
Requirements for
For
Starting/Continuation
of Affiliation/
Enhancement
KUHS 2017 onwards

MDS Course
(3 seats)

**Conservative Dentistry
and
Endodontics**

KERALA UNIVERSITY OF HEALTH SCIENCES
THRISSUR
PROFORMA FOR MDS COURSE INSPECTION

KUHS Appointment Order No:	
For Starting MDS course/2 nd year renewal/3 rd &4 th year renewal/ Recognition/ Continuation of Affiliation/ Seat Enhancement	
Course and Subject:	
Number of Seats:	
Date of Inspection :	
Date of Last Inspection:	

Name of Inspector (1):	
Address of the Inspector:	

Name of Inspector (2):	
Address of the Inspector:	

1. GENERAL INFORMATION

1.	Name of the College:	
	Address of college:	
	E-mail ID:	
	Mobile no:	
	Telephone number:	

	Fax number:	
	Reg.no. of the society (agency) and personnel of the managing body:	
	No. of Recognized BDS Seats :	
	Date of recognition of BDS degree :	
	No. of MDS seats applied for :	
	No. of seats sanctioned by the State Govt. :	
	No. of seats sanctioned by the University :	
	No. of Seats granted by the Govt. of India :	

2.	<u>State Government</u> Essentiality/Permission Certificate:	Issued by:
		No. & Date:
		Valid Upto:

3.	<u>University Affiliation</u> (Provisional / Permanent) (Copy of the latest affiliation to be attached):	Issued By:
		No. & Date:
		Valid Upto:
3.(a)	Particulars of Affiliated University:	
	1) Name and Address of the University:	
	2) Central/ State/Private/Deemed:	

4. Whether the college has got approval for the existing course/s from

	Yes / No	Order No. with Date
Dental Council of India		

(Enclose certified copies of documents)

5. **PRINCIPAL :-**

Name of the Institution					
	Name of Principal				
	Age & Date of Birth				
	PG Degree (Recognized/Non-Recognized)				
	Subject				
	Mobile No.				
	E-mail Id				
	Fax number				
	State Dental Council Registration No.				
	Teaching experience in years :	After PG	As a PG Teacher	As a Professor	Total*

*Minimum teaching experience 14 yrs after MDS in a DCI recognized dental institution, of which 5 yrs should be as Professor

6. **HEAD OF THE DEPARTMENT :-**

Department Inspected	Head of Department				
	Name				
Age & Date of Birth					
PG Degree (Recognized/Non-Recognized)					
Subject					
Mobile No.					
E-mail Id					
State Dental Council Registration No.					
Teaching experience in years :	After PG	As a PG Teacher	As a Professor	Total*	

7(a). **Date and number of last annual admission with details***

Category	No. admitted	Dates of admission	
		Commence	End
SC			
ST			
Backward			
Merit			
Management			
Others			
Total			

* Note: where admission(s) has/have been done without the permission of the competent authority the reason there of be given in each and every case separately duly certified by the Principal of the Institution.

7(b)

S.No.	Name of the Student	Name of the Guide	NEET Roll No.	NEET Ranking		Sign. of the Student	
				State	All India		

8. TEACHING STAFF :-

Minimum Faculty Requirement in an undergraduate institute having basic infrastructure of 50 admissions:

Unit 1 - Professor - 1, Reader - 3, Sr. Lecturer - 4

Unit 2 - Professor - 1, Reader - 1, Sr. Lecturer - 2

(additional teaching faculty over and above the requirement of Unit 1.)

Minimum Faculty Requirement in an undergraduate institute having basic infrastructure of 100 admissions.

Unit 1 - Professor - 1, Reader - 3, Sr. Lecturer - 6

Unit 2 - Professor - 1, Reader - 1, Sr. Lecturer - 2

(additional teaching faculty over and above the requirement of Unit 1.)

However to be a PG teacher, the Reader should have at least 9 years teaching experience after MDS with the required points for publications as specified by DCI and only an active PG teacher can be a PG guide. Faculty who does not have the post MDS 9 years teaching experience or points cannot be considered as a PG teacher / guide.

Faculty	Requirement	Availability Mark <input type="checkbox"/> or only	Whether qualified to be a PG teacher
Head of the Department	<p>Qualification A Bachelors Degree in Dental Surgery from an Indian University with Masters in Dental Surgery / Diplomate of National Board in the Speciality recognised by the Government of India on the recommendations of the Council</p> <p>Minimum Required Teaching Experience One year teaching experience in the speciality as Professor, and shall have to acquire minimum points for publications Publications* (40 points)</p>		
Professor	<p>Qualification A Bachelors Degree in Dental Surgery from an Indian University with Masters in Dental Surgery / Diplomate of National Board in the Speciality recognised by the Government of India on the recommendations of the Council</p> <p>Minimum Required Teaching Experience Five years of teaching experience in the speciality as Reader/Associate Professor, and shall have to acquire minimum points for publications Publications* (30 points)</p>		
Reader	<p>Qualification A Bachelors Degree in Dental Surgery from an Indian University with Masters in Dental Surgery / Diplomate of National Board in the Speciality recognised by the Government of India on the recommendations of the Council.</p> <p>Minimum Required Teaching Experience Four years teaching experience in the speciality as Senior Lecturer/Assisstant Professor and shall have to acquire minimum points for</p>		

1. All the regular teaching faculty shall be full time.
2. Teaching experience gained in medical college, where there are no dental courses, shall not be accepted for teaching post-graduate students. Dental faculty with post-graduate qualification in dentistry, shifting from the dental department of a medical college shall have to complete minimum of three years of teaching experience in a dental college or institution before being accepted as post-graduate faculty.
3. In exceptional cases, the teaching experience, in Government dental colleges, may be considered for further promotion on the basis of total teaching experience
4. The Reader/Associate Professor in a dental college shall attend teachers training program once in three years
5. The Senior Residents with post-graduate qualification or Diplomate of National Board recognised by the Council, in the speciality having teaching experience in dental colleges may be considered equivalent to Lecturer/Assistant Professor.
6. Teaching experience in a private dental institution for less than one year shall not be considered relevant for post-graduate faculty.
7. The maximum age limit upto which a person can be appointed or granted extension or re-employed in service against the posts of dental teachers or Dean or Principal, as the case shall be, sixty five years.
8. A minimum of 9 years of teaching experience is mandatory for a Reader to be a PG teacher/guide.

8.

**Minimum Requirement (i) for 50 BDS admissions: Unit 1 : Professor-1, Reader-3, Sr. Lecturer-4
(ii)for 100 BDS admissions : Unit 1: Professor-1, Reader-3, Sr Lecturer-6
Unit 2 : Professor - 1, Reader - 1, Sr. Lecturer -2
(over and above the requirement of Unit 1)**

**DENTAL
TEACHING STAFF :-**

**Faculty
Details**

Sl. No	Faculty Name & Designation	Age	Qualification & Year of Passing	Form 16	FID Total Experience as on 31st January of current year	No. of Points for Publications as per Dental Council of India Guidelines	Signature of the faculty	
1								
1								
2								
3								
1								
2								
3								
1								
2								
3								

Lecturers										
1										
2										
3										

Remarks*

No faculty can be present for inspection in two institutes simultaneously in the same academic year (1st July to 30th June)

9. NON TEACHING & TECHNICAL STAFF

Sl. no	Non- Teaching / Technical Staff	Required	Available

10. STAFF ASSESSMENT FOR PUBLICATIONS

Sl.No	Faculty name & Designation	Name of the Journal	Category I / II / III	Authorship (1 st /2 nd /3 rd ..etc .,)	Year of Publication	Points

	*PUBLICATIONS	Points
CATEGORY I	<ol style="list-style-type: none"> Journals Indexed to Pubmed-Medline please see- www.ncbi.nlm.nih.gov/pubmed Journals published by Indian /international Dental Speciality Associations approved by Dental Council of India 	15
CATEGORY II	<ol style="list-style-type: none"> Medical or dental journals published by Government health universities awarding dental degree or Govt. Universities awarding dental degree Original Research/Study approved by I.C.M.R/Similar Govt.,bodies Author of Text/ Reference Book concerned to respective speciality PhD or any other similar additional qualification after MDS 	10
CATEGORY III	<ol style="list-style-type: none"> Journals published by Deemed Universities/ Dental Institutions / Indian Dental Association Contribution of Chapters in the Text Book 	5

- For any publication, except original research , first author (principal author) will be given 100% points and remaining authors (co-authors)will be given 50% points and upto a maximum of 5 co-authors will be considered.
- For original research, all authors shall be given equal points and upto a maximum of 6 authors shall be considered.

3. A recognized PG Teacher would be re-evaluated every Three years and shall have at least an additional 15 points in their score
4. Publication in tabloids / souvenirs/ dental news magazines/ abstracts of conference proceedings / letter of acceptance shall not be considered for allotment of points.
5. Maximum of 3 publications would be considered for allotting points in Category III.
6. For the purposes of this table, the crucial date for consideration of the publications shall be the last date for submission of application i.e. 30th of June of every year either for starting of MDS Course or increase of admission capacity in MDS Course, as the case may be, to the Central Government u/s 10A of the Dentists Act, 1948, for each academic year, as prescribed in the Time Schedule annexed to the Dental Council of India Regulations 2006 as amended from time to time.
7. A Journal Review Expert Committee may be formed which shall enlist all available international and Indian dental journals in various categories. The list would be displayed on the Council's website. The Committee shall also be responsible for making annual review of the list of journals and shall continuously monitor the standard of publications in various journals and the categories of publications may be upgraded/ downgraded, if the standard is not maintained by the journal. In case of any dispute, the recommendation of the Expert Committee shall be reviewed by the Executive Committee and decision of the Executive Committee would be final.

Total scores required:

Head of department:	40 marks
Professor:	30 marks
Reader/Associate Professor:	20 marks

11. CLINICAL WORK LOAD :-

(i) Attached General / MCI Recognized Medical College Hospital

On the day of Inspection: _____
**(should be recorded at the end of the OPD hour upto 2 pm)*

Average Number of Patients in Last Six Months

Month						
No. of Patients						

(ii) Dental Hospital

On the day of Inspection: New _____
**(should be recorded at the end of the OPD hour upto 2 pm)*
 Old _____

Average Number of Patients in Last Six Months

Month						
No. of Patients						

(iii) **Speciality**

On the day of Inspection:

*(should be recorded at the end of the OPD hour upto 2 pm)

UG _____

PG _____

Total _____

Average Number of Patients in Last Six Months

Month						
No. of Patients UG						
PG						
Total						

FOR COLLEGES WITH 50 UG ADMISSIONS**Minimum Requirement (both UG & PG together)****Conservative Dentistry and Endodontics**

Unit	Starting MDS	2 nd Renewal	3 rd & 4 th Renewal	Recognition
1 st Unit	35	40	50	50
2 nd Unit	60	70	80	80

FOR COLLEGES WITH 100 UG ADMISSIONS
Minimum Requirement (both UG & PG together)**Conservative Dentistry and Endodontics**

Unit	Starting MDS	2 nd Renewal	3 rd & 4 th Renewal	Recognition
1 st Unit	50	60	70	70
2 nd Unit	80	90	100	100

12. SPECIALITY DEPARTMENT INFRA STRUCTURE DETAILS:

Constructed Area for P.G. Study (Applicable for one unit)

Sl. No :	Infrastructure Facilities	Minimum Requirement	Area (sq. Ft)	Available Mark <input type="checkbox"/> or only	Not available	Remarks	
01	Total Land Area	5 acres					
	Total Building Area 1.With 50 BDS admission 2.With 100 BDS Admission	81,000 sqft + 4500 sqft for medical subjects 97,000 sqft + 7500 sqft for medical subjects					
	Whether land available for future expansion						
	Total Department Area						
	Department area earmarked for MDS course (3 seats)						
	1.Faculty rooms						
	2.PG Clinics	600 sqft					
	3.Sterilization Room						
	4.Counseling Room						
	5.Seminar room	300 sqft					
	6.Department Library						
7.PG common room	200 sqft.						
8.Patient waiting room cum reception area							
9. Pre-clinical lab							
TOTAL	Minimum 2000 sqft.						
02	Attached Medical Hospital					Own / Tie-up	
	If tie-up, whether current tie-up certificate attached						
	Hospital-100 beds						
	Bed Occupancy	Minimum 80%					
03	OPD-200 patients daily						
	Dental OPD	Average 100 patients / day					

	Department OPD / day	40 cases for starting 50 cases for 2 nd renewal 60 cases for 3 rd , 4 th and recognition				
04	Training facilities for all Applied Basic Science subjects including Biostatistics and Research Methodology					
05	Faculty for Basic Sciences					
	Hostels	Facility to accommodate 50% of the total MDS admissions				
	For Men					
	For Women					
06	Examination Hall	Individual chairs and tables to seat at least 125 students with adequate space in between and cameras with adequate coverage				
	Confidential Room For Online transmission of question papers and related work	Minimum of 350 Sq. ft with facilities as defined by KUHS.				

13. LIBRARY DETAILS:

LIBRARY FACILITIES	MINIMUM REQUIREMENT	AVAILABILITY Mark <input type="checkbox"/> or only	
Space and seating facility	4500 sqft (50 BDS Adm.) 8000 sqft (100 BDS adm.)		
Staff	Sr. Librarian -1 (BLiSc)		
	Jr. Librarian - 1 (BLiSc)		
	Library Attender - 1 (Passed SSLC)		
Working Time	Minimum 12 hours		
Internet Facilities	Minimum 10 units		
Books		No. of Titles	No. of Books
Central Library (Pertaining to Specialty only)	20 Titles with at least 5 books in each title		

Department Library (Pertaining to Specialty only)	10 Titles		
No. of Books purchased in last 5 years			
Journals		Internati onal	National
Central Library (Pertaining to Specialty and related subjects only)	4 - 6 international 2 - 4 national		
Back Volumes	Minimum 3 International Journals for 10 years		
E- journals	Minimum 3 international & 6 national		

Year/month up to which latest Indian Journals available _____

Year/month up to which latest Foreign Journals available _____

Note: All the journals of the specialty and allied subjects shall be available out of which 50 % should be in print form.

14. POST GRADUATE ACADEMIC DETAILS:

Table I (Pre-Clinical and Clinical Work*):

S.No	Name of the Student	Year of Study	Pre-clinical Work	Clinical Work	Didactic/Research Activities

Table II: Academic Presentation by PG Students

S.No.	Name of the student	Year of study	Attendance	Journal Discussions	Seminars	Clinical Case Discussions	Lectures taken for undergraduates

Minimum Requirements for each student:

1. Journal Discussions – 5 per year
2. Seminars – 5 per year
3. Clinical case discussions – 5 per year
4. Lectures for undergraduates – 1 per year

Table III: Academic Activities by PG Students

S.No.	Name of the Student	Year of Study	LD Topic	Dissertation topic	Approved or Not by the University	Progress of the Dissertation		
						Good	Fair	Poor

Table IV: Clinical Work*

S.No	Name of the Student	Year of study	Clinical Work (Completed/Not Completed)

Table V: Scientific Presentation Attended

S.No.	Name of the Student	Year of Study	Conferences /PG Conventions / CDE Programmes			
			Speciality		Non Speciality / Allied	
			Attended	Presented	Attended	Presented

Minimum Requirements for each student:

1. Scientific Presentations – 1
2. Speciality Conferences / PG Conventions attended – 2

15. **EXAMINATIONS**

Please furnish the scheme of exam as laid down by the University.

1. Theory:

- (a) No. of examination papers in university exam with title of each paper
- (b) Attach full set of question papers
- (c) Duration of the written exam
- (d) Total marks
- (e) Classification grades for pass/fail

2. Practical:

- (a) Total number of candidates examined
- (b) Duration of exam in days:
- (c) Start & finish time of exams:
- (d) Venue:
- (e) List of exercises with marks & time allotted for each
- (f) Classification grades for pass/fail

3. Viva Voce:

(a) Duration of viva voce for each candidate

4. Constitution of the Board of Examiners:

Attach copy of University order

(a) Indicate for the Chairman & Examiners the following:

Name & Designation

Institution where employed

Qualification with Degree & Year of acquisition

Teaching Experience

16. Hostel Facility for PG _____

17. Research Facility: _____

18. Stipend for PG Students _____

19. EQUIPMENTS

S No	Name	Specification	Quantity		Availability
1	Dental Chairs and Units	Electrically operated with shadowless lamp, spittoon, 3 way syringe, instrument tray and motorized suction, micromotor attachment with contra-angle handpiece, airtor attachment, with handpieces	One chair and unit per post-graduate student and two chairs with unit for the faculty		
			1 Unit	2 Units	
2	ENDOSONIC HANDPIECES- Micro endosonic tips, retro treatment		2	3	
3	Mechanised rotary instruments including hand pieces (speed and torque control) and hand instruments various systems		3	6	
4	Rubber dam kit		1 per chair	1 per chair	
5	Auto claves for bulk instrument sterilization vacuum(Front loading)		2	3	
6	Autoclaves for hand piece sterilization		1	1	
7	Apex locators one for every two chairs		2	4	
8	Pulp tester		2	4	
9	Equipments for injectable thermoplasticized gutta percha		1	2	
10	Operating microscope 3 step or 5 step magnification		1	1	
11	Surgical endo kits (Microsurgery)		2	2	
12	Set of hand instruments (specification required)		1	2	
13	Sterilizer trays for autoclave		4	4	
14	Ultrasonic cleaner capacity 3.5 lts.		1	1	
15	Variable Intensity polymerization equipments - VLC units	Desirable	1	1	
16	Conventional VLC units one for every two chairs		2	4	
17	Needle destroyer		2	2	
18	Magnifying loupes one for students and one for faculty		1	2	
19	LCD projector		1	1	
20	Composite kits with		2	4	

	different shades and polishing kits				
21	Ceramic finishing kits, Metal finishing kits	In ceramic lab	2	3	
22	Amalgam finishing kits		2	3	
23	RVG with x-ray machine developing kit		1	1	
24	Chair side micro abrasion		1	1	
25	Bleaching unit		1	1	
26	Instrument retrieval kits		1	1	
27	Computer with internet connection with attached printer and scanner		1	1	
28	Refrigerator		1	1	
29	Equipments for casting procedures				
30	Equipments for ceramics including induction casting machines/ burnout preheat furnaces/wax elimination furnaces		1	1	
31	Lab micromotor/ metal grinders/sand blasters/polishing lathes/duplicator equipment/vacuum investment equipments		1	1	
32	Laser (preferably hard tissue)		1	1	
33	GP cutter		3	6	
34	Phantom heads		3	6	
35	Face bow with semi adjustable articulator		1	2	

Note : These requirements are in addition to requirement for BDS Course

20. OVERALL IMPRESSION :-

	Comments
Infrastructure	
Hostel Facility	
Clinical Material	
Staff Assessment	
Student Assessment	
Library facilities	

Equipment	
Overall Department Assessment	
Any other Observations	

MDS COURSE**CHECKLIST FOR INSPECTORS**

S.No		Yes	No
1.	Is the Inspection Proforma filled Completely and each page signed by both the inspectors?		
2.	Has the University affiliation been checked and found in order? (copy should be attached with the inspection proforma)		
3.	Has the Essentiality Certificate been checked and found in order?		
4.	Has the infrastructure and equipment with the vouchers for clearance of payment to the suppliers been checked and verified as per the prescribed DCI/KUHS norms?		
5.	Is the attached hospital (100 bedded) as per the norms and located within 10 kms from the Dental College?		
6.	Are the teachers posted as per DCI norms and the updated registration certificate from respective State Councils attached?		
7.	Medical College / Hospital Attached		
	a) MCI Recognised Medical College.		
	b) 100 Bedded General Hospital.		
	c) Authority of attachment		
	d) Medical Teaching Staff for BDS/MDS		
	e) Bed Occupancy		
8.	Is the list of teaching staff as per DCI/KUHS format enclosed?		
9.	Have the Dental and Medical faculty been checked for the following?		
	a) Appointment		
	b) Teaching experience		
	c) Relieving certificates from the previous institutions		
	d) TDS Certificate		
	e) Form 16		
	f) Proof of Residence		
	g) Biometric Attendance		

	h)	Signature of Teaching Faculty on the day of inspection.		
	i)	Any staff on Notice Period (not to be considered after submission of resignation.		
10.		Signature of PG students on the day of Inspection.		
11.		Has the details of Students been checked?		
12.		Has the clinical material till <u>the end of the day</u> and patient inflow, as per norms, been checked?		
13.		Has the E-library/Library been checked for Journals/Books and other facilities?		
14.		Have the detailed comments been submitted along with the Inspection Report? (strengths and shortcomings).		
15.		Have the details of the publications as given in the format of the Inspection Proforma been verified?		
16.		Has the <u>list of special cases treated with details in the speciality</u> for the last three years (In case of increase of seats only) been checked?		
17.		Any case of Ragging in the institution in the last one year has been reported?		
18.		Have the Satellite Clinics been checked?		
19.		Have the Publications of Faculty been checked?		
20.		Have the Bio Medical waste details been checked?		
21.		Have the Fire and Safety Certificate been obtained and renewed annually?		
22.		Has the CCTV Camera been checked and found in order?		

