

INSPECTION PROFORMA FOR CONDUCTING

POST M.Sc. Diploma in Radiological Physics (Dip. R. P.)

(All Points and parameters are to be verified and established in person by the designated Inspectors. All necessary documents to be verified and attested by the Director of the institute for submission along with report)

Name of College: _____

Address:

College ID No: _____

Name of Principal/HOD: _____

Phone No: _____

E-mail ID: _____

Name of the course: _____

Purpose of inspection: _____

No. of Seats applied for: _____

Date of Inspection: _____

University order No: _____

Date of Last KUHS Affiliation Inspection (if any): _____

Name and Address of Inspectors

1. _____

2. _____

3. _____

1. PART – 1

1.1 PERMISSION AND AFFILIATION STATUS

S. No.	Govt: permission and University affiliation	Availability (Yes/No)	Remarks
1	Letter of permission/NOC from Govt. of Kerala		
2	Approval from Atomic Energy Regulatory Board (AERB)		
3	Previous University affiliation order		
4	Compliance Report if any		

2. PART- 2

2.1 MINIMUM STANDARDS/REQUIREMENTS

S. No.	Minimum standards/Requirements	Availability (Yes/No)	Remarks
1	Availability of Water – 24 hrs		
2	Availability of Electricity with generator back up		
3	Availability of Public Conveyance - Easily accessible		
4	Waste Disposal - Incinerator		
5	Permission of Pollution control board		
6	Parking area: Adequate		

3. PART- 3

3.1 LAND AND BUILDINGS

S. No.	Land and buildings: The hospital should have a plinth area adequate to house the departments mentioned below.	Availability (Yes/No)	Remarks
1	Radiation Physics Division - 3800 sqft		
2	Radiation Oncology Division - 10000 sqft		
3	Nuclear Medicine - 10000 sqft		
4	Imageology Division - 10000 sqft		
5	Medical Oncology Division - 7000 sqft		
6	Surgical Oncology Division - 10000 sqft		

4. PART- 4

4.1 INFRASTRUCTURE

S. No.	Facilities	Availability (Yes/No)	Remarks
1	Administrative block		
2	350 bedded hospital with general, palliative care & Pay wards		
3	OP block with an excellent patient waiting area		
4	Radiation Physics division		
5	Radiation treatment rooms		
6	Nuclear medicine division		
7	Imageology division		
8	Engineering division		
9	Blood bank		
10	Pathology, microbiology and biochemistry divisions		
11	Community, Surgical, medical, paediatric oncology divisions		
12	Epidemiology and biostatistics division		
13	Excellent library with network facility and journal section		
14	Computer division		
15	Auditorium/Multipurpose Hall		
16	Seminar halls		
17	Examination Hall		
18	Hygienic cafeteria		
19	Play ground		

4.1.1 Teaching Block – Minimum Area requirements

S. No.	Teaching Block	Min Area (Sq ft)	Availability (Yes/No)	Remarks
1	Lecture Hall with teaching Aids	450		
2	Auditorium/ Multipurpose Hall /	Common		
3	Examination hall with confidential room	Common		
4	Laboratory			
	(i) Radiation Physics Lab	350		
5	Library	Common		
6	Faculty Room (Radiation Physics alone)	800		
7	One Room for Department Head	200		
8	Common Room (Male & Female)	200		
9	Dosimetry room	150		
10	Toilets	120		

4.1.2 Teaching block specifications

S. No.	Facilities	Availability (Yes/No)	Remarks
	Lecture Halls		
1	One Class room with 16 chairs and one Table with AV aids supported.		
2	The room should be well ventilated with proper lighting system.		
3	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 teaching aids or any other equipment needed for the conduct of classes.		
	Examination Hall		
1	Examination must be conducted in an KUHS approved Examination Halls		
	Auditorium/ Multipurpose Hall		
1	Auditorium should be spacious enough to accommodate at least double the sanctioned/actual strength of students, so that it can be utilized for hosting educational conferences/		

	workshops, examinations etc.		
2	It should be well ventilated and have proper lighting system.		
3	There should be arrangements for the use of all kinds of basic and advanced audio-visual aids.		
	Note: The conference hall/Auditorium of the hospital, if any, can be shared.		
	Common Rooms for Boys and Girls		
1	A minimum of two common rooms should be provided-one for first year students and one for internship students.		
	Staff rooms (Radiation Physics alone)		
1	Department Head: Separate well-furnished office room of at least 200 sqft is required		
2	There should be separate rooms for Additional/Associate Professors and separate/common rooms for all teaching faculties.		
3	Six rooms of Minimum area of 125 sqft are required		
	Administrative Block		
1	The service of hospital administrative Block can be utilized. No separate Administrative Block is required.		
	Central Store		
1	Separate central store is not required.		
2	A room called Dosimetry Room of sufficient space (at least 150 sqft) to house the dosimetry equipment should be provided		
	Laboratories		
1	There should be at least one Radiation Physics Lab (of at least 350 sqft)		
	Laboratory Equipment		
	This lab should have equipped with at least the following facilities/equipment:		
1	GM Counter		
2	Survey meters		
3	Pocket dosimeters		
4	Therapy level dosimeter		
5	TLD/OSLD Reader		
6	TL/OSL Phosphor		
7	Laboratory sources (Beta and Gamma emitters)		
8	Diagnostic QA Kit		
9	Dosimetry and QA phantoms		
10	Radiation Field Analyzer		

11	Radiation Absorber sheets		
12	Well type ionization Chamber		
13	Film dosimetry system (desirable)		
	Library		
1	A library with at least 2 sets of standard text books in Anatomy, Physiology, Biochemistry, Radio diagnosis, Radiotherapy, Nuclear Medicine, Radiation Physics and/ Medical Physics in Imaging, Radiotherapy and Radiation Protection		
	Note: If the hospital has a well-equipped library, it can be enriched with textbooks related to radiation physics and allied sciences.		
	Toilets		
1	Separate toilets (at least 40 sqft each) for men and women should be provided.		
	Canteen		
1	There should be provision for a canteen for the students and all other staff members.		

5. PART- 5

5.1 EQUIPMENTS AND FACILITIES

5.1.1 Minimum clinical facilities required

Sl.No	Department	Equipment/Facility (minimum 1)	Availability (Yes/No)	Remarks
1	Radiotherapy/ Radiation Physics Division			
		Teletherapy (Cobalt 60/LINAC)		
		Brachytherapy (Manual/remote after loading systems) with at least 3 sets of Gynaec applicators.		
		CT simulator		
		Treatment planning system		
2	Radiodiagnosis			
		MRI ($\geq 1.5T$)		
		CT Scanner		
		800mA Radiography-Fluoroscopy unit (Digital/IITV)		
		500mA Radiography unit		
		Ultrasonography Machine with colour Doppler		
3	Nuclear Medicine			
		Gamma Camera		
		Radio Iodine Therapy Unit		
		PET Scanner		
4	Others			
		Attached Hospital (300 bedded for Radiotherapy, Medical and surgical oncology)		

Note:

This course should only be conducted in a teaching institution where all facilities for managing the cancer cases especially with radiotherapy treatment modalities are available

5.1.2 Telecobalt Unit

Sl. No	Make & Model	Month & year of commissioning	Initial RMM value	Workload (Patients/wk)
1				

5.1.3 Accelerators

Sl. No	Make & Model	Month & year of commissioning	X ray Energies MV	Electron Energies Me V	Workload (Patients/wk)
1					
2					
3					
4					
5					

5.1.4 Remote After loading Brachytherapy

Sl.No	Make & Model	Month & year of commissioning	Initial Activity	Workload (Patients/wk)
1				

5.1.5 Simulators

Sl.No	Make & Model	Month & year of commissioning
1		
2		

5.1.6 Treatment Planning system

Sl.No	Make & Model	Month & year of commissioning
1		
2		
3		
4		
5		

5.1.7 Check sources

Sl.No	Make & Model	Activity	date
1			
2			
3			

5.1.8 Radiation field Analyser

Sl.No	Make & Model	Month & year of commissioning
1		
2		

5.1.9 Protection & Therapy Level Equipment

Sl.No	Instrument	Make & Model
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

5.1.10 Protection Level Equipment

Sl.No	Instrument	Nos	Make & Model
1			
2			
3			
4			
5			
6			
7			

5.1.11 Nuclear Medicine Equipments

Sl.No	Instrument	Make & Model	Date of installation
1			
2			
3			
4			
5			

5.1.12 Details of Nuclear Medicine Radioactive Sources

Sl.No	Isotope	Activity	Sl.No	Isotope	Activity
1					
2					
3					
4					

6. PART- 6

6.1 HUMAN RESOURCES

6.1.1 Minimum Teaching Staff - Qualification and Experience

Sl. No	Designation	Qualification	Experience	Available (Yes/No)	Remarks
1	Principal (Director of the Institution)	As per the Academic Institution Policy			
2	Vice Principal (Additional Director of the Institution)	As per the Academic Institution Policy			
3	Professor and Head of Radiation Physics	1.M.Sc. Physics I or II class and one year training in Radiological Physics (Diploma In Radiological Physics) conducted by BARC, Mumbai or equivalent OR M.Sc Medical Physics I or II class OR MSc. Radiation Physics 1 st or II nd class. 2.PhD from a recognized University	14years teaching and/or research experience in the discipline/subject concerned after obtaining the Doctorate Degree.		
4	Additional Professor / Associate Professor		4years of teaching and or research experience as Associate Professor in the discipline/subject concerned 4years of teaching and or research experience as Assistant Professor in the discipline/subject concerned		
5	Assistant Professor	MSc Physics + 1year PG Diploma in Radiological Physics or equivalent / MSc Medical Physics	3years teaching and/or research in the discipline/subject concerned		

6	Lecturer/Resident Medical Physicist	MSc Physics + 1year PG Diploma in Radiological Physics or equivalent / MSc Medical Physics	One-year experience. / Internship as part of Diploma in Radiological Physics		
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6.1.2 Teacher Student Ratio

Sl. No	Post	Teacher student Ratio	Availability	Remarks
1	Professor	1:4		
2	Assoc/Addl Professor	1:4		
3	Assistant Professor	1:2		
4	Lecturer/Resident Medical Physicist	1:2		

6.1.3 Division of Radiation Physics

Sl. No	Name	Designation	Qualification	Working since	Full/part Time
1					
2					
3					
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9					
10					

6.1.4 Division of Radiation Oncology

Sl. No	Name	Designation	Qualification	Working since	Full/part Time
1					
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12					
13					
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16					
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21					

6.1.5 Division of Imageology

Sl. No	Name	Designation	Qualification	Working since	Full/part Time
1					
2					
3					
4					
5					

6.1.6 Division of Nuclear Medicine

Sl. No	Name	Designation	Qualification	Working since	Full/part Time
1					
2					

6.1.7 Division of Cancer Research

Sl. No	Name	Designation	Qualification	Working since	Full/part Time
1					
2					
3					
4					
5					
6					

6.1.8 Division of Cancer Epidemiology & Biostatistics

Sl. No	Name	Designation	Qualification	Working since	Full/part Time
1					
2					
3					
4					
5					
6					
7					

6.1.9 Library & Information Services

Sl. No	Name	Designation	Full/part Time
1			

6.1.10 Radiotherapy Technologists

Sl. No	Name	Designation	Qualification	Working since	Full/part Time
1					
2					
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6.1.11 Other related Divisions

7. PART- 7

7.1 CLINICAL SUPPORTIVE MATERIALS

No.	Clinical Materials	No	Clinical Materials
1			
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8. PART- 8

8.1 ACADEMIC TRAINING FACILITIES

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REPORT OF INSPECTION

I/We hereby state that (Institute Name:)

_____ has all required facilities for
conducting the Post M.Sc. Diploma in Radiological Physics (Dip. R. P.)
Course.

Name of Inspector 1: _____

Signature of Inspector 1: _____

Name of Inspector 2: _____

Signature of Inspector 2: _____

Name of Inspector 3: _____

Signature of Inspector 3: _____