

## **UNIVERSITY AUTHORITIES**

### **THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY, CHENNAI**

#### **LAWS OF THE UNIVERSITY**

##### **THE TAMIL NADU DR.M.G.R.MEDICAL UNIVERSITY**

###### **Affiliation of Allied Health Diploma and Degree Courses Statutes**

In exercise of the powers conferred by section 42 of the Tamil Nadu Dr. M.G.R. Medical University, Chennai, Act, 1987 (Tamil Nadu Act 37 of 1987), the Governing Council of the Tamil Nadu Dr. M.G.R. Medical University, Chennai, hereby makes the following statutes:-

1. (i) These statutes may be called the Tamil Nadu Dr. MGR Medical University Affiliation of Allied Health Diploma/ Degree Courses Statutes.  
(ii) They shall come into force from the date of assent of the Chancellor.
2. The words and phrases used in these statutes shall unless expressly explained otherwise, have the same meaning as they have with reference to the Tamil Nadu Dr. M.G.R. Medical University, Chennai, Act, 1987 (Tamil Nadu Act 37 of 1987) herein after called 'the Act'.
3. (A) Educational Trust/Society running Medical, Nursing, Dental Colleges (B) Organizations or Doctors owning and operating Private Hospitals with sufficient financial soundness and which/who satisfy the conditions of requirements prescribed for the respective course annexed with the Statutes (hereinafter referred to as "applicant") are eligible to start the Allied Health Diploma/ Degree courses and may apply as per prescribed norms and procedures.

**Process Flow:**

|   |   |
|---|---|
| 1 | Applicant to send Filled Form 1 with all necessary supportive documents   |
| 2 | University to send letter to eligible applicants asking to remit (a)- Application (b)- Inspection fee   |
| 3 | On Receipt of above University to send the Inspection team  |
| 4 | Based on Inspection team report and fulfilling eligible criteria, University asks applicant to remit Affiliation fee, Registration fee and Security deposit   |
| 5 | On receipt of above Grant of Provisional Affiliation  |
| 6 | Yearly inspection -two years for Diploma and three years for Bachelors (Step 2 to 5- Application fee, Registration fee and security deposit not applicable)   |
| 7 | Fifth year Inspection and Grant of Continuance of Provisional Affiliation followed by every fifth year inspection (Step 2 to 4 Application fee, Registration fee and security deposit not applicable) |

4. The Duration of Diploma/ Degree of Allied Health courses shall be 2/ 3 years respectively
5. The applicant seeking affiliation for one or more Allied Health Diploma/ Degree course shall submit the application to the Registrar of the Tamil Nadu Dr. M.G.R. Medical University, Chennai between the 1<sup>st</sup> July and 31<sup>st</sup> October of the academic year preceding the academic year for which affiliation is sought for.
6. The applicant should submit Proof of their financial soundness for starting the Allied Health Courses with supporting documents to show that it has the capacity to meet out all the operational expenses for the said course duration and also the necessary fee to be paid to the University as prescribed. The applicant shall also furnish proof of their annual income.

7. Application from stand alone individuals without hospitals/institutions for Affiliation will not be entertained.
8. Infrastructural facilities, laboratory, library, beds, staffing and other requirements prescribed for the respective courses in the annexure shall be fulfilled by the applicant for issue of Provisional Affiliation as prescribed by the Governing Council on the recommendations of the Expert Members would continuously update/change/ withdraw the requirement criteria as and when necessary.
9. Number of seats for which affiliation is to be granted is prescribed in the Annexure and the University may from time to time reserves the right to increase or decrease the number of seats for all or on a case to case basis, based on the financial and infrastructural capacity of the applicant.
10. The application for Provisional Affiliation can be made direct to the University with application and necessary documents. Being a diploma and degree course offered under the aegis of the University, this does not require any permission from the Medical and Nursing Councils.
11. The applicant shall enclose the prescribed fee - included as Annexure- (Application, Registration, Inspection, Affiliation, Security Deposit, Examinations fee etc) or such amount as may be prescribed by the Governing Council from time to time for Diploma and Degree courses by way of demand draft drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai.
12. On receipt of the application along with fee for Inspection, the University shall scrutinize the same and verify by deputing an Inspection Commission whether the conditions required to be fulfilled by the applicant to be eligible to receive the said Provisional Affiliation.

13. The Inspection Commission shall specifically examine whether the guidelines/conditions listed in Annexure A & B for Diploma for Degree Courses respectively are fulfilled by the applicant and make a detailed report to the University. A detailed Compliance Report list shall be provided and updated on a regular basis for the inspectors by the University.
- a. The applicant shall also satisfy, that the applicant has actual physical possession of the land and building owned or more than 5 years lease rental and shall furnish necessary documents in this regard and such other documents required by the University from time to time.
  - b. The applicant shall satisfy the University that all the infrastructural facilities of the college are made available in one campus and tie ups wherever indicated only -with other facilities as prescribed against each course in Annexure-A and B.
  - c. There must be good out-patients turnover and bed occupancy.
  - d. The hospital shall have its own administrative staff.
  - e. The applicant shall have a master plan of the future requirements for establishing itself as a pioneer teaching institution with various facilities.
14. The Inspection Commission shall examine and satisfy itself with the staff facilities and performance of the existing hospital, the master plan for future developments and the financial viability of the applicant in relation to the movable and immovable properties, the bank balance, interest accrued on the same and its capability to show that it has the capacity to meet out all the operational expenses for the said course duration and also the necessary fee to be paid to the University as prescribed. At the time of inspection all teaching staff must be present and the posting orders and acceptance in respect of all other staff members shall be made available. All the sections in the department shall be fully furnished with necessary equipments to enable proper teaching and training of the students.

15. The Inspection commission shall also report the lacunae, if any, in the fulfillment of any of the conditions required to be fulfilled and also advise as to the capability of the applicant to rectify the lacunae within a period of one month. In case there are lacunae in the fulfillment of the conditions, the University may cause another inspection on payment of a sum of the same prescribed Inspection fee to the said courses listed in Annexure-A & B or such amount as may be prescribed by the Governing Council from time to time by means of a Demand Draft drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, and shall receive a final report from the inspection commission.
16. The applicant shall show evidence of an annual income of not less than Rs.40,00,000 /- (Rupees Forty Lakhs only) excluding the interest accrued from the security deposit mentioned in these statutes to facilitate the proper running of the course. This is only a portion of the liability which the college is likely to incur every year towards payment of salaries to the teaching staff and the maintenance of the college.
17. The University, after a detailed examination of the final report of the Inspection Commission and if fully satisfied on the basis of the report of the Inspection Commission that all the conditions required to be fulfilled for the affiliation for the First year Diploma or First Year Bachelor Degree course as prescribed in Annexure-A & Annexure-B, are fulfilled by the applicant, shall issue a letter to the Hospitals/Medical Colleges/Dental Colleges/Nursing Colleges asking to remit the Security Deposit and the University Provisional Affiliation fee prescribed for the said courses listed in Annexure-A & Annexure-B for Diploma/Degree courses respectively or such amount as may be prescribed by the Governing Council from time to time by means of a Demand Draft drawn in favor of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai. On receipt of the fee the University shall issue a Certificate of Provisional Affiliation for the said course, for the said number of students intake- to the applicant to enable the applicant to make arrangements to start the First year Diploma or

First Year Bachelor Degree Course in the respective discipline of study in the proposed Hospitals/Medical College/Nursing College. The Security deposit shall be invested in a fixed deposit in a Nationalized Bank or Government undertaking/Corporation which accepts fixed deposits, in the name of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai. The fixed deposit receipt shall be kept in the custody of the Registrar. The interest accrued thereon shall be utilized towards maintenance of college and the applicant shall submit a utilization certificate in this regard in Form No.II, at the end of every academic year. The Applicant shall also submit a letter of undertaking that all regulatory framework prescribed for the said course to be offered by the Hospitals/Medical Colleges Dental/Nursing Colleges are fulfilled and that it could be inspected at any time by the University at its discretion without prior intimation or notice.

18. The provisional affiliation granted by the University shall be only for the First year Diploma/First year Degree course of study. Only after the grant of provisional affiliation by the University, the Hospitals/Medical Colleges/Dental Colleges/Nursing colleges shall be permitted to admit students in such number (as stated in the Affiliation order) in the first year Diploma/first year Degree Course of study. The college shall not admit students before grant of Provisional Affiliation by the University.
19. It shall be competent for the University to withdraw the Provisional affiliation granted herein by giving three months notice stating the reasons therefor to the applicant.
20. The Applicant shall conduct the course of study strictly in accordance with the Regulations framed by the University and subsequently to be modified on the recommendations of the Board of Studies and Standing Academic Board of the University from time to time.

21. Every Applicant except those running colleges already affiliated to the University shall have a duly constituted Governing body with representatives of the teaching staff, to advise the Designated Course Director in the internal affairs of the institution and the course offered. The proceedings of the said meeting of the Governing body of the Hospitals/Medical Colleges/Dental Colleges/Nursing colleges shall be maintained by the Designated Course Director. The University may nominate one of its officers as member to represent the interest of the University in the Governing body of the Applicant if and when required and on a rotational basis between all affiliated institutions. The applicant should conduct a governing body meeting once in every six months and the copy of the minutes of the meeting shall be sent to the Registrar within 15 days of the conduct of the meeting.
22. Any change in the Governing Body/Faculty of the applicant institution shall be reported to the University immediately.
23. The Applicant shall furnish a budget for each year of study and a separate development budget which will cover the expenses for the fulfillment of the requirements prescribed for the Second year Diploma/Degree course of study.
24. By the time only 6 months period is left for the completion of First Year Diploma/ First year Degree course, the applicant shall apply to the University for affiliation of the Second year Diploma/ Second year degree course of study in Form III. The fees be remitted as prescribed by the University in Annexure – A & Annexure – B and modified from time to time by way of Demand Draft drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai shall be enclosed along with the application.
25. On receipt of the application for Provisional Affiliation for the second year Diploma/ second year of degree course from the applicant, the University shall send its Inspection Commission at least 3 (three) months before the date of commencement of the second year diploma/ second year degree course examinations.

26. The Inspection Commission sent by the University shall inspect the facilities made available by the management of the applicant and report to the University as to whether all the facilities required to be provided by the applicant are provided. The Inspection Commission shall also point out in its report the lacunae, if any, in the fulfillment of the conditions required to be fulfilled and also advise as to the capability of the college to rectify the lacunae within a period of one month. In case there are lacunae in the fulfillment of the conditions the University may conduct another inspection on payment of sum or such amount as may be prescribed by the Governing Council from time to time drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University and shall receive a final report from the Inspection Commission.
27. After a detailed examination of the final report of the inspection Commission, if the University is fully satisfied as to the fulfillment of the conditions for the affiliation for the Second year Diploma/ second year degree course of study, the University will grant provisional affiliation for the second year Diploma/ second year Degree course of study on payment of the Provisional Affiliation fee prescribed for the said courses listed in Annexure or such amount as may be fixed by the Governing Council from time to time by means of a Demand Draft drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University. On receipt of the Provisional Affiliation fee the University shall issue Provisional Affiliation for the said Diploma/Degree course, for the said number of students intake to the applicant to enable the applicant to make arrangements to start the Second year Diploma or Second Year Bachelor Degree Course in the respective discipline of study in the Hospitals/Medical College/Dental College/Nursing College. It shall be competent for the University to withdraw the provisional affiliation granted herein by giving three months notice stating the reasons therefor to the applicant.



28. The provisional affiliation granted above by the University shall be only for the second year Diploma/ second year Degree course of study.
29. The Applicant shall furnish a budget for each year of study and a separate development budget which will cover the expenses for the fulfillment of the requirements prescribed for the third year Degree course of study.
30. By the time only six months period is left for the Second year students to take up the second year Degree examination, the applicant shall apply to the University for affiliation of the Third and final year Degree course of study in Form No.III. The application for affiliation shall be accompanied by a Demand Draft for (inspection fee in Annexure) or such amount as may be fixed by the Governing Council from time to time drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai.
31. On receipt of the application for affiliation for the third and final year degree course of study from the applicant, the University shall send its inspection commission at least three months before the date of commencement of the second year Degree examinations.
32. After a detailed examination of the final report of the Inspection Commission, if the University is fully satisfied as to the fulfillment of the conditions for the affiliation for the Third and Final year Degree course of study, the University shall collect the Provisional Affiliation fee prescribed for the said courses listed in Annexure B or such amount as may be prescribed by the Governing Council from time to time by means of a Demand Draft drawn in favour of the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai. On receipt of the fee the University shall issue Provisional Affiliation- for the said course, for the said number of student's intake- to the applicant to enable the applicant to make arrangements to start the Third Year Bachelor Degree Course in the respective discipline of study in the Hospitals/Medical College/Nursing College. It shall be competent for the University to withdraw the provisional affiliation granted herein by giving 3 (three) months notice stating the reasons therefor to the applicant.

33. The provisional affiliation granted above by the University shall be only for the third and final year degree course of study.
34. The Examinations type/formats/schedules for the Diploma/ Degree courses are specified in the Annexure against each course. Only the final examination will be conducted by the University.
35. It shall be competent for the University to inspect the Institution anytime at its discretion to verify whether the quality of service, teaching and research are properly maintained.
36. It shall also be competent for the University to send its observer to the college/hospital during examination at their discretion.
37. The Applicant shall send an Annual Report to the University on the service, academic and research activities of the college and also staff return and vacancy position.
38. On the completion of the course of study by the first batch of students and on their appearing for the University examinations and after completion of the Five years period from the date of first affiliation of the said course in the said college by the University, and then on for every five years, the Applicant should six months before the sixth year/corresponding year course, make an application in writing in Form IV to the University for the grant of affiliation of the Diploma/Degree course of study for a further period of five years. The University shall after satisfying itself as to the performance of the college during the previous year's and/or reinspection subject to the statutes and procedures as in force from time to time and after collecting the prescribed affiliation fee or such amount as may be fixed by the Governing Council from time to time may grant affiliation to the course of study for the said number of seats to the applicant for a further period of five years only.
39. The above provisions will be followed for granting of affiliation once in Five years.

40. The Governing Council shall have the power to withdraw Continuance of Provisional Affiliation granted to a college, after due enquiry. Provided that before coming to such a decision, the Governing Council shall inform the governing body of the Applicant concerned of its findings after enquiry and shall allow it an opportunity of making such representation as it may deem fit and shall record its opinion on the representation so made.
41. It shall be competent for the University to send an inspector at any time to inspect the institutions/colleges conducting Diploma/Degree courses and on receipt of report from the Inspector, the University may take any decision which in its opinion deems fit and necessary.
42. In the event that the applicant files bankruptcy or do not have a legal successor or due to any reason the courses could not be continued to deliver affecting the students in various year of education enrolled with the applicant, the University will take complete charge of relocating the students to nearby other recognized institutions and all such expenses will be incurred by utilizing the security deposit made by the applicant. This measure will be to ensure safety for the enrolled students. The affiliation will immediately be cancelled when the Applicant is in such stage of not being able to continue the courses. The University will act as the Guardian to the students enrolled in such instances.
43. The College/Institution shall not enter into any Memorandum of understanding with other universities without obtaining the prior permission from this University.

It shall be competent for the Governing Council to entertain or decline to entertain for reasons to be recorded in writing, the application received from the affiliated colleges for such permission.

**Dr. MAYIL VAHANAN NATARAJAN,  
VICE-CHANCELLOR.**

## FORM 1



தமிழ்நாடு டாக்டர் எம்.ஜி.ஆர். மருத்துவப் பல்கலைக்கழகம்  
**The Tamilnadu Dr. M.G.R. Medical University**  
 69, Anna Salai, Guindy, Chennai, Tamilnadu, India

|   |  |
|---|--|
| Application for Introduction of Allied Health Courses- 2010 |  |
| Name of Institution   |  |
| Address   |  |
| Telephone   |  |
| Mobile  |  |
| Fax   |  |
| E Mail  |  |
| Name of Chairman/Dean                                       |  |
| Telephone   |  |
| Mobile  |  |
| Fax   |  |
| E Mail  |  |
| Year of Inception   |  |
| New Courses Applied for                                     |  |
| Current Courses Offered                                     |  |

|  |  |
|--|--|
| Number of Students enrolled  |  |
| University Affiliation for Current Courses offered                     |  |
| Brief Profile of the Organization*                                     |  |
| Description of Classrooms, Library and other available Infrastructure* |  |
| Name and Qualification of Designated Course Director*                  |  |
| Faculty availability with names and Qualifications*                    |  |
| *Please provide typed details as a separate attachment.                |  |

Date &amp; Place:

Signature  
Designation

**FORM-II**  
**(See Statute 17)**

**UTILISATION CERTIFICATE**

Certified that a sum of Rs..... (Rupees.....) received as interest for the year ..... on the Security Deposit (Fixed Deposit) deposited as per statute .....\*\* for obtaining I/II/Final year provisional affiliation of Degree Course of study has been fully utilized as per details furnished herewith towards conduct of the Degree Course.

Signature of the Applicant

Place :

Date :

\*\* Strike out which is not applicable



5. Permission of the Government of :  
Tamil Nadu has been obtained  
(produce evidence).

6. Whether the Provisional affiliation / :  
Continuance of Provisional Affiliation  
for conduct of the I year / II year / III year  
of the course has been obtained  
(Furnish the order No. & Date)

Signature of the Applicant.

Place :

Date :



**Form IV**

**(See Statute 31)**

**Application for Provisional Affiliation for conduct of entire Diploma/Degree  
Course, College/Medical Institution/Hospital for  
..... Diploma/Degree Course of Study.**

1. Name and address of the applicant :
2. Location of college with full address with  
telephone number if available :
3. Has the college obtained provisional  
affiliation for all the 2/3 years (full details,  
with University Provisional Affiliation  
order number and date, number of students  
permitted, etc) (copies of the order of the  
University to be enclosed) :
4. Has the first batch of students completed  
the course of study and appeared for the  
University examinations :
5. Brief history on the performance of the  
college during the previous years (up to  
the date of this application) to justify the  
grant of full affiliation :

Place :

Date :

Signature of the applicant.

**Dr. MAYIL VAHANAN NATARAJAN,  
VICE-CHANCELLOR.**

**Annexure A-1**  
**Diploma in Accident and Emergency Care Technology**

|     |   |  |
|-----|---|--|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft. per<br>class room  |
| 02. | Laboratory  | -- Not applicable --   |
| 03. | Library   | 1 room of 150sq.ft. – LCD<br>with Computer   |
| 04. | Equipments  | Emergency Room<br>Equipments like Ventilator,<br>ET tube, AED, ECG<br>machine, Pulse Oximeter and<br>other standard equipments   |
| 05. | Requirements of Beds  | 50 beds  |
| 06. | Emergency Beds  | 7 nos.   |
| 07. | Ambulance   | 2 nos.   |
| 08. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>1 Anaesthetist (MD)<br>1 MS (General surgery)<br>1 O&G (MD)<br>1, Ortho (MS)<br>1, ENT (MS)<br>1 M.D. (General Medicine)<br>1 Neurosurgeon (M.Ch.)<br>1 Plastic Surgeon (M.Ch.)<br>1 Paediatrician (MD)<br><br>Working experience of two<br>years for all the above posts. |
| 09. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative Officer<br>1 Accountant<br>2 Clerical staff   |
| 10. | Application Fee   | Rs.1,000/-   |
| 11. | Inspection Fee  | Rs.15,000/-  |
| 12. | Affiliation Fee   | Rs.50,000/- per year   |
| 13. | Security Deposit  | Rs.1 lakh (refundable)   |
| 14. | Area for Library and List of Books                            | Minimum of 100 books and<br>Internet   |

Annexure A-2  
Diploma in Critical Care Technology

|     |   |   |
|-----|---|---|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft. per class<br>room   |
| 02. | Laboratory  | -- Not applicable --  |
| 03. | Library   | 1 room of 150sq.ft. – LCD with<br>Computer  |
| 04. | Equipments  | Ventilator, AED, ECG machine,<br>Pulse Oxi-meter, Dialysis Unit,<br>CT Scan and other standard<br>equipments  |
| 05. | Requirements of Beds  | 50 beds & Medical ICU-7 beds<br>and Surgical ICU – 5 beds   |
| 06. | Teaching staff and their<br>Qualification / Experience        | Full time Critical Care Consultant<br>Part time lecturers to be named :<br>1 Anaesthetist (MD)<br>1 MS (General surgery)<br>1 O&G (MD)<br>1, Ortho (MS)<br>1, ENT (MS)<br>1 M.D. (General Medicine)<br>1 Neurosurgeon (M.Ch.)<br>1 Plastic Surgeon (M.Ch.)<br>1 Paediatrician (MD)<br>1 Cardio Thoracic<br>Surgeon (M.Ch.)<br><br>Working experience of two years<br>for all the above posts. |
| 07. | Administrative Staff and<br>their<br>Qualification/Experience | 1 Administrative Officer<br>1 Accountant<br>2 Clerical staff  |
| 08. | Application Fee   | Rs.1,000/-  |
| 09. | Inspection Fee  | Rs.15,000/-   |
| 10. | Affiliation Fee   | Rs.50,000/- per year  |
| 11. | Security Deposit  | Rs.1 lakh (refundable)  |
| 12. | Area for Library and List of<br>Books                         | Minimum of 100 books and<br>Internet.   |

Annexure A-3  
Diploma in Dental Assistance

|     |   |   |
|-----|---|---|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft. per<br>class room   |
| 02. | Laboratory  | 1 (10 x 10 sq.ft.)  |
| 03. | Library   | 1 room of 150sq.ft. – LCD<br>with Computer  |
| 04. | Equipments  | Amalgam and composite<br>mixing and curing, Mixing<br>cements and liners, Endo-<br>dentic and orthodontic<br>instruments, materials,<br>Crown and Bridge<br>instruments materials,<br>Impression materials and<br>wax bites & and other<br>standard equipment |
| 05. | Requirements of Beds  | 50 outpatients  |
| 06. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>2 Lecturers – (MDS)<br>2 Lecturers – (BDS)<br>Computer Operator<br><br>Working experience of two<br>years for all the above posts.  |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative Officer<br>1 Accountant<br>2 Clerical staff  |
| 08. | Application Fee   | Rs.1,000/-  |
| 09. | Inspection Fee  | Rs.15,000/-   |
| 10. | Affiliation Fee   | Rs.50,000/- per year  |
| 11. | Security Deposit  | Rs.1 lakh (refundable)  |
| 12. | Area for Library and List of Books                            | Minimum of 100 books and<br>Internet  |

Annexure A-4  
Diploma in Medical Record Science

|     |   |   |
|-----|---|---|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft.<br>per class room   |
| 02. | Laboratory  | -- Not applicable --  |
| 03. | Library   | 1 room of 150sq.ft. –<br>LCD with Computer  |
| 04. | Equipments  | Computers for Data  |
| 05. | Requirements of Beds  | 100 beds  |
| 06. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>1 General Medicine<br>(MD)<br>1 Computer Software<br>Programmer<br>1 Accountant<br><br>Working experience of<br>two years for all the<br>above posts. |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative<br>Officer<br>1 Accountant<br>2 Clerical staff   |
| 08. | Application Fee   | Rs.1,000/-  |
| 09. | Inspection Fee  | Rs.15,000/-   |
| 10. | Affiliation Fee   | Rs.50,000/- per year  |
| 11. | Security Deposit  | Rs.1 lakh (refundable)  |
| 12. | Area for Library and List of Books                            | Minimum of 100 books<br>and Internet  |

Annexure A-5  
Diploma in Nursing Aide

|     |   |  |
|-----|---|--|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft.<br>per class room  |
| 02. | Laboratory  | -- Not applicable --   |
| 03. | Library   | 1 room of 150sq.ft. –<br>LCD with Computer   |
| 04. | Equipments  | BP Trays,<br>Thermometers,<br>Procedural Dummies<br>(male and female),<br>Artery Forceps, Chetale<br>Forceps, Foetuscope<br>and other standard<br>equipment                  |
| 05. | Requirements of Beds  | 100 beds   |
| 06. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>4 Tutors of B.Sc.<br>(Nursing)<br>2 Lecturers – M.Sc.<br>(Nursing)<br>Working experience of<br>two years for all the<br>above posts. |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative<br>Officer<br>1 Accountant<br>2 Clerical staff  |
| 08. | Application Fee   | Rs.1,000/-   |
| 09. | Inspection Fee  | Rs.15,000/-  |
| 10. | Affiliation Fee   | Rs.50,000/- per year   |
| 11. | Security Deposit  | Rs.1 lakh (refundable)   |
| 12. | Area for Library and List of Books                            | Minimum of 100 books<br>and Internet   |

Annexure A-6  
Diploma in Operation Theatre & Anaesthesia Technology

|     |   |   |
|-----|---|---|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft. per<br>class room   |
| 02. | Laboratory  | -- Not applicable --  |
| 03. | Library   | 1 room of 150sq.ft. –<br>LCD with Computer  |
| 04. | Equipments  | Standard Theatre<br>equipments  |
| 05. | Requirements of Beds  | 50 beds   |
| 06. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>1 Anaesthetist (MD)<br>1 MS (General surgery)<br>1 O&G (MD)<br>1, Ortho (MS)<br>1, ENT (MS)<br>1 Ophthalmology (MS)<br><br>Working experience of<br>two years for all the above<br>posts. |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative Officer<br>1 Accountant<br>2 Clerical staff  |
| 08. | Application Fee   | Rs.1,000/-  |
| 09. | Inspection Fee  | Rs.15,000/-   |
| 10. | Affiliation Fee   | Rs.50,000/- per year  |
| 11. | Security Deposit  | Rs.1 lakh (refundable)  |
| 12. | Area for Library and List of Books                            | Minimum of 100 books<br>and Internet  |

Annexure-7  
Diploma in Optometry Technology

|     |   |  |
|-----|---|--|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft.<br>per class room  |
| 02. | Laboratory  | -- Not applicable --   |
| 03. | Library   | 1 room of 150sq.ft.  |
| 04. | Equipments  | Streak Retinoscope, Slit<br>lamp, Schiottz tonometer,<br>Applanation tonometer, Gonioscope,<br>Direct & Indirect<br>Ophthalmoscope, Automated<br>Perimeter, Hess Screen,<br>Synoptophore, A Scan, B Scan,<br>ERG, Lensometer, Corneal<br>Topography, Fundus Camera,<br>Contrast sensitivity charts,<br>Pachy-meter |
| 05. | Requirements of Beds  | 100 beds   |
| 06. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>1 Anaesthetist (MD)<br>1 Ophthalmologist (MS)<br>2 Optometrist (B.Sc.<br>Optometry)<br><br>Working experience of<br>two years for all the<br>above posts.  |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative<br>Officer<br>1 Accountant<br>2 Clerical staff  |
| 08. | Application Fee   | Rs.1,000/-   |
| 09. | Inspection Fee  | Rs.15,000/-  |
| 10. | Affiliation Fee   | Rs.50,000/- per year   |
| 11. | Security Deposit  | Rs.1 lakh (refundable)   |
| 12. | Area for Library and List of Books                            | Minimum of 100 books<br>and Internet   |



**Annexure A-8**  
**Diploma in Radiology Imaging Technology**

|     |   |   |
|-----|---|---|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft.<br>per class room   |
| 02. | Laboratory  | -- Not applicable --  |
| 03. | Library   | 1 room of 150sq.ft. –<br>LCD with Computer  |
| 04. | Equipments  | 300 ma machine,<br>mobile x-ray, C arm,<br>CT Scan, Ultra Sound<br>Machine and MRI<br>(optional)  |
| 05. | Requirements of Beds  | Tie up with 50 bed<br>hospital  |
| 06. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>1Radiologist (MD)<br>1 Neurologist (MD)<br>1 Orthopaedics (MS)<br>1 ENT (MS)<br>1Gastroenterology(DM)<br>1 O & G (MD)<br><br>Working experience of<br>two years for all the<br>above posts. |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative<br>Officer<br>1 Accountant<br>2 Clerical staff   |
| 08. | Application Fee   | Rs.1,000/-  |
| 09. | Inspection Fee  | Rs.15,000/-   |
| 10. | Affiliation Fee   | Rs.50,000/- per year  |
| 11. | Security Deposit  | Rs.1 lakh (refundable)  |
| 12. | Area for Library and List of Books                            | Minimum of 200 books<br>and Internet  |

Annexure A-9  
Diploma in Scope Support Technology

|     |   |  |
|-----|---|--|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft.<br>per class room  |
| 02. | Laboratory  | -- Not applicable --   |
| 03. | Library   | 1 room of 150sq.ft. –<br>LCD with Computer   |
| 04. | Equipments  | Bronchoscope,<br>Arthroscope,<br>Laparoscope,<br>Endoscope, Cystoscope,<br>Laryngoscope and other<br>standard equipments   |
| 05. | Requirements of Beds  | GE speciality-25<br>beds/100 beds  |
| 06. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>1 Pulmonologist (DM<br>Chest Medicine)<br>1 Anaesthetist (MD)<br>1 Urologist (M.Ch.)<br>1 Orthopaedician (MS)<br>1 ENT (MS)<br>1 Obs &Gynaec<br><br>Working experience of<br>two years for all the<br>above posts. |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative<br>Officer<br>1 Accountant<br>2 Clerical staff  |
| 08. | Application Fee   | Rs.1,000/-   |
| 09. | Inspection Fee  | Rs.15,000/-  |
| 10. | Affiliation Fee   | Rs.50,000/- per year   |
| 11. | Security Deposit  | Rs.1 lakh (refundable)   |
| 12. | Area for Library and List of Books                            | Minimum of 100 books<br>and Internet   |

## Annexure B-1

### B.Sc. in Accident and Emergency Care Technology

|     |   |  |
|-----|---|--|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft. per class room   |
| 02. | Laboratory  | -- Not applicable --   |
| 03. | Skills Lab  | Yes  |
| 04. | Library   | 1 room of 250sq.ft. – LCD with<br>Computer   |
| 05. | Equipments  | Emergency Room Equipments like<br>Ventilator, ET tube, AED, ECG<br>machine, Pulse Oximeter and other<br>standard equipments with 2 Major<br>Theatres and 1 Minor Theatre   |
| 06. | Ambulances  | 4 nos.   |
| 07. | Requirement of Beds   | 100 beds   |
| 08. | Emergency Beds  | 7 nos.   |
| 09. | Teaching staff and their<br>Qualification/Experience          | Part time lecturers to be named :<br>2 Anaesthetists (MD)<br>1 MS (General surgery)<br>1 O&G (MD)<br>1, Ortho (MS)<br>1, ENT (MS)<br>1 M.D. (General Medicine)<br>1 Neurosurgeon (M.Ch.)<br>1 Plastic Surgeon (M.Ch.)<br>1 Paediatrician (MD)<br><br>Working experience of two years for<br>all the above posts. |
| 10. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative Officer<br>1 Accountant<br>2 Clerical staff   |
| 11. | Application Fee   | Rs.1,000/-   |
| 12. | Inspection Fee  | Rs.25,000/-  |
| 13. | Affiliation Fee   | Rs.50,000/- per year   |
| 14. | Security Deposit  | Rs.2 lakhs (Refundable)  |
| 15. | Area for Library and List of<br>Books                         | Minimum of 200 books and Internet  |

**Annexure B-2**  
**B.Sc.in Critical Care Technology**

|     |   |   |
|-----|---|---|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft. per class room  |
| 02. | Laboratory  | -- Not applicable --  |
| 03. | Library   | 1 room of 250sq.ft. LCD with Computer   |
| 04. | Skills Lab  | 2 nos.  |
| 05. | Equipments  | Ventilator, AED, ECG machine, Pulse Oxi-meter, Dialysis Unit, CT Scan and other standard equipments   |
| 05. | Requirements of Beds  | 100 beds and Beds for Medical ICU- 15 nos.<br>Surgical ICU – 10 nos   |
| 06. | Teaching staff and their Qualification / Experience           | Full time Critical Care Consultant<br>Part time lecturers to be named :<br>2 Anaesthetists (MD)<br>1 MS (General surgery)<br>1 O&G (MD)<br>1, Ortho (MS)<br>1, ENT (MS)<br>1 M.D.(General medicine)<br>1 Neurosurgeon (M.Ch.)<br>1 Plastic Surgeon (M.Ch.)<br>1 Paediatrician (MD)<br>1 Cardio Thoracic Surgeon (M.Ch.)<br><br>Working experience of two years for all the above posts. |
| 07. | Administrative Staff and their Qualification/Experience       | 1 Administrative Officer<br>1 Accountant<br>2 Clerical staff  |
| 08. | Application Fee   | Rs.1,000/-  |
| 09. | Inspection Fee  | Rs.25,000/-   |
| 10. | Affiliation Fee   | Rs.50,000/- per year  |
| 11. | Security Deposit  | Rs. 2 lakhs (refundable)  |
| 12. | Area for Library and List of Books                            | Minimum of 200 books and Internet   |

**Annexure B-3**  
**B.Sc. in Medical Record Science**

|     |   |   |
|-----|---|---|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft.<br>per class room   |
| 02. | Laboratory  | -- Not applicable --  |
| 03. | Library   | 1 room of 150sq.ft. –<br>LCD with Computer  |
| 04. | Equipments  | Computers for Data,   |
| 05. | Requirements of Beds  | 100 beds  |
| 06. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>1 General Medicine<br>(MD)<br>1 Computer Software<br>Programmer<br>1 Accountant<br><br>Working experience of<br>two years for all the<br>above posts. |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative<br>Officer<br>1 Accountant<br>2 Clerical staff   |
| 08. | Application Fee   | Rs.1,000/-  |
| 09. | Inspection Fee  | Rs.25,000/-   |
| 10. | Affiliation Fee   | Rs.50,000/- per year  |
| 11. | Security Deposit  | Rs.2 lakhs  |
| 12. | Area for Library and List of Books                            | Minimum of 100 books<br>and Internet  |

## Annexure B-4

### B.Sc. in Operation Theatre & Anaesthesia Technology

|     |   |  |
|-----|---|--|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft.<br>per class room  |
| 02. | Laboratory  | -- Not applicable --   |
| 03. | Library   | 1 room of 250sq.ft. LCD<br>with Computer   |
| 04. | Equipments  | Standard Theatre<br>equipments – 2 Major<br>Theatres and 1 Minor<br>Theatre  |
| 05. | Requirements of Beds  | 100 beds   |
| 06. | Teaching staff and their<br>Qualification / Experience        | Part time lecturers to be<br>named :<br>2 Anaesthetists (MD)<br>2 MS (General surgery)<br>1 O&G (MD)<br>1, Ortho (MS)<br>1, ENT (MS)<br>1 Ophthalmology (MS)<br><br>Working experience of<br>two years for all the<br>above posts. |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative<br>Officer<br>1 Accountant<br>2 Clerical staff  |
| 08. | Application Fee   | Rs.1,000/-   |
| 09. | Inspection Fee  | Rs.25,000/-  |
| 10. | Affiliation Fee   | Rs.50,000/- per year   |
| 11. | Security Deposit  | Rs.2 lakhs   |
| 12. | Area for Library and List of Books                            | Minimum of 200 books<br>and Internet   |

**Annexure B-5**  
**B.Sc. Physician Assistant**

|     |   |  |
|-----|---|--|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft. per<br>class room  |
| 02. | Laboratory  | -- Not applicable --   |
| 03. | Library   | 1 room of 250sq.ft. – LCD<br>with Computer   |
| 04. | Equipments  | 2 Major Theatres and 1<br>Minor Theatre with<br>necessary equipments   |
| 05. | Requirement of beds   | 100  |
| 06. | Teaching staff and their<br>Qualification / Experience        | One Full Time<br>Physician/Surgeon (M.S./<br>M.D.)<br>Part time lecturers to be<br>named :<br>1 Anaesthetist (MD)<br>1 Surgeon (M.S.)<br>1 Obst. & Gynaec (MD)<br>1 Ortho (M.S. Ortho)<br>1 Neurosurgeon/<br>Neurologist<br><br>Working experience of two<br>years for all the above<br>posts. |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative Officer<br>1 Accountant<br>2 Clerical staff   |
| 08. | Application Fee   | Rs.1,000/-   |
| 09. | Inspection Fee  | Rs.25,000/-  |
| 10. | Affiliation Fee   | Rs.50,000/- per year   |
| 11. | Security Deposit  | Rs.2 lakhs(refundable)   |
| 12. | Area for Library and List of Books                            | Minimum of 200 books and<br>Internet   |

**Annexure B-6**  
**B.Sc. Dialysis Technology**

|     |   |   |
|-----|---|---|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft. per<br>class room   |
| 02. | Laboratory  | -- Not applicable --  |
| 03. | Library   | 1 room of 250sq.ft. – LCD<br>with Computer  |
| 04. | Equipments  | Minimum 10 Dialysis<br>Machines   |
| 05. | Requirement of beds   | 100 Beds (1500 Dialysis<br>should be done per annum)  |
| 06. | Teaching staff and their<br>Qualification / Experience        | One Full Time<br>Nephrologists (D.M.)<br>Part time lecturers to be<br>named :<br>2 Nephrologists<br>2 Anaesthetists (MD)<br>2 General Medicine<br>1 Pediatrician (MD)<br>Working experience of two<br>years for all the above<br>posts. |
| 07. | Administrative Staff and their<br>Qualification/Experience    | 1 Administrative Officer<br>1 Accountant<br>2 Clerical staff  |
| 08. | Application Fee   | Rs.1,000/-  |
| 09. | Inspection Fee  | Rs.25,000/-   |
| 10. | Affiliation Fee   | Rs.50,000/- per year  |
| 11. | Security Deposit  | Rs.2 lakhs(refundable)  |
| 12. | Area for Library and List of Books                            | Minimum of 200 books and<br>Internet  |



**Annexure B-7**  
**B.Sc. Cardiac Technology**

|     |   |  |
|-----|---|--|
| 01. | Built up area for class room/<br>Library/Teaching Staff, etc. | 2 Rooms of 250 sq.ft. per class room   |
| 02. | Laboratory  | Non invasive Laboratory with CPR mannequin   |
| 03. | Library   | 1 room of 250sq.ft. – LCD with Computer  |
| 04. | Equipments  | 12-lead ECG Recorders<br>Holter Recording and Analysing system<br>Treadmill exercise stress testing system<br>Echocardiography machine with Adult cardiac, pediatric cardiac, vascular and transesophageal probes with colour Doppler<br>Invasive Laboratory<br>Cardiac Catheterization Lab fully equipped |
| 05. | Requirement of beds   | 100  |
| 06. | Teaching staff and their Qualification / Experience           | One Full Time Cardiologist (DM)<br>Part time lecturers to be named :<br>2 Asst. Professors (DM)<br>1 General Medicine (MD)<br>1 Anaesthetist (MD)<br>Working experience of two years for all the above posts.  |
| 07. | Administrative Staff and their Qualification/Experience       | 1 Administrative Officer<br>1 Accountant<br>2 Clerical staff   |
| 08. | Application Fee   | Rs.1,000/-   |
| 09. | Inspection Fee  | Rs.25,000/-  |
| 10. | Affiliation Fee   | Rs.50,000/- per year   |
| 11. | Security Deposit  | Rs.2 lakhs(refundable)   |
| 12. | Area for Library and List of Books                            | Minimum of 200 books and Internet  |

**Dr. MAYIL VAHANAN NATARAJAN,  
VICE-CHANCELLOR.**

**THE TAMIL NADU Dr. M.G.R. MEDICAL UNIVERSITY**  
**ALLIED HEALTH SCIENCE COURSES – DIPLOMA AND DEGREE**  
**GUIDELINES TO THE INSPECTORS**

1. Hospital - The Inspectors should physically verify the hospital with reference to its bed strength of the course (Diploma or Degree). The documentation of the hospital is to be evidenced with supportive documents. The hospital should be situated in a single campus of the parent organization.
2. Bed Strength - It should be evidenced with supportive documents.
3. Hospital Ownership - Organisation which runs the course should have the ownership of the hospital except to the affiliated Medical and Nursing Colleges.
4. Land ownership/Lease - Copy of the Documents relating to ownership or lease need to be provided to the inspectors.
5. Tie-up - Tie up facilities to the hospitals is accepted only for the training in specialities.
6. Infrastructural Facilities – Library, Classroom, Multimedia, Instruments and Number of books should be provided for **EACH COURSE** as required.
7. Course Director - A designated Course Director should be in-charge for that particular course only for which he is appointed.
8. Signature of Inspectors on the Inspection Report - The Inspectors should sign in all pages of the Inspection Report.
9. Submission of Inspection Report - The Report should be submitted by the Inspectors within 24 hours of the inspection.

10. **No; of courses to be allotted according to bed strength:**

50 beds Only diploma course - 2

| <b>Bed Strength</b> | <b>Degree Courses</b> | <b>Diploma Courses</b> |
|---------------------|-----------------------|------------------------|
| 50 to 100 beds      | ----                  | Three (3)              |
| 100 beds            | Two (2)               | One (1)                |
| 100 beds            | Three (3)             | Not permitted          |
| 200 beds            | Four (4)              | ----                   |
| 300 beds            | Six (6)               | ---                    |
| 400 beds            | Eight (8)             | ----                   |

**Dr. MAYIL VAHANAN NATARAJAN,  
VICE-CHANCELLOR.**