

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

MDS Course
(3 seats)

**ORAL MEDICINE
and
RADIOLOGY**

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>	Issued By:
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	(Provisional / Permanent) (Copy of the latest affiliation to be attached):	
		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

*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	
	Teaching Experience	
	PG Degree (Recognized/Non-Recognized)	
	Subject	
	Mobile No.	
	E-mail Id	
	State Dental Council Registration No.	

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 - 2, Sr. Lecturer - 2
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 -2, Sr. Lecturer - 3
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 Yes/No	Whether qualified to be a PG teacher
Head of the Department	<p align="center">Qualification</p> <p>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 align="center">Minimum Required Teaching Experience</p> <p>One year teaching experience in the speciality as Professor, and shall have to acquire minimum points for publications Publications* (40 points)</p>		
Professor	<p align="center">Qualification</p> <p>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 align="center">Minimum Required Teaching Experience</p> <p>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 align="center">Qualification</p> <p>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 align="center">Minimum Required Teaching Experience</p> <p>Four years teaching experience in the speciality as Senior Lecturer/Assistant Professor and shall have to acquire minimum points for publications</p> <p align="center">Minimum Required Teaching Experience</p> <p>four years of teaching experience in the speciality after post-graduation, and shall have to acquire minimum points for publications Publications* (20 points)</p>		
Lecturer/ Assistant Professor:	<p>A Bachelors Degree in Dental Surgery from an Indian University with Masters in Dental Surgery / Diplomate of National Board recognised by the Government of India on the recommendations of the Council, in the speciality.</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.

10. **STAFF ASSESSMENT FOR PUBLICATIONS:**

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

S.No.	Category	Points
1.	Category I: (1) Journals Indexed to Pubmed – Medline Please see- www.ncbi.nlm.nih.gov/pubmed (2) Journals published by Indian/International Dental Speciality Associations approved by Dental Council of India.	15
	Category II: (1) Medical / Dental Journals published by Government Health Universities awarding dental degree or Govt. Universities awarding dental degree (2) Original Research/Study approved by I.C.M.R/Similar Govt. Bodies (3) Author of Text / Reference Book concerned to respective specialty (4) PhD. or any other similar additional qualification after MDS	10
	Category III: (1) Journals published by Deemed Universities / Dental Institutions / Indian Dental Association (2) Contribution of Chapters in the Text Book	5

Note:-

- 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 will be given equal points and upto a maximum of 6 authors will be considered.
- Maximum of 3 publications would be considered for allotting points in Category III.
- Publication in Tabloids / Souvenirs / Dental News magazines / abstracts of conference proceedings / Letter of acceptance etc. will not be considered for allotment of points.
- 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.

Total Score Required:

For Professor and HOD:	40 marks
Professor:	30 marks
Reader/Associate Professor:	20 marks

11. **CLINICAL WORK LOAD :-**

(i) **Attached General 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: UG _____
**(should be recorded at the end of the OPD hour upto 2 pm)* 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)

Oral Medicine & Radiology

Unit	Starting MDS	2 nd Renewal	3 rd & 4 th Renewal	Recognition
1 st Unit	75	80	90	100
2 nd Unit	110	120	130	130

FOR COLLEGES WITH 100 UG ADMISSIONS
Minimum Requirement (both UG & PG together)

Oral Medicine & Radiology

Unit	Starting MDS	2 nd Renewal	3 rd & 4 th Renewal	Recognition
1 st Unit	100	120	140	150
2 nd Unit	160	170	180	180

12. SPECIALITY DEPARTMENT INFRA STRUCTURE DETAILS:

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

Facility	Area (sq.ft.)	Available	Not Available
Faculty Rooms			
Clinics			
Laboratory Space			
Seminar Room			
Department Library			
PG Common Room			
Preclinical Lab			
Patient Waiting Room			
Total Area (2000 sq.ft.)			

13. LIBRARY DETAILS:

Books	No. of Titles	No. of Books
Central Library (Pertaining to the speciality)		
No. of Books purchased in last 5 years		
Department Library		

Internet/photocopy facilities are available Yes/No

Library Timings _____

Seating Capacity _____

Minimum Requirements:

Central Library (Pertaining to Speciality) – 20 Titles
Department Library – 10 Titles

Journals	International	National
Speciality & Related		
Back Volumes		

Year/month up to which latest Indian Journals available _____
Year/month up to which latest Foreign Journals available _____

Minimum Requirements:

Speciality & Related – 4 - 6 international and 2 - 4 national
Back Volumes – Minimum 3 International Journals for 10 years

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

14. POST GRADUATE ACADEMIC DETAILS:-

Table I (Preclinical):

S. No	Name of the student	Year of study	Attendance	Radiographic Tracings			Age assessment by radiographic method
				Intra Oral	Extra Oral	TMJ	

Minimum requirements for each student

1. Radiographic tracings of all Intra oral and Extra oral radiographs including TMJ : each 2
2. Age assessment by radiographic method: **10 cases**

Table II: Academic Presentation by PG Students

S.No.	Name of the student	Year of study	Attendance	Journal Discussions	Seminars	Interesting Case Recordings	Lectures taken for under graduates

Minimum Requirements for each student:

1. Journal Discussions – 10 per year
2. Seminars – 5 per year
3. Interesting Case Recordings – 5 per year
4. Lectures for undergraduates – 2 per year

Table III:

S. No	Name of the student	Year of study	Attendance	Intra Oral Radiographs	Extra Oral Radiographs	Case History Recordings	FNAC/ Biopsy

Minimum Requirements per student:

1. Intra oral radiographs: 200 per year
2. Extra oral radiographs: 50 per year
3. Case history recordings: 75 cases per year
4. FNAC/ Biopsy: 25 per year

Table IV:

S. No	Name of the student	Year of study	Subject	Posted	Not posted
1.			General Medicine		
2.			General Radiology including C.T, M.R.I etc.		
3.			General Surgery		
4.			Oncology		
5.			Dermatology		
6.			Forensic Medicine		
7.			E.N.T		

Table V: Academic Activity 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 VI: 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. Hostel Facility for PG _____

16. Research Facility: _____

17. Stipend for PG Students _____

18. EQUIPMENTS:-

DEPARTMENT: ORAL MEDICINE AND RADIOLOGY

S. No.	Name	Specification	Quantity		Availability
1.	Dental Chairs and Units	Electrically operated with shadowless lamp, spittoon, 3 way syringe, instrument tray and suction	One chair per post-graduate student and two for faculty per Unit		
			1 Unit	2 Units	
2.	Intra Oral X-ray Machine		1	2	
3.	RVG with intra oral radiography machine (FDA Approved)	55-70 kVp with digital compatibility	1	2	
4.	Extra oral radiography machine	100 kvp	1	1	
5.	Panoramic radiography (OPG) machine with cephalometric and TMJ attachment with printer	Digital compatibility	1	1	
6.	Intra-oral camera		1	2	
7.	Pulp tester		2	4	
8.	Autoclave		1	2	
9.	Punch biopsy tool		2	3	
10.	Biopsy equipment		1	2	
11.	Surgical trolley		2	2	
12.	Emergency medicines kit		1	1	
13.	Extra oral cassettes with intensifying screens (Conventional and rare earth)		4	6	
14.	Lead screens		2	2	
15.	Lead aprons		2	2	
16.	Lead gloves		2	2	
17.	Radiographic filters (Conventional and rare earth)		1	1	
18.	Dark room with safe light facility		1	1	
19.	Automatic radiographic film processors		2	2	

20	Radiographic film storage lead containers		1	1	
21	Thyroid collars		1	2	
22	Digital sphygmomanometer		1	1	
23	Digital blood glucose tester		1	1	
24	Digital camera		1	1	
25	X-ray viewer boxes		2	3	
26	Lacrimal probes		2 sets	2 Sets	
27	Sialography cannula		2 sets	2 Sets	
28	Illuminated mouth mirror and probe		2	2	
29	Computer with internet connection with attached printer and scanner		1	1	
30	CBCT	Optional	1	1	
31	LCD projector		1	1	
32	Refrigerator		1	1	

19. **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 <u>signed by both the inspectors?</u>		
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 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/MCI norms and the updated registration certificate from respective State Councils attached?		
7.	Medical College / Hospital Attached		
	a) MCI Approved / 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 format enclosed?		
9.	Have the Dental and Medical faculty been checked for the following?		
	a) Appointment		
	b) Affidavit		
	c) Teaching experience		
	d) Relieving certificates from the previous institutions		
	e) TDS Certificate		
	f) Form 16		
	g) Proof of Residence		
	h) Aadhaar Card		
	i) Biometric Attendance		
	j) Signature of Teaching Faculty on both days of inspection.		

	k)	Any staff on Notice Period (not to be considered after submission of resignation).		
10.		Signature of PG students on both days of Inspection.		
11.		Has the details of Students been checked?		
12.		Has the clinical material 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?		