

Accreditation-2019



QUALITY ASSURANCE STANDARDS of Kerala University of Health Sciences, Thrissur



QAS

A KUHS – SAMAGRAM Initiative

KERALA UNIVERSITY OF HEALTH SCIENCES THRISSUR



Quality Assurance Standards *for* KUHS Accreditation Programme-2019

A KUHS – SAMAGRAM Initiative



MESSAGE FROM VICE CHANCELLOR

I am pleased to note that a publication titled 'KUHS - Quality Assurance Standards' has been compiled. This Handbook contains the essential data regarding the Quality Assurance Standards guidelines and Criteria for Institutions affiliated to the University. It is hoped that this publication will be useful to the Affiliated Institutions and all those who wish to know more about Quality Assurance Standards for Health Science Education System of Kerala.

My best wishes for the endeavour and the team who helped in its preparation.

A handwritten signature in dark ink, consisting of stylized, cursive letters.

Prof. [Dr] MKC Nair
Vice Chancellor

Kerala University of Health Sciences



MESSAGE FROM PRO-VICE CHANCELLOR

Accreditation is the basis of Quality Assurance, which in turn is the stepping-stone towards excellence. KUHS is in the process of initiating steps to ensure quality in its affiliated institutions in a transparent manner. I hope that this publication will go a long way in realising this goal. My best wishes to the team of experts who worked relentlessly in this process.

A handwritten signature in blue ink, appearing to read 'A. Nalinakshan', with a stylized flourish at the end.

Dr. A. Nalinakshan
Pro-Vice Chancellor
Kerala University of Health Sciences



MESSAGE FROM REGISTRAR

Quality Assurance is essential for optimal delivery of Services in the Academic Sector. This publication, titled 'KUHS - Quality Assurance Standards' is a humble effort towards this end. I place on record my sincere appreciation to all the Expert Committee members who promptly responded to our request by providing the data required and the team who worked in processing the same after a series of deliberations.

A handwritten signature in purple ink, appearing to read 'Mangalam', with a stylized flourish at the end.

Dr. M.K. Mangalam
Registrar

Kerala University of Health Sciences



MESSAGE FROM PROF. KARTHIKEYA K VARMA MS, FRACS

When I was asked by my friend Prof. M.K.C. Nair, Vice-Chancellor of Kerala University of Health Sciences, to chair a committee to chart out standards of quality of Medical Colleges under the university, I was elated because the move by a large University of taking such unique step in quality was very welcome.

Quality is the by-word for any process or institution. As I have always said in many of the lectures that I give on the subject, there are three things in life that have no upper limit- Quality, Charity and Affection. Therefore, it appeared to me that the University was doing the correct thing in putting down standards for one of its most important areas of interest, namely medical education. This move by the medical university will certainly be a monumental step in the right direction, what with erosion of quality likely to happen when the number of institutions multiply. However, this cannot be considered as a onetime venture as quality is dependent on continual improvement. I am sure that many if not all other universities will consider this as a model to be emulated.

I compliment the University and in particular the VC, Prof. M.K.C.Nair, for venturing into this very important field and am sure that under his leadership, the voyage will succeed.

A handwritten signature in blue ink, appearing to read 'K. Karthikeya Varma'. The signature is fluid and cursive, with a long horizontal stroke at the end.

K.Karthikeya Varma,
Director, Aster MIMS Research

Preface

Quality Assurance is an all-encompassing process covering all systems and processes in the academic scenario. The main beneficiaries of QA Systems are the stakeholders, namely students and the society at large.

KUHS is making giant strides in the field of quality assurance in its areas of functioning. The production of these guidelines is the first step towards a comprehensive Quality Assurance Program. Professor Dr. K. Karthikeya Varma, the doyen of Quality Assurance Systems in the Health Care Sector, headed the Committee, which formulated the guidelines under ten major domains, and former Principal of Government Medical College, Kozhikode, ably assisted by a team of Principals of NAAC accredited institutions, NABH expert and an expert with experience in NAAC Accreditation Processes. These guidelines have undergone detailed scrutiny and are expected to serve as the basis for the KUHS Accreditation Program which is being implemented in earnest.

I thank the Hon'ble Vice Chancellor Prof. Dr. M K C Nair, DSc, and the Quality Assurance Guidelines Formulation Committee members headed by Prof. Dr. K. Karthikeya Varma, the Pro-Vice Chancellor Prof. Dr. A. Nalinakshan, Registrar Prof. Dr. M K Mangalam and other Statutory Officers of the university who worked in the background in producing these guidelines and also the KUHS staff who worked in the background.



Dr. V.V. Unnikrishnan
Dean [Academic]

KUHS Quality Assurance Guidelines Formulation Committee Members

Prof. Dr. M K C Nair (Vice Chancellor)

Prof. Dr. A. Nalinakshan (Pro Vice Chancellor)

Prof. Dr. M K Mangalam (Registrar)

Prof. Dr. C P Vijayan (Controller of Examinaitaions)

Prof. Dr. K. Karthikeya Varma (Chairman)

Prof. Dr. T. Sajeevan

Prof. Dr. Assuma Beevi

Prof. Dr. Beena KV

Dr. Anoop K R

Prof. M P Rajan

Dr. M G Sivadas

Prof. Dr. G S Harikumaran Nair (Dean Research)

Prof. Dr. A K Manoj Kumar (Dean Student Affairs)

Prof. Dr. V V Unnikrishnan (Dean Academic & Convenor)

KUHS-QUALITY ASSURANCE STANDARDS (QAS)

Guidelines and Criteria for Affiliated Institutions

1. There will be 10 Key areas
2. Under each Key area there will be five standards
3. Under each standard there will be 5 to 10 Measurable indicators
4. Score for each Measurable Indicators is 2 or 1 points as the case may be
5. Scoring will be 2-1-0 OR 1-0.5-0
6. Academic year need to be defined and specified and score for each year to be displayed (once in three years)

Reference Number	Key Areas	Standards		Weightage
I	INFRASTRUCTURE FACILITIES	1	College & Hospital system	200
		2	Building and Land(As per KUHS Norms)	
		3	Library Facilities	
		4	Sports and Cultural Facilities	
		5	Hostel facilities	
II	TEACHER PROFILE AND TEACHING LEARNING	1	Teacher Profile	200
		2	Teaching Methodology	
		3	Learning applications	
		4	Students assessment	
		5	Student Assessment process	
III	CURRICULUM IMPLEMENTATION MONITORING	1	Syllabus of the University	100
		2	Curriculum frame work	
		3	Curriculum Enrichment Measures	
		4	Academic Monitoring Cell	
		5	Feedback on syllabus and Curriculum	
IV	QUALITY ASSURANCE SYSTEM	1	Quality assurance unit	100
		2	Audit system	
		3	Examination	
		4	Employees & students	
		5	Quality Indicators	
V	RESEARCH ENABLING ENVIRONMENT	1	Administrative Frame work	100
		2	Research Support Services	

		3	Research collaborations	
		4	Research Grants	
		5	Research Achievements	
VI	OUT REACH PROGRAMMES	1	Community extension activities	100
		2	Type of services	
		3	Laision with LSG	
		4	Collaborative activities with NGOs	
		5	Collaborative activities with Government Agencies	
VII	STUDENT SUPPORT AND GUIDANCE PROGRAMME	1	SSGP UNIT	50
		2	Scholarships & Freeships	
		3	Grievance Redressal	
		4	Career Guidance & Career progression	
		5	Alumni Association	
VIII	INSTITUTIONAL GOVERNANCE	1	Documented Strategic plan	50
		2	Institutional Councils & Hospitals Shared Governance	
		3	Administrative /HR Policies	
		4	Budget and Audit Report	
		5	Employee Accountability Framework& Documentation and Tracking System	
IX	INNOVATION AND BEST PRACTICES	1	Innovations	50
		2	Best practices	
		3	Environment friendly projects	
		4	Energy conservation projects	
		5	Special projects	
X	FEEDBACK IMPLEMENTATION PROCESS	1	Feedback Implementation committee and policy& processes	50
		2	Listing of suggestions category wise	
		3	prioritising the suggestions	
		4	preparation of Action plan with timeline	
		5	Adherence to Action plan	
	Total			1000

Key Areas & Standards				Verifiable Indicators		Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
						Y	N	P				
Key Area	I INFRASTRUCTURE FACILITIES									200		
Standard	1.1		College and Hospital System (As per KUHS norms)							40		
Measurable Indicators	1.1.1	1	Bed strength	According to KUHS Norms as stated in Minimum standard requirement								
	1.1.2	2	Bed occupancy	According to KUHS Norms as stated in Minimum standard requirement								
	1.1.3	3	Adequate clinical and allied staff	According to KUHS Norms as stated in Minimum standard requirement and the respective statutory council								

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	1.1.4	4	Clinical facilities	According to KUHS Norms as stated in Minimum standard requirement and the respective statutory council							
	1.1.5	5	Support facilities Blood	1. Well-functioning support facilities as per statute of the state government 2. Is it Accredited by any accrediting body 3. Laundry/ dietary department/ transport/ Mortuary or cold storage/Cleaning and allied staff department							
	1.1.6	6	Bank/Blood Storage Unit	1. Well functioning blood bank as per statute of the state government 2. Is it Accredited by any accrediting body							
	1.1.7	7	Student patient ratio for a period of not less than 6 months	According to KUHS Norms as stated in Minimum standard requirement and the respective statutory council							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
	1.1.8	8	Hospital Information System/ Electronic Medical Records/HER	1. EMR/HER 2. Management software 3. HIS 4. Training for new employees 5. Periodic training for employees on new development and changes 5. Local Area Networking 6. Cyber security implemented 7. Confidentiality measures taken on patient records							
	1.1.9	9	Hospital Safety Management	1. Fire and safety protocols 2. Presence of training for employees on fire and safety 3. Adequate number of extinguishers 4. Mock drills conducted at least once in a year 5. Properly labeled exit 6 well marked assembling areas							
	1.1.10	10	Biomedical Waste Management	1. Certificate of Pollution Control board 2. Presence of Sewage treatment plant 3. Waste collection and disposal based on BMW standards							

Key Areas & Standards			Verifiable Indicators		Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	1.2		College Building and Land(As per KUHS Norms)						40		
Measuarable Indicators	1.2.1	1	Approved building with Local Self Government Number	1. Approved plan 2. Adequate Plinth area as specified by KUHS/ Statutory Council 3. Location Map 4. Legal document showing tax paid certificate							
	1.2.2	2	Pollution Control Board certification	Presence of PCB Certificate							
	1.2.3	3	Built in area	According to statutory council/ KUHS							
	1.2.4	4	Water/ electricity facility	1. Continuous supply of safe water supply 2. Periodic checking of water for safety 3. Uninterrupted supply of electricity 4. Solar utilization 5 conservation of energy through various means (solar/ led etc)							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	1.2.5	5	Transport facility	Possess adequate number of transport facility according to the number of users							
	1.2.6	6	Recreation facility	1. Physical education facility- indoor and out facility 2. Assigned faculty for looking after such activities 3. Picnic and retreat arranged for employees and students							
	1.2.7	7	Canteen facility	1. Subsidized canteen available 2. Canteen employees undergo regular medical check-up 3. Biogas facility for food waste							
	1.2.8	8	Common rooms for boys and girls	1. Common room for girls with wash room facility 2. Common room for girls with wash room facility							
	1.2.9	9	Adequate toilet facilities	1. Adequate Number of toilet facility according to the number of students 2. Separate toilet facility for girls and boys 3. Separate facility for faculty/ employees (male and female)							
	1.2.10	10	Stationery facilities	Stationary shop with required articles for students and staff present							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	1.3		Library Facilities						40		
Measurable Indicators	1.3.1	1	Automated library	1. Library is automated 2. Lending and borrowing facility digitalized 3. Presence of reference only materials							
	1.3.2	2	Plinth area as per KUHS Norms	Space sufficient as per KUHS norms							
	1.3.3	3	Number of books, periodicals, journals as per KUHS Norms	Adequate number of books/ journals and periodicals as KUHS MSR							
	1.3.4	4	e- journals	Number of E-journals							
	1.3.5	5	Internet facility and Availability of software (eg: Plagiarism)	1. Online search facility is available 2. Number of online journals adequate according to the courses conducted							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	1.3.6	6	Photocopier facility	Printing and photocopying facility available							
	1.3.7	7	Book/ journal borrowing system	Evidence for borrowing books and journals							
	1.3.8	8	Gate Register	1. Gate register maintained 2. Cumulative monthly report of users of library maintained							
	1.3.9	9	CDs and e-learning facility	Present							
	1.3.10	10	10% reference books	Present							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	1.4		Sports and Cultural Facilities						40		
Measurable Indicators	1.4.1	1	Physical Facilities for Sports (Indoor and Outdoor)	1. Physical education facility- indoor and out facility (stadium/ ground)							
	1.4.2	2	Logistics (sports items/ jersey)	1. Separate room for student union and sports materials like presence of college jersey, equipment like shot put/ javalin/ skipping rope/ Foot ball/ cricket ball and bats/ badminton facilities etc and indoor game items							
	1.4.3	3	Training available with an assigned trainer/coach	1. Minimum one faculty may be assigned as in charge of sports and games 2. Conducts inter college sports and games activities annually							
	1.4.4	4	Student Participation in Sports (minimum 5%)	Number of students participated in the college annual sports and games meet							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
				Y	N	P				
	1.4.5	5	Medals in sports events (KUHS/State/National)	Any types of medals or awards obtained for sports and games from KUHS/State or National level						
	1.4.6	6	Physical facilities for cultural activities (auditorium)	1. Is there any auditorium/ amphi theatre or such facilities for conducting such activities 2. Shared facilities in the campus also can be counted						
	1.4.7	7	Student participation in cultural events (min 5%)	Number of students participated in cultural events of the college and other places						
	1.4.8	8	Achievements in Cultural events	Any awards or medals for cultural events						
	1.4.9	9	Medals in cultural events (KUHS/State/National)	Any types of medals or awards obtained for cultural items from KUHS/State or National level						
	1.4.10	10	Hosting of Cultural/Sports events	Any events of importance hosted by the institution						

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	1.5		Hostel						40		
Measuarable Indicators	1.5.1	1	Building as per KUHS Norms	Hostel facility provided as per KUHS norms							
	1.5.2	2	Separate hostel for men and women	Is there separate hostel for men and women							
	1.5.3	3	Housekeeping facilities as per norms	1. Adequate house keeping facility provided 2. At least one sweeper per floor							
	1.5.4	4	Water/ electricity facilities	1. Adequate and continuous facility for water and electricity 2. Whether water safety ensured through purification system and periodic testing							
	1.5.5	5	Generators for contingencies	Is there any alternate system for power failure							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	1.5.6	6	Sick room and health care facility	1. Sick rooms available for inmates of hostel 2. Is sick room has facility for wash rooms 3. is there adequate furniture for the sick room 4. is there facility for sick students to get nutritious diet							
	1.5.7	7	Student dining facility	1. Adequate physical space 2. Adequate seating arrangements 3. adequate waste disposal facility 4. Safe and clean drinking water facility 5. Explicitively clean and cleaning facility and food is served hygienically							
	1.5.8	8	Quality control (food and water)	1. Food safety ensured through periodic checking 2. Medical check up record of people handling food							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	1.5.9	9	Recreation facility	1. Adequate facility for recreation for students 2. Indoor games like table tennis/ caroms etc							
	1.5.10	10	Hostel Management Committee	1. A well functioning hostel management committee for maintaining discipline/ rules and regulation 2. Planned and approved menus 3. Round the clock employees to look after day to day affairs 4. Live register of inmates 5. Out pass and home pass register 6. Routine roll call register 7. Rules and regulations for inmates on study time and visitors							

Key Areas & Standards			Verifiable Indicators		Compliance			Score	Weightage	Methdology (SI/PI/RR/O B)	Remark
					Y	N	P				
Key Area	II		TEACHER PROFILE AND TEACHING LEARNING						200		
Standard	2.1		Teacher Profile						40		
Measuarable Indicators	2.1.1	1	80% faculty available as per KUHS Norms	faculty available divided by total faculty as per norms X100							
	2.1.2	2	80% post graduate faculty	Total PG faculty divided by Total faculty X100							
	2.1.3	3	10% Doctoral/M.Phil faculty	Total PhD or Mphil faculty divided by total faculty X100							
	2.1.4	4	Faculty representation in KUHS Academic Bodies	A, Total Faculty having representation divided by total faculty x100 B. Appointment letters ,C.attendance certificates							
	2.1.5	5	Teachers' participation in University examination works	A, Total Faculty qualified for exam related work divided by total faculty x100, B. Appointment letters C, attendance certificates							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
				Y	N	P				
	2.1.6	6	Teachers' participation in KUHS Inspection for Affiliation and Scrutiny	A.Total faculty appointed as inspectors divided by total faculty X100 B.Training attendance C.Appointment orders						
	2.1.7	7	Teachers guiding student projects	Teachers qualified as guides divided by total faculty x100,Names in approved guidelist						
	2.1.8	8	Teachers attending career progression/refresher courses/orientation courses/continuing education programs of KUHS and other organizations	Total programs attended by all faculty in an academic year under each category,Average number of programs attended by each faculty						
	2.1.9	9	Paper presentation for Conferences and Seminars	Percentage of faculty presented Scientific papers at conferences,Conference brochures,certificate						
	2.1.10	10	Faculty as Resource Person	Invitation letter,certificate						

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	2.2		Teaching Methodology						40		
Measurable Indicators	2.2.1	1	80% of teachers using Information and Communication Technology (ICT) tools in teaching learning (percentage must be calculated with total number of teachers)	Teachers using ICT enabled lecturers divided by total faculty X 100, ICT used teaching material,							
	2.2.2	2	10% of teachers using Problem Based Learning (PBL)/Competency Based Learning	Teachers using PBL divided by total no: of teachers X 100, PBL materials available							
	2.2.3	3	10% of teachers using Self Directed Learning (SDL)/Peer teaching/reflective learning	Teachers using SDL or PT or RL divided by total no: of teachers X 100, Course material available							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	2.2.4	4	10% of teachers using Simulation based teaching	Teachers using Simulation divided by total facultyx100,simulation traing attendance,course material available							
	2.2.5	5	Proper and timely Conduct of internal evaluation (prepared schedules and adherence)	Academic calender,timetable reflecting IA,Attendance register showing IA,							
	2.2.6	6	Student Centric Learning Enhancement methods	Library timing,Availability of internet and wi fi in campus,special programs for slow and advaced learners							
	2.2.7	7	Patient-Evidence based learning	Report on evidences generated through research,journal club to discuss evidences,practice of EBL in clinical set up							
	2.2.8	8	Project-based learning	Student project per student,copy available for reference							
	2.2.9	9	Problem solving methodology	availability of course content using problem solving methodology							
	2.2.10	10	Role-play learning	Number of courses using Role play,Evidences for conduction eg.Script							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	2.3		Learning Application						40		
Measurable Indicators	2.3.1	1	Time bound student feedback on theory and practical teaching and on assignments to students (within 5 days of submission of assignment)	Academic policy manual,corrected Assignments with feedback and date							
	2.3.2	2	Pass percentage per year (more than 50%)	No: of students passed divided by number appeared							
	2.3.3	3	No of working days per year excluding examination, study leave, holidays as per University norms.(minimum 220 days)	Academic calender,policies for compensating lost days,							
	2.3.4	4	Only < 2%of drop outs from course	Permanent register,University convocation list							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	2.3.5	5	Special programs for advanced learners	Program outline and content, Schedule for implementing special programs, feedback from advanced student							
	2.3.6	6	Peer/participatory learning	Evidences on peer/participatory teaching, Schedules, attendance, feedback							
	2.3.7	7	Self learning	Library gate register, additional reading material given by teachers							
	2.3.8	8	Presentations in seminar /journal club	program Schedules, reflection in timetable, presentation content file							
	2.3.9	9	Debates /quizzes	documents related to quiz/debate participation, No: of courses using these strategies							
	2.3.10	10	Journaling /Posters	No: of courses using the strategy, sample student document available							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	2.4		Student Assessment						40		
Measurable Indicators	2.4.1	1	Minimum 3 sessional exam	Academic calender, Exam timetable, attendance register, notice to students							
	2.4.2	2	Model Examination	Academic calender, Exam timetable, attendance register, notice to students							
	2.4.3	3	Clinical Evaluation	Policy manual, evaluation form, clinical plan reflecting evaluation schedule							
	2.4.4	4	OSCE/OSPE	No: of courses using OSCE/OSPE: Scenarios and evaluation methods available							
	2.4.5	5	Question bank for each subject	Department library/Main library Question file							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	2.4.6	6	Assignment as per KUHS Syllabus	Student log book, Assignment files, student feedback							
	2.4.7	7	Post Examination Evaluation	Documents on Question paper analysis							
	2.4.8	8	Pass percentage	Total Students passed divided by total appeared X 100							
	2.4.9	9	Examination automated process	Policy manual as per KUHS available to all in exam office							
	2.4.10	10	Adherence to KUHS Examination Manual	Documents related to exam conduction, maintenance of exam office-infra structure and logistics							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	2.5		Student Assessment Process						40		
Measurable Indicators	2.5.1	1	Exam scrutiny cell	Office space,Scrutiny committee, Terms of reference of committee							
	2.5.2	2	Schedule of examinations	Time tables prepared, policy for information to students, Academic calendar							
	2.5.3	3	Internal Examination policy and process	Examination policy manual, IA register							
	2.5.4	4	Internal examination question paper design on par with University Regulations	Question paper file for each subject							
	2.5.5	5	Students' attendance monitoring system	Daily attendance, Subject attendance, monthly feedback to students							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	2.5.6	6	Transcript Generation and maintenance	Approved transcript form, Policy for issuing transcript							
	2.5.7	7	Assignment feedback on time	Policy on feedback							
	2.5.8	8	Transparent system of internal examination	IA conduction policy manual							
	2.5.9	9	Declaration of internal examination result within 7 working days	IA conduction policy manual							
	2.5.10	10	Outcome analysis	Exam Scrutiny committee, Analysis and presentation of result by concerned faculty							

Key Areas &Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Key Area	III		CURRICULUM IMPLEMENTATION MONITORING						100		
Standard	3.1		Syllabus of the University						20		
Measuarable Indicators	3.1.1	1	Syllabus of university followed	1. Syllabus of the university made available to faculty and students- (copy of the same is available for reference in the library) 2. Comprehensive coverage of KUHS syllabus in theory and practicals as evidenced by master plan and academic calendar 3. Timely completion of topics in theory and completion of lab and clinical practice							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	3.1.2	2	Mechanism to identify slow learners and advance learners (GAP Test, Induction)	1. Report of slow learners 2. Documents on observation of students behaviour In the class room 3. Case study of the student 4. Scholastic test result 5. Personality test result 6. Intelligence test 7. Psychometric analysis and psychological tests 8. Teacher made study materials/ handout/ audiovisual aids/ graphic displays for slow learners, 9. Record of the progress of the slow learner(s) to track the development of the learner.							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	3.1.3	3	Measures practiced to tackle the needs (Bridge course, tutorials)	1. Documents on bridge course for improving learning 2. time table for tutorials 3. Documents/ report on tutorials 4. Report on achievements/ improvements							
	3.1.4	4	Special projects and initiatives for advanced learners	1. Report on advance learners 2. Documents pertaining to special programme implementation for advance learners and its outcome 3. Record of courses given and the achievements made by advance learners							
	3.1.5	5	Add on courses /Value added	1. Number of add on courses 2. Syllabus of add on courses 3. Time table or schedule of classes of add on courses 4. Certification given to students on these add on courses							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	3.2		Curriculum Frame Work						20		
Measuarable Indicators	3.2.1	1	Curriculum Delivery document	1. Core competencies are prescribed in the framework 2. Intended outcome of the programme are specified and communicated to students							
	3.2.2	2	Curriculum delivery plan- Adherence to Academic calendar, Master plan, unit plan, lesson plan, time table with assigned faculty	1. Availability of written academic calendar 2. Documents like master plan, unit plan, lesson plan, time table and examination (unit and sessional) is in par with academic calendar 3. Time table gives the assigned faculty and their number of actual teaching hours 4. Number of teaching hours are in par with the time table							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	3.2.3	3	Work assignment (Theory, clinical, lab, weekly work plan)	1. Well written work assignment documents maintained by each faculty, that include teaching , clinical and other appointments including university works							
	3.2.4	4	Program/ Course outcome statements specified .	1. Core competencies written and exhibited in the website 2. Intended outcome specified for each course and displayed in the website							
	3.2.5	5	Curriculum Monitoring Comm	1. A very well-functioning curriculum committee with adequate number of faculty from each specialty 2. Presence of student representative in the committee 3. Appointment of programme coordinators for each programme 4. Periodic reports of the programme coordinators 5. Minutes and Action taken report of curriculum committee meetings							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	3.3		Curriculum Enrichment Measures						20		
Measurable Indicators	3.3.1	1	Add on courses	1. The suitability of add on courses planned (whether it helps improving employability of graduates) 2. Well framed syllabus/ academic plan 3. Do they have adequate and efficient faculty to handle the course?							
	3.3.2	2	Value Added Courses	1. Do Value added course enrich humanity 2. Is it enrich graduates in societal norms 3. Is the course suitable							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	3.3.3	3	Curriculum Planning Workshop	1. Minimum one workshop /conference/ symposium of curriculum development or teaching methodology with newer trends							
	3.3.4	4	External Experts invited.	1. Minimum 3 external experts invited to have discussions on curriculum development							
	3.3.5	5	Innovation /publications	minimum 2 publications on curriculum/ teaching strategy/ evaluation/student assessment in indexed or non-indexed publications							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	3.4		Academic Monitoring Cell						20		
Measurable Indicators	3.4.1	1	Academic monitoring cell	1. Well-functioning academic monitoring cell with a senior faculty assigned as in charge of the academic monitoring cell 2. Assess the functioning with KUHS hand book on academic monitoring cell 3. All programme coordinators are members of the academic monitoring cell							
	3.4.2	2	Minutes of the Committee Meeting and Corrective Action.	Minutes of all meetings along with ATR for each minutes with a minimum of 3 meetings per year							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	3.4.3	3	Regular updating of various curriculum plans	1. Curriculum plans have adequate flexibility to meet contingencies 2. Curriculum plans reflect changes and advancement in pedagogy							
	3.4.4	4	Availability of curriculum framework	1. Well- planned and written curriculum framework depicting vision, mission and philosophy of the institution and the government and societal requirement suitable local needs							
	3.4.5	5	UG/PG Program Monitoring Committee	1. Separate UG and PG coordinators and their reports of the courses							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	3.5		Feedback on Syllabus and Curriculum								
Measurable Indicators	3.5.1	1	Student	1. Continuous feedback taken from students after each year and also from outgoing students 2. evidence for corrective measures if found suitable							
	3.5.2	2	Faculty –Internal/External	1. Periodic feedback from faculty who are handling each course 2. Evidence for corrective measures							
	3.5.3	3	Alumni	1. Annual feedback from alumni to get their response about programme they underwent 2. Report of suitable action taken							
	3.5.4	4	Employer/Hospital	1. Periodic feedback from employers 2. Report of recommendations and action taken report							
	3.5.5	5	PTA	1. Periodic feedback from parents 2. Report of recommendations and action taken report							

Key Areas &Standards				Verifiable Indicators	Compliance			Score	Weightage	Methdology (SI/PI/RR/O B)	Remark
					Y	N	P				
Key Area	IV		QUALITY ASSURANCE SYSTEM						100		
Standard	4.1		Quality Assurance Unit						20		
Measuarable Indicators	4.1.1		Institutional Quality Assurance Unit	Office proceedings on institutional quality assurance unit and evidence on its functionality							
	4.1.2		Accreditation by other agencies	documentation on accreditation by NABH,ISO,NABL,NQAS,KASH,JCI,LAQSHYA							
	4.1.3		Quality policy with objectives	document on quality policy and objective							
	4.1.4		Workshops and conferences/ seminars by quality assurance cell for employees	document on the conduct of workshop,conference and seminar on quality for employees							
	4.1.5		Training and traning calendar	records on training on various aspects of quality for students & employees and its training claendar for respective year in advance							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	4.2		Audit System						20		
Measurable Indicators	4.2.1	1	Internal Academic Audit	existence of internal academic audit system and its relevant records							
	4.2.2	2	Internal Administrative Audit	existence of internal administrative audit system and its relevant records							
	4.2.3	3	External Academic Audit	existence of external academic audit system and its relevant records							
	4.2.4	4	External Administrative Audit	existence of external administrative audit system and its relevant records							
	4.2.5	5	Transparent Remuneration system	Document on quarterly internal audit on the remuneration system by finance committee and action there upon							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	4.3		Employees						20		
Measurable Indicators	4.3.1	1	Employees Satisfaction Survey	availability of employees satisfaction form .Document on employees satisfaction survey and its score							
	4.3.2	2	Corrective action based on survey for faculty & employees	document on corrective action and the document on implementation							
	4.3.3	3	Annual Health Check Up	Health check up records							
	4.3.4	4	Immunisation for employees	Immunisation records on inj. Hepatitis B and Inj Tetanus Toxoid.Hepatitis B titre record in relevant cases							
	4.3.5	5	Employees Welfare Schemes	Availability of Employees Welfare Schemes both statutory and non statutory as mention in the guideline							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	4.3.6	6	Credentialing of employee qualification	document on credentialing as per jobs specification and the relevant certificates to support							
	4.3.7	7	Privileging of employees	document on privileging							
	4.3.8	8	Health Insurance	evidence for health insurance scheme for students, employees and faculty							
	4.3.9	9	Recreational facilities for faculty and employees	physical evidence for both indoor and outdoor recreation facility							
	4.3.10	10	Subsidized canteen facility	document on the subsidized rate and its implementation							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	4.4		Students						20		
Measurable Indicators	4.4.1	1	Student Satisfaction Survey	availability of student satisfaction form .Document on student satisfaction survey and its score							
	4.4.2	2	Annual Health Check Up	Health check up records							
	4.4.3	3	Immunization for students	Immunisation records on inj. Hepatitis B and Inj Tetanus Toxoid. Hepatitis B titre record in relevant cases							
	4.4.4	4	Health Insurance	evidence for health insurance scheme for students, employees and faculty							
	4.4.5	5	Corrective action based on survey for students	document on corrective action and the document on implementation							
	4.4.6	6	Subsidized canteen facility	document on the subsidized rate and its implementation							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	4.4.7	7	%of students sensitized on Quality assurance	training records.Line list of all students							
	4.4.8	8	80% of students in trained in quality related tools	training records on quality related tools							
	4.4.9	9	Participation of students in quality committee/ internal quality assessment	document on quality committee members and evidence for participation in the internal quality assessment .Evidence for training on internal assessment							
	4.4.10	10	Quality projects by students.	evidence for quality projects							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	4.5		Quality Indicators						20		
Measurable Indicators	4.5.1	1	Bed occupancy rate	patient bed days* 100/functional beds*days in month							
	4.5.2	2	Average length of stay	patient beddays/total number of discharges							
	4.5.3	3	Number of OP/IP Per month	number of outpatients perday* number of days in a month and number of IP as per daily census *number of days in a month							
	4.5.4	4	HAI surveillance indicators	surgical site infection rate,bloodstream infection rate,UTI rate,VAP rate							
	4.5.5	5	Staff Attrition rate	staff left the organisation /total staff in the category							
	4.5.6	6	Library Utilization Index	average time spent in the library by students							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	4.5.7	7	Students satisfaction score	average score for the parameters in the survey form							
	4.5.8	8	Employees satisfaction score	average score for the parameters in the survey form							
	4.5.9	9	Number of CC/MC meeting conducted against planned	Number of CC/MC meeting conducted against planned							
	4.5.10	10	% of performance appraisal done	performance appraisal done by total number of staff in that category							

Key Areas & Standards			Verifiable Indicators		Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Key Area	V		RESEARCH ENABLING ENVIRONMENT						100		
Standard	5.1		Administrative Frame work						20		
Measurable Indicators	5.1.1	1	Research policy	Written policy for research is in place with vision, mission, philosophy and strategic plan							
	5.1.2	2	Institutional Scientific Research Committee	1. Well functioning scientific research committee(SRC) 2. Policy manual for the functioning of the SRC							
	5.1.3	3	Minutes of the Meeting.	Minutes of meeting well documented							
	5.1.4	4	Action taken report	ATR properly maintained							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
	5.1.5	5	Institutional registered ethics committee	1. Ethics committee for the institution present as ICMR guidelines 2. One ethics committee is enough for a major institution with multiple colleges under one management 3. Rules and regulations of ethics committee present Report of committee maintained well 4. Has well defined protocol for the functioning of ethics committee							
	5.1.6	6	Meeting frequency and its minutes	MOM of ethic committee							
	5.1.7	7	Research manpower	1. Designated members as per ICMR guidelines to handle the work of ethics committee 2. Member secretary had training on ethics/ bioethics							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
	5.1.8	8	Research logistics	Adequate infrastructure including separate space/ computer/ internet/ adequate storage facility/ facility for sending hard copies if required							
	5.1.9	9	Budgetary allocation for research	1. Is there is separate budgetary allocation for ethics committee 2. Is students are levied fees for scrutiny of ethics committee							
	5.1.10	10	Research Day Celebration	1. Is the institute celebrate research days 2. Is there any programme for research presentation 3. Is there any journal club discussing only research articles							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	5.2		Research Support Services						20		
Measurable Indicators	5.2.1	1	Research Advisory Committee	1. Presence of research advisory committee 2. Is there any Ph.D holders present in this committee							
	5.2.2	2	Minimum 1 publication per faculty per year in peer reviewed/indexed/ KUHS journals	Number of publication from the college							
	5.2.3	3	50% of UG Projects published in last one year	1. How many UG projects are published per year. 2. what measures are taken to promote publication of UG prjects.							
	5.2.4	4	80% of PG Dissertation published in last one year	How many PG publications are done per year?							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
	5.2.5	5	40% faculty available as PG/UG guides	Number of faculty eligible to be PG/UG guides							
	5.2.6	6	5% faculty available as PhD guides	Number of Ph.D faculty							
	5.2.7	7	Approved research centres of KUHS	1. Is it an approved Research centre of KUHS 2. IS there any documents for proof							
	5.2.8	8	Research Methodology	Workshop conducted on research methodology							
	5.2.9	9	Grant Proposal Writing Workshop	1. How grants are obtained? Or How many have been submitted for grant 2. Any grant proposal have been written by the institute							
	5.2.10	10	Evidence for utilization of Res	1. Is there any documents precisely maintained about grants and its utilization 2. Whether the funds are audited?							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	5.3		Research Collaborations						20		
Measurable Indicators	5.3.1	1	Stakeholders are registered	1. Is there any registration for research unit? How many members are registered with research societies or institutions 3. How many faculty are registered for Ph.D							
	5.3.2	2	Inter institutional /inter university collaboration	1.Is there any MOU signed? 2. How much work has been shared or live with MOU							
	5.3.3	3	National/ International stakeholders	Is there any National/ international collaborators for research							
	5.3.4	4	Stakeholders' involvement (Stakeholders Management, Administration)	Is there any seed money provided by stake holders for research							
	5.3.5	5	National linkages and MoUs for collaborative research activities	Is there any National organizations like ICMR, DST, SERB, NRSI conduct research in collaboration with institute							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
				Y	N	P				
Standard	5.4		Research Grants					20		
Measurable Indicators	5.4.1	1	Intramural Grants received	Number of intramural grants received						
	5.4.2	2	Extramural grants received	Number of extra mural grant received						
	5.4.3	3	Fellowship awarded	Number of fellowship awarded to faculty						
	5.4.4	4	Minimum 5 research proposals submitted for grants.	Presence of documentary evidence						
	5.4.5	5	Audited statements	Audited statements of fund utilized / grants obtained						

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
				Y	N	P				
Standard	5.5		Research Achievements					10		
Measurable Indicators	5.5.1	1	Institutional Awards	Any one got awards from institute						
	5.5.2	2	Institutional incentive	Number of faculty got research incentives						
	5.5.3	3	University Awards	Number of faculty got university awards						
	5.5.4	4	Institutional specific journal	Is there any publication of journal from the institute						
	5.5.5	5	Patents /copyright	Is there any faculty obtained patent or copy right for any research material or invention						

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Key Area	VI		OUT REACH PROGRAMMES						100		
Standard	6.1		Community Extension Activities						20		
Measurable Indicators	6.1.1	1	Adoption of community block with designated service projects	1. Infrastructure for community service, 2. Brochures showing services, 3. Human resources available, 4. Document verification related to service provided, 5. Collaborative activities with LSG							
	6.1.2	2	Functional NSS unit	Status of registration, Activities conducted per year, Report registers							
	6.1.3	3	15% of faculty initiatives/ volunteering for community extension activities	No: of faculty engaged in voluntary activity, Types of services provided, Certificates in relation to activities							
	6.1.4	4	Field Research	Research reports, IEC approval letters, Utilization of evidences							
	6.1.5	5	100% student participation as per log book	Student log book, Assignment files, student feedback							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	6.2		Types of services provided						20		
Measuarable Indicators	6.2.1	1	Health Camps	Number of camps conducted, No: of beneficiaries, Type of service provided, report register, photos							
	6.2.2	2	Health Awareness Programs	No; of awareness programs conducted per academic year, No; of beneficiaries, report registers, photos							
	6.2.3	3	Health exhibition	No: of Health exhibition conducted, No: of participants							
	6.2.4	4	Observation of Health days	No; of awareness programs conducted per academic year, No: of beneficiaries, report registers, photos							
	6.2.5	5	School Health	No: of school health programs conducted per academic year, reports and photos							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
	6.2.6	6	Palliative care	No: of pateints given palliative care, Training programs attended by faculty/students							
	6.2.7	7	Geriatric services	Frequency/Variety of services provided, Nurse run clinic in adopted areas							
	6.2.8	8	Adolescence health services	Variety of services provided, Nurse run clinic in adopted areas							
	6.2.9	9	Dental Screening	No: of screening programs conducted /year, NO; of beneficiaries, reports, photos							
	6.2.10	10	Services for differentially challenged children	Types of services provided-counselling, support groups provided, reports							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	6.3		Liaison with Local Self Government						20		
Measurable Indicators	6.3.1	1	Linkage with LSG Project Committee	Request letters of participation							
	6.3.2	2	Involvement in LSG Health Projects	NO; of programs done in collaboration, Reports and photos							
	6.3.3	3	Stakeholder for open defecation free panchayath (ODF)	Report and photographs							
	6.3.4	4	Capacity Building for local people	Types of program, No: of beneficiaries, report document with photos							
	6.3.5	5	Establishment of a permanent sustainable project	MoU documents							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
				Y	N	P				
Standard	6.4		Collaborative Activities with NGO					20		
Measurable Indicators	6.4.1	1	Awareness Programs							
	6.4.2	2	Health Care camps							
	6.4.3	3	Technical Support							
	6.4.4	4	Consultancy							
	6.4.5	5	MOU and the NGO is a registered agency							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
				Y	N	P				
Standard	6.5		Collaborative activities with Government Agencies					20		
Measurable Indicators	6.5.1	1	Department of Health and National Health Mission	NO: of programs conducted,report and photos						
	6.5.2	2	Department of Social Justice and Social Security Mission	NO: of programs conducted,report and photos						
	6.5.3	3	Department of Education	NO: of programs conducted,report and photos						
	6.5.4	4	Total Sanitation Campaign	NO: of programs conducted,report and photos						
	6.5.5	5	Interdisciplinary Collaboration	NO: of programs conducted,report and photos						

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Key area	VII		STUDENT SUPPORT AND GUIDANCE PROGRAMME						50		
Standard	7.1		SSGP Unit						10		
Measurable Indicators	7.1.1	1	Functional SSGP with Minimum 2 teachers trained	Document related to SSGP unit, Teachers training certificate, Programs organized as per student needs, Reports sent to university							
	7.1.2	2	Mentor mentee ratio and supporting documents	Mentor Mentee allotment documents/Meeting registers							
	7.1.3	3	Quarterly Review Meetings and Report	Minutes of the meeting							
	7.1.4	4	Outreach Activities	Reports and photos							
	7.1.5	5	Students counselled	Calculate percentage of students who received any kind of student support through SSGP							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
Standard	7.2		Scholarships and Freeships						10		
Measurable Indicators	7.2.1	1	Government	Types of Scholarships/No; of students/Amount disbursed							
	7.2.2	2	University	Types of Scholarships/No; of students/Amount disbursed							
	7.2.3	3	Institution	Types of Scholarships/No; of students/Amount disbursed							
	7.2.4	4	NGOs	Types of Scholarships/No; of students/Amount disbursed							
	7.2.5	5	Sponsored freeships	Types of Scholarships/No; of students/Amount disbursed							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Standard	7.3		Grievance Redressal						10		
Measurable Indicators	7.3.1	1	Committee	Terms of reference of committee							
	7.3.2	2	Policy	Policy manual							
	7.3.3	3	Procedure	Terms of reference							
	7.3.4	4	Compliance with procedure	Evidence of grievance reported/minutes of meeting							
	7.3.5	5	Anti-ragging committee	Committee documents/evidence of student feedback to UGC/Annual activity Report to statutory bodies							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
				Y	N	P				
Standard	7.4		Career Guidance and Career Progression					10		
Measurable Indicators	7.4.1	1	Career Guidance and Placement Cell							
	7.4.2	2	One Seminar per year organized							
	7.4.3	3	Minimum 2 organizations approached for placement							
	7.4.4	4	20% placement through placement cell							
	7.4.5	5	Percentage of Student progression to higher studies							
			Calculate No; of graduates opted for higher studies divided by Graduates in the particular academic year							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
				Y	N	P				
Standard	7.5		Alumni association					10		
Measuarable Indicators	7.5.1	1	Registered Alumni Association							
	7.5.2	2	Alumni activities							
	7.5.3	3	Contributions							
	7.5.4	4	Sponsorships							
	7.5.5	5	Overseas Chapters							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
				Y	N	P				
Key area	VIII		INSTITUTIONAL GOVERNANCE					50		
Standard	8.1		Documented Strategic plan:					10		
Measurable Indicators	8.1.1		Institution has a well-defined vision, mission and core values							
	8.1.2		Department wise vision, mission and core values							
	8.1.3		Documented and Exhibited in prominent places of the institution							
	8.1.4		Organogram							
	8.1.5		Well documented road map(Gantt Chart) for the next five years							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	8.1.6		Office Procedure Manual	Availability of document on office procedure manual and evidence for its implementation							
	8.1.7		Office manuals depicting office policies	Document on office policies and staff aware of the policies							
	8.1.8		Students Governance	Document on the manual on students governance on administration on campus issues through an extensive programming, committee, and advocacy structure.							
	8.1.9		College students' union activities document	Document on college student union activities							
	8.1.10		Quality Assurance Manual	Availability of quality assurance manual for college and hospital							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
				Y	N	P				
Standard	8.2	Institutional councils & Hospitals: Shared Governance						10		
Measurable Indicators	8.2.1	Management Council (MC)	Office proceedings on MC formation							
	8.2.2	College Council (CC)	Office proceedings on CC formation							
	8.2.3	Institutional Academic Committee (IAC)	Office proceedings on IAC formation							
	8.2.4	Minutes of the Meetings (MoM) & Action Taken Report (ATR)	records on Minutes and action taken report							
	8.2.5	Hospital Management Committee/Council (HMC)	Office proceedings on HMC formation							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
	8.2.6		Quality Assurance Committee (QAC)	Office proceedings on QAC formation							
	8.2.7		Pharmacy and Therapeutic Committee (PTC)	Office proceedings on PTC formation							
	8.2.8		Infection Control Committee (ICC)	Office proceedings on ICC formation							
	8.2.9		Safety Committee (SC)	Office proceedings on SC formation							
	8.2.10		Quality Circle formation & Meeting Minutes	Office proceedings on QC formation and record on minutes							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
				Y	N	P				
Standard	8.3		Administrative /HR Policies					10		
Measuarable Indicators	8.3.1		Recruitment/HR policy	Availability of /Recruitment HR policy						
	8.3.2		Policy for increment and promotion	Availability of Policy on incremnet and promotion and its implementation as per policy						
	8.3.3		Employee Induction/Refresher Training	Training record and line list of all employees and faculties						
	8.3.4		Employee/ Women empowerment	Document on the activities done for empowering the employee and women employee						
	8.3.5		Admission Prospectus	Availability of admission prospectus						

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
	8.3.6		Student Handbook /Faculty Handbook	Availability of up to date student hand book and faculty handbook							
	8.3.7		Approval from Regulatory Bodies	valid certificate from the concerned regulatory body							
	8.3.8		Grievance Redressal for Employees	Evidence for Grievance redressal committee and documentation on its functionality							
	8.3.9		Performance appraisal of faculty and employees	Record on 360 degree performance appraisal of faculty and employees							
	8.3.10		System of appraisal & ATR	Document on the appraisal system and the action taken as per the appraisal							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
				Y	N	P				
Standard	8.4		Budget and Audit Report					10		
Measurable Indicators	8.4.1	1	Presence of a qualified finance team							
	8.4.2	2	Presence of Institutional Budget							
	8.4.3	3	Cash register /Acquittance register							
	8.4.4	4	Internal Audited Account Statements							
	8.4.5	5	External Audited Account Statements							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
	8.4.6	6	Action Taken on Audit Objections	Document of audit objection and measures taken to remove audit objections. Document on reply to audit paras also							
	8.4.7	7	Transparent Remuneration System	Bank statement							
	8.4.8	8	Rules for Meeting Contingencies/Imprest cash	Policy a document and availability of imprest cash and its utilisation statement							
	8.4.9	9	Finance committee formation	Office proceedings for finance committee							
	8.4.10	10	Finance Committee meeting-biannually	meeting minutes with action taken report							

Key Areas & Standards			Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
				Y	N	P				
Standard	8.5		Employee Accountability Framework & Documentation and Tracking System					10		
Measurable Indicators	8.5.1		Job description & Job specification for each category							
	8.5.2		Work Assignment Book							
	8.5.3		Documents: ownership/ deeds/ building plans							
	8.5.4		Office automation							
	8.5.5		Software: student management system/ IT enabled/ LAN							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
	8.5.6		Admission Register & Permanent registers related students	availability of admission register and permanent registers for students							
	8.5.7		Maintenance of various registers:	verify the registers are upto date as per the guidelines							
	8.5.8		Stewardship of assets: purchase, maintenance, inventory, gate register	documents on transparent purchase system, maintenance of the asset, inventory register and gate register							
	8.5.9		Annual Maintenance Contract (AMC) for various equipment	availability on the AMC contract and its implementation as per MOU							
	8.5.10		Attendance register and biometric punch reports	Document on attendance register and biometric punch report							

Key Areas &Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Key area	IX		INNOVATION AND BEST PRACTICES						50		
standard	9.1		Innovation						10		
Measuarable Indicators	9.1.1		On Teaching Methodology	Teaching Methodology Document							
	9.1.2		.Slow learners’ teaching methodology	Document on Methodology adopted and Log Book							
	9.1.3		Product innovation	awards/special appreciation received received							
	9.1.4		Students projects	document on projects and the protocol							
	9.1.5		On improving quality of tests and assignments and TL methods	Documents on special recognition							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
standard	9.2		Best Practices						10		
Measuarable Indicators	9.21.		Best practices in clinical departments	Documentation to prove							
	9.21.		Best practices in administration	Documentation to prove							
	9.21.		Best practices in hospitality	Documentation to prove							
	9.21.		Best practices in Food and Beverages (Hostel & Canteen)	Documentation to prove							
	9.21.		Best practices in energy and water conservation.	Documentation to prove							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
standard	9.3		Environment friendly projects						10		
Measuarable Indicators	9.3.1		Solid, liquid and e-Waste management system	availability of solid, liquid and e waste management system							
	9.3.2		Plastic free	Plastic free zone, measures adopted for this activity							
	9.3.3		Rain water harvesting/signages for water conservation	presence of signages, availability of rain water conservation measures							
	9.3.4		Vegetable garden/Herbal garden	Availability of vegetable/herbal garden							
	9.3.5		Green Campus Initiative and	As per green protocol availability of biofencing and green initiatives							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
standard	9.4		Energy conservation projects.						10		
Measuarable Indicators	9.4.1		Energy /power Audit	Records on Audit by approved agency							
	9.4.2		Solar paneling	presence of solar paneeling for the entire campus							
	9.4.3		50% Replacement with non-conventional energy usage like usage of sunlight, wind, rain, and geothermal heat	availability of non conventional energy usage like usage of sunlight, wind, rain, and geothermal heat							
	9.4.4		Safe sound technology	Evidence for measures preventing sound pollution							
	9.4.5		Signage on Energy conservation	Display boards							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
standard	9.5		Special projects						10		
Measuarable Indicators	9.5.1		Building landscape suitable for physically challenged	availability of physically challenged friendly measures like ramp,railing,Physically challenged friendly toilets							
	9.5.2		Internal counsel committee	document and the minutes of the committee							
	9.5.3		College/Hospital day	verify records and documentation							
	9.5.4		Honouring faculty	Documentation to prove-Brochure and event photos,media coverage							
	9.5.5		Endowment talks /speeches	Documents on such events-Brochure,upload on website							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
Key area	X		FEEDBACK						50		
standard	10.1		Stakeholders						10		
Measuarable Indicators	10.1.1		Employers: Parent institutions, , Others	filled in feedback form for each category							
	10.1.2		Students, Alumni, Parents	filled in feedback form for each category							
	10.1.3		Student and peer feedback on faculty	filled in feedback form for each category							
	10.1.4		Percentage of faculty obtained excellent score in student feed back	Document on raw data & its analysis							
	10.1.5		Percentage of faculty obtained excellent score in peer feed back	Document on raw data & its analysis							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
standard	10.2		Community						10		
Measuarable Indicators	10.2.1		CSR activity	filled in feedback form for the CSR activity							
	10.2.2		Social media	how community responds to social media page of the institution-face book,twitter,							
	10.2.3		Community recognition of the institution	Document on any events by the community for recognising the institution/appreciation letter/awards given in a public function							
	10.2.4		Annual Community survey for improvement	Filled in survey form							
	10.2.5		Action taken based on the sur	Document on analysis,gaps found and action plan formulated and its implementation status							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
standard	10.3		PR Image building Programme						10		
Measuarable Indicators	10.3.1		Publication of news letters	Availability of quarterly newsletters							
	10.3.2		Participation in local health ca	Document on participation in minimum two health care activity organised locally in an year							
	10.3.3		Representing the institute in p	Document on the participation- brochure,notice,media coverage							
	10.3.4		Participating in disaster mana	Document on the participation in natural or unnatural disasters.Appreciation letter from Government or local self government							
	10.3.5		Media coverage	availability of rumour regsiter							

Key Areas & Standards				Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/O B)	Remark
					Y	N	P				
standard	10.4		University						10		
Measuarable Indicators	10.4.1		Year wise Academic performance	Register on the academic performance year wise							
	10.4.2		Nonconformities pointed out by KUHS & Corrective action	Inspection report document and the document on corrective measures and reply given to KUHS							
	10.4.3		Collaboration with professional societies	MOU on the collaborations							
	10.4.4		Healthy and meaningful Collaboration with KUHS	Document on the collaboration with KUHS							
	10.4.5		No Disciplinary action	Document or letter received from KUHS mentioning that no disciplinary action so far							

Key Areas & Standards			Verifiable Indicators		Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
					Y	N	P				
standard	10.5		Feedback Implementation Process						10		
Measuarable Indicators	10.5.1		Feed back Implementation committee and policy& processes	proceedings on formation of the committee,availability of policy and process document							
	10.5.2		Listing of suggestions category wise	Register of categorywise feedback suggestions							
	10.5.3		prioritising the suggestions	evidence of prioritising the suggestions based on consensus among the staff and students							
	10.5.4		preparation of Action plan with timeline	Document on Action plan with timeline							
	10.5.5		Adherence to Action plan	Document on implementation of activities suggested in the action plan adhering time line and managemnt contribution for the resources							

Key Areas & Standards	Verifiable Indicators	Compliance			Score	Weightage	Methodology (SI/PI/RR/OB)	Remark
		Y	N	P				

Y=yes ;
N=No;P=partial

SI=staff interview

RR=record interview

OB=Observation

PI=patient interview

1. These Assessment Standards developed by the Prof. Dr. K K Varma Committee was scrutinised and is being submitted
2. Verifiable indicators will be developed for each measurable indicators by the committee.
3. The suggested assessment methods are observation, record review, staff interview and patient interview .
4. A hand book on operational guidelines for assessment may be developed for the assessors at a later date
5. Piloting of the assessment standards in identified institutions may be conducted.
6. This committee is willing to develop the guidelines if the KUHS wishes so

Dr. BEENA K. V

Dr. ASSUMA BEEVI T.M.

Dr. ANOOPA K.R

PROF. SAJEEVAN T.

Dr. RAJAN M. P

Dr. V. V. Unnikrishnan (Convenor)

- Go by Rule Book
- Sanctity of Examinations
- Student Friendly
- Right to be Heard
- Give Respect & Take Respect