to clean the total area 6.6.2 Security staff Shall be provided around the clock	6.2.8		1			
6.3.2 Lab Technician 6.3.4 JLA 6.4 Library staff 6.4.1 Librarian- Gr 1 6.4.2 Librarian 1-With PG in Library Science 6.4.3 Attender 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff Sufficient number to clean the total area 6.6.2 Security staff Shall be provided around the clock	6.3	Laboratory Staff				
6.3.4 JLA 1 6.4 Library staff 6.4.1 Librarian- Gr 1 1-With PG in Library Science 6.4.2 Librarian 1-With Graduation in Library Science 6.4.3 Attender 1 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff Sufficient number to clean the total area 6.6.2 Security staff Shall be provided around the clock	6.3.1		1	As per the standard criteria for the institution		
6.4 Library staff 6.4.1 Librarian- Gr 1 1-With PG in Library Science 6.4.2 Librarian 1-With Graduation in Library Science 6.4.3 Attender 1 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff Sufficient number to clean the total area 6.6.2 Security staff Shall be provided around the clock	6.3.2	Lab Technician	1			
6.4.1 Librarian- Gr 1 1-With PG in Library Science 6.4.2 Librarian 1-With Graduation in Library Science 6.4.3 Attender 1 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff Sufficient number to clean the total area 6.6.2 Security staff Shall be provided around the clock	6.3.4	JLA	1			
6.4.2 Librarian 1-With Graduation in Library Science 6.4.3 Attender 1 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff Con be shared with Hospital 6.6.2 Security staff Shall be provided around the clock	6.4	Library staff				
6.4.3 Attender 1 6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff Can be shared with Hospital Sufficient number to clean the total area 6.6.2 Security staff Shall be provided around the clock	6.4.1	<u> </u>	1-With PG in Library Science			
6.5 Technical staff 6.5.1 Electrician 6.5.2 Plumber 6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff Can be shared with Hospital Sufficient number to clean the total area Shall be provided around the clock				1-With Graduation in Library Science		
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6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff 6.6.2 Security staff Can be shared with Hospital Sufficient number to clean the total area Shall be provided around the clock				11 :		
6.5.3 Mechanic 6.6 Supporting staff 6.6.1 Cleaning Staff Sufficient number to clean the total area 6.6.2 Security staff Shall be provided around the clock			Can be shared with Hospital			
6.6.1 Cleaning Staff Sufficient number to clean the total area 6.6.2 Security staff Shall be provided around the clock				Can be shared with Hospital		
6.6.2 Security staff Shall be provided around the clock						
			<u> </u>			
6.6.3 Driver		 	Shall be provided around the clock			
	6.6.3	Driver	<u> </u>			

- Table 1

7		hall full fill criteria specified for approval of Hostels		
7.1	Separate Hostel for Boys and Girls as per the approved plan shall be constructed with the following facilities			
7.2	Minimum 50 sq ft dwelling space per student to be maintained with cot, table, chair, cloth stand and storage facility as Single/Double/Triple Room/Dormitory			
7.3	 Separate study room, common room, recreation room, visitors room with required furniture and facilities shall be provided Separate room shall be provided for House keeper, security staff Adequate no of Bath room, toilets attached to room or common, washing/drying area etc shall be provided in each floor 			
7.4	adequate chairs and Hygienic Kitchen wi	 Dining Room & Kitchen Dining hall spacious enough to accommodate the full inmates with wash area, adequate chairs and tables shall be available. Hygienic Kitchen with all facilities for cooking and serving shall be available. Arrangement for providing hygienic food incorporating balanced diet shall be 		
8	Time & Mode of Application	As per Notification of Govt./ DME for a particular Academic Year		
8.1	Application Fee: As fixed	by Govt/Statutory Council		
8.2	Processing of Application As specified in Govt. Orders issued from time to time			
8.3	Application Forms			
8.3.1	Application for starting Appendix-A new institution/ course			
8.3.2	Application for Enhancement of Seats-	Appendix-B Subject to available infrastructure, man power and volume of case and procedures. enhancing sets from 4 to 6		

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MINIMUM-STANDARD:REQUIREMENT-GENERAL FOR DIPLOMA DENTAL OPERATING ROOM ASSISTANCE (DORA) CONDUCTED BY DME

1. General Description of The Course

No	Item	
1.1	Title of the Course	Dental Operating Room Assistance (ĐƠRA)
1.2	Aim of the course	Dental Operating Room Assistant is a person, not being a Dentist or Medical Practitioner; who assists the Dental Surgeon in sterilizing & at the chair side by supplying instruments, handling various dental materials & medicines as required by the Dental Surgeon
1.3	Objective of the Course	(Shall be same as that specified in Syllabus)
1.4	Admission Capacity+ Enhancement slot	Dental Operating Room Assistant Course, with a maximum of 20 seats in an academic year, can be started in a recognized dental college or in a dental college which has got the permission from the Central Government for 3rd year BDS course onwards.
1.5	Duration	The course of studies should extend over a period of two academic years and lead to the qualification of Dental Operating Room Assistant diploma awarded by DME
		A candidate should be at least 17 years of age at the time of admission, and should be medically fit. (ii) a candidate must have passed at least 10+2 with Biology as a subject from a recognised Board/University or an equivalent qualification.
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/STcandidates.
1.7	Mode of Selection	The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations.
1.8	Allotting Authority	Agency approved by Govt. of Kerala
1.9	Seat Reservation	As stipulated by Govt of Kerala
1.10	Subjects to study	
1.10.1	1s Year	Paper I: Anatomy, Physiology, Histology, Pathology and

		Bacteriology Paper II: Basic nursing Paper III: Computer, Office Management, Biomedical waste disposal and sterilization
1.10.2	2 nd Year	Paper I: Oral Anatomy & Physiology, Diseases of the teeth and gums and Dental materials Paper II: Operating room technique, Chair side assistants, Dental lab routine Paper III: Minor and major surgical assistance with concept of BTLS (Basic trauma life support), Dental radio imaging, Dental ethics and jurisprudence, orientation in dentistry
1.10.3	3 rd Year	NA
1.10.4	Internship	nil
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DMEetc
1.12	Council Registration if any	Respective State Councils
1.13	Availability of the Course under DME	Refer DME/State Council Web Site
1.14	Scope for Higher Studies	Under Graduate and Post Graduate Courses

2. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING DORACOURSE

OWNER SHIP

2.1 The applicant for affiliation shall be an institution owned and managed by:

- 1. Government of India or the State Government,
- 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
- 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the State
- 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.

ELIGIBILITY CRITERIA

- The Institutions wishing to start diploma courses for Dental Operating Room Assistant should seek prior approval of the Dental Council of India.
 - 1. Health Science Education in the field of Paramedical and Allied Health Science subjects is one of the objectives of the applicant, in case the applicant is an autonomous body/registered society/charitable trust.
 - 2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name as under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
 - 3. The land earmarked by the Management for the College as stated in the application and in the sketch produced along with it shall be exclusively available for the purposes of the College

- 4. The applicant owns and manages a hospital as required under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 5. Required Essentiality Certificate/ permissions from the respective Government as insisted by the Central/State Council, is obtained and produced along with the application.
- 6. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and equipments as also sufficient faculty/man power as prescribed under the regulations of the statutory council and as per the norms fixed by State Govt / DME from time to time.
- 7. The applicant shall NOT be one imparting educational Institutions conducting courses which are affiliated to agencies which are not approved by Govt. of Kerala/Central/State council/KUHS.
- 8. The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be permitted for the conduct of Paramedical Diploma courses.

2.3 Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking the area and purpose of running the institution/course concerned;
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- 11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board
- 14. Under takings

Affidavit in Stamp paper shall be submitted to the effect that

• Stating that they will run the college, make admissions to the course, make appointments of teaching and non teaching staff in terms of Statutory Councils, Central and State Governments. And also to maintain stipulated Teacher Student

	ratio as well as Student Patient ra	tio in the institution.			
	Make available and maintain the	infrastructural facilities as required by respective			
	statutory councils, central and state Governments				
.4	HOSPITAL	vell established hospital of minimum3 years of			
.4	existence with 200 beds and 75% occupan				
	Hospital Facility-				
	The hospital shall be suitably spacious t	o accommodate all facilities required for the course			
	and asspecified in the Regulation of the	respective Statutory Council/ MSR for the course.			
	The College and Hospital shall maintain	in the computerized central registration system for			
	maintaining the records of patients in (Out-Patient Department and In-Patient Department,			
	1	t wise OP and IP records, case records of OP/IP,			
	•	reports, medicines dispensing register, diet register			
.4.1	, -	and death certificates, etc. to substantiate the claim			
	of genuine functional of a teaching hospi				
	1. Departments	tai futfitting the norms.			
	,				
	2. Total Bed				
	3. Patients				
	4. Specific requirement for eligibility of the course				
4.2	Major departments needed -As per DC	CI guidelines for BDS admission 2007			
	Major departments needed -As per DC Manpower- As per DCI guidelines for				
.4.2	Manpower- As per DCI guidelines for	BDS admission 2007			
		BDS admission 2007 RACTICAL REQUIREMENTS			
	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PLAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction	BDS admission 2007 RACTICAL REQUIREMENTS S FOR - 10 set			
	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PI LAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction 2. Surgical extraction of teeth	BDS admission 2007 RACTICAL REQUIREMENTS S FOR - 10 set - 10 sct			
	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PLAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction 2. Surgical extraction of teeth 3. Apicoectomies	BDS admission 2007 RACTICAL REQUIREMENTS S FOR - 10 set - 10 set - 5 set			
4.3	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PI LAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction 2. Surgical extraction of teeth 3. Apicoectomies 4. Cyst enucleation	BDS admission 2007 RACTICAL REQUIREMENTS S FOR - 10 set - 10 set - 5 set - 5 set			
4.3	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PILAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction 2. Surgical extraction of teeth 3. Apicoectomies 4. Cyst enucleation 5. Biopsies	BDS admission 2007 RACTICAL REQUIREMENTS S FOR - 10 set - 10 set - 5 set			
4.3	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PILAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction 2. Surgical extraction of teeth 3. Apicoectomies 4. Cyst enucleation 5. Biopsies	BDS admission 2007 RACTICAL REQUIREMENTS S FOR - 10 set - 10 set - 5 set - 5 set - 5 set - 5 set			
4.3	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PILAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction 2. Surgical extraction of teeth 3. Apicoectomies 4. Cyst enucleation 5. Biopsies 6. Fracture jaw bones 7. Zygoma reduction 8. Common set for major surgery pro-	### RACTICAL REQUIREMENTS S FOR			
4.3	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PLAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction 2. Surgical extraction of teeth 3. Apicoectomies 4. Cyst enucleation 5. Biopsies 6. Fracture jaw bones 7. Zygoma reduction 8. Common set for major surgery pro 9. Excision of tumor	### RACTICAL REQUIREMENTS FOR			
.4.3	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PILAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction 2. Surgical extraction of teeth 3. Apicoectomies 4. Cyst enucleation 5. Biopsies 6. Fracture jaw bones 7. Zygoma reduction 8. Common set for major surgery pro-	### RACTICAL REQUIREMENTS S FOR			
	Manpower- As per DCI guidelines for Equipments- MINIMUM CLINICAL/ PLAY OUT OF INSTRUMENT TROLLYS 1. Routine Dental extraction 2. Surgical extraction of teeth 3. Apicoectomies 4. Cyst enucleation 5. Biopsies 6. Fracture jaw bones 7. Zygoma reduction 8. Common set for major surgery pro 9. Excision of tumor	### RACTICAL REQUIREMENTS S FOR			

3.MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE COURSE

	Requirement	Eligibility	For starting the course
3.1	Land Area required	5 Acres/Cents(There should be a Dental college)	With constructed building and other infra

			structures	
3.2	Single/Multiple	Single		
3.3	Distance from Hospital	Preferably in the same campus or within 10 km		
3.4	Availability of Water	Adequate and safe continuous drinking water facilities must be provided for staffs and students. Also should provide continuous water supply to the Academic block, Hospital, Laboratories, Hostels etc		
3.5	Availability of Electricity	There shall be continuous power supply round the clock with generator facility, provided to the Hospital, College, Hostels and all other infrastructure areas		
3.6	Availability of Public conveyance	Good public transport system should be available at the campus or at a maximum of 500 metre distance from the Institute		
3.7	Waste disposal	Adequate waste disposal measures si Govt .norms.	·	
3.8	Permission of Pollution control board	All the academic institutions and parent hospitals shall take adequate pollution control measures by providing incineration plant, waste disposal measures, sewage water treatment plant, landscaping of the campus etc and submit copy of the Clearance certificate.		
3.9	Play ground	Shall be shared with other courses in	the Institute/College	
3.10	Parking area	Adequate parking space shall be made available for parking of institutional vehicles, vehicles of staff, students and patients.		
4	HOSPITAL			
4.1	Total Bed	200 with 75% occupancy		
4.2	OP/IP	As per DCI guidelines for BDS admission 2007	There shall be at least 75 new patients on an average each day in college	
4.3	Departments needed	As per DCI guidelines for BDS admission 2007	Dental Hospital: The following are the clinical departments in a Dental College. 1. Oral Medicine and Radiology 2. Oral Pathology and Oral Microbiology 3. Public Health Dentistry.	
			4. Paediatric and Preventive Dentistry 5.	

j			Orthodontics & Dental orthopaedics 6. Periodontology 7. Conservative
	·		Dentistry and
	,		Endodontics.
			8. Oral & Maxillofacial
	•		Surgery.
			9. Prosthodontics and
		As per DCI guidelines for BDS	Crown & Bridge
4.4	Clinical Requirement	admission 2007	
4.5	Equipments	As per DCI guidelines for BDS admission 2007	
4.6	Manpower .	As per DCI guidelines for BDS admission 2007	
5	INFRASTRUCTURE FOR THE COLLEGE	Constructed College building as per	the approved Plan
5.1	Lecture Halls with teaching aids 55 M²x 4 Nos. Shall be spacious enough to accommodate full batch of students with proper ventilation, lighting system, electricity supply, audio-visual teaching aids, fans and comfortable sitting arrangement preferably theatre type. There should be built in black/green/white boards. There should be a desk/ dais /a big table and a chair for the teacher and racks/cupboards for keeping aids or any other equipment needed for the conduct of		
	classes.		To the conduct of
	classes.	all (Can be shared with other course	
5.2	classes. Auditorium/Multipurpose has same institution) Shall be spacious enough to a for hosting functions of the c It should have proper stage w	all (Can be shared with other course accommodate full strength of students, ollege, educational conferences/works ith green room facilities. ave proper lighting system and arrange	s conducted in the so that it can be utilized hops and examinations.
5.2	classes. Auditorium/Multipurpose has same institution) Shall be spacious enough to a for hosting functions of the calculate	all (Can be shared with other course accommodate full strength of students, ollege, educational conferences/works ith green room facilities. ave proper lighting system and arrange udio-visual aids	s conducted in the so that it can be utilized hops and examinations. ments for the use of all

Availability of a confidential room attached to the examination hall with two numbers each of desktop computers, printer/digital copier, UPS and Internet connectivity, all in working condition. In addition to this, the room shall also be equipped with generator, fax, and land line phone facilities, all in working condition. (For online transmission of question papers). Surveillance Camera system of the required specifications in working condition. Communication Signal jammer of the required specification in working condition This facility may be shared with other courses in the institute. Common Room for Boys & Girls A minimum of 2-3 common rooms (800 sqft each) should be provided-one for staff, one for 5.4 male students and one for female students, with adequate seating arrangements, cupboards etc. Toilet and hand washing facilities should be made available in each room. **Administrative Block** Administrative section of the college shall include Principal's Room, Personal Assistant's 5.5 Room, Reception, Visitor's lounge, Staff Committee room, Clerks' room, Cash and Accounts section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility Principal's Room There should be a separate office for the Principal with attached toilet and provision 5.6 for visitor's room. Independent telephone facility is a must for the Principal's office with intercom facility connected/linked to the hospital and hostel and a computer with internet facility. The size of the office should be 30 M². **Staff Rooms** There should be adequate number of staff rooms/cubicles in proportion to the number of teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The 5.7 size of the room should be 20 M2. Provide separate room for the Heads of the department. There should be separate staff rooms for Non teaching staffs. Central Store A separate store room should be provided to accommodate the equipment and other inventory articles which are required in the laboratories of the college. This room should have the 5.8 facilities for proper and safe storage of these articles and equipment like cupboards, built-inshelves, racks, cabinets, furniture items like tables and chairs. This room should be properly lighted and well-ventilated As per the requirement for the academic training of the course shall Laboratories/Equipm 5.9 ents/instruments be made available Library (Can share the common library of the institution) 5.10 Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have comfortable seating arrangement with chairs having back rest & arm rest and separate tables.

	Books and Journals related to the core, basic subjects of the courses conducted by the
,	institution shall be available. Sufficient no of computers with multimedia support shall be
	available for the students. Adequate scanners, printers and photocopier also shall be made
	available. Separate rooms/ cubicles for the Librarian shall be available
6.13	Toilets
5.11	Separate toilets for boys and girls shall be made available in each floor.
	Garage
5.12	Garage to accommodate vehicles of the Institute should be maintained within the
	campus.
İ	Canteen
5.13	There should be provision for a canteen for the students, their guests, and all other
	staff members. Shall be shared with other courses in the institute.

6.MAN POWER REQUIREMENT

Shall be provided

6.1	Teaching Staff (No, Qualification & Experience required shall be		ication & Experience required shall be specified)
		No	Qualification/Experience
6.1.1	Principal	1	
6.1.2	Vice Principal	1	·
6.1.3	Professor		As per DCI guidelines for BDS admission for 50 intake 2007 In addition to this
6.1.4	Associate Professor	1	·
6.1.5	Assistant Professor	1 .	
6.1.6	Lecturer		•
6.1.7	Asst. Lecturer/ Tutor	1	
6.1.8	Clinical instructor	1	One instructor for every 10 students
6.1.9	Assistant Professor &Lecturer (Part Time Faculty)	nil	
6.2	Ministerial		
6.2.1	Administrative Officer	No, qualification & experience needed to be specified	
6.2.2	Office Superindent		
6.2.3	PA to Principal		·
6.2.4	Accountant/ Cashier		•
6.2.5	DEO/Comp Asst		

6.2.6	Clerk		•		
6.2.7	Store Keeper	1			
	Office/Class room				
6.2.8	Attender				
6.3	Laboratory Staff				
6.3.1	Lab Instructor				
6.3.2	Lab Technician	No, qualif	No, qualification & experience needed		
6.3.4	JLA				
6.4	Library staff				
6.4.1	Librarian- Gr 1	With PG i	With PG in Library Science		
6.4.2	Librarian	With Grad	uation in Library Science		
6.4.3	Attender				
6.5	Technical staff				
6.5.1	Electrician	Can be sha	ared with Dental college		
6.5.2	Plumber				
6.5.3	Mechanic				
6.6	Supporting staff	_			
6.6.1	Cleaning Staff	Sufficient	no to clean the total area		
6.6.2	Security staff	Shall be pr	rovided around the clock		
6.6.3	Driver				
7	HOSTELS	Shall ful Hostels	fil criteria specified for approval of		
7 1	Separate Hostel for	Boys and G	irls as per the approved plan shall be constructed		
7.1	with the following f				
7.2	Minimum 50 soft de				
	Minimum 50 sqft dwelling space per student to be maintained with cot, table, chair,				
	1				
	1		as Single/Double/Triple Room/Dormitory		
	cloth stand and store	age facility a	as Single/Double/Triple Room/Dormitory		
	cloth stand and store Separate stu	age facility a	as Single/Double/Triple Room/Dormitory mmon room, recreation room, visitors room with		
7 3	Separate sturequired furn	age facility and f	mmon room, recreation room, visitors room with cilities shall be provided		
7.3	Separate sturequired furn Separate roo	dy room, coniture and fa	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff		
7.3	Separate sturequired furm Separate roo Adequate no	dy room, coniture and farm shall be poor of Bath room.	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff om, toilets attached to room or common,		
7.3	Separate sturequired furn Separate roo Adequate no washing/dry	dy room, coniture and farm shall be proof Bath rooming areaetcs	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff		
7.3	Separate sturrequired furn Separate roo Adequate no washing/dry Dining Room & Kir	dy room, coniture and fam shall be portion of Bath rooting areaetcs tohen	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff om, toilets attached to room or common, hall be provided in each floor		
7.3	Separate sturequired furn Separate roo Adequate no washing/dry Dining Room & Kir Dining hall	dy room, contiture and farm shall be proof Bath rooting areaetes techen	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff om, toilets attached to room or common, shall be provided in each floor		
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7.3	Separate sturequired furn Separate roo Adequate no washing/dry Dining Room & Ki Dining hall area, adequate Hygienic Ki	dy room, coniture and farm shall be proof Bath rooting areaetes tchen	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff om, toilets attached to room or common, shall be provided in each floor		
	Separate sturequired furner Separate room Adequate nowashing/dry Dining Room & Kiman Dining hall area, adequate Hygienic Kiman Available.	dy room, contiture and farm shall be proof Bath rooting areaetes techen spacious endute chairs and techen with a	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff om, toilets attached to room or common, shall be provided in each floor bugh to accommodate the full inmates with wash d tables shall be available.		
	Separate sturequired furner Separate room Adequate not washing/dry Dining Room & Ki Dining hall area, adequate a Hygienic King available. Arrangement	dy room, contiture and farm shall be proof Bath rooting areaetes techen spacious endute chairs and techen with a	mmon room, recreation room, visitors room with cilities shall be provided brovided for House keeper, security staff om, toilets attached to room or common, shall be provided in each floor bugh to accommodate the full inmates with wash d tables shall be available.		
	Separate sturequired furn Separate roo Adequate no washing/dry Dining Room & Ki Dining hall area, adequate hygienic Ki available. Arrangement be ensured	dy room, contiure and farm shall be proof Bath rooting areaetes techen spacious endute chairs and techen with a state of the providing the for providing the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs and the chairs are the chairs and the chairs are the chairs and the chairs are the chairs and the chairs are the chairs and the chairs are the	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff om, toilets attached to room or common, shall be provided in each floor to accommodate the full inmates with wash d tables shall be available. All facilities for cooking and serving shall be ing hygienic food incorporating balanced diet shall	r	
	Separate sturequired furner Separate room Adequate not washing/dry Dining Room & Kime Dining hall area, adequate a Hygienic Kime available. Arrangement be ensured Time & M	dy room, contiture and farm shall be proof Bath rooting areaetes techen spacious enough techen with a for providuate of	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff pm, toilets attached to room or common, shall be provided in each floor pugh to accommodate the full inmates with wash detables shall be available. All facilities for cooking and serving shall be ing hygienic food incorporating balanced diet shall	r	
7.4	Separate sturequired furn Separate roo Adequate no washing/dry Dining Room & Ki Dining hall area, adequate hygienic Ki available. Arrangement be ensured	dy room, contiure and farm shall be proof Bath rooting areaetes tehen spacious endute chairs and tehen with a state of providant	mmon room, recreation room, visitors room with cilities shall be provided provided for House keeper, security staff om, toilets attached to room or common, shall be provided in each floor to accommodate the full inmates with wash d tables shall be available. All facilities for cooking and serving shall be ing hygienic food incorporating balanced diet shall	r	

8.2	Processing of Application As specified in Govt Orders issued from time to time	
8.3	Application Forms	
8.3.1	Application for starting new institution/ course	Appendix-A
8.3.2	Application for Enhancement of Seats	Appendix-B

STAFF REQUIREMENT

- 1.One Instructor for every 10 students working in the Clinic at any given time.
- 2. The classes in different subjects of the curriculum are being taught exclusively.

Staff requirement as per Dental Operating Room Asstt (Grant of Diploma) Regulations, 2007:

(a) Assistant Professor (OMFS) Full time - One (b) Demonstrator Full time - One

(c) Other staff As required

DEPARTMENT INFRASTRUCTURE DETAILS:-

Constructed Area for OT-Clinical-Lab

Facility	Available /Not Available
Class Room (two) Should be equipped with audio video facilities, a computer preferably with LCD. (clubbed with DH/DM)	
ОТ	
Clinics	
Laboratory Space One Histopathology Lab with sufficient no.of microscope	

MINIMUM STANDARDREQUIREMENT-GENERAL FOR PARAMEDICAL DIPLOMA COURSES CONDUCTED BY DME

1. General Description of The Course

No	Item	
1.1	Title of the Course	Diploma In Respiratory Technology[[DR]]
1.2	Aim of the course	Development of competent and compassionate respiratory care technicians.
1.3	Objective of the Course	At the End of the Course theyshould be able to assist the physician in teaching inhalational techniques, nebulization, oxygen therapy and rehabilitation techniques. These technicians also provide assistance in spirometry, arterial blood gas analysis and cardiopulmonary exercise testing.
1.4	Admission Capacity+ Enhancement slot	10 per batch
1.5	Duration	The duration of the course shall be 2 years and 6 months of internship (nonstipendary practical training)after the successful completion of the course
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/STcandidates.
1.7	Mode of Selection	The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time and in terms of the respective Course Regulations.
1.8	Allotting Authority	Agency approved by Govt. of Kerala
1.9	Seat Reservation	As stipulated by Govt of Kerala
1.10	Subjects tostudy	
1.10.1	1st Year	Basic Science, Pulmonary function Tests, Respiratory Therapeutics
1.10.2	2 [™] Year	Airway Management Aerosolisation, Mechanical Ventilation, Incentive spirometry, Pulmonary rehabilitation, other respiratory Therapy
1.10.3	3 rd Year	NA
1.10.4	Internship	6 Months(non stipendary practical training).course completion certificate shall be issued only after completion of internship.
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc
1.12	Council Registration if any	Respective State Councils
1.13	Availability of the	Refer DME/State Council Web Site

	Course under DME	
1.14	Scope for Higher Studies	Under Graduate and Post Graduate Courses

2. MINIMUM ELIGIBILITY TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING .DIPLOMA IN RESPIRATORY

TECHNOLOGY COURSE OWNER SHIP

The applicant for affiliation shall be an institution owned and managed by: 2.1

- 1. Government of India or the State Government,
- 2. An autonomous body promoted by Central and/or State Government, by or under an enactment for the purpose of Health Science Education,
- 3. A society registered under the Societies Registration Act, 1860 or corresponding Act in the
- 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs Act, 1954.

ELIGIBILITY CRITERIA

2.2

- 1. Health Science Education in the field of Paramedical and Allied Health Science subjects is one of the objectives of the applicant, in case the applicant is an autonomous body/registered society/charitable trust.
- 2. Suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name as under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
- 3. The land earmarked by the Management for the College as stated in the application and in the sketch produced along with it shall be exclusively available for the purposes of the College
- . 4. The applicant owns and manages a hospital as required under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
 - 5. Required Essentiality Certificate/ permissions from the respective Government as insisted by the Central/State Council, is obtained and produced along with the application.
 - 6. The applicant possesses sufficient clinical facilities, financial resources, infrastructure and equipments as also sufficient faculty/man power as prescribed under the regulations of the statutory council and as per the norms fixed by State Govt ./ DME from time to time.
 - 7. The applicant shall NOT be one imparting educational Institutions conducting courses which are affiliated to agencies which are not approved by Govt. of Kerala/Central/State council/KUHS.
- 8. The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be permitted for the conduct of Paramedical Diploma courses.

2.3 Documents to be submitted.

- 1. Clear title deed of the property in favour of the applicant;
- 2. Resolution of the management to establish the particular institution /course earmarking

- the area and purpose of running the institution/course concerned:
- 3. A sketch showing the specific area so earmarked with boundary description, measurements and all details required for identifying the land;
- 4. A declaration signed by the applicant to the effect that the area so ear marked shall not be used for running any other institution;
- 5. Audited Balance sheet for the previous 3 (three) years to prove the financial stability
- 6. Site Plan and Building plan including Academic block, Administrative block, hostels, play ground as approved by Local Self Government
- 7. Detailed Project Proposal on establishment and running of the Institution/course
- 8. The institution shall fulfil all the statutory requirements of the State or local authority to establish and run the institution and shall submit the updated certified copies of such permission(s)
- 9. Required Essentiality Certificate/ permissions from the respective Government Statutory Council, is obtained.
- 10. The institution name along with Trust Deed / Society address shall be mentioned in the Essentiality Certificate/ permissions from the respective Government. Period or term of validity of the certificate also should be mentioned in the certificate.
- 11. Copy of agreement, executed with the government,
- 12. All the documents to prove the ownership of the land, College, Hospital & other infrastructure facilities shall be available
- 13. Clearance from Pollution Control Board
- 14. Under takings

Affidavit in Stamp paper shall be submitted to the effect that

- Stating that they will run the college, make admissions to the course, make appointments of teaching and non teaching staff in terms of Statutory Councils, Central and State Governments. And also to maintain stipulated Teacher Student ratio as well as Student Patient ratio in the institution.
- Make available and maintain the infrastructural facilities as required by respective statutory councils, central and state Governments

2.4 HOSPITAL

A well established hospital of minimum3 years of existence with 50 beds and 75% occupancy

2.4.1 Hospital Facility-

The hospital shall be suitably spacious to accommodate all facilities required for the course and asspecified in the Regulation of the respective Statutory Council/ MSR for the course. The College and Hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department, and shall also maintain the Department wise OP and IP records, case records of OP/IP, laboratory and radiological investigation reports, medicines dispensing register, diet register for IPs, duty roster of hospital staff, birth and death certificates, etc. to substantiate the claim of genuine functional of a teaching hospital fulfilling the norms.

- 1. Departments
- 2. Total Bed
- 3. Patients
- 4. Specific requirement for eligibility of the course

2.4.2	Major departments needed: Respiratory Medicine, Anatomy, Physiology, Pediatrics & Physiotherapy		
2.4.3	Manpower: One Tutor, Respiratory technician, Asst. Professor in Pulmonary medicine		
2.4.4	Equipments: Spirometer, Bronchoscope, ICU with Ventilator, NIV, ABG Machine, DLCO & CPET (Optional)		
2.4.5	Clinical Cases : COPD, Bronchiectasis, Asthma, ILD		
2.4.6	Laboratories		

3 MINIMUM STANDARDS / REQUIREMENTS (MSR) TO APPLY AND START THE COURSE

<u> </u>	Requirement	Eligibility	For starting the course	
3.1		25 Cents for Corporation and	With constructed building	
	Land Area required	Municipality area and 50 Cent	and other infra structures	
		for Other areas		
3.2	Single/Multiple	Single		
3.3	-Distance from Hospital	Preferably in the same campus or within 10 km		
3.4	Availability of Water	Adequate and safe continuous drinking water facilities must be provided for staffs and students. Also should provide continuous water supply to the Academic block, Hospital, Laboratories, Hostels etc		
3.5	Availability of Electricity	There shall be continuous power supply round the clock with generator facility, provided to the Hospital, College, Hostels and all other infrastructure areas		
3.6	Availability of Public conveyance	Good public transport system should be available at the campus or at a maximum of 500 metre distance from the Institute		
3.7	Waste disposal	Adequate waste disposal measures should be taken as per the Govt .norms.		
3.8	Permission of Pollution control board	All the academic institutions and parent hospitals shall take adequate pollution control measures by providing incineration plant, waste disposal measures, sewage water treatment plant, landscaping of the campus etc and submit copy of the Clearance certificate.		
3.9	Play ground	Shall be shared with other courses in the Institute/College		
3.10	Parking area	Adequate parking space shall be made available for parking of institutional vehicles, vehicles of staff, students and patients.		
4	HOSPITAL			
4.1	Total Bed	50 bed		
7.1				

4.3	Departments needed	Respiratory Medicine, Anatomy, Physiology, Pharmacology,		
	CI' LP	Pediatrics & Physiotherapy.		
4.4	Clinical Requirement			
4.5	Equipments	Spirometer, Bronchoscope, ICU with Ventilator, NIV, ABG Machine, DLCO & CPET(Optional)		
4.6	One Tutor, Respiratory technician, Asst. Professor in Pulmonary medicine.			
4.7				
5	INFRASTRUCTURE FOR THE COLLEGE	Constructed College building as per the approved Plan		
	Lecture Halls with teachin			
5.1	55 M²x 4 Nos. Shall be spacious enough to accommodate full batch of students with proper ventilation, lighting system, electricity supply, audio-visual teaching aids, fans and comfortable sitting arrangement preferably theatre type. There should be built in black/green/white boards. There should be a desk/ dais /a big table and a chair for the teacher and racks/cupboards for keeping aids or any other equipment needed for the conduct of classes. Auditorium/Multipurpose hall (Can be shared with other courses conducted in the same institution) Shall be spacious enough to accommodate full strength of students, so that it can be utilized for hosting functions of the college, educational conferences/workshops and examinations. It should have proper stage with green room facilities. It should be well ventilated, have proper lighting system and arrangements for the use of all kinds of basic and advanced audio-visual aids			
5.3	 Examination hall should meet all requirements as specified by KUHS anticipat gradation of/starting of degree programmes and online conduct of exams. Availability of hall / halls of the required size to accommodate the entire Resupplementary candidates attending the examination at a time. The hall/halls shall have sufficient facilities like availability of light, drinking fan/air conditioner, attached toilet etc. Availability of a confidential room attached to the examination hall with two each of desktop computers, printer/digital copier, UPS and Internet connective working condition. In addition to this, the room shall also be equipped with fax, and land line phone facilities, all in working condition. (For online transform question papers). Surveillance Camera system of the required specifications in working condition. 			
	1	a system of the required specifications in working condition. nal jammerof the required specification in working condition		

5.4	Common Room for Boys & Girls A minimum of 2-3 common rooms (800 sq ft each) should be provided-one for staff, one for male students and one for female students, with adequate seating arrangements, cupboards etc. Toilet and hand washing facilities should be made available in each room.		
5.5	Administrative Block Administrative section of the college shall include Principal's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee room, Clerks' room, Cash and Accounts section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility		
5.6	Principal's Room There should be a separate office for the Principal with attached toilet and provision for visitor's room. Independent telephone facility is a must for the Principal's office with intercom facility connected/linked to the hospital and hostel and a computer with internet facility. The size of the office should be 30 M².		
5.7	Staff Rooms There should be adequate number of staff rooms/cubicles in proportion to the number of teaching faculty. One staff room/cubicle should accommodate 2 teachers only. The size of the room should be 20 M². Provide separate room for the Heads of the department. There should be separate staff rooms for Non teaching staffs.		
5.8	Central Store A separate store room should be provided to accommodate the equipment and other inventory articles which are required in the laboratories of the college. This room should have the facilities for proper and safe storage of these articles and equipment like cupboards, built-in-shelves, racks, cabinets, furniture items like tables and chairs. This room should be properly lighted and well-ventilated		
5.9	Laboratories/Equip Mas per the requirement for the academic training of the course shall be made available		

5.10	Library (Can share the common library of the institution) Minimum of 100 sq m, well lighted and ventilated preferably Air conditioned. It shall have comfortable seating arrangement with chairs having back rest & arm rest and separate tables. Books and Journals related to the core, basic subjects of the courses conducted by the institution shall be available. Sufficient no of computers with multimedia support shall be available for the students. Adequate scanners, printers and photocopier also shall be made available. Separate rooms/ cubicles for the Librarian shall be available
5.11	Toilets Separate toilets for boys and girls shall be made available in each floor.

5.12	Garage Garage to accommodate vehicles of the Institute should be maintained within the campus.	
5.13	Canteen There should be provision for a canteen for the students, their guests, and all other staff members. Shall be shared with other courses in the institute.	

6.MAN POWER REQUIREMENT

Shall be provided

6.1	Teaching Staff (No, Qu	ning Staff (No, Qualification & Experience required shall be specified)			
		No	Qualification	/Experience	
6.1.1	Principal	1			
6.1.2	Vice Principal	1			
6.1.3	Professor			<u>-</u>	
6.1.4	Associate Professor				
6.1.5	Assistant Professor	1	in Pulmonary	medicine	
6.1.6	Lecturer			·	· · · · · · · · · · · · · · · · · · ·
6.1.7	Asst. Lecturer/ Tutor	1	Respiratory to	echnician	
6.1.8	Clinical instructor	-			
6.1.9	Assistant Professor	-		·	· · · · · ·
	&Lecturer (Part Time				
	Faculty)				
6.1.9	Year wise split up	First Ye	ar	Second Year	Total
6.2	Ministerial			·	
6.2.1	Administrative Officer				
6.2.2	Office Superindent	٦			
6.2.3	PA to Principal	7	,		
6.2.4	Accountant/	1			
	Cashier	No suel	lification Proces		
6.2.5	DEO/Comp Asst	No, quai	inication & exp	erience needed to b	be specified
6.2.6	Clerk	1			
6.2.7	Store Keeper]			•
6.2.8	Office/Class room	-			
U.Z.0	Attender				
6.3 .	Laboratory Staff				
6.3.1	Lab Instructor				
6.3.2	Lab Technician	No, qual	ification & exp	erience needed	
6.3.4	JLA	1			
6.4	Library staff				
6.4.1	Librarian- Gr 1	With PG in Library Science			
6.4.2	Librarian	With Gr	aduation in Lib	rary Science	
6.4.3 ·	Attender				

6.5	Technical staff			
6.5.1	Electrician	Can be shared with Hospital		
6.5.2	Plumber			
6.5.3	Mechanic	·		
6.6	Supporting staff			
6.6.1	Cleaning Staff	Sufficient no to clean the total area		
6.6.2	Security staff	Shall be provided around the clock		
6.6.3	Driver			
		·		
		· · · · · · · · · · · · · · · · · · ·		
	TIO CERTICAL			
7	HOSTELS	Shall full fill criteria specified for approval of Hostels		
7.1	Separate Hostel for Boy the following facilities	s and Girls as per the approved plan shall be constructed with		
7.2		ling space per student to be maintained with cot, table, chair, facility as Single/Double/Triple Room/Dormitory		
7.3	required furnitur	oom, common room, recreation room, visitors room with re and facilities shall be provided hall be provided for House keeper, security staff		
7.5	Adequate no of I	Bath room, toilets attached to room or common, washing/drying provided in each floor		
7.4	Dining Room & Kitchen • Dining hall spacious enough to accommodate the full inmates with wash area, adequate chairs and tables shall be available. • Hygienic Kitchen with all facilities for cooking and serving shall be available. • Arrangement for providing hygienic food incorporating balanced diet shall be ensured			
	Time & Mode of	As per Notification of Govt./ DME for a particular		
8	Application	Academic Year		
8.1	Application Fee	· ·		
	As fixed by Govt/Statutory Council			
8.2	Processing of Application As specified in Govt Orders issued from time to time			
8.3	Application Forms			
8.3.1	Application for starting			
8.3.2	Application for Enhancement of Seats	Appendix-B		

MINIMUM:STANDARD:REQUIREMENT FOR DIPLOMA IN CENTRAL STERILE SUPPLY TECHNOLOGY (DCSST) COURSE CONDUCTED BY DME

PART-1 GENERAL DESCRIPTION OF THE DIPLOMA IN CENTRAL STERILE SUPPLY DEPARTMENTTECHNOLOGY COURSE

No	Item	
1.1	Title of the Course	DIPLOMA IN CENTRAL STERILE SUPPLY TECHNOLOGY (DCSST)
1.2	Aim of the course	1.To provide state of the art services in sterilization in health care institutions2.To facilitate strengthening of infection control practices and to prevent health care associated infections.
1.3	Objective of the Course	On completion of the Two Year DCSST Course, the Diploma holder will be able to 1. To train and develop skilled technologists in the area of sterile services. 2. To impart research basis to validate techniques during professional practice towards quality care of health care delivery. 3. To develop appropriate professional relationships in multidisciplinary set up to provide total care. 4. To update the students with recent evidence in professional practice and provide them opportunities to think, reason and practice towards excellent care. 5. To achieve skills in surgical instruments handling and its reprocessing techniques. 6. To train the candidates to execute professional practice through professional ethical code. 7. Demonstrate critical thinking skills in making decisions in all situations in order to provide quality care. 8. Utilize the latest trends and technology in providing health care. 9. Provide promotive, preventive, and restorative health services in line with the National Health Policies and programmes. 10. Practice within the framework of code of ethics and professional conduct, and acceptable standards of practice within the legal boundaries. 11. Communicate effectively with individuals and groups, and members of the health team in order to promote effective interpersonal relationships and team work. 12. Participate effectively as members of the health team in the health care delivery system. Demonstrate leadership and managerial skills in clinical/community health settings.
1.4	Admission Capacity+	As approved by Apex/State Councils, Central/State Govt. and DME

	Enhancement Slot	from time to time
	Dimanoement 5,00	4 seat/batch
<u> </u>		The duration of the course shall be 2 years and 6 months internship.
1.5	Duration	Duration permitted for successful Completion of the course – 4 years
1.6	Academic Eligibility	A pass in the Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or equivalent examinations conducted by any board in India recognized by any of Universities in Kerala with Physics, Chemistry and Biology as optional subjects and a pass with 40% marks in Physics, Chemistry and Biology put together, are eligible. Relaxation of 5% marks will be allowed to SC/STcandidates.
1.7	Mode of Selection	The selection of students shall be on merit basis, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of Kerala/Central/State Council from time to time. (Selection to the course shall be made by the Director of Medical Education. Selection will be made on merit basis and based on the marks obtained in the qualifying examination and as per the reservation criteria stipulated by the Govt. of Kerala in this regard. Selection to the management quota in the self-financing institution where the DCSSDT Course is granted and approved by the Government of Kerala, shall be made by the respective management with transparency.)
1.8	Allotting Authority	Agency approved by Govt. of Kerala
1.9	Seat Reservation	As stipulated by Govt of Kerala from time to time
1.10	Subjects to study	
1.10.1	1" Year (PART-1)	Paper-1: A. Basic Anatomy B. Basic Physiology C. Basic Pathology Paper-2: Basic Microbiology Paper-3: Sterilization and disinfection Paper4:Engineering aspect, Inventory management, CSSD administration, Computer fundamentals
1.10.2	2 nd Year (PART-II)	Paper-1: Processing of Medical Devices Paper-2: Health care associated infection & infection control procedures Paper-3: Quality assurance in CSSD Paper-4: Packaging, Storage and Supply
. 1.10.3	3 rd Year (PART – III)	NA
1.10.4	Internship	6 months practical training following the successful completion of the course (Non stipendiary)
1.11	Controlling Authorities	Central/State Councils, Central/State Govt, DME etc
1.12	Council Registration if any	Respective State Councils

				19 (
	1 13	Availability of the	Refer DME/State Council Web Site	
İ	1.13	Course under DME	Refer DIVIE/State Council Web Site	
	1.14	Scope for Higher Studies	Under Graduate Courses	-1

PART-II

MINIMUM REQUIREMENT TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING DCSSDT OURSE

No	Item Requirement	
2.1	Eligibility to Apply for establishing an Institution	
2.1.1	The applicant seeking establishment shall meet the following Eligibility Criteria. The institution shall be one imparting education in Paramedical and Allied Health So subjects. Institutions conducting courses which are affiliated to agencies which are not approve Govt. of Kerala/Central/State council/KUHS shall not be eligible to apply for starting Medical Diploma courses under DME.	ed by
2.1.2	The applicant for establishment shall be an institution owned and managed by: 1. Government of India or the State Government, 2. An autonomous body promoted by Central and/or State Government, by or und enactment for the purpose of Health Science Education, 3. A society registered under the Societies Registration Act, 1860 or corresponding Act State 4. State 4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs 1954.	in the
2.1.3	 Qualifying criteria. An eligible applicant shall stand qualified to apply for affiliation if the following condition fulfilled: Health Science Education in the field of Paramedical and Allied Health Science subjectives one of the objectives of the applicant in case the applicant is an autonomous body/regist society/charitable trust. In the case of non-government institutions, suitable land is owned or obtained on lease sufficiently long period and possessed by the applicant-institution in its own name prescribed under the Regulation of the respective statutory councils Required Essentiality Certificate/ permissions from the respective Governments insiste the Central/State Council, is obtained and produced along with the application. The applicant owns and manages a hospital as required under the regulations of the state council and as per the norms fixed by State Govt /DME from time to time. The applicant possesses sufficient clinical facilities, financial resources, infrastructure equipments as also sufficient faculty/man power as prescribed by respective State Councils / State Govt./ DME. 	for a for a sed by tutory

2.1.4 2.2 2.2.1	General conditions to be satisfied by colleges — Every college shall satisfy the Government on the following points. — 1. That the land earmarked by the Management for the College as stated in the application and in the sketch produced along with it are exclusively available for the purposes of the College; and that suitable and adequate buildings, libraries, laboratories, equipments, manpower, hostels and recreational facilities are available for smooth functioning of the college, 2. That the institution shall satisfy the Govt. that it has financial stability to set up and maintain the College Land Requirement Owner ship In the case of non- government institutions, suitable land is owned or obtained on lease for a sufficiently long period and possessed by the applicant-institution in its own name The Hospital, Clinical, Academic and hostel facilities should be owned by the same management. Other forms of hospital/College facility like those governed by any other management or charitable society or by any forms of memorandum of understanding will not be
	permitted for the conduct of Paramedical Diploma courses. Municipality: 25 cents
2.2.2	Corporation : 50 cents
2.2.3	Single/Multiple Preferable as a single plot
2.2.4	Distance between plots
2.2.5	Availability of Water Adequate and safe continuous drinking water supply must be available for staff and students. Also should provide continuous water supply facilities to the Academic block, Hospital, Laboratories, Hostels etc.
2.2.6	Availability of Electricity There shall be continuous power supply round the clock with generator facility, provided to the Hospital, College, Hostels and all other infrastructure areas
2.3	 (Shall have all facilities to impart training and posting as specified in the syllabus. Details shall be given in clause 2.3,2.4,2.5,2.6) An established functional Medical College or Multi specialty Hospital with period of existence of 1-3 years with minimum of 300 beds shall be available. There should be fully functional basic departments like Microbiology, Medicine, Surgery, OBG, Orthopedics, Radiology, Ophthalmology, Dentistry There should be fully functional Super Specialty Departments like Cardiology, Cardiothoracic Surgery, Gastro Enterology, Neurology, Neurosurgery, Nephrology / Urology.

There shall be a minimum of 5 Operation theatres with 20 number of Major, 50 no. of Minor Surgeries being done under GA per month There should be a separate fully functional division/ department of Central Sterile Supply with facility for training and the lay out, facilities and equipments shall be as given below or as Annexure..... Facility should be there to teach the basic subjects like Anatomy, Physiology Pathology and Microbiology The institution should provide training to students in CSSD, Operation theatres, ICUs by clinical postings in specialty and super specialty departments in the hospital. Hospital Facility- The hospital shall be suitably spacious to accommodate all facilities required 2.3.1 for the course and as specified in the Regulation of the respective Statutory bodies. Bed Strength with % of occupancy 2.3.2 The hospital should have a minimum of 300 beds with an average of 80% of bed occupancy during the last 6 months. IP/OP The College and Hospital shall maintain the computerized central registration system for maintaining the records of patients in Out-Patient Department and In-Patient Department, and shall also maintain the Department wise OP and IP records, case records of OP/IP, laboratory 2.3.3 and radiological investigation reports, medicines dispensing register, diet register for IPs, duty roster of hospital staff, birth and death certificates, etc. to substantiate the claim of genuine functionality of a teaching hospital fulfilling the norms as specified in the sub-regulation. Departments needed Fully functional Central Sterile Supply Department with adequate staff (qualified CSSD technicians) and equipments & Department of Microbiology must be available. An established 2.3.4 functional Medical College or Multi specialty Hospital with period of existence of 1-3 years with minimum of 300 beds shall be available. Equipment, Staff Teaching faculties needed is given as Annexure 1(a)&(b),2 and 3 2.3.5 Exclusive requirement for the course There should be fully functional basic departments like Microbiology, Medicine, Surgery, OBG, Orthopedics, Radiology, Ophthalmology, Dentistry There should be fully functional Super Specialty Departments like Cardiology, Cardiothoracic Surgery, Gastro Enterology, Neurology, Neurosurgery, nephrology/urology. There shall be a minimum of 5 Operation theatres with 20 number of Major, 50 no. of Minor Surgeries being done under GA per month There should be a separate fully functional division/ department of Central Sterile Supply with facility for training and the lay out, facilities and equipment shall be as given below or as Annexure1 (a)&(b) Facility should be there to teach the basic subjects like Anatomy, Physiology, Pathology and Microbiology Annexure:3

The institution should provide training to students in CSSD, Operation theatres, ICUs by clinical postings in specialty and superspeciality departments in the hospital. Also see 2.3.4 Exclusive Equipment/labs needed for the course 2.3.6 Annexure:1(a)&(b) Hospital Staff needed 2.3.7 Annexure:2 Distance from Teaching Institution Parent Hospital should be preferably within the same campus or within 8-10 kms from the 2.3.8 institution by road and transportation facility shall be provided. 2.4 Infra Structure Requirement College Building The hospitals should have fully functional CSSD with adequate trained staff facilities and various equipment for sterilizing medical/surgical equipment. Institutions, which are functioning in rented building, should ensure that within the period of two years they should construct their own building. 2.4.1 Change of the location (district, town, city, village) shall be considered as a new proposal and shall be shifted only after getting permission from concerned authority. Hostels 2.4.2 Shall be owned by the same management 2.5 Clinical Requirement Out Patients 2.5.1 As per norms of Apex councils. Out Patients Register should be maintained. 2.5.2 Minimum 300 bedded hospital with 80% bed occupancy Specialty Departments There should be fully functional basic departments like Microbiology, Medicine, Surgery, OBG, Orthopedics, Radiology, Ophthalmology, Dentistry 2.5.3 There should be fully functional Super Specialty Departments like Cardiology, Enterology, Neurology, Neurosurgery, Cardiothoracic Surgery, Gastro nephrology/urology. 3 CSSD Technicians, 1 nurse and 4 Nursing assistants,3 Man Power requirement 2.6 cleaners' minimum requirement for functioning of CSSD and for starting the course (100 bedded hospital). Annexure:2 Course conducted jointly Dept. of Central Sterile Service Department (CSSD) and Dept. of Microbiology with one course Co-ordinators from each depts. The co-ordinators shall give necessary guidelines to the associated faculty members/coordinators for conducting theory, practical and

		 Practical aspects of Sterilization & Disinfection, Inventory management, CSSD administration should be invariably be handled by the CSSD technician/ Sister in-charge /other qualified staff in the CSSD Dept. Practical aspects of course and core subjects of the course in 1st and 2nd year should be invariably be handled by the respective Sister in charge/CSSD technicians/ other qualified concerned staff. Overall charge of the course can be given to the HOD of any surgical dept./Medical Officer in charge of CSSD.(CSSD in many hospitals are under Nursing officer/nursing supdt /RMO)
2.6.1	Teaching staff required to conduct Annexure:3	et CSSD course
2.7	Statutory Permissions	
2.7.1	 establish and run the institut permission(s) Required Essentiality Certific wherever insisted by the State application. The institution name along we Essentiality Certificate/ permission. 	I the statutory requirements of the State or local authority to ion and shall submit the updated certified copies of such cate/ permissions from the respective Government or tutory Council, is obtained and produced along with the with Trust Deed / Society address shall be mentioned in the missions from the respective Government. Period or term of a should be mentioned in the certificate.
2.7.2	Statutory Councils	ry Consent/Permission from State/Central Councils
2.8	Other Requirements	The documents mentioned under item 2.8 should be submitted along with the application form.
2.8.1	Resolution of the Trust Attach attested copy of the Resolution institution/course.	on of the Trust/Management to establish the particular
2.8.2	programme fulfilling the norms of a	d project report for starting and continuing the academic pex council and KUHS along with the application
2.8.3	Legal Documents Attach copy of the following documents other infrastructure facilities.	tents to prove the ownership of the College and Hospital &

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	institution/course concerned 3. A sketch showing the speci measurements and all detail	ent earmarking area and purpose of running the d; fic area so earmarked with boundary description, ls required for identifying the land; applicant to the effect that the area so ear marked shall not be			
2.8.4	Financial Statement	eet for the previous 3 (three) years.			
2.8.5	Essentiality/NOC from Govt	d with the government, and Essentiality			
2.8.6	Approved Plan Attach copy of attested Site Plan arblock, hostels, play ground as app	nd Building plan including Academic block, Administrative broved by Local Self Government			
2.8.7	by providing incineration plant, wa	arent hospitals shall take adequate pollution control measures ste disposal measures, sewage water treatment plant, submit copy of the Clearance certificate from the Pollution			
2.8.8	Under takings				
	of teaching and non teaching Governments. And also to a Patient ratio in the institution	e college, make admissions to the course, make appointments of staff in terms of Statutory Councils, Central and State maintain stipulated Teacher Student ratio as well as Student on. In the infrastructural facilities as required by respective			
2.9	Time & Mode of Application	Academic Year			
2.9.1	Application Fee 'As fixed by State Govt/ Council from	om time to time			
2.9.2 1.	Processing of Application As specified in Govt Orders issued	from time to time			
2.10	Application Forms				
2.10.1	Application for starting new institution/ course	As per the Minimum standard requirements of DCSSDT course			
2.10.2	Application for Enhancement of Seats	Minimum standard requirements of DCSST course Sufficient staff in CSSD including eligible CSSD technicians must be posted.			

PART -III MINIMUM STANDARDS REQUIREMENTS (MSR) TO START THE DCSST COURSE

3.1	LAND FOR THE INSTITUTION	
3.1.1	Owner ship of land	
J.1.1	As specified in 2.2.1	
3.1.2	Area required	
3.1.2	As specified in 2.2.2	
3.1.3	Single/Multiple	
3.1.5	As specified in 2.2.3	
3.1.4	Distance between Plots	
3.1.4	As specified in 2.2.4	
3.1.5	Certificates from local authorities	
3.1.3	Submit certificates from local authorities	
3.1.6	Distance from Hospital	
3.1.0	As specified in 2.3.7	
	Availability of Water	┪
3.1.7	Adequate and safe continuous drinking water facilities must be provided for staffs	
3.1.7	and students. Also should provide continuous water supply to the Academic block,	
	Hospital, Laboratories, Hostels etc	
	Availability of Electricity	
3.1.8	There shall be continuous power supply round the clock with generator facility,	
, 5.1.0	provided to the Hospital, College, Hostels and all other infrastructure areas	
		ļ
	Availability of Public conveyance	
3.1.9	Good public transport system should be available at the campus or at a maximum	-
	of 500 metre distance from the Institute	
	Waste disposal	İ
3.1.10	The academic institutions and parent hospital shall take adequate waste disposal	
	measures by providing incineration plant, Biomedical waste disposal measures,	
	sewage water treatment plant etc.	_
3.1.11	Permission of Pollution control board	
	Submit the clearance certificate from the pollution control board.	_
3.1.12	Play ground	ļ
	Shall be shared with other courses in the Institute/College	_
2112	Parking area	
3.1.13	Adequate parking space shall be made available for parking of institutional vehicles,	
122	vehicles of staff, students and patients	_
3.2	INFRASTRUCTURE FOR THE COLLEGE	_
3.2.1	Total plinth area Required There shall be a fully functional constructed area of minimum 5000 soft evaluative	
	There shall be a fully functional constructed area of minimum 5000 sqft exclusive for the course	
	Tot the course	
1	!	ı

	Approved Plan for the Building	
, [Attested site plan and Building plan including hostels, playground and	
3.2.2	Administrative block approved by Local Self Government Shall be submitted along	
	with the application.	
- 1	Lecture Halls with teaching aids	55 M²x 4
	There shall be sufficient number of lecture halls N(4Nos)of 55 M ² each with.	Nos.
	 Proper ventilation, lighting system, electricity supply, audio-visual teaching 	
3.2.3	aids, fans and comfortable sitting arrangement.	
5.2.5	Built in black/green/white boards.	
	 A desk/ dais /a big table and a chair for the teacher. 	
	 Racks/cupboards for keeping aids or any other equipment needed for the 	
	conduct of classes.	
	Examination Hall with confidential room	1
	(Can be shared with other courses especially if the institution is affiliated to	
	KUHS)	
3.2.4	Examination hall should meet all requirements to accommodate all the Regular and	
3.2.4	supplementary candidates attending the examination at a time. The hall shall have	
	sufficient facilities like availability of light, drinking water, fan/air conditioner,	
	attached toilet etc.	
L	Auditorium/Multipurpose hall	
	It shall be shared with other courses in the institute.	
	• Shall be spacious enough to accommodate full strength of students, so that	
,	it can be utilized for hosting functions of the college, educational	
3.2.5	conferences/workshops and examinations.	
	It should have proper stage with green room facilities.	
	It should be well ventilated and have proper lighting system.	
·	There should be arrangements for the use of all kinds of basic and advanced	
	audio-visual aids	
	Common Room for Boys & Girls	2
.		
4/6 1	Separate common rooms shall be provided-one for staff, one for male students and	
3.2.0	one for female students with sufficient and adequate seating arrangements,	
	cupboards, lockers etc.	
	Toilet and hand washing facilities should be made available in each room.	
3.2.7	Staff Rooms	
	There should be a separate office for the Principal with attached toilet and	
	provision for visitor's room. Independent telephone facility is a must for the	,
	Principal's office with intercom facility connected/linked to the hospital and	
1 1	hostel and a computer with internet facility.	
		1
	There should be adequate number of staff rooms in proportion to the number of teaching faculty	

	There should be separate staff rooms for Non teaching staffs.	
3.2.8	Administrative Block Administrative section of the college shall include Principal's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee room, Clerks' room, Cash and Assaunts section, Pagend room and Tailete.	1
	 room, Clerks' room, Cash and Accounts section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility 	
3.2.9	Central Store A separate store room should be provided to accommodate the equipment and other inventory articles which are required in the laboratories of the college	
3.2.10	Laboratories Practical lab with workbench, Microscope for practical demonstration	
3.2.11	 Library (Can be shared with other courses) Library should be with adequate comfortable seating arrangement, good ventilation and with adequate lighting Sufficient books and journals as specified in the Syllabus shall be made available. Internet and Photocopying facility shall be made available to the students 	
3.2.12	Toilets Separate toilets for boys and girls shall be made available in each floor.	2
3.2.13	Garage Garage to accommodate vehicles of the Institute should be maintained within the campus.	
3.2.14	Canteen There should be provision for a canteen for the students, their guests, and all other staff members. Shall be shared with other courses in the institute.	I

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3.3.1	Ministerial		
3.3.1.1	Administrative Officer/Assistant	1	Graduate with experience in administration for 3 years or equivalent qualification prescribed by Govt of Kerala.
3.3.1.2	Office Superintend	1	Can be shared with other Medical/
3.3.1.3	PA to Principal	1	Paramedical Courses.
3.3.1.4	Accountant/ Cashier	1	
3.3.1.5	DEO/Comp Asst	1	

3.3.1.6	Clerk	2		
3.3.1.7	Store Keeper	1	<u>-</u>	
3.3.1.8	Office/Class room Attender	.		
3.3.2	Laboratory Staff	+'-		
3.3.2	Laboratory Staff		Can be shared in Common institutional	
3.3.3	Library staff		Library	
	Librarian- Gr 1	1	With PG in Library Science	
	Librarian	1	With Graduation in Library Science	
	Attender	1	Minimum+2	
3.3.4	Technical staff		Can be shared with hospital	
	Electrician	1	Diploma/ITI Electrical	
	Plumber	i	ITI	
	Mechanic	1	Diploma/ITI Mechanical	
3.3.5	Supporting staff			
3.3.5.1	Cleaning Staff		Sufficient no to clean the total area	
3.3.5.2	Security staff		Shall be provided around the clock	
3.3.5.3	Driver		For the Institutional Vehicles	
3.4	Equipment & Instru	ments		
3.4.1	3.4.1 Equipment		See Annexure: 1	
3.4.2	Furniture		Can be shared with common facility	
-			Fully functional CSSD with adequate staff and	
	Laboratory		equipments is essential (Annexure	
3.5			1(a)&(b),2)	
			Practical lab with work bench, microscope for	
			demonstration of microorganisms	
	LIBRARY		Can be shared with Institutional Library.	
3.6			Prescribed Books and Journals as per	
			syllabus shall be made available	
3.6.1	Total Area required		As per MSR for the course	
3.6.2	Reception & waiting	Area	Separate Reception & waiting area shall be provided	
3.6.3	Property & Issue coun	ter	Shall be provided	
2.6.4			Separate reading room for UG students shall	
3.6.4	Reading Room		be provided	
3.6.5	Staff/PG reading Roor	n	Separate reading room for staff & PG students	
266	Deference section		Separate reference shall be provided	
3.6.6	Reference section		Separate reference shall be provided	
3.6.7	Journal section		Separate Journal shall be provided	
3.6.8	Photo copying section		Separate photo copying area with minimum 1 Photo Copier	
3.6.9	Internet/computer faci	lity	Full time internet facility shall be provided	

3.6.10	Room for Librarian	Separate room for Librarian shall be provided
3.6.11	Books needed for UG	As per Syllabus for the course
3.6.12	Journals needed	As per Syllabus for the course
3.7	HOSTELS	Shall full fill criteria specified for approval of Hostels. Can be shared with students of other Medical/ Paramedical courses conducted by the same Institution
3.7.1	Total Plinth area	Provide separate hostels for male and female students.
3.7.2	Approved Plan	
3.7.3	Single Room	
3.7.4	Double Room	Minimum 50 sq. ft dwelling space per student
3.7.5	Triple Room	to be maintained with cot, table, chair, cloth
3.7.6	Dormitory	stand and storage facility
3.7.7	Study Room	
3.7.8	Visitors Room	-
3.7.9	Recreation/Common Room	-
3.7.10	Room for House Keeper	-
3.7.11	Room for Security staff	Shall be provided with adequate space and
3.7.12	Dining Room Kitchen	facilities
3.7.13	Wash Room	-
3.7.14	Bath Room	
3.7.15	Toilets	-
3.7.16	Drying Area	1
3.8	PARENT HOSPITAL	
3.8.1	Land	As specified in the Eligibility to apply for the course As specified in the Eligibility to apply for the course
3.8.2	Infra structure	As specified in the Eligibility to apply for the course
3.8.3	Departments and equipments needed	Fully functional Central Sterile Supply Department and Microbiology dept. shall be available. An established functional Medical College or Multi specialty Hospital with period of existence of 1-3 years with minimum of 300 beds shall be available. Equipment, Staff, Teaching faculties needed is given as Annexure 1(a)7(b),2,3
3.8.4	Man power in hospital	Annexure 2
3.8.5	Clinical material for training	Equipments given as Annexure 1(a)&(b)

ANNEXURE:1(a)

Clinical Equipments Requirement (Minimum)-for 300 bedded hospital

The Central Sterile Supply Department should have the following equipments

	·	
Sl No	Description	Nos
1	Autoclaves-horizontal, vertical	3
2	Flash sterilizer	1
3.	ETO sterilizer	1
4	Sterrad /hydrogen Peroxide gas plasma sterilizer	1
5	Ultrasound cleaner	2
6	Automatic Double door autoclave	2

Annexure: 1(b)

List of Optional equipments

Sl No	Description		Nos
1	Automated Endoscope reprocessor	· · · · · · · · · · · · · · · · · · ·	1
2.	Washer disinfector	.	1
3	Instrument dryer cabinet		1.

Annexure:2

Minimum Requirements Of staff in CSSD -for 300 bedded hospital

The Central Sterile supply Department should have the following staff as minimum requirement

SI	Description	Nos
No		
1	CSSD technician	3
2	CSR technician	3
2	Nursing staff	1
3	Nursing Assistant	3
4	Cleaners	4

Annexure:3

Teaching staff required to conduct CSSD course

2.6.1	Teaching Staff (Qualification & Experience of required)		Experience of required)
	Post		Qualification & Experience
2.6.1.1	Principal		(For administrative purpose Principal of Teaching/Paramedical institution can be accepted)
2.6.1.2	Professor		Microbiology/Surgical Dept
2.6.1.3	Associate Professor in Microbiology	1	MD Microbiology with 3 year post PG teaching experience
2.6.1.4	Assistant Professor in Microbiology	1 .	MD Microbiology with 3year post PG teaching experience
2.6.1.5	Asst. Professor in Anatomy/Physiology/ Pathology	3	MD Anatomy/Physiology/Pathology with Post PG 1 year teaching experience
2.6.1.6	Assistant Professor in Surgery/ Orthopaedics	1+1+1	MS in the subject with Post PG 1 year

<u> </u>	/ Super speciality		teaching experience
2.6.1.7	Tutor (Engineering aspects and Computer fundamentals)	1	B Tech in Bio Medical Engineering with min. 1 yr experience in hospital Biomedical wing. Instructor /In-charge of e-Health in the hospital with min. 1 yr experience. Staff from Nursing College or Hospital with
2.6.1.8	Tutor (Inventory management and CSSD administration and other CSSD papers in 2 nd year)	1.	BSc nursing/Post basic B.Sc nursing qualification and min.3 year hospital experience preferably in CSSD and infection control Qualified CSSD technician with 1yr experience
2.6.1.9	CSSD Technician/ Staff nurse	3+1	See 2.6.1.8

MINIMUM STANDARD REQUIREMENT- GENERAL FOR PARAMEDICAL DIPLOMA COURSES CONDUCTED BY DME

1. General Description of The Course

No	Item			
1.1	Title of the Course	Post Graduate Diploma in Clinical Child Development (PGDCCD)		
1.2	Aim of the course	This Diploma in Clinical Child Development started by Government of		
	Thin of the coarse	Kerala is the first course of its kind in India designed to create		
		qualified community level trainers in clinical child development for		
		prevention of childhood disability. These persons can effectively deal		
	Objective of the Course	with all areas of Early Child Care & Education including Newborn		
		follow-up, Early Detection of developmental delay and early		
1.3		stimulation therapy. B.Sc. Graduates are admitted to the course.		
		Duration of the course will be two years. The course of training will		
		be conducted at Child Development Centre, Medical College Campus,		
		Thiruvananthapuram. The course consists of 2 parts viz. Part-I and		
:		Part-II.		
		1 19401		
	Minimum Admission			
1.4	Capacity+ Enhancement	12 candidates		
1.5	slot	3.000		
1.5	Duration	2 year		
		Female Candidates who have passed B.Sc. degree in any Science Subject or B.Sc./BA Psychology or BSc. Home Science		
,		of the universities in Kerala or equivalent Degree from other		
		Universities, recognized by the Universities of Kerala are		
		eligible for admission, provided that they have secured an		
		aggregate of not less than 50% marks.		
•				
1.6	Academic Eligibility	Candidates belonging into socially and educationally		
		backward_classes (SEBC) (as per G.O.(P) No.208/66/Edn.		
		Dated 2.5.1966, G.O.(MS) No.95/08/SCSTDD dated 6.10.2008		
		and amendments thereof), and vide G.O.(P)		
		No.1/2015/BCCD., Dtd. 01/01/2015 SEBC having relaxation of		
	EHICO IN	5% of marks in the qualifying examination. SC/ST candidates		
		need only a pass in the qualifying examination.		
	NE TO			
<u> </u>	1	DRAFT 1		
	•			

f		The relaxation of marks in the qualifying examination
		extended to SEBC candidates only will be applicable to OEC
/		candidates even if they are allotted against the unavailed
		seats of SC/ST quota.
		No rounding off the percentage of marks to the nearest whole
·		number is permitted
		 Allotments will be made based on the rank list prepared by
		LBS Centre for Science and Technology, Thiruvananthapuram,
	Mode of Selection	eligible reservations of the candidate subject to availability of
	Widde of Selection	seats.
1.8	Allotting Authority	LBS Centre for Science and Technology, Thiruvananthapuram
		Total Seat 12
		I) <u>State Merit 50%,</u>
1.9	Seat Reservation	II) <u>SC/ST 10%</u>
		III) <u>SEBC 30%</u>
		IV) <u>EWC 10%</u>
1.10	Subjects to study	1 ;
		Paper I : Human Biology , Social And Behavioural Sciences, Community
		Health and Biostatistics
1.10.1	1 st Year	Paper II: Nutrition, Growth and Development of Childrena
		Adolescents, Women And Child Development Adolescents Women And Child Development
	. •	Adolescents, Women And Child Development
<u> </u>		Paper I : Maternal Health , Normal and At risk Newborns
	` `.	Neonatal Follow up Programme
1.10.2	2 nd Year	
		Paper II: Early Child Care and Education, Physical Therapy,
	N. S. Karamanan and A. S. S. S. S. S. S. S. S. S. S. S. S. S.	Montessori Preschool for Children Needing Special Care
1.10.3	3 rd Year	Not Applicable
1.10.4	Internship	Not Applicable
1.11	Controlling Authorities	Directorate of Medical Education, Thiruvananthapuram
1.12	Council Registration if any	Paramedical Council Registration
	Availability of the	The course details available in the DME Kerala Website under the
1.13	Course under DME	head courses
		Master of Health Science in Clinical Child Development (MHSc.CCD

2. MINIMUM REQUIREMENT TO APPLY FOR ESTABLISHING AN INSTITUTION AND STARTING Post Graduate Diploma in Clinical Child Development (PGDCCD) COURSE

No	Item Requirement	
2.1	Eligibility to Apply for establishing an Institution	
2.1.1		
	The applicant seeking affiliation shall meet the following Eligibility Criteria.	anca
	1. The institution shall be one imparting education in Paramedical and Allied Health Scientific Subjects.	ince
	2. Institutions conducting courses which are affiliated to agencies which are not approve	d by
	Govt. of Kerala/Central/State council/KUHS shall not be eligible to apply for starting	Para
	Medical Diploma courses under DME.	· .
	The applicant for affiliation shall be an institution owned and managed by:	· · · .
2.1.2	1. Government of main of the state Government,	
•	2. An autonomous body promoted by Central and/or State Government, by or under an	
	enactment for the purpose of Health Science Education,	
	3. A society registered under the Societies Registration Act, 1860 or corresponding Act	
	in the State	1 -
	4. A public, religious or charitable Trust registered under the Trusts Act or the Wakfs	
	Act, 1954.	<u>,</u>
2.1.3		1:18:
	An eligible applicant shall stand qualified to apply for affiliation if the following conditions	are
	fulfilled:	
	1. that Health Science Education is one of the objectives of the applicant in case the appli	icant .
	is an autonomous body/registered society/charitable trust.	
	2. that in the case of non-government institutions, suitable land is owned or obtained on l	
	for a sufficiently long period and possessed by the applicant-institution in its own nam	
	prescribed under the Regulation of the respective statutory councils and the statu	utes,
	regulations, bye laws, and orders of the University.	
. •	3. Required Essentiality Certificate/ permissions from the respective Government as insi	isted
	by the Central/State Council, is obtained and produced along with the application.	E. Hha
	4. The applicant owns and manages a hospital as required under the regulations of	· me
	statutory council and as per the norms fixed by State Govt ./ DME from time to time.	ان
	5. The applicant possesses sufficient clinical facilities, financial resources, infrastructure	anu
	equipments as also sufficient faculty/man power as prescribed by respective Statu	acor y
	Councils.	

		4.5.9		
1.4	General conditions to be satisfied by colleges –			
1	Every college shall satisfy the Governing Council on the following points. –			
/	 That the land earmarked by the Management for the College as stated in the 	e application		
	and in the sketch produced along with it are exclusively available for the pu	1)		
		laboratories,		
	equipments, hostels and recreational facilities are available for smooth funct			
	college,			
	2. That the institution shall satisfy the Govt. that it has financial stability to	set up and		
	maintain the College			
.2	Land Requirement			
2.2.1	Owner ship:			
2.2.1	In the case of non-government institutions, suitable land is owned or obtained on	lease for a		
	sufficiently long period and possessed by the applicant-institution in its own name			
	The Hospital, Clinical, Academic and hostel facilities should be owned by the same	2.5		
	management. Other forms of hospital/College facility like those governed by any o			
	management or charitable society or by any forms of memorandum of understand	ling will not		
	be permitted for the conduct of Paramedical Diploma courses.			
	OR			
	, · · · · · · · · · · · · · · · · · · ·	, ,		
.2.2	Area: 50cents	l i li		
		1		
•	Single/Multiple	ions' Puo		
.2.3	As per the Regulation of the respective statutory council and the Statutes, Regulat			
	laws, and Orders of the University and as prescribed under the MSR for respective	: courses		
•	Distance between plots	: 1		
2.2.4	As per the Regulation of the respective statutory council and the Statutes, Regulat	:		
2.4	laws, and Orders of the University and as prescribed under the MSR for respective	courses		
	Availability of Water:	1		
	Adequate and safe continuous drinking water supply must be available for staff a	nd students.		
.2.5	Also should provide continuous water supply facilities to the Academic block, Hos			
	Laboratories, Hostels etc	1 0		
	Education Cost, Hostels etc	4.		
	Availability of Electricity : Available	!		
2.2.6	There shall be continuous power supply round the clock with generator facility, pr	ovided to the		
2.2.0	Hospital, College, Hostels and all other infrastructure areas	· · · · · · · · · · · · · · · · · · ·		
	(An established functional Hospital with period	nd of		
2.3	Hacnital Paguiroment	ru Ul ''		
	existence as per Council norms)	٠		
2.3.1	Hospital Facility- The hospital shall be suitably spacious to accommodate all facilit	ies required		
	for the course and as specified in the Regulation of the respective Statutory Council/ MSR for			

- F			
	the course.		1
122	Bed Strength with % of occupancy : OP Facility is only necessary	1	
12.3.2	As specified in Regulation of the respective Statutory Council/ MSR for the course.	1	
	IP/OP: OP Facility is only necessary		1:1
	(As specified in the Regulation of the respective Statutory Council/ MSR for the course		
	The College and Hospital shall maintain the computerized central registration sy	1.7	n for
	maintaining the records of patients in Out-Patient Department and In-Patient Departr	i.	1 1
222			•
2.3.3	shall also maintain the Department wise OP and IP records, case records of OP/IP, Is		!
	and radiological investigation reports, medicines dispensing register, diet register for	;	1.1
	roster of hospital staff, birth and death certificates, etc. to substantiate the claim o	fige	nuine
	functional of a teaching hospital fulfilling the norms as specified in the sub-regulation	-	
	Departments needed		<u> </u>
	As specified in the Regulation of the respective Statutory Council/ MSR for the course.		
	·	i'	
	New Born Follow-up Unit Perinatal Epidemiology & Childhood Disability Unit	i,	
	3. Speech & Hearing Impairment Unit		' '
	4. Visual Impairment Unit		
	5. Preschool Services Unit	:	
	6. Adolescent Care Counselling Unit	i	
2.3.4	7. Cosmetology Unit	3	, <u>†</u> †
2.3.4	8. Behavioural Pediatrics & Scholastic Backwardness Unit		10
	9. Guidance & Counselling Unit	ì	
	10. <u>Family Counselling Unit</u>	,	1.15
	11. <u>Genetic & Metabolic Unit</u>	ļ: -	•
	12. <u>Imageology Division</u>	· .	
	13. <u>Community Extension Services Unit</u>	:	,
	14. <u>Information, Documentation & Dissemination Unit</u>	<u>.</u>	
	15. <u>Management Division</u>	; , f	•
	Exclusive requirement for the course		- ; ;
2.3.5	As specified in the Regulation of the respective Statutory Council/ MSR for the course.		
	Exclusive Equipment/labs needed for the course	: •	, ;
2.3.6	As specified in the Regulation of the respective Statutory Council/ MSR for the course.		
			,
	Hospital Staff needed	1	1 1 1
2.3.7	As specified in the Regulation of the respective Statutory Council/ MSR for the course		١,
-			
	Distance from Teaching Institution:	:	
	Parent Hospital should be preferably within the same campus or within 8-10 kms from	n th	e .
2.3.8	institution by road	•	
		f.	
2.4	Infra Structure Requirement	!:	
2.4.1	College Building	Ī	

		•	1: 1:0	: 1 . !
	As specified in the Regulation of the	e respective Statutory Council/ MSR for the course		:
/	Lastale			
2.4.2	Hostels	Councile MSD for the course		
		e respective Statutory Councils, MSR for the course	7	
2.5	Clinical Requirement			
2.5.1	Out Patients			
2.5.1	As specified in the Regulation of th	e respective Statutory Councils, MSR for the course	¥; ;;	
-	Inpatients			
2.5.2	, ·	e respective Statutory Councils, MSR for the course	}}	i
2.3.2	1 10 abodinea in the hefterman and	, , ,	;	
	L'angle de la company de la co			
2.5.3	Specialty cases	Chattana Councile MSD for the course		
		e respective Statutory Councils, MSR for the course		<u> </u>
2.6	Man Power requirement	4		1
2.6.1	Teaching	As specified in the Regulation of the respective S	tatutory	į
2.6.2	Non Teaching	Councils, MSR for the course.	1.	
2.6.2.1	Technical	Principal 🛴		
2.6.2.2	Ministerial	Vice Principal		Ė
2.0.2.2	· · · · · · · · · · · · · · · · · · ·	Professor	ii;	÷
		Associate Professor	;	
•		N.A.	<u>;</u>	_
		Assistant Professor		
		Lecturer	1. 1.	i
		Asst. Lecturer/ Tutor		į
•	**	Clinical instructor		١٠.
		Year wise split up	:	
		Assistant Professor & Lecturer (Part Time Faculty)		;
		<u>Pediatric Cardiologist</u>	: : :	
		<u>Epidemiologist</u>	,	
		Psychiatrist		•
		Pediatric Neurologist		;
		<u>Ophthalmologist</u>		:
2.6.2.3	Cleaner	Clinical Staff	٠.	
		Developmental -Paediatricians		
		Developmental Therapist	<u>:</u>	1
		Clinical Psychologist		
· •		Occupational Therapist		į
		Speech Therapist	1	•
		Preshool Teachers		1
		Ministerial		
1		Administrative Officer	•	
		Office Superindent	. :	٠.
	02/12	PA to Principal		
	SHEDPAIN.	Accountant/	•	
l	1 12 12 1	C. A. C.	•	•
	(Fig. (Remember 1978)	<u>Cashier</u>		

		<u>Clerk</u> , .		11
[]		Store Keeper		
P		Office/Class room Attender	:	: :
		Laboratory Staff	; ,	.]
		<u>Lab Instructor</u>	. !	;
		<u>Lab Technician</u>		:
		JLA	1	
		Library staff	! •	• •
		<u>Librarian- Gr 1</u>		
		<u>Librarian</u>	}, !	: }
		Attender		1 ;
		<u>Technical staff</u>		::
		<u>Electrician</u>		ii
		<u>Plumber</u>	['	1
		Mechanic Supporting to the ff	: .	. 1
		Supporting staff	j.	:
		Cleaning Staff	•	•
		Security staff Driver	1,	
2.7	Statutory Permissions	<u>Driver</u>	1	1
	State/Central Govt		•	
	•	9 0 1		:
		il all the statutory requirements of the State or loca		-
	establish and run the inc	سيانا فالمراج والمساورين والمنافية والمراج والمراج والمراجع والمراجع والمراجع	Siac of cu	ıch
	1	stitution and shall submit the updated certified cor	יים טויטני	
	permission(s) to the Uni	_	, , ,	: :
271 ·	permission(s) to the Uni	_	· ,	: !
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2.7.1	permission(s) to the Uni • Required Essentiality Ce	iversity.	nent or	. !
2.7.1	permission(s) to the Uni • Required Essentiality Ce wherever insisted by the application.	iversity. ertificate/ permissions from the respective Governme Statutory Council, is obtained and produced along	nent or g with th	ie :
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2.7.2 2.8	permission(s) to the Uni Required Essentiality Ce wherever insisted by the application. The institution name ald Essentiality Certificate/ validity of the certificate Statutory Councils Proper Government Order obtain Other Requirements Resolution of the Trust Attach attested copy of the Re institution/course.	ertificate/ permissions from the respective Government Statutory Council, is obtained and produced along ong with Trust Deed / Society address shall be mempermissions from the respective Government. Period also should be mentioned in the certificate. Intelligence from Government for starting the course of the documents mentioned under item 2.8 should be submitted along with the application form.	nent or g with the tioned in od or ten	ne thi
2.7.2 2.8 2.8.1	permission(s) to the Uni Required Essentiality Ce wherever insisted by the application. The institution name ald Essentiality Certificate/ validity of the certificate Statutory Councils Proper Government Order obtain Other Requirements Resolution of the Trust Attach attested copy of the Re institution/course. Detailed Project Proposal	ertificate/ permissions from the respective Government Statutory Council, is obtained and produced along ong with Trust Deed / Society address shall be mempermissions from the respective Government. Period also should be mentioned in the certificate. Intelligence from Government for starting the course also should be mentioned under item 2.8 should be mentioned u	nent or g with the tioned ir od or ten	ne thick
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	institution/course concerned	•	:		
	1	c area so earmarked with boundary description,			1
		s required for identifying the land;	,		1
			chall	not	
		applicant to the effect that the area so ear marked	;	1	
	be used for running any other				:
	1	xecuted with the government, and Essentiality		1 !	į
	certificate/permission of the	Government, wherever applicable.			
		• \ \\	-	+#	+++
	Financial Statement			1 4	
3.4	Attach copy of Audited Balance shee	et for the previous 3 (three) years.:		1 1!	;
			:	':	-
 3.5	Essentiality/NOC from Govt	S. a.v			
5.5			· i ·	1 :	
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	Approved Plan		; !	.]; 1 .,	
3.6		d Building plan including Academic block, Administ	trativ	е	4
8.6			trativ	e	1
8.6	Attach copy of attested Site Plan and block, hostels, play ground as appro			' .: - - 	
8.6	Attach copy of attested Site Plan and block, hostels, play ground as approceed Clearance from Pollution Control Boshall take adequate pollution control	oved by Local Self Government oard: All the academic institutions and parent hose ol measures by providing incineration plant, waste o	pitals dispo	sal	1
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	institution/ course		<u>:</u> :	· }	<u>ļi</u>	1
2103	Application for Enhancement of	Appendix-C (2.10.2)				
2.10.2	Seats			-	1	4



MINIMUM STANDARDS / REQUIREMENTS (MSR) TO START THE COURSE

	MINIMUM STANDARDS / REQUIREMENT	NTS (MSR) TO START THE COURSE
2.4	Liano con minimum management	
3.1	LAND FOR THE INSTITUTION	
3.1.1	Owner ship of land	As specified in 2.2.1
3.1.2	Area required	As specified in 2.2.2
3.1.3	Single/Multiple	As specified in 2.2.3
3.1.4	Distance between Plots	As specified in 2.2.4
3.1.5	Certificates from local authorities	Submit certificates from local authorities
3.1.6	Distance from Hospital	As specified in 2.3.7
3.1.7	Availability of Water	Adequate and safe continuous drinking water facilities must be provided for staffs and students. Also should provide continuous water supply to the Academic block, Hospital, Laboratories, Hostels etc
3.1.8	Availability of Electricity	There shall be continuous power supply round the clock with generator facility, provided to the Hospital, College, Hostels and all other infrastructure areas
3.1.9	Availability of Public conveyance	Good public transport system should be available at the campus or at a maximum of 500 metre distance from the Institute
1.10	Waste disposal	Adequate waste disposal measures should be taken as per the Govt .norms.
1.11	Permission of Pollution control board	Submit the permission letter from the pollution control board.
1.12	Play ground	Shall be shared with other courses in the Institute/College



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		Adequate parking space shall be made
.1.13	Parking area	available for parking of institutional
.1.13		vehicles, vehicles of staff, students and
		patients
3.2	INFRASTRUCTURE FOR THE COLLEGE	
	Total plinth area Required	
3.2.1	As specified in MSR for the course	
		Shall be submitted along with the
	· ,	application.
, , ,	Approved Plan for the Building	Attested site plan and Building plan
3.2.2		including hostels, playground and
		Administrative block approved by Local Self
-	,	Government
		2 Class rooms are necessary for 1 &
-	!	second year students and there shall be
		sufficient number of lecture halls with
		proper ventilation, lighting system,
	Lastina Halia with toaching aids	electricity supply, audio-visual teaching aids, fans or coolers and comfortable sitting
3.2.3	Lecture Halls with teaching aids	arrangement preferably theatre type. There
		should be built in black/green/white
		boards. There should be a desk/ dais /a big
		table and a chair for the teacher and
		racks/cupboards for keeping aids or any
		other equipment needed for the conduct of
		classes.
		Examination hall should meet all
>	·	requirements as specified by KUHS.
		Availability of hall / halls of the required
	Examination Hall with confidential room	size to accommodate all the Regular and
3.2.4		supplementary candidates attending the
		examination at a time. The hall/halls shall
		have sufficient facilities like availability of
	CLOPMENT	light, drinking water, fan/air conditioner,
		attached toilet etc.
		Availability of a confidential room attached
	The Joseph Call College	DRAFT 1

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		to the examination hall with two numbers each of desktop computers, printer/digital copier, UPS and Internet connectivity, all in working condition. In addition to this, the room shall also be equipped with generator, fax, and land line phone facilities, all in working condition. Surveillance Camera system of the required specifications in working condition. Communication Signal jammer of the required specification in working condition. This facility may be shared with other courses in the institute.
3.2.5	Auditorium/Multipurpose hall As specified in MSR for the course It shall be shared with other courses in the institute.	Shall be spacious enough to accommodate full strength of students, so that it can be utilized for hosting functions of the college, educational conferences/workshops and examinations. It should have proper stage with green room facilities. It should be well ventilated and have proper lighting system. There should be arrangements for the use of all kinds of basic and advanced audiovisual aids
3.2.6 •	Common Room for Boys & Girls A minimum of 2-3 common rooms (800 sq ft each) should be provided-one for staff, one for male students and one for female students with sufficient and adequate seating arrangements, cupboards, lockers, cabinets, built -in —shelves and racks should be provided in all the common rooms Toilet and hand washing facilities should be made available in each room.	Not necessary (only female candidates)
3.2.7	Staff Rooms	There should be a separate office for the Principal with attached toilet and provision for visitor's room. Independent telephone facility is a must for the Principal's office
	Concern	DRAFT 1

		with intercom facility connected/linked to the hospital and hostel and a computer with internet facility. The size of the office should be 30 M ² . There should be adequate number of staff rooms in proportion to the number of teaching faculty. One staff room should
-		accommodate 2 teachers only. The size of the room should be 20 M ² . Provide separate room for the heads of the department. There should be separate staff rooms for Non teaching staffs. The size of the room should be 20 M ² with sufficient furniture.
		Administrative section of the college shalf include Principal's Room, Personal Assistant's Room, Reception, Visitor's lounge, Staff Committee room, Clerks'
3.2.8	Administrative Block	room, Cash and Accounts section, Record room and Toilets. Separate, furnished office room for administrative staff with telephone, photocopier, computer and internet facility
		As specified in MSR for the course A separate store room should be provided to accommodate the equipment and other inventory articles which are required in the
3.2.9	Central Store	laboratories of the college. This room should have the facilities for proper and safe storage of these articles and equipment like cupboards, built-in-shelves, racks, cabinets, furniture items like tables.
3.2.10	Laboratories As specified in MSR for the	and chairs. This room should be properly lighted and well-ventilated course
3.2.11	Library	100 m ² , WELL LIGHTED AND VENTILATED PREFERABL AIR CONDITIONED. IT SHOULD HAVE ADEQUATE NUMBER OF CHAIRS (CHAIRS WITH BACK AND ARM REST) AND TABLE (PREFERABLY ONE TABLE FOR EACH STUDENT). IT SHOULD HAVE E-JOURNAL FACILITY
	The state of the s	DRAFT 1

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		WITH FULL TEXT AND BACK UP AVAILABILITY. IT SHALL
f -		BE EQUIPPED WITH A MINIMUM OF 3 SYSTEMS WITH
		MULTIMEDIA SUPPORT, A MINIMUM OF ONE SYSTEM
		WITH SCANNER, PRINTER FACILITY, PHOTOCOPIER
		SHOULD HAVE ATTACHED TOILETS ONE EACH FOR
		GENTS AND LADIES.
	Toilets	Separate toilets for boys and girls shall be
3.2.12	•	made available in each floor.
3.2.13		Garage to accommodate vehicles of the
	Garage	Institute should be maintained within the
		campus
3.2.14		There should be provision for a canteen for
		the students, their guests, and all other
	Canteen	staff members. Shall be shared with other
	. *	courses in the institute.



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3.3 MAN POWER REQUIREMENT (As specified in MSR for the course)

Shall be provided

	ovided eaching Staff (Qualification & Expended)	rience of required)
3.3.1 T	eaching Staff (Qualification & Exper	Terice of requiredy
	Principal	·
	/ice Principal	
3.3.1.3 F	Professor	
3.3.1.4	Associate Professor	No, qualification & experience needed
		are as per MSR of the course and norms
3.3.1.5	Assistant Professor	of Councils concerned
2 2 1 6	Lecturer	À .
	Asst. Lecturer/ Tutor	
	Clinical instructor	`
3.3.2.3	Year wise split up	
	Assistant Professor & Lecturer (Part	
1		·
	Time Faculty) <i>Pediatric Neuroloģist</i>	
1		
	Pediatric Cardiologist	
	<u>Epidemiologist</u>	
	<u>Psychiatrist</u>	× × ×
	<u>Ophthalmologist</u>	
Clinical St		
	Developmental -Paediatricians	
	Developmental Therapist	
	Clinical Psychologist	
	Occupational Therapist	
	Speech Therapist	
	<u>Preshool Teachers</u>	
3.3.2	Ministerial	
3.3.2.1	Administrative Officer	-
3.3.2.2	Office Superindent	
3.3.2.3	PA to Principal	No, qualification & experience needed
3.3.2.4	Accountant/	are as per MSR of the course and norm
	Cashier	of Councils concerned
3.3.2.5	DEO/Comp Asst	\dashv
3.3.2.6	Clerk	→ ' '
3.3.2.7	Store Keeper	

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3.3.3	Laboratory Staff	
	Lab Instructor	No, qualification & experience needed
	Lab Technician	are as per MSR of the course and norms
	JLA	of Councils concerned
3.3.4	Library staff	
	Librarian- Gr 1	With PG in Library Science
	Librarian	With Graduation in Library Science
	Attender	
3.3.5	Technical staff	
	Electrician	
	Plumber	
	Mechanic	
3.3.6	Supporting staff	
3.3.6.1	Cleaning Staff	Sufficient no to clean the total area
3.3.6.2	Security staff	Shall be provided around the clock
3.3.6.3	Driver	
	,	
3.4	Equipment & Instruments	As per MSR for the course
3.4.1	Equipment	As per MSR for the course
3.4.2	Furniture	As per MSR for the course
3.5	Laboratory	As per MSR for the course
3.6.	LIBRARY	
3.6.1	Total Area required	As per MSR for the course
3.6.2	Reception & waiting Area	Separate Reception & waiting area shal
3.0.2		be provided
3.6.3	Property & Issue counter	Shall be provided
3.6.4	Reading Room	Separate reading room for UG students shall be provided
3.6.5	Staff/PG reading Room	Separate reading room for staff & PG students shall be provided
3.6.6	Reference section	Separate reference shall be provided
3.6.7	Journal section	Separate Journal shall be provided
	Photo copying section	Separate photo copying area with
3.6.8		minimum 1 Photo Copier
3.6.9	Internet/computer facility	Full time internet facility shall be
3.6.10	Room for Librarian none	Separate room for Librarian shall be provided
3.6.11	Books needed for UG	As per MSR for the course

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	· .	; ;
3.6.12	Journals needed	As per MSR for the course
3.7	HOSTELS	Shall full fill criteria specified for approval of Hostels
3.7.1	Total Plinth area	Provide separate hostels for male and female students.
3.7.2	Approved Plan	!
3.7.3	Single Room	Minimum 50 sq ft dwelling space per
3.7.4	Double Room	student to be maintained with cot, table,
3.7.5	Triple Room	
3.7.6	Dormitory	chair, cloth stand and storage facility
3.7.7	Study Room	Shall be provided
3.7.8	Visitors Room	Shall be provided
3.7.9	Recreation/Common Room	Shall be provided
3.7.10	Room for House Keeper	Shall be provided
3.7.11	Room for Security staff	Shall be provided
3.7.11	Dining Room	Shall be provided
3.7.12	Kitchen	Shall be provided
0 3 4 2		Shall be provided
3.7.13	Wash Room	Sital be provided
3.7.14	Bath Room	
3.7.15	Toilets	
3.7.16	Drying Area	A
3.8	PARENT HOSPITAL	As per MSR for the course
3.8.1	Land	
3.8.2	Infra structure	
		 New Born Follow-up Unit Perinatal Epidemiology & Childhood Disability Unit Speech & Hearing Impairment Unit Visual Impairment Unit Preschool Services Unit Adolescent Care Counselling Unit
3.8.3	Departments	7. Cosmetology Unit 8. Behavioural Pediatrics & Scholastic Backwardness Unit 9. Guidance & Counselling Unit 10. Family Counselling Unit 11. Genetic & Metabolic Unit 12. Imageology Division 13. Community Extension Services Unit 14. Information, Documentation & Dissemination Unit 15. Management Division

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3.8.4	Man power	Please refer 3.3
3.8.5	Clinical material	Furniture- Clinic Assessment Table Toys Assessment Kit (Developmental Kit) Therapy Equipments Weighing Machine Infantometer Computers File Room: Record Keeping
3.8.6	Laboratories	<u>-/9</u>
3.8.7	Equipment	



DIRECTOR Concharge

Medical College

Thiruvananthapured