



लोकप्रिय गोपीनाथ बरदलै क्षेत्रीय मानसिक स्वास्थ्य
संस्थान

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(An Autonomous body under Ministry of Health and Family Welfare, Govt. of India)

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No. LGB/Estt/ACC/2210/23/1272

Date: 06 March' 2024

NOTIFICATION

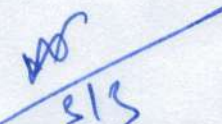
In reference to the Office Order No. LGB/OSD/MISC/2055/20/P-I/4743 dated 21.08.2023, the report prepared by the committee has been accepted by the competent authority for further implementation in accordance with the rules/mandate of the affiliating university or respective regulatory bodies.

This is issued as per approval of the Director.


(Dr. H. Dutta)
OSD, Deputy Director

Copy to:

1. Website


(Dr. H. Dutta)
OSD, Deputy Director



REGULATIONS
FOR
COURSE CURRICULUM
AT
LGBRIMH

LGBRIMH Academic Course Regulations

Effective Date: September 2023

OBJECTIVE:

Lokopriya Gopinath Bordoloi Regional Institute of Mental Health (LGBRIMH) is committed to ensuring the highest quality education and training in the field of mental health and allied sciences. These regulations are being introduced to streamline the implementation of guidelines and syllabi for various academic courses offered at our institution. The primary aim is to harmonize our academic programs with the latest recommendations from relevant statutory bodies. They provide a structured framework for aligning our academic programs with evolving industry requirements and ensuring that our students receive the best possible education.

COURSES AND CORRESPONDING GUIDELINES:

MD Psychiatry: These regulations are based on the "*NMC Guidelines for Competency-Based Post Graduate Training Program for MD in Psychiatry.*"

M.Phil Clinical Psychology: The guidelines and syllabus for this course have been effective since the academic session 2017-18, as provided by the *Rehabilitation Council of India, New Delhi*. The program has a duration of two years (as per the 2016 guidelines).

MMLS (Medical Laboratory Science): The curriculum is based on the "*Model Curriculum Handbook*" provided by the Ministry of Health and Family Welfare, Allied Health Section 2015-16.

M.Phil Psychiatric Social Work:

M.Sc Psychiatric Nursing:

REGULATORY FRAMEWORK:

These regulations have been established to facilitate the effective implementation of the guidelines associated with each academic program. The guidelines for each course will be reviewed periodically to ensure compliance with updates from the respective statutory bodies.

IMPLEMENTATION PROCESS:

The detailed procedures for implementing these regulations will be determined collaboratively by the Heads of the Department, in consultation with other faculty members. It is imperative that every student enrolled in an academic program at LGBRIMH possesses a comprehensive understanding of these regulations throughout their training tenure.

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**REGULATIONS FOR M.D. COURSE IN PSYCHIATRY
UNDER GAUHATI UNIVERSITY
LGBRIMH**

M.D. COURSE IN PSYCHIATRY

Primary Objective:

The M.D. course in Psychiatry will prepare specialists competent enough to take up leadership role in patient care service, education and research.

Eligibility for admission:

- i. The candidates completing one year compulsory internship following M.B.B.S. are eligible to apply. Candidates completing two (2) years diploma course in Psychiatry are also eligible to apply.
- ii. Registration under a State Medical Council/ Medical Council of India is mandatory.

Duration:

The duration of the course will be for a period of three (3) years for M.B.B.S. applicants and two (2) years for post D.P.M. applicants.

Selection:

It will be as per notification from MCI/NBE. Admission to the course shall be through selection by National Entrance cum Eligibility Test conducted by NBE.

Number of seats: Faculty- student ratio will be in the following order:-

Professor – 3

Associate professor – 1 (2 if unit head)

Goals and General Objectives

Goal: To produce competent specialist and/or teachers

The primary goal of the M.D. course in Psychiatry is to produce a post graduate clinician able to provide health care in the field of Psychiatry. A physician qualified in Psychiatry, at the end of the course, should be able to diagnose and treat psychiatric disorders, take preventive and curative steps for the disease in the community at all levels of health care and qualify as a consultant and/or teacher in the subject.

General objectives: At the end of the M.D. course in Psychiatry, the student should be able to:

- Understand the relevance of mental health in relation to the health needs of the country
- Consider Ethical issues in the teaching and practice of Psychiatry
- Identify the social, economic, biological and emotional determinants of mental health
- Identify the environmental causes as determinants of mental health

- Institute appropriate diagnostic, therapeutic and rehabilitative procedures to the mentally ill patient
- Take detailed history, conduct appropriate & ethically valid physical examination and institute appropriate evaluation procedures to make a correct clinical diagnosis
- Perform relevant investigative and therapeutic procedures for the psychiatric patient
- Recommend appropriate laboratory and imaging examinations and interpret the results correctly
- Plan and deliver comprehensive treatment of a psychiatric patient using principles of rational drug therapy
- Plan rehabilitation of psychiatric patient suffering from chronic illness
- Clinically manage psychiatric emergencies efficiently
- Demonstrate empathy and humane approach towards patients and their families and respect their sensibilities
- Demonstrate communication skills of a high order in explaining management and prognosis, providing counselling and giving health education messages to patients, families and communities
- Develop appropriate skills to practice evidence-based psychiatry
- Demonstrate competence in basic concepts of research methodology and epidemiology
- Take appropriate steps in the implementation of national mental health programs, effectively and responsibly
- Grasp the concept of essential drugs and rational use of drugs
- Understand the legal issues in the practise of Psychiatry
- Understand the special requirements in the practice of Child and adolescent Psychiatry , Addiction Psychiatry and Geriatric Psychiatry

Research: The student should know the basic concepts of research methodology and plan a research project in accordance with ethical principles. S/he should also be able to interpret research findings and apply these in clinical practice. S/he should know how to access and utilize information resources and should have basic knowledge of statistics.

Teaching: S/He should learn the basic methodology of teaching and develop competence in teaching medical/paramedical students, health professionals, members of allied disciplines (e.g. behavioural sciences), law enforcement agencies, families and consumers and members of the public.

TEACHING AND LEARNING METHODS

Teaching methodology

1. **Lectures:** Lectures are to be kept to a minimum. They may, however, be employed for teaching certain topics. Lectures may be didactic or integrated. Didactic lectures are of least importance; small group discussion such as seminars, journal clubs, symposia, reviews and guest lecturers should get priority for theoretical knowledge.

Bedside teaching, grand rounds, structured interactive group discussions and clinical demonstrations should be the hallmark of clinical/practical learning. The student should have hands-on training in performing various procedures and ability to interpret various tests/investigations. Exposure to newer specialized diagnostic/therapeutic procedures concerning the subject should be given. Self learning tools like assignments and case base learning may be promoted.

The post graduate student should have knowledge of:

- Psychopathology, Psycho-pharmacology and broadening the treatment options using medicines.
- Neuro-imaging techniques to understand behaviour and psychiatric illness.
- Community-Psychiatry.
- Functioning of psychiatric hospital.
- Application of psychometric tools
- Knowledge of psychosocial interventions

Seminars: There should be a weekly seminar in which the PG students present material on assigned topics in rotation. It should be followed by discussion in which all trainees are supposed to participate. Generally the topics covered should be those that supplement the formal teaching programme.

Case Conference: A case conference should be held every week where a PG student prepares and presents a case of academic interest by rotation and it is attended by all the members of the Department.

Integrated case conference: Integrated case conference with participation of all the allied departments may be conducted once a month wherein holistic approach to a mental illness can be discussed with participation and inputs from faculties and students from all the allied departments.

Journal Club: A monthly meeting of Journal club should be held in which a senior PG student presents a critical evaluation of a research paper from a journal. All PG students are expected to attend.

Evening tutorials: Senior PG s to conduct evening tutorial classes for junior PG s and allied students.

Thesis writing: Every candidate shall carry out work on an assigned research project under the guidance of a recognized Post Graduate teacher, the result of which shall be written up and submitted in the form of a Thesis.

Work for writing the Thesis is aimed at contributing to the development of a spirit of enquiry, besides exposing the candidate to techniques of research, clinical analysis, acquaintance with the latest advances in medical science and the manner of identifying and consulting available literature.

Protocol for thesis should be submitted by the end of second semester. There should be a quarterly review of thesis in the department.

Final presentation of the thesis has to be made in the department prior to submission.

All thesis submission must be made six months before the expected date of final exams.

Continuing Medical Education Programmes (CME): Each student should attend CME programmes, in 3 years. The student should attend courses, conferences and seminars relevant to the specialty.

Clinical Postings

- A major tenure of posting should be in General Psychiatry. It should include care of in-patients, out-patients, special clinics and maintenance of case records for both in and out patients.
- Exposure to the following areas are to be given based on available resources at LGBRIMH and keeping in line with NMC regulations:

Child and Adolescent Psychiatry	03 months	To commence from end of second semester divided in groups	Department of Child and Adolescent psychiatry, LGBRIMH
Addiction Psychiatry	03 months	-do-	Department of Addiction Medicine, LGBRIMH
Geriatric Mental Health	02 months	-do-	Department of Geriatric Mental Health, LGBRIMH
Neurology	01 month	After final thesis submission	Department of Neurology, GMCH
General Medicine and consultation liaison psychiatry	01 month	-do-	Department of Psychiatry and medicine, TMCH

Community Psychiatry postings shall be integrated into the community extension services of the Institute and should go beyond familiarization with the National Mental Health Programme. The post graduate student should have hands on experience with:

- G.P. Training Programme
- Organizing Mental Health Camps
- Carrying out Health Education Activities
- Forensic /Legal Psychiatry
- Integration of Mental Health Care with General Health Care
- **Inter-Unit Rotation of PG**
Inter-unit rotation in the department should be done every quarterly. Depending upon the number of units at a given time this clause may be subjected to change.

Log book:

Each student must maintain a log book wherein his/her activities performed are noted done by the student. Log book needs to be periodically signed at completion of each rotation posting including intra department unit rotation by respective unit in charge or heads of departments(in case of posting to other departments). Prior to final submission it needs to be duly signed by the Head of Department.

Job Responsibilities:

OPD : History and work up of all cases and presentation to the consultants.

Ward: History and work up of all cases (mandatorily to be done prior to rounds)

- ❖ Examination of all patients and documentation of files.
- ❖ Daily Mental status examination of the patients.
- ❖ Applying relevant psychiatric rating scales.
- ❖ Completion of files.
- ❖ Preparation of discharge summary.
- ❖ Sending investigations and filling investigation forms
- ❖ Performing procedures like ECT
- ❖ Explaining disease to the patient party and helping them to decide on the best suited treatment plan.

ASSESSMENT

Internal Assessment: The performance of the Postgraduate student during the training period should be monitored throughout the course and duly recorded. Marks should be allotted as

- | | |
|---------------------------------------|----------|
| 1. Personal Attributes: | 20 marks |
| 2. Clinical Work | 20 marks |
| 3. Academic activities: | 20 marks |
| 4. End of term theory examination: | 20 marks |
| 5. End of term practical examination: | 20 marks |

- Personal attributes:**
- ❖ Behaviour and Emotional stability: Dependable, disciplined, dedicated, stable in emergency situations, shows positive approach.
 - ❖ Motivation and initiative: Takes on responsibility, innovative, enterprising, does not shirk duties or leave any work pending.
 - ❖ Honesty and integrity: Truthful, admits mistakes, does not cook up information, has ethical conduct, exhibits good moral values, loyal to the institution.
 - ❖ Interpersonal skills and leadership quality: Has compassionate attitude towards patients and attendants, gets on well with colleagues and paramedical staff, is respectful to seniors, has good communication skills.
- **Clinical Work:**
 - ❖ Availability: Punctual, available continuously on duty, responds promptly on calls and takes proper permission for leave.
 - ❖ Diligence: Dedicated, hardworking, does not shirk duties, leaves any work pending, and does not sit idle, competent in clinical case work up and management.
 - ❖ Academic ability: Intelligent, shows sound knowledge and skills, participates adequately in academic activities, and performs well in oral presentation and departmental tests.
 - ❖ Clinical performance: Proficient in clinical presentations and case discussion during rounds OPD work up. Preparing documents of the case history/ examination and progress notes in the file (daily notes, round discussion, investigations and management), skills of performing bed side procedures and handling emergencies.
 - **Academic activity:** Performance during presentation at Journal club/Seminar/ Case discussion/ Stat meeting and other academic sessions. Proficiency in skills as mentioned in job responsibilities.
 - **End of term theory and practical examination** will be conducted at end of each semester.
 - Marks for personal attributes and clinical work should be given annually by all the consultants under whom the resident was posted during the year. Average of the three years should be put as the final marks out of 20. Marks for academic activity should be given by the all consultants who have attended the session presented by the resident.

The Internal assessment should be presented to the Board of Examiners for consideration at the time of Final Examinations.

SUMMATIVE ASSESSMENT, i.e., at the end of training the summative assessment will be carried out as per the Rules given in POSTGRADUATE MEDICAL EDUCATION REGULATIONS, 2000.

Other Course Work

1. All post-graduate students shall attend seminar/workshop/course in Ethics including Good Clinical Practices whichever is relevant to them, to be conducted by the Department.
2. All post-graduate students shall complete a course in Basic Cardiac Life Support (BCLS) and Advanced Cardiac Life Support (ACLS) skills.
3. All post-graduate students may attend seminars/workshops/courses on Medical Audit, Health economics, Health Information System, Pharmaco-economics as organized by the Institute/ Department
4. Students are encouraged to participate or represent Institute in other extra-curricular activities organized by the University or other universities.

Eligibility criteria for appearing Final examination:

All postgraduate students need to fulfill the following criteria's mandatorily to be eligible for appearing in the Final examination:

1. 80 percent attendance
2. Must have submitted thesis 06 months prior to examination
3. Thesis needs to be accepted by University
4. Must have presented one poster, a research paper at a National or State conference and published or received acceptance for a paper during their PG study period
5. Must have completed course on Bio-medical research by ICMR.

REGULATIONS
FOR
M.PHIL. COURSE IN PSYCHIATRIC SOCIAL WORK
UNDER GAUHATI UNIVERSITY
LGBRIMH

(Based on Guidance Handbook & approved Curriculum
& Syllabus of GU)

M. Phil. COURSE IN PSYCHIATRIC SOCIAL WORK (PSW)

Aim & Objectives:

The objective of M. Phil. in PSW course is to build a cadre of PSW professionals who strive to uphold and qualify as Psychiatric Social Workers equipped with a body of theoretical knowledge, clinical and community practice competencies and ethics.

Eligibility for admission:

The candidates completing 2 years of regular MSW or MA in Social Work from a UGC recognized University/Institution, securing not less than 55% of marks are eligible to apply for the course.

Duration:

The duration of the course will be for a period of two (2) years post MSW or MA in Social Work.

Selection:

It is as per Gauhati University's regulations. Students will be called for admission counselling as per the merit in entrance test (GURET) and available quota for each category (Unreserved, OBC, ST, SC, NER). The candidates are selected based on the entrance and counseling performance scores.

Number of seats: Faculty- student ratio as per UGC norms is to be maintained for the training. (Prof 1:3, Associate 1:2, Asst Prof 1:1). This is as per UGC Regulations of 2023 (GU). University also has a system of allotting seats as per sanctioned posts in the department, provided posts are advertised.

Expected outcomes:

The academic program is expected to help the learner to develop extensive theoretical knowledge, and widespread clinical experience and the necessary skills in the area of Psychiatric Social Work that will help them to perform a range of functions.

On completion of the rigorous two-year academic program, the trainee PSW will be groomed as an efficient and an effective Psychiatric Social Work professional who contributes to the clinical, therapeutic, psycho-social, rehabilitative, research, policy and administrative service space and thereby promote well-being, ameliorate distress and improve quality-of-life of persons seeking services in the mental health, neurosciences and general health arena.

Competences:

The following competences are expected over a period after the training. Professionals with PSW training have competences to take up leadership roles in Mental Health, initiate innovations and planning of psychosocial interventions, research and training in different sectors, policy making and implementation, contribute to and participate in expert groups, etc.

- a) Planning and implementation of psychosocial assessment & interventions for individuals, children, adolescents, youth, older persons, women, families and communities.
- b) Case-Work/ counseling /individual Therapy, Group-Work/group counseling / therapy & Psychosocial Rehabilitation for individuals, children, adolescents, youth, older persons, women, families and communities.
- c) Psychosocial assessments, design and interventions for persons with disabilities.
- d) Independent private practice in clinical, non-clinical, community & policy settings.
- e) Relocation, Reintegration & Rehabilitation of Homeless persons with mental illness.
- f) Planning & operationalising PSW educational training at various layers of Social Work courses and training.
- g) Training of diverse stakeholders in the mental health sector– grassroots to administrators to government officials, where relevant.
- h) Networking and liaising and alliance building in Mental Health services, policies and initiatives.
- i) Social welfare administration in mental health interventions and initiatives.
- j) Mental Health policy, Advocacy, Preventive and Promotive MH Initiatives, Community Mental Health Organisation etc.
- k) Psychosocial management and training in disaster management, psychological first - aid, trauma and medical and psychiatric emergencies.
- l) Counsel in Community Medicine, Gynecology, Dermatology, Neuro-services, HIV & AIDS.
- m) Consultancy for CWC, JJB and for children in need of care and child protection services.
- n) Research, action research, project evaluation.
- o) Strengthening the multidisciplinary approach in secondary and tertiary hospitals.
- p) Innovate psychiatric social work interventions at curative, preventive and promotive levels and create models of the same to disseminate across the country.
- q) Expert team member in designing various diploma, certificate and post graduate courses with specific reference to mental health in social work.

General Objectives

1. To develop proficiency and internalize the knowledge, skills and attitude essential for a Psychiatric Social Worker to fulfill professional responsibilities.
2. To develop competencies in the skills and techniques required for a psychiatric social work professional to promote the clients' social functioning and rehabilitation and for enhancing general well-being and mental health. It also aims to deliver the knowhow on application these skills and techniques.
3. To assess, diagnose and provide therapeutic clinical/psychosocial interventions at individual, group and family level in in-patient, out-patient and community settings
4. To learn the application of methods, techniques and skills of psychiatric social work for promotion of mental health and prevention of mental disorders
5. To enhance the ability to work independently as a practitioner and service provider in the field of mental health and related areas of general health and allied areas.
6. To prepare and equip to function as active and contributory members of the multidisciplinary mental health team
7. To develop and organize community and public mental health resources for initiating welfare and rehabilitative activities in the society
8. To gain adequate knowledge in psychiatry, neurological diseases and allied general health areas such as communicable and non-communicable diseases for evolving socially relevant interventions for clients and their families.
9. To develop competencies in preventive, promotive, and curative aspects of mental health and wellness.
10. To develop and acquire knowledge about national and global social issues and the intrinsic mental health components in them.
11. To develop competencies in preventive, promotive, and curative aspects of public mental health programmes.
12. To gain knowledge in research methodology of quantitative & qualitative nature; and conduct research towards enhancing knowledge base in psychiatric social work and its related areas.
13. To meet the needs of ever-expanding mental health services of the local regions and be instrumental in social policy development within the mental health, neurosciences and allied general health field.
14. To undertake administrative and supervisory/decision-making responsibilities in mental health, neurosciences and general health.
15. To participate in advocacy and planning that have a bearing on the profession of Social Work and its related specializations like Psychiatric Social Work and Medical Social Work.

Research

Research is a partial fulfillment of the course. Hence, the M.Phil. trainees should be equipped with research methodologies and process, basic data analysis, and academic writing. The M.Phil. trainees will be preparing research protocols/proposals in the first year of M.Phil. and conducting the research study in the 2nd year. Each trainee is assigned to a faculty member to guide and supervise the research work. Following this, a protocol needs to be prepared for presentation for approval by the Scientific Advisory Committee (SAC) and Institutional Ethics Committee (IEC). The meetings of SAC and IEC will be held 4 times in the year. Modifications suggested should be incorporated. Each trainee will have to submit finalized copies of four bound dissertations before the 1 month before final exam. Throughout the research process the M. Phil. students should follow the ethical principles and research integrity under the supervision of allotted guide.

TEACHING AND LEARNING METHODS:

The department will use various forms of teaching pedagogies in terms of formal and informal discussions, group activities, role plays, flipped classroom, and teaching at bedside, case demonstration etc. The lecture methods and the audio-visual methods will be used appropriately when necessary. Besides these students are encouraged to self-learn. Hence, daily usage of the library is recommended for knowledge enhancement and self-study.

ACADEMICS:

1. The academic year at LGBRIMH starts on 1st September 2023 and terminates on the 31st August 2025 Total of a 24 months of training. The students will be introduced to faculty and other departments' supervisory staff, and an orientation discussion will be held regarding the role of various departments of LGBRIMH.
2. Orientation lecture/discussion will be held during the first ten days of posting, covering introductory topics, history taking, MSE, psychosocial assessment / social casework, and social group work. Classes will be arranged for the topics covering the syllabus specified for each course.
3. Micro-skills classes will be conducted for the M.Phil. trainees on various clinical assessments and interventions on every day for 1st month of the course.
4. Clinical and Academic programs will be scheduled as per the requirement of the syllabus. Clinical hours fulfillment and welfare of the patients is a priority, along with compliance to various course requirements.
5. A total of three internal assessments will be done during one academic year.
6. **Academic Presentations:** Besides interdepartmental unit presentations, the M.Phil. trainee has to make presentation of one case conference, journal article review, seminar each in both the years. They are graded by faculties and PSWs or unit supervisors based on the evaluation proforma. The faculty and others will do an assessment of presentations and they will be included in the internal assessment of the student.

a. **Case Conference:** In the case conference, a case will be presented with the aim of demonstrating history of presenting illness, past history, family, personal history diagnostic formulation, psychopathology, psychological and family aspects and psychosocial problems and for management planning. The presenter, with the help of Faculty/ PSW, will select the case. Social Case history with demographic detail, present complaints, history of present illness, MSE, social diagnosis, and management plan will be presented. The faculty will coordinate the presentation. A handout of the presentation is encouraged to be given in advance to the department for circulation so that M. Phil. trainees, PhD scholars, PSWs and Faculty are familiar with the case and contribute to the constructive discussions.

b. **Journal Club:** The presenter will be given a journal article for review for presentation. Journal club aims to familiarize students with a recent trends/approach in psychosocial interventions, clinical research methodology and analysis, and scientific writing. The assigned articles will be discussed critically for their rigor in methodology and statistical analysis, relevance of findings, and clinical applications of interventions etc.

c. **Seminar:** Relevant topics related to the academic course or recent advances in the mental health and social work profession will be selected by faculty members and will be assigned to students for presentation and discussion in seminars. The trainee will present available research in the assigned area, and existing research findings will be critically evaluated. A Chairperson/Faculty will coordinate the seminar. The trainee has to prepare a handout for distribution.

CLINICAL WORK:

PSW trainees have to regularly undertake cases that are referred and assigned by immediate clinical supervisors for psychiatric social work services in in-patient and outpatient departments. They will be supervised by the respective unit's PSWs and faculty members. Besides this, they need to undertake five long-term cases for PSW interventions. For such cases, the PSW trainees should submit the session records for comments and suggestions, ultimately finalizing the case records. At the end of the first year, the students have to submit two (2) copies of the spiral bound volume of those five long term case records to the Head of the Department, one month before the examination of the concerned year for the final evaluation. One hard-bound is submitted for departmental library.

CLINICAL POSTINGS:

Each student will be posted in compulsory adult psychiatry Units (1,2,3,4) for first 6 to 8 months and later they will be posted in special postings for two months each (Child and Adolescent Psychiatry, Department of Addiction Medicine, Geriatric Mental Health, Centre for Rehabilitation Sciences, Family Therapy. The students will join for community mental health camps on rotation basis). In the second of half of the second year M.Phil. course the trainees join the adult psychiatry posting again for their last 6 months prior to final exams.

RESPONSIBILITIES OF M. Phil. PSW TRAINEES

Indoor Posting

The primary responsibility of students of PSW will be to take care of the family and psychosocial problems of the patients (referred and assigned) under the supervision of PSWs and Faculty. Apart from this, students are expected to attend ward rounds regularly. PSW will coordinate to get a written referral from the treating team. Students should also conduct group work interventions as per the scheduled plan and instructions of PSW supervisor. As per guidance, at the time of the patient's admission, students should take the family and social history of the patient in detail. Counselling of guardians/informal caregiver should be done at the time of the patient's admission. The students should handle problems related to patients' discharge. Home visits should be planned as per request and as per the need of the cases in consultation with the PSW team and with information to the Psychiatry team. On a priority, a brief assessment of the family context should be done during admission and the discharge process. The students should plan for counselling of the patient along with the guardian/informal caregiver at the time of the patient's discharge under the guidance of PSW. Family intervention/Counselling/therapy, if required, will be the responsibility of the PSW students but under supervision. Family connectedness should be maintained through correspondence and telephone contact with the patient's family members, if primary members are not present during admission. Documentation of initiatives taken by PSW students should be recorded with the countersign of respective unit PSW or faculty. Students will do all the works under the supervision and guidance of a faculty member / PSW.

OPD Work:

Students of PSW are to work up new cases allotted to them in the OPD. After workup, case should be discussed first with Faculty/PSW for clarification of history and diagnosis and social/ family intervention. Psychological Interventions and Care Counselling is to be discussed with respective disciplines. Psychosocial Counselling/ Psycho-education sessions should be given to guardians/informal caregivers and also to patients if the patient is receptive/ communicable. Students should take care of the process of admission of patients into the hospital. If required, detailed history of patients attending follow-up should be taken. In case of any family or social problem, intervention for the same will be the responsibility of PSW students. For patients with frequent relapses, the students should explore psychosocial factors contributing to relapse, and management should be done for the same. Documentation of all activities should be undertaken in the file and also in PSW departmental records. All the documentation by the student should be verified/ countersigned by the PSW in the Unit. Students should maintain a log sheet and diary of work.

Community Work:

The student of PSW is to undertake any work assigned under the Community Services program as and when the requirement arises. During the 2nd year, all the students will have to undertake community awareness activities, as and when planned & required.

CLINICAL REQUIREMENTS

Components	1 st yr	2 nd yr	Total of 1 st & 2 nd yr. / Hours of clinical work
i) Detailed case histories	30	-	30
ii) Clinical Interviews	20	30	50
iii) Detailed individual, family and Social work assessment.	20	15	35
iv) Psychiatric social work intervention at indoor and outdoor	a) Individual and group level b) Family intervention		200 hours 200 hours
v) Disability assessment	10 each adult posting (during I and II year)		
vi) a. Referrals to Rehabilitation Center and follow of referrals b. Rehabilitation intervention for homelessness	10 each adult posting (during I and II year) Two each during 1 st year and 2 nd year		
v) Home Visit	Two each during 1 st Year and 2 nd Year		

PS: The above requirements should be documented and submitted, prior to form fill-up, in a PDF folder (properly titled) following correction and approval from supervisory personnel and uploaded to designated mail of the dept. (dpswprograms@gmail.com)

ACADEMIC REQUIREMENTS

Components	1 st Year	2 nd Year
Case record	5	Dissertation
Assignments	3 papers	3 papers
Internal Test	3 papers	3 papers
Seminars	1	1
Case presentations	1	1
Journal/ book review	1	1
Psychosocial assessment analysis a. Family intervention b. Rehabilitation intervention c. Child Psychiatric Disorders d. Behavioural Modification Intervention	-	Submission of Reports One each (2 nd Year)
Social Group work intervention / Therapy report	2	2

The above requirements should be documented and submitted, prior to form fill-up, in a PDF folder (properly titled) following correction and approval from supervisory personnel (Faculty/PSW) and uploaded to designated mail of the dept. (dpswprograms@gmail.com) with intimation given to respective persons.

Course and Exam Scheme for M. Phil. Trainees for 1st & 2nd year

Part I (1st Year M. Phil.)

Group	Paper	Duration	Max	Marks for written Exam	Internal Assessment
Group A	Theory				
Paper I	Psychiatric Social work	3 Hrs	100	75	25
Paper II	Psycho-Social perspectives on Mental health	3 Hrs	100	75	25
Paper III	Psychiatric Social work research and Statistics	3 Hrs	100	75	25
Group B	5 Case reports		100	-	100
Group C	Viva on the scope of the above papers and case reports		100 500	75	25

PART II (2nd Year M. Phil.)

Group	Paper	Duration	Max. Marks	Marks for written Exam.	Internal assessment
Group A	Theory				
Paper I	Social Issues and Mental health	3 Hrs	100	75	25
Paper II	Psychiatric Social Work Intervention	3 Hrs	100	75	25
Paper III	Psychiatry including common Neurological problems	3 Hrs	100	75	25
Group B	Dissertation		100	75	25
Group C	Viva on the scope of the above papers, Dissertation and Clinical examination.		200	150	50
			600		

The final evaluation shall be based on theory, clinical and viva voce including submissions out of 1100 marks. (Revised as per 5th Committee for Curriculum & Syllabus (CCS))

MENTORING

The department assigns each M. Phil. trainee under a faculty member/ PSW, for mentoring to address academics and personal issues which may arise.

Role of Mentor:

- The mentor should have a meeting with the mentee at least once a month.
- Creating a conducive environment for the mentees to share their personal and professional issues and offer advice, guidance, and feedback about personal and professional issues.
- The mentor should provide mentoring on clinical, academic and research related issues.
- The mentor should help the mentee to identify resources for their personal development and growth
- The mentor should encourage and support to explore new things and help them to move out of their comfort zones
- The mentor can share their own experience and expertise as appropriate; act as a sounding board for ideas and action plans
- Monitor progress on course requirements.

Mentees' Responsibilities:

- Identify the learning goals and measures of success for the mentoring relationship
- Be open to seeking help and getting feedback
- Take an active role in their learning and help drive the process
- Schedule and attend mentor conversations
- Follow through on commitments and take informed risks as they try new options and behaviors to support career and development goals.

GUIDELINES FOR M. PHIL. TRAINEES & SCHOLAR'S LEAVE:

1. The academic year at LGBRIMH starts on the 1st September 2023 and terminates after completion of 24 months from the commencement. **In an academic year, the Scholars & trainees of the Department of the Psychiatric Social Work are entitled to a maximum of 30 days' leave.**
2. Leave should be applied in a given format, clearly stating the leave period.
 - a. The application should be forwarded to the Head, Dept of Psychiatric Social Work, only after it is approved by the trainee/scholar's unit faculty and Psychiatric Social Work supervisor (s) for the said period.
 - b. Obtaining prior sanction of leave is mandatory.
 - c. Seeking EXTENSION OF LEAVE by LETTER \ e-mail IS DISCOURAGED, AND SUCH REQUESTS ARE GENERALLY NOT ENTERTAINED. Any unauthorized leave is liable for loss of stipend for the period.
 - d. Before proceeding on leave and on return from leave, the scholar /trainee should personally report to his/her clinical/ research supervisor/faculty.
3. To maintain the quality of patient care in the clinical unit to which one is posted, scholars should orally inform their psychiatric consultants when they apply for leave.
- 3.1 Before applying for the leave public interest/necessities of patient care need to be considered.
4. Medical leave should be applied for only based on the written advice from by LGBRIMH Approved Medical Personnel / CASUALTY SERVICES OR ON THE BASIS OF A MEDICAL CERTIFICATE approved by the institute administration
5. When proceeding on leave, the trainee should formally hand over their continuing clinical responsibilities to the fellow trainee/supervisor.
6. Trainees are discouraged from taking leave on days on which they have specific academic activities assigned to them (Seminars, Journal Clubs and Case Conferences) If applying for leave on such days becomes unavoidable, then in consultation with the

Head of the department, the assigned academic activity is to be changed and adjusted with another trainee.

7. While taking leave, the trainee must ensure that their attendance does not fall short of the required minimum of 80% prescribed by the Institute. As per regulation six (6) of the 1.6 clause minimum attendance is required before taking the Part I or II examination. **Shortages of attendance and/or non-completion of the clinical requirement would entail repetition of the full term or compliance as per the advice of the academic disciplinary committee.**
8. All types of leave have no carry-over effect, and any unused leave will lapse at the end of each academic year.
9. The trainees are advised to consult the Head of the Dept. and Academic Guidelines of LGBRIMH for further guidance and compliance.

**REGULATIONS FOR
M.PHIL. PROGRAMME IN CLINICAL PSYCHOLOGY**

(As per Rehabilitation Council of India)

Affiliated with Gauhati University

Taught at LGB Regional Institute of Mental Health, Tezpur, Assam

1.0 PREAMBLE TO THE M. PHIL. PROGRAM:

1.1 Context:

M. Phil in Clinical Psychology program is designed to provide a cohesive and meaningful training so that the trainees develop to their fullest potential and are able to discharge their responsibilities competently as clinicians, teachers/trainers, researchers and administrators in the field of mental health. This document is also meant to serve as guidelines for the department/ institute to conduct effectively the training program in clinical psychology as well as strengthen its resource base in terms of infrastructure and personnel for providing a high-quality training in the field of clinical psychology following the curriculum/ syllabus set by Rehabilitation Council of India (RCI).

The syllabus is specified in terms of "learn to" and "learn about" and is sequenced developmentally to form a continuum of learning. The teachers need to be aware of this feature and impart training in succession for progressive development of skills, knowledge and understanding in a range of techniques, theories, approaches and methods. This model will allow all trainees to develop a range of skills and knowledge essential to and underpinning all other learning in specialized areas.

1.2 Need/ Relevance of the Program:

Clinical psychology as one of the core disciplines in the area of mental health/illness has grown significantly in the last two decades. The number of clinical psychologists available in-service sectors has increased significantly. Though there is an upward trend, number of professionals currently available at various levels is no match to the number specified to face the ever-growing demands in the field.

Mental health problems are continuously on the rise owing to change in lifestyle, habits and mounting stress in personal/occupational/social domains across various sections of the society. Clinical Psychologists apply knowledge and methods from all substantive fields of bio-psychosocial sciences for promotion and maintenance of mental health of individuals. Varieties of techniques and methods derived from several branches of psychology are used in promotion of mental health, and in prevention, diagnosis, treatment and rehabilitation of mental and physical disorders/ problems where psychological factors play a major role. Different methods and forms of psychological techniques are used to relieve an individual's emotional distress or any other forms of dysfunction or disability. Thus, Clinical Psychologists

play an important role for optimizing health care delivery system and there is an urgent need to train a greater number of professional clinical psychologists.

2.0 AIM, OBJECTIVE & TRAINING-COMPETENCIES:

2.1 Aim: The aim of this program is to prepare the trainee to function as a qualified professional Clinical Psychologist in the areas of mental and physical health by offering Diagnostic, Therapeutic, Rehabilitative, Administrative services, and to work towards promoting the well-being and quality-of-life of individuals.

2.2 Objectives: The course is developed as a rigorous two-year program with extensive theoretical inputs and widespread clinical experience to acquire the necessary skills in the area of Clinical Psychology.

2.3 Training Competencies:

- Diagnose mental health problems: Conceptualize specific adult and child mental health problems within a psychological framework, giving due consideration to psychosocial/ contextual factors, and carryout relevant treatment/management.
- Apply psychological principles and techniques in rehabilitating persons with mental health problems and disabilities.
- Work with the psychosocial dimensions of physical diseases, formulate and undertake focused/targeted psycho social interventions.
- Work with community to promote health, quality-of-life and psycho-logical well-being.
- Undertake research in the areas of clinical psychology such as, mental health/illness, physical health/diseases and relevant societal issues viz. misconception, stigma, discrimination, social tension, gender construction, life style etc.
- Undertake responsibilities connected with teaching and training in core and allied areas of Clinical Psychology.
- Undertake administrative and supervisory/decision-making responsibilities in mental health area.
- Provide expert testimony in the court of law assuming different roles.

2.4 Eligibility for admission:

The candidates completing 2 years of Masters program in Psychology/ Allied fields of Psychology (refer to institute prospectus) from a UGC recognized University/Institution, securing not less than 55% of marks are eligible to apply for the course.

2.5 Duration:

The duration of the course will be for a period of two (2) years.

2.6 Selection:

The candidates are selected based on their performances on written entrance and personal interviews as per guidelines laid down by Gauhati University and as per seats available against various categories viz., Unreserved, OBC, ST, SC, NER & PWD. The admission counselling committee of the institute conducts and coordinates the process. Availability of M.Phil seats is decided by RCI through its inspection process and publicized on its website.

3.0 CURRICULUM & ITS TRANSACTIONS:

3.1 Curriculum content outline:

Part-I (I Year)

Group "A"

Paper I: Psychosocial Foundation of Behavior and Psycho pathology

Paper II: Statistics and Research Methodology

Paper III: Psychiatry

Practical: Psychological Assessments including Viva Voce

Group "B"

Submission: Five full-length Psycho diagnostic Records, out of which one record each should be related to, child and neuropsychological assessment. The records should include a summary of the clinical history organized under relevant headings, and a discussion on a) rationale for testing,

- b) areas to be investigated, c) tests administered and their rationale,
- d) test findings and e) impression

Part-II : (II Year)

Group "A"

Paper I: Biological Foundations of Behavior

Paper II: Psychotherapy and Counseling

Paper III: Behavioral Medicine

Practical: Psychological Therapies including Viva Voce

Group "B"

Submission: Five fully worked-out Psychotherapy Records, out of which one should be child therapy record. These records should include a summary of the clinical history organized under relevant headings, and a discussion on a) reasons for intervention(s), b) areas to be focused including short- and long-term objectives, c) type and technique of intervention employed and rationale d) therapy processes) changes in therapy or objectives, if any, and the reasons for the same) outcome) prevention strategies, f) future plans

Group "C"

Dissertation: Under the guidance of a Clinical Psychology faculty member with Ph.D. If the research work is of interdisciplinary nature requiring input/supervision from another specialist, co-guide(s) from the related discipline may be appointed as deemed necessary.

3.2 Minimum prescribed clinical work during the two year of M.Phil. training

	Number of Cases	By the end of
	Part-I	Part-II*
1) Detailed case histories	50	70
2) Clinical Interviews	40	60
3) Full length Psycho diagnostics	40	50
4) Neuro psychological Assessment	5	10
5) Therapeutics		
i) Psychological Therapies	200 hrs.	
ii) Behavior Therapies	200 hrs.	

Therapies should be not less than 50 hr. of work in each of the following areas:

- a) Therapies with children
- b) Individual therapies with adults
- c) Family/marital/group/sex therapy
- d) Psychological and/or neuro psychological rehabilitation

A log book of the clinical work carried out under the supervision during each year of training, with sufficient details such as particulars of the client, diagnosis, duration and nature of intervention(s), number of sessions held etc. should be maintained by all trainees and must be produced the same to the examiners at the time of Part-I and II practical examinations.

* Includes the worked one in Part-I

3.3 Clinical Posting Plan during M. Phil. program:

Since M. Phil. CP curriculum is taught through clinical internships, the trainees are assigned to a variety of clinical postings all through their two year program.

Sl. No.	Units/ Posting locations	Key engagements (<i>under supervision</i>)	Duration (in months)
1	Adult Psychiatry Units (1/2/3/4)	Detailed evaluation and management plan of patients	09
2	Psychometry	Psychological evaluation, personality assessment, neuro-psychological assessment, IQ assessment, and brief counselling	03
3	Child & Adolescent Psychiatry (CAP)	Psychometric and psychotherapeutic services to children, adolescents and their care-givers	04
4	Geriatric Mental Health (GMH)	Neuro-cognitive assessment, Cognitive remediation/ rehabilitation, Dementia care	01
5	De addiction Medicine (DAM)	Psychometric and psychotherapeutic services to adult-patients with substance use and addictive disorders	02
6	Psychotherapy	Psychotherapeutic services following various approaches to OPD	03

		patients	
7	Family Therapy	Assessment of family functioning and therapy (in collaboration with Family Therapy Unit of Dept of PSW)	01
8	External Exposure	Exposure to Behavioural Medicine and cross-specialty referrals in a hospital setting	01
9	Additional/ Special	mental health promotion, Disability assessment and community out-reach camps, School mental health, etc.	Specific allotted days within two-year period

3.4 Academic Activities:

The multifaceted and multi-disciplinary nature of academic activities in the department/ institute contributes to the holistic learning of evaluation and management of patients by providing training in a wide variety of allied fields of mental health professions. Such training is essential for understanding the complexities of human behavior in health and illness. The various kinds of departmental academic presentations are designed to produce a systematic and comprehensive scheme of training. The programs are under constant review and are updated whenever the need arises. Attendance at these programs is mandatory. Trainees are evaluated on the departmental academic programs and the marks are added to the final exam scores.

3.4.1 Departmental Seminars:

Seminar topics are suggested by staff-members from within the curriculum as well as its extended application which are scrutinized / finalized by a small team under the guidance of Head of department. The seminar presentation by the trainee is preceded by extensive preparations and discussion with the chairperson/ moderator. A handout of the salient points of the presentation is prepared along with bibliography and is circulated among the students and the staff-members (under supervision of the chair

person) on the day of the presentation. Hard and soft copy of the presentation is made available to the department subsequently. The presentation is expected to be of a high standard in coverage and depth.

3.4.2 Departmental Case Conferences:

The aim of case conference, in the first year of training, is to provide comprehensive knowledge and skill to collect case history, MSE, to be able to provide a rationale for psychological testing, reporting of psychological testing and making diagnostic formulation as well as further management plan. In the second year of training, the trainees are expected to make a psychotherapeutic formulation and put forth a detailed plan of management.

3.4.3 Departmental Journal Clubs:

The purpose of the journal club is to equip the trainee with the skills of reading a journal article and evaluating its standard. Journals are the best way to remain abreast with the developing knowledge in any field and it is expected that the trainee develops a habit of reading articles. The trainee is expected to present the main aspects of the article, under its broad headings and provide a critical evaluation of the article. The journal article is decided by the chairperson and the trainee has to discuss the article with them, at least 2 weeks ahead of the presentation. Each trainee will be evaluated on their presentations and these marks will be added to the final internal marks.

3.4.4 Didactic Lectures:

Attendance in classes is mandatory for all trainees. They are expected to check the notice board from time to time for class schedules. Classes are taken by faculty, Clinical Psychologists, and PhD scholars of the department, as well as by faculty/ senior residents/ psychiatric social workers of other departments. In addition, guest lectures are also arranged from time to time to provide the best inputs to the trainees. A register/ log-book for classes is regularly maintained. For online classes and presentations, separate log sheets are to be maintained, which are available in the department office.

3.4.5 Unit-level topic discussions:

Each unit has bed-side discussions and demonstrations usually during the rounds. In addition, there are unit-level case/ topic discussions which are designed to improve the

techniques of information collection, organization and presentation, with the relevant theoretical preparation regarding the case at hand. Unit topic presentations entail discussion of theoretical and clinical aspects of the topic. Unit-level topic discussions are assigned to trainees of the concerned unit, and it is the responsibility of the trainee to find out the assigned topic at the beginning of each month, and discuss with the respective unit faculty/ clinical psychologist/PhD scholar. Assigned trainee is also responsible to update unit-level registers/ log-book for topic discussions.

3.5 Evaluation:

Informal evaluation and feedback is an ongoing process that is carried out throughout the trainee's stay in the department. Formal evaluation however is carried out as follows:

3.5.1 INTERNAL ASSESSMENTS (PRACTICAL)

An on-going evaluation of the trainees happens throughout the course. This will comprise of assessment of attitudinal, clinical and relevant theoretical progress. Feedback is provided to the trainee at the end of every posting in the 1st and 2nd year. Since, this is a skill-based program, it is important that the trainee gives a serious consideration to the feedback and accepts his/her strengths as well as improves on the deficit area.

The students are evaluated at the end of the posting and rated on the following criteria:

- Punctuality and regularity
- Ability to work in a multi-disciplinary team
- Initiative and ability to take up responsibility
- Quality of case records
- Quality of clinical work
- Quantity of work
- Regular discussion with supervisors & ability to use the supervisory discussion
- Performance & involvement in unit clinical /academic activities
- Performance & involvement in departmental case conferences/seminars/journal clubs
- Ability to be flexible and open to different perspectives

The posting Marks will be added to the final internal marks.

3.5.2 Pass-out for psychological tests (for M. Phil. 1st year):

To develop and assess competency in administration of psychological assessments, pass-out tests are conducted by clinical supervisors for core tests. Trainees will have to administer the test with a patient in front of the supervisor, score it and answer questions pertaining to the test. The schedule for pass-outs will be put up by the department. The trainee is expected to take an appointment from the respective supervisor during the allotted timeline for that particular test. All pass-outs should be completed by end of 9th month of the first year.

3.5.3 INTERNAL ASSESSMENTS (THEORY)

Three internal assessment examinations are usually held in one academic year viz., 1st, 2nd and 3rd (model exam). The marks of the internal examinations are included to calculate the final result. Individual feedback along with evaluated answer scripts are shared with the trainees for review and scope for future improvement discussed.

3.5.4 External Examination:

The examination as per the scheme laid down by RCI is held in two parts (Part - I and Part - II). Part -I is held at the end of first year and Part – II is held at the end of second year. Gauhati University issues notifications for the same.

A candidate will not be allowed to take the Part – II examination unless he/she has passed the Part – I examination.

A candidate who has not appeared or failed in Part – I of the regular examination may be allowed to continue the course for the II year and be allowed to take the supplementary Part – I examination.

A minimum period of three months additional training shall be necessary before appearing for the examination in case he/she fails to clear Part – I and/or Part – II examination.

A candidate has to complete the course successfully within a period of four years from the year of admission to the course.

A board consisting of 4 examiners of which 2 shall be external and 2 shall be internal will conduct the examination. The Chairman of the board of examiners will

be the Head of the Department of Clinical Psychology who will also be an internal examiner.

Two examiners, one internal and one external, shall evaluate each theory paper and dissertation. Two examiners, of whom one shall be external, will conduct the practical/clinical and viva-voce examination.

Scheme of the Examinations & Distribution of Marks :

M. Phil. Clinical Psychology Part-I (IYear)

Papers	Title	Duration	Marks		
			Final Assessment (Maximum)	Internal Assessment (Maximum)	Total
Group "A"					
Paper I	Psychosocial Foundations of Behavior and Psychopathology	3 hr.	70	30	100
Paper II	Statistics and Research Methodology	3 hr.	70	30	100
Paper III	Psychiatry	3 hr.	70	30	100
Practical:	Psychological Assessments and Viva Voce		70	30	100
Group "B"					
Submission of five cases of full-length Psycho diagnostics Report			None	100	100
Total					500

M. Phil. Clinical Psychology Part- II (II Year)

Papers	Title	Duration	Marks		
			Final Assessment (Maximum)	Internal Assessment (Maximum)	Total
Group "A"					
Paper I	Biological Foundations of Behavior	3 hr.	70	30	100
Paper II	Psychotherapy and Counseling	3 hr.	70	30	100
Paper II	Behavioral Medicine	3 hr.	70	30	100
Practical: Psychological Therapy and Viva Voce			140	60	200
Group "B"					
Submission of five cases of full-length Psychotherapy Report			None	100	100
Group "C"					
Dissertation			70	30	100
Total					700

3.5.5 REQUIREMENTS TO QUALIFY FOR THE FINAL EXAMINATION

In addition to having had a satisfactory performance in internal assessment, the trainee needs to fulfill the following requirements.

For M. Phil. first year trainees:

According to guidelines provided by Rehabilitation Council of India, in the 1st year, trainees are required to do minimum 40 full-length psychological assessments. Full-length assessments entail brief case history, MSE, selection of appropriate tests, rationale for the tests, test findings, psychodiagnostic formulation (where applicable), and provisional diagnosis. This requirement is part of day-to-day clinical work and needs to be documented in the trainee's LOG BOOK regularly.

From among the ABOVE REPORTS, the trainee has to make a final spiral-bound submission of FIVE FULL-LENGTH assessment cases. This final submission should include at least 1 neuropsychological assessment and 1 child-related assessment (but not IQ assessment).

All the submissions have to be under the supervision of the faculty/ clinical psychologist/PhD scholar of the respective unit, from where the case has been taken. All the assessments, as part of clinical work, are to be entered in the student's log sheet as well as departmental log books and they will be monitored regularly.

Note: - The final 5 clinical submissions (best 5 submissions, comprising of personality, psychodiagnostic and neuropsychological assessment, not IQ tests) should be completed and submitted as a spiral bound report by the final submission deadline.

The parameters for evaluation of the above submissions are as follows:

- (1) Punctuality in maintaining submission timelines
- (2) Range of tests applied
- (3) Rationale for selecting specific tests
- (4) Administration, scoring & interpretation of the tests
- (5) Overall quality of writing the report

For M. Phil. second year trainees:

Completion of 8 (of at least 8-10 session-hours each) supervised psychotherapy case reports approved by the designated Consultant/ Clinical Psychologist/PhD scholar. Among these, 5 psychotherapy records will be selected for final submission. The trainee can take up cases for psychotherapy from the inpatient and out-patient departments, after discussion with the unit supervisor. The trainee should document the sessions well and maintain regular discussion

notes. This will help in proper communication of the care being provided to the patient as well as help the trainee to prepare for psychotherapy submission. All cases seen by trainees for counseling and psychotherapy should be periodically recorded in student's log sheet as well as departmental log books.

Note: - A spiral bound copy of the final five psychotherapy submissions (from among the above) should be submitted to the department by the final submission deadline. Out of the five submissions, a variety of cases to be planned for submission with at least one each from CAP and DAM and two from Adult Psychiatry.

A Dissertation under the guidance of a Clinical Psychology Faculty is required to be submitted, to be eligible to appear in the final examination. Four hard-bound copies (five copies in case of co-guide) of signed/ approved final Dissertation should be submitted to the department of Clinical Psychology by the final submission deadline. The trainee must maintain a log record of supervisory discussions. Monthly review meetings are held to monitor and facilitate timely completion of dissertation and psychotherapy requirements.

3.6 Academic timeline for trainees enrolled in 2 year/ 24 month-long M. Phil. Program (tentative)

Date	Event
1 st day of 1 st month	Admission
2 nd week of 1 st month	Commencement of classes
2 nd month	Allotment of research-dissertation guides to trainees
3 rd month	Research orientation meeting
4 th month	Psychodiagnostic submission: Cycle-1
End of 4 th month	1 st internal exam
5 th month	Submission of draft research protocol
6 th month	Departmental presentation of research protocols

Beginning of 7 th month	Psychodiagnostic submission: Cycle-2
7 th month	SAC presentation of research protocols
8 th month	Submission of dissertation proposal to Institutional Ethics Committee
Last week of 8 th month	2 nd Internal exams
Beginning of 9 th month	Psychodiagnostic submission: Cycle-3
End of 9 th month	Research dissertation: Pilot/ preparatory work
Beginning of 10 th month	Psychodiagnostic submission: Final submission
3 rd week of 11 th month	Model exam
12 th month (end of 1 st year)	Part-I Final exam
End of 3 rd month	Psychotherapy submission: Cycle-1
End of 15 th month	1 st Internal exam
17 th / 18 th month	General hospital Exposure posting
Middle of 18 th month	Research dissertation: Completion of data collection
Last week of 18 th month	Psychotherapy submission: Cycle-2
Beginning of 20 th month	Submission of all draft chapters
Last week of 20 th month	2 nd Internal exams
Beginning of 21 st month	Research dissertation submission
End of 21 st month	Psychotherapy submission: Cycle-3
Beginning of 22 nd month	Psychotherapy submission: Final submission
3 rd week of 23 rd month	Model exam
24 th month (end of 2 nd year)	Part-II Final exam

GUIDELINES FOR MPhil TRAINEES & SCHOLAR'S LEAVE:

- The academic year at LGBRIMH starts and terminates after completion of 24 months from the commencement. **In an academic year, the Scholars & trainees of the Department of the CP are entitled to a maximum of 30 days of leave.**
- Leave should be applied in a given format, clearly stating the leave period.
- The application should be forwarded to the Head, Dept of CP, only after it is approved by the trainee/scholar's unit faculty and CP supervisor (s) for the said period.
- Obtaining prior sanction of leave is mandatory.
- Seeking **EXTENSION OF LEAVE** by **LETTER/ e-mail IS DISCOURAGED, AND SUCH REQUESTS ARE GENERALLY NOT ENTERTAINED.** Any unauthorized leave is liable for loss of stipend for the period.
- Before proceeding on leave and on return from leave, the scholar /trainee should personally report to his/her clinical/ research supervisor/faculty.
- To maintain the quality of patient care in the clinical unit to which one is posted, scholars should orally inform their psychiatric consultants when they apply for leave. Before applying for the leave public interest/necessities of patient care need to be considered.
- Medical leave should be applied for only based on the written advice from by LGBRIMH Approved Medical Personnel / **CASUALTY SERVICES OR ON THE BASIS OF A MEDICAL CERTIFICATE** approved by the institute administration
- When proceeding on leave, the trainee should formally hand over their continuing clinical responsibilities to the fellow trainee/supervisor.
- Trainees are discouraged from taking leave on days on which they have specific academic activities assigned to them (Seminars, Journal Clubs and Case Conferences) If applying for leave on such days becomes unavoidable, then in consultation with the Head of the department, the assigned academic activity is to be changed and adjusted with another trainee.
- While taking leave, the trainee must ensure that their attendance does not fall short of the required minimum of 80% prescribed by the Institute/ RCI. **Shortages of attendance and/or non-completion of the clinical requirement**

would entail repetition of the full term or compliance as per the advice of the academic disciplinary committee.

- Any unused leave will lapse at the end of each academic year.

**CURRICULUM FOR M.SC PSYCHIATRIC NURSING
AS PER INC**

M.SC PSYCHIATRIC NURSING

The department is following the curriculum prescribed by the Indian Nursing Council and as per the guidelines of the Gauhati University. Course objectives are taken into consideration during the training of the post graduate nursing students

Aim

The aim of the postgraduate program in nursing is to prepare graduates to assume responsibilities as nurse specialists/therapist, consultants, educators, researcher, administrators in a wide variety of professional settings

Objectives

On Completion of the two year M.Sc. Nursing programme, the graduate will be able to:-

1. Utilize/apply the concepts, theories and principles of nursing science
2. Demonstrate advance competence in practice of nursing
3. Practice as a nurse specialist.
4. Demonstrate leadership qualities and function effectively as nurse educator and manager.
5. Demonstrate skill in conducting nursing research, interpreting and utilizing the findings from health related research.
6. Demonstrate the ability to plan and effect change in nursing practice and in the health care delivery system.
7. Establish collaborative relationship with members of other disciplines
8. Demonstrate interest in continued learning for personal and professional advancement.

Eligibility for admission:

1. The candidate should be a Registered Nurse and Registered midwife or equivalent with any State Nursing Registration Council.
2. The minimum education requirements shall be the passing of:
B.Sc. Nursing / B.Sc. Hons. Nursing / Post Basic B.Sc. Nursing with minimum of 55% aggregate marks.
3. The candidate should have undergone in B.Sc. Nursing / B.Sc. Hons. Nursing / Post Basic B.Sc. Nursing in an institution which is recognized by Indian Nursing Council.
4. Minimum one year of work experience after Basic B.Sc. Nursing.

5. Minimum one year of work experience prior or after Post Basic B.Sc. Nursing.

6. Candidate shall be medically fit.

Entrance/Selection test

Selection of the candidates should be based on the merit of the entrance examination held by University

Duration:

Duration of the course will be 2 years

Number of seats:

A total of 20 seats, seat matrix allocation will be decided by the competent authority of the institute.

**SUBJECT WISE ACTIVITIES/ PRACTICAL COMPETENCIES
MANDATORY REQUIREMENT AS PER INC**

Nursing Education	Advanced Nursing practice	Clinical specialty I	Nursing research & Statistics
Framing philosophy, aims and objectives. Lesson Planning. Micro teaching. Conduct practice teachings using different teaching strategies (like lecture cum discussion, demonstration- lab method, field trips, seminars, project, role play, panel discussion, clinical methods etc) Preparation and utilization of instructional Aids using different media. Develop course plans, unit plans, rotation plans. Conduct a continuing education workshop. Annotated bibliography. Critical evaluation of any nursing education program offered by a	Prepare Case studies with nursing process approach and theoretical basis Presentation of comparative picture of theories Family case- work using model of prevention Annotated bibliography Report of field visits Advance nursing Procedures Definition, Indication and nursing implications; CPR, TPN, Hemodynamic monitoring, Endotracheal intubation, Tracheostoma, mechanical ventilation, Pacemaker, Hemodialysis, Peritoneal	History taking Mental health assessment Psychometric assessment Personality assessment Process recording Therapies- Group Therapy Family therapy Psychotherapy Milieu Therapy The Therapeutic Community Occupational therapy	Annotated Bibliography of research reports and articles. Review of literature of selected topic and reporting Formulation of problem statement, objective and hypothesis Developing theoretical/conceptual framework. Preparation of a sample research tool Analysis and

<p>Selected institution.</p> <p>Planning and Organizing field visits. Educational visits. Field visits (INC/SNRC) to get familiar with recognition/registration process.</p> <p>Construct, administer and evaluate tools (objective & essay type test, observation checklist, rating scale etc)</p> <p>Observe and practice application of various non-standardized tests (intelligence, Aptitude, Personality, Sociometry, physical & mental disabilities tests.)</p> <p>Training for students in various psychological test administration and practice of psychological tests by the students</p>	<p>dialysis, LP, BT Pleural and abdominal paracentesis OT techniques,</p> <p>Health assessment,</p> <p>Triage, Pulse oxymetry</p>	<p>Recreational therapy</p> <p>Play therapy</p> <p>music therapy</p> <p>Pet therapy</p> <p>Counselling</p> <p>Assisted ECT</p> <p>Assisted EEG</p> <p>Case studies</p> <p>Case presentation</p> <p>Project work</p> <p>Socio and psycho drama</p> <p>Field visits</p>	<p>interpretation of given data</p> <p>Developing and presenting research proposal</p> <p>Journal club presentation</p> <p>Critical evaluation of selected research studies</p> <p>Writing a scientific paper.</p> <p>Exercises on organization and tabulation of data,</p> <p>Graphical and tabular presentation of data. Calculation of descriptive and inferential statistics(chi square, t-test, correlation) Practice in using statistical package</p> <p>Computing vital health statistics</p>
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Second year	
Nursing Management	Clinical Specialty II
<ul style="list-style-type: none"> • Prepare prototype personal files for staff nurses, faculty and cumulative records. • Preparation of budget estimate, revised estimate and performance budget. • Plan and conduct staff development programme. • Preparation of Organization Chart. • Developing nursing standards/ protocols for various units. • Design a layout plan for specialty units /hospital, community and educational institutions. • Preparation of job description of various posts categories of nursing personnel. • Prepare a list of equipments and supplies for speciality units. • Assess and prepare staffing requirement for hospitals, community and educational institutions. • Plan of action for recruitment process. • Prepare a vision and mission statement for hospital, community and educational institutions. • Prepare a plan of action for performance appraisal. • Identify the problems of the speciality units and develop plan of action by using problem solving approach. • Plan a duty roster for speciality units/hospital, community and educational institutions. • Prepare: anecdotes, incident reports, day and night reports, handing and taking over reports, enquiry reports, nurses notes, Official letters, curriculum vitae, presentations etc. • Prepare a plan for disaster management. • Group work. • Field appraisal report. 	<ul style="list-style-type: none"> • Procedures • Psychometric tests • Personality tests • Family therapy • Assisted <ol style="list-style-type: none"> 1. CT 2. MRI • Procedures Performed • Mental status examination • Participating in various therapies – Physical; ECT, behavioral therapy • Administration of Oral, IM, IV psychotropic drugs • Interviewing skills • Counseling skills • Communication skills • Psychoeducation • Interpersonal relationship skills • Community Survey for identifying mental health problems • Rehabilitation therapy • Health education and life skills training. • Supportive psychotherapy skills • Group therapy • Milieu therapy • Social/Recreational therapy. • Occupational therapy.

CLINICAL ROTATION OF STUDENTS

PRESCRIBED BY INC	IMPLEMENTATION & REMARKS																										
<p>Advanced Nursing Practice Clinical posting in the following areas:</p> <p>Specialty area- in-patient unit- 2 weeks Community health center/PHC- 2 weeks Emergency/ICU- 2 weeks</p> <p>Clinical Specialty I</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Area of Posting</th> <th style="text-align: center;">No. of Week</th> </tr> </thead> <tbody> <tr> <td>Acute Psychiatric Ward/Unit</td> <td style="text-align: center;">20</td> </tr> <tr> <td>Chronic Psychiatric Unit</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Psychiatric Emergency Unit</td> <td style="text-align: center;">2</td> </tr> <tr> <td>O.P.D</td> <td style="text-align: center;">4 (Merged with Unit)</td> </tr> <tr> <td>Family Psychiatric Unit</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Community Mental Health Unit</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Rehabilitation / Occupational Therapy Unit/Half way home/ Day care centre</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Community PHC/TMCH & Field visit</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Total</td> <td style="text-align: center;">44 Weeks</td> </tr> </tbody> </table> <p>Clinical Specialty II</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Area of Posting</th> <th style="text-align: center;">No. of Week</th> </tr> </thead> <tbody> <tr> <td>Acute Psychiatric unit/Ward</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Chronic Psychiatric unit/ Ward/Forensic Psychiatry</td> <td style="text-align: center;">4</td> </tr> </tbody> </table>	Area of Posting	No. of Week	Acute Psychiatric Ward/Unit	20	Chronic Psychiatric Unit	4	Psychiatric Emergency Unit	2	O.P.D	4 (Merged with Unit)	Family Psychiatric Unit	2	Community Mental Health Unit	4	Rehabilitation / Occupational Therapy Unit/Half way home/ Day care centre	4	Community PHC/TMCH & Field visit	4	Total	44 Weeks	Area of Posting	No. of Week	Acute Psychiatric unit/Ward	4	Chronic Psychiatric unit/ Ward/Forensic Psychiatry	4	<p>All the trainees are posted in areas and number of weeks of posting as per prescribed council norms.</p> <p>Currently merged with other clinical specialty areas, may be additional specialty areas in psychiatry to be considered/ included.</p> <p>All chronic, acute, OPD areas of the psychiatry postings are merged but the number of weeks are kept in sync with the prescribed syllabus.</p> <p>Case studies and case presentation of the students at the unit level</p> <p>Detail case assessment to be done by the particular trainee when a case gets admitted, from admission to discharge under the supervision of Nursing and Psychiatry consultant</p> <p>Field visit two weeks is adjusted with the community area posting, but more areas of psychiatry subject specific field visit may be incorporated.</p> <p>**Clinical postings of the trainees may vary as per the need of the institute & competency training, keeping in sync with the prescribed guidelines**</p> <p>Case studies and case presentation of the students at the unit level</p> <p>Detail case assessment to be done by the particular trainee when a case gets admitted, from admission to discharge under the supervision of Nursing and Psychiatry consultant.</p>
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De-addiction Unit	4	
Psychiatric Emergency Unit	4	
O.P.D (Neuro and psychiatric)	4	
Child Psychiatric Unit and child guidance clinic	4	
Post natal ward	1	
Family Psychiatric Unit (adjusted with CAP)	2	
Field visits/Extension	2	
Rehabilitation	2	
Research	5	
Geriatric Mental Health Unit	4	
Community Mental Health Unit	4	
Total	44 Weeks	

ASSESSMENTS

Formative assessments, ongoing continuous assessments during the course; following are the ways of formative assessments

First Year	Second year
Practice teachings -10 for each student	Seminar Presentations-2 topics in each subject for every student Class room presentation- 1 topic each in each subject
Conduction of CNE/workshops/Conference- Minimum of one in a year	Case presentations- Adult -2 CAP-1 Geriatric -1 DAM-1 for each student
Unit rounds - As per rotation of trainees Unit presentation- 1 at least during the every unit posting period	Care review- Best of five reviews will be taken for internal assessment
Case presentations- Minimum 3 in no for each student spread across the academic year	Nursing Audit -10 throughout the posting period
Seminar Presentation - 1 topics in each	Dissertation submission & research

subject for every student Classroom presentation- 1 topic each in each subject	related presentations – 6 (Including Departmental, SAC, IEC, Conceptual framework & Analysis Presentation)
Project work – 1 Critical evaluation of curriculum – 1	Field visits-3
Journal club- 1 for each student	Project work -1
Attending a conference/ paper/poster presentation- minimum 1 in a year	Unit presentation- 1 at least during the every unit posting period
Field visits-3 Family assessments – 5 each per student	Attending a conference/ paper/poster presentation- minimum 1 in a year
Protocol Presentation- 1 for each student after 6 months of admission	-

** Scheduled presentation will be spread throughout the academic year. **

Unit test- 2 in no's, schedules at every 4 months interval

Model test/ pre-final Examinations-1 in no's scheduled at the end of academic year.

Log book to be maintained by the each trainee, log book should be signed periodically at the end of the unit posting from the unit head and to be signed by the HOD before final submission.

Summative Evaluation

Examination, Evaluation and assessments of the student's performance are followed exactly as per the prescribed norms of the INC.

Scheme of Examination

I st Year	Theory			Practical		
	Hours	Internal	External	Hours	Internal	External
Nursing Education	3	25	75		50	50
Advance Nursing Practice	3	25	75			
Nursing Research and Statistics	3	25**	75*			
Clinical Speciality-I	3	25	75		100	100
Total		100	300		150	150
IInd Year						
Nursing Management	3	25	75			
Dissertation & Viva					100	100
Clinical Speciality- II	3	25	75		100	100
Total		50	150		200	200

* Nursing research= 50 and Statistics= 25

** Nursing Research=15 and Statistics=10

Internal assessment:

Every four-month written assessment will be done for covered portion of the syllabus. Students will be assessed during the posting, seminar, case presentation etc. Internal assessment marks are distributed for assignment submission on clinical works and the logbook

- Written test after every four months.
- Assessment during posting.
- Assessment during academic conferences.
- Clinical assignments
- For all internal assessment pass mark will be 50%.

Clinical Submission and Assignments

Clinical works for students of M. Sc in Psychiatric Nursing:

Candidates shall submit a record of required clinical work completed in that year, duly attested by faculty and Head of the Nursing department.

To fulfill the required criteria the students must complete following clinical works:

First Year

- 1) Detail case assessment: 3 **Total Mark=10**
- 2) Detail Mental Status Examination: 3**Total Mark=10**
- 3) Process record: 2 **Total Mark=10**
- 4) Group activity/ pre discharge counseling/ Individual Counselling /Crisis counseling(Including family): 10 **Total Mark=10**
- 5) Case presentation: 3 **Total Mark=50**
- 6) ECT/EEG preparation: 10 **No**
- 7) Project Work: 1 **Total Mark=10**
- 8) CNE/Workshop: 1-Mark 10
- 9) Patient development programme – 1
- 10)

Second year:

1. Case assessment and intervention: **Total Mark=10+10=20**
 - Nursing case study in child psychiatry
 - Nursing case study and intervention with alcoholic dependence.
 - Nursing assessment in Neurology.
 - Family assessment in community
 - Nursing study/assessment in Rehabilitation
 - Family nursing intervention
2. Case presentation 5 no
3. Community psycho-education (In extension clinics, community field or OPD of LGBRIMH) **Total Mark=10**

3. Counseling Skill assessment in DAM, CAP, Geriatric/Family discharge counseling

Total Mark=20

4. Nursing audit **Total Mark=10**

5. Nursing care review **Total Mark=10**

6. In-service education programme/CNE **Total Mark=10**

7. Community project **Total Mark=10**

8. Paper/Project **Total Mark=10**

M.SC NURSING (PSYCHIATRIC NURSING)

ACADEMIC CALENDER

Month	Major Academic Events
Sep/October	Admission proceedings/ Course Commencement
December last week to February last week	Protocol presentation of first years (**SAC& IEC Committee**)
January last week & February first week	First term examination
June June Mid week	Submission of Research Proposal to University by first yr trainees Second term examination
June last week	Thesis Submission for second year
August Last week	Model test
September first week	Study leave
Sep/ October first week	Final Examinations

Note:

1. Three weeks of gazette holidays can be utilized for the co-curricular and extra-curricular activities of the trainees
2. Annual medical examination of the students, health insurance scheme for the students, free medical and ambulance services from the institute.
3. Different areas of clubs to be initiated as per interest of the trainees; Music, sports, etc

DIPLOMA IN PSYCHIATRIC NURSING

COURSE DESCRIPTION:

This course is designed to offer advanced education and clinical skills for registered nurses (GNM or B.Sc. Nursing) with specialized knowledge and skills in curative, preventive and promotive aspects of psychiatric nursing and mental health care.

AIM:

The aim of the Diploma in Psychiatric nursing course is to prepare registered nurses to provide quality nursing care to individuals suffering from mental disorders as well as manage, supervise, teach nurses ,allied health professional & family members for effective management of psychiatric patients.

The institute has aims towards achieving its goal by using the latest mental health knowledge and service skills in the institute to improve mental health care as part of health development including manpower development in the field.

OBJECTIVES:

At the end of the course,the students will be able to:

1. Apply the concepts and principles of psychiatric /mental health nursing.
2. Demonstrate therapeutic skills of interpersonal relationship, communication, counselling and providing psychiatric nursing care
3. Manage and supervise care of mentally ill patients in clinical and community settings.
4. Teach nurses, allied health professionals, family members and communities in areas related to psychiatric nursing.
5. Conduct research in psychiatric/mental health nursing

ELIGIBILITY FOR ADMISSION

The course is opened to those who have obtained GNM Diploma or B.Sc./Post-Basic B.Sc. in nursing degree from Institute recognized by Indian Nursing Council. The applicant should have registered with the State Nursing Council, with minimum of 1 years of working experience.

SELECTION PROCEDURE

Admission to the Diploma in Psychiatric Nursing course shall be through a duly constituted selection committee by the Director of the Institute. Three seats are reserved for the candidates from each of the North Eastern states (Assam, Arunachal, Manipur, Meghalaya, Mizoram Nagaland, Sikkim, and Tripura) and six seats for the Institute. In case of vacant seats, it will be filled up through open selection as decided by the Executive Council.

DURATION : The duration of the course is one year. Examination will be conducted in the month of September every year.

SCHEME OF EXAMINATION

Theory	Title of The Paper	Internal Assessment Marks	External Assessment Marks	Total	Exam Hours
I	Clinical Nursing I	50	150	200	3
II	Clinical Nursing II	50	150	200	3
III	Supervision & management, clinical teaching, elementary research & statistics	50	150	200	3
Practical					
IV	Clinical Nursing	100	100	200	
Grand Total		250	550	800	

DISTRIBUTION OF CLINICAL HOURS FOR DPN:

Total days & weeks in the course	365 days =52 weeks
Sunday (holiday)	52days
Leave for students (Excluding Sunday)	14 days =2 weeks block leave in two spells Sick leave 1 week and Casual leave 1 week
Examination & study leave:	2weeks
Block leave	2 weeks
Block classes	2weeks (34 hours/week=68 hours)
Total weeks for clinical	40 weeks x35 hours/week=1400 hours
Integrated theory & clinical practice	40 weeks(Theory :10 hours/week) = 400 hours
Internship:	4 weeks=160 hours

CLINICAL EXPERIENCE

SL NO	AREA OF POSTING	DURATION
1.	Acute male ward	4 weeks
2.	Acute Female ward	4 weeks
3.	Chronic male ward	4 weeks
4.	Chronic Female ward	4 weeks
5.	De-addiction Unit	4 weeks
6.	Child psychiatric Unit	4 weeks
7.	Psychiatric Emergency &OPD	2 weeks
8.	ECT Unit	2 weeks
9.	Community Mental Health	4 weeks
10	Rehabilitation/Occupational Therapy unit	4 weeks
11	Family Psychiatric Unit attached with Adult and CAP posting	2 weeks
12	Geriatric Mental Health unit	2 weeks
Total		40 weeks

CLINICAL WORKS

Sl. No	Assignments	Requirements
1.	Case assessment and intervention	
	I. Nursing case study in adult psychiatry	1
	II. Nursing case study in child psychiatry	1
	III. Nursing case study in Addiction medicine	1
	IV. Family assessment in community	1
	V. Nursing study/assessment in Rehabilitation	1
2.	Case Demonstration	10
3.	Group psycho-education	2
4.	Case Presentation	1
5.	Family admission/discharge counseling	1 in each ward/unit
6.	Project on community mental health	1
7.	Community psycho-education	5
8.	Process recording	3
9.	Care Plan	1 in each unit (Minimum 5 No)
10.	CNE	1
11.	Clinical teaching	5

REGULATIONS
FOR
MMLS COURSE
CLINICAL BIOCHEMISTRY
MEDICAL MICROBIOLOGY
HAEMATOLOGY & BLOOD BANKING

Under GAUHATI UNIVERSITY

LGBRIMH, Tezpur

Allied health professionals (AHPs) includes individuals involved with the delivery of health or healthcare related services, with qualification and competence in therapeutic, diagnostic, curative, preventive and/or rehabilitative interventions. They work in multidisciplinary health teams in varied healthcare settings including doctors (physicians and specialist), nurses and public health officials to promote, protect, treat and/or manage a person (,,s) physical, mental, social, emotional, environmental health and holistic well-being.¹

The breadth and scope of the allied health practice varies from one end to another, including areas of work listed below:

- Across the age span of human development from neonate to old age;
- With patients having complex and challenging problems resulting from systemic illnesses such as in the case of diabetes, cardiac abnormalities/conditions and elderly care to name a few;
- Towards health promotion and disease prevention, as well as assessment, management and evaluation of interventions and protocols for treatment;
- In a broad range of settings from a patient's home to community, primary care centers, to tertiary care settings; and
- With an understanding of the healthcare issues associated with diverse socio-economies and cultural norms within the society.

Learning goals and objectives for allied health professionals

1. Clinical care
2. Communication
3. Membership of a multidisciplinary health team
4. Ethics and accountability at all levels (clinical, professional, personal and social)
5. Commitment to professional excellence
6. Leadership and mentorship
7. Social accountability and responsibility
8. Scientific attitude and scholarship (only at higher level- PhD)
9. Lifelong learning

Medical Laboratory Professionals work in all areas of a clinical laboratory including blood banking, clinical bio-chemistry, hematology, immunology, histopathology and medical microbiology. They perform a full range of laboratory tests – from simple prenatal blood tests, to more complex tests to uncover diseases such as HIV/AIDS, diabetes, and cancer. They are also responsible for confirming the accuracy of test results, and reporting laboratory findings. The information obtained from a Medical Laboratory Scientist helps the physician influence the medical treatment a patient will receive. Medical Laboratory Scientists operate complex electronic equipment, computers and precision instruments costing millions of dollars.

Medical Laboratory Professionals analyze human fluid samples using techniques available to the clinical laboratory, such as manual white blood cell differentials, bone marrow counts, analysis via microscopy, and advanced analytical equipment. They help physicians in choosing the correct laboratory tests and ensure proper collection methods. They receive patient specimens, analyze and interpret them, and report results.

Medical Laboratory Professionals must recognize anomalies in their test results and know how to correct problems with the instrumentation. They monitor, screen, and troubleshoot analyzers featuring the latest technology available in the market. They perform equipment validations, calibrations, quality controls, or run-by-run assessment, statistical control of observed data, and recording of normal operations. To maintain the integrity of the laboratory process, medical laboratory scientists recognize factors that could introduce error and reject contaminated or substandard specimens, as well as investigate discrepant results.

In today's modern world of technology, the diagnosis, treatment & prognosis of various diseases depends upon the results of investigations carried out in a clinical laboratory. Thus, these professionals play a key role in the field of health care. Medical Laboratory Science has played a significant role in the advancement in the field of Medicine, especially in past few decades. As modern medicine becomes more of a team effort, the Medical Laboratory Scientist/Technologist is an important member and integral part of the Medical team.

Scope of practice

- Collection and receiving of specimens (infectious samples i.e. blood, urine, stool, sputum, pus, semen, tissues and body fluids) for various biochemical, pathological, microbiological, haematological and blood bank investigations, etc.
- To perform and validate various investigations for the purpose of differential diagnosis
- Calibration and standardization of glassware's and other laboratory equipment
- Standardization and selection of test analytical procedures
- Maintenance of supplies of laboratory reagents / diagnostic kits
- Evaluation of reagents and diagnostic kit for diagnostic suitability
- Maintenance of quality control for reliability of laboratory reports
- Preparation of chemical and biological reagents
- Supervision, organization of work and personnel management
- Maintenance of records and preparation of statistics
- They look for bacteria, parasites, and other microorganisms; analyze the biochemical content of fluids; match blood for transfusions; and test for drug levels in the blood to show how a patient is responding to treatment
- Technologists also prepare specimens for examination, count cells, and look for

- abnormal cells in blood and body fluids
- They use automated equipment and computerized instruments capable of performing a number of tests simultaneously, as well as microscopes, cell counters, and other sophisticated laboratory equipment
 - Then they analyze the results and relay them to physicians
 - With increasing automation and the use of computer technology, the work of Technologists has become less hands-on and more analytical
 - The complexity of tests performed, the level of judgment needed, and the amount of responsibility workers assume depend largely on the amount of education and experience they possess
 - They make cultures of body fluid and tissue samples, to determine the presence of bacteria, fungi, parasites, viruses or other microorganisms
 - Clinical laboratory technologists analyze samples for chemical content or a chemical reaction and determine concentrations of compounds such as blood glucose and cholesterol, enzymes and hormones levels
 - They also type and cross match blood samples for transfusions. Clinical laboratory staff evaluates test results, develop and modify procedures, and establish and monitor programs, to ensure the accuracy of tests. Senior technologists supervise junior laboratory technologists.
 - Medical Laboratory Tech. staffs in small laboratories perform many types of tests, whereas those in large laboratories generally specialize
 - Laboratory Technology staff prepare specimens and analyze the chemical, hormonal and enzyme contents of body fluids
 - They also examine and identify bacteria and other microorganisms
 - In blood bank or Immuno-Haematology, technologists collect, type and cross match blood and prepare its components for transfusions. They also analyze the blood for safe and infection free transfusion (Like HIV, Hepatitis, Syphilis, TPHA, Malaria Parasite etc.)
 - In Immunology, technologists examine elements of the human immune system and its response to foreign bodies
 - In Molecular Biology, technologists perform complex protein and nucleic acid testing on human cell samples

Master's degree programme is recommended with minimum of two years of education including dissertation/thesis, to specialize in the field of Medical Laboratory Science. Postgraduate students can contribute significantly in research and academics.

The discipline of Medical Laboratory Science comprises of Medical Microbiology, Clinical Biochemistry and Haematology and Blood Banking. It is proposed that the Masters in Medical Laboratory Science shall be offered in above said specializations i.e.

1. Masters in Medical Laboratory Science – Clinical Biochemistry
2. Masters in Medical Laboratory Science – Medical Microbiology

3. Masters in Medical Laboratory Science -- Haematology and Blood Banking

Teaching faculty and infrastructure

It is recommended that a faculty and student ratio of 1:10 is to be followed for the Post graduate programmes.

Log Book

Each student must maintain a log book wherein his/her activities performed is noted done by student. Log book needs to periodically sign by concerned department faculty. Prior to final submission it needs to be signed by the Head of Department

Assessment: Assessments should be completed by the academic staff, based on the compilation of the student's theoretical & clinical performance throughout the training programme. To achieve this, all assessment forms and feedback should be included and evaluated. Student must attain cumulative score of at least 50% marks in both theory and practical for each individual subject and internal assessment separately.

Internal Assessment: The performance of the student during the training period should be monitored throughout the course and duly recorded. Marks should be allotted as

1. Personal attribute-50 marks
2. Practical work with Academic activities-50 marks
3. End term theory examination-100 marks
4. End term practical examination-100 marks
5. Dissertation- 100 marks

Personal attribute-

- Behavior and Emotional Stability: Dependable, discipline, dedicated, stable in emergency situation, shows positive approach
- Motivation and Initiatives: Takes responsibility, innovative, enterprising, does not shirk duties or leave any work pending
- Honesty and Integrity: Truthful, admits mistake, does not cook up information, has ethical conduct, exhibits good moral values, loyal to institution
- Interpersonal skills and Leadership quality: Has compassionate attitude towards patients and attendants, gets on well with colleagues and staff, is respectful to seniors, has good communication skills.

Seminars: There should be a seminar in which the PG students present material on assigned topics in rotation. It should be followed by discussion in which all trainees are supposed to participate. Generally the topics covered be those that supplement the formal teaching program.

Journal Club: A weekly meeting of Journal club should be held in which a student presents a critical evaluation of a research paper from a journal. All faculty and students are to be attended.

ELIGIBILITY FOR ADMISSION

Selection Procedure

1. Candidate should have passed Bachelor in Medical Laboratory Science (BMLS).
2. Minimum percentage of marks: 55% aggregate.
3. Separate entrance exam should be incorporated for these students who want to pursue Masters in MLS.

Provision of Lateral Entry: There should be no provision for lateral entry at Masters level.

Duration of the course

Duration of the course: Total 2 Years (4 semesters or 2048 hours) with 1.5 Years didactic and practical (1536 hours) + 6 months (512 hours) Research project/Dissertation.

Medium of instruction

English shall be the medium of instruction for all the subjects of study and for examination of the course.

Provision of dissertation & project

Six months of dissertation should be mandatory as partial fulfillment for the award of Masters in MLS Degree.

Attendance

A candidate has to secure minimum-

1. 75% attendance in theoretical
2. 80% in practical training for qualifying to appear for the final examination.

No relaxation, whatsoever, will be permissible to this rule under any ground including indisposition etc.

MASTERS IN MEDICAL LABORATORY SCIENCE – CLINICAL BIOCHEMISTRY

Introduction

Objectives/aim of the course:

1. Proficiently supervise and perform full range of clinical Biochemistry laboratory tests.
2. Develop and evaluate test systems and interpretive algorithms.
3. Manage information to enable effective, timely, accurate, and cost-effective reporting of laboratory-generated information
4. To teach under graduate students and develop/guide research projects
5. Faculty development in Medical Laboratory Science (MLS)

Expectation from the future Postgraduate in providing patient care, teaching and research

At the end of the course the student should be able to:

1. Supervise/Perform routine Clinical Biochemistry laboratory testing.
2. Provide Medical laboratory services in all types of clinical laboratories from Primary healthcare laboratory to Tertiary health care institution in the fields of Bacteriology, Immunology, Mycology, Parasitology and Virology.
3. Make specimen oriented decision on predetermined criteria including working knowledge of critical values.
4. Communicate with other members of healthcare team, customers and patients in an effective manner.
5. Process information and ensure quality control as appropriate to routine laboratory.
6. Train students in routine/special laboratory procedure.
7. Upgrade knowledge and skills in a changing healthcare scenario.
8. Should know the logical interpretation of clinical lab investigations.
9. Should be capable to extrapolate data acquired
10. Should be capable of supervise / guide the staff working on automated machine
11. Should be capable of teaching, proposing/executing research project

Model Curriculum Outline:

First Semester

Course Code	Course Title	Hours			Marks		Total Marks	Credit
		L	T	P	Internal	External		
MMLSB-101	General Biochemistry	4	1	-	50	100	150	5
MMLSB-102	Enzymes & Metabolism –I	4	1	-	50	100	150	5
MMLSB-103	Medical Laboratory Management	4	-	-	50	100	150	4
MMLSB-104	Research Methodology & Bio-Statistics	4	-	-	50	100	150	4
MMLSB-105	General Biochemistry (Practical)	-	-	5	50	100	150	3
MMLSB-106	Enzymes & Metabolism –I (Practical)	-	-	5	50	100	150	3
MMLSB-107	Medical Laboratory Management (Practical)	-	-	2	50	100	150	1
MMLSB-108	Research Methodology & Bio- Statistics- (Practical)	-	-	2	50	100	150	1
Total		16	2	14	400	800	1200	26
Total Hours in Semester		512						

Second Semester

Cour Code	Course Title	Hours			Marks		Total Marks	Credit
		L	T	P	Internal	External		
MMLSB-201	Principles of Biochemistry	4	1	-	50	100	150	5
MMLSB-202	Enzymes & Metabolism –II	4	1	-	50	100	150	5
MMLSB-203	Vitamins, Hormones, General Physiology and Nutrition	4	-	-	50	100	150	4
MMLSB-204	Molecular Biology and Bioinformatics	4	-	-	50	100	150	4
Course Code	Course Title	Hours			Marks		Total Marks	Credit
		L	T	P	Internal	External		
MMLSB-205	Principles of Biochemistry (Practical)	-	-	5	50	100	150	3
MMLSB-206	Enzymes & Metabolism –II (Practical)	-	-	5	50	100	150	3
MMLSB-207	Vitamins, Hormones, General Physiology and Nutrition (Practical)	-	-	2	50	100	150	1
MMLSB-208	Molecular Biology and Bioinformatics (Practical)	-	-	2	50	100	150	1
Total		16	2	14	400	800	1200	26
Total Hours in Semester		512						

Third Semester

Course Code	Course Title	Hours			Marks		Total Marks	Credit
		L	T	P	Internal	External		
MMLSB-301	Applied Clinical Biochemistry	4	1	-	50	100	150	5
MMLSB-302	Immunology	4	1	-	50	100	150	5
MMLSB-303	Organ Function Tests	4	-	-	50	100	150	4
MMLSB-304	Advanced Clinical Biochemistry	4	-	-	50	100	150	4
MMLSB-305	Applied Clinical Biochemistry (Practical)	-	-	5	50	100	150	3
MMLSB-306	Immunology (Practical)	-	-	5	50	100	150	3
MMLSB-307	Organ Function Tests(Practical)	-	-	2	50	100	150	1
MMLSB-308	Advanced Clinical Biochemistry	-	-	2	50	100	150	1
Total		16	2	14	400	800	1200	26
Total Hours in Semester		512						

Fourth Semester

Course Code	Course Title	Hours	Marks		Total Marks	Credits
			Internal	External		
MMLSB-401	Dissertation/Project	Submission within five Months	150	250	400	26
Total Hours in Semester		512				

NOTE:

1. Abbreviations: L - Lecture, T - Tutorials and P - Practical

MASTERS IN MEDICAL LABORATORY SCIENCE – MEDICAL MICROBIOLOGY

Introduction

Objectives/aim of the course:

1. Proficiently supervise and perform full range of clinical laboratory investigations related to Medical Microbiology hence provide Medical laboratory services in all types of clinical laboratories from Primary healthcare laboratory to Tertiary health care institution in the fields of Bacteriology, Immunology, Mycology, Parasitology and Virology.
2. Develop and evaluate test systems and interpretive algorithms.
3. Manage information to enable effective, timely, accurate, and cost-effective reporting of laboratory-generated information
4. To teach under graduate students and develop/guide research projects
5. Faculty development in Medical Laboratory Science (MLS)

Expectation from the future Postgraduate in providing patient care, teaching and research

At the end of the course the student should be able to:

1. To provide Medical laboratory services in all types of clinical laboratories from Primary healthcare laboratory to Tertiary health care institution in the fields of Bacteriology, Immunology, Mycology, Parasitology and Virology.
2. Make specimen oriented decision on predetermined criteria including working knowledge of critical values.
3. Communicate with other members of healthcare team, customers and patients in an effective manner.
4. Process information and ensure quality control as appropriate to routine laboratory.
5. Train students in routine/special laboratory procedure.
6. Upgrade knowledge and skills in a changing healthcare scenario.
7. Should know the logical interpretation of clinical lab investigations.
8. Should be capable to extrapolate data acquired.
9. Should be capable of supervise / guide the staff working on automated machine.
10. Should be capable of teaching, proposing/executing research project.

Model Curriculum Outline:

First Semester

Course Code	Course Title	Hours			Marks		Total Marks	Credit
		L	T	P	Internal	External		
MMLSM-101	Basic Medical Microbiology	4	1	-	50	100	150	5
MMLSM-102	Systematic Bacteriology	4	1	-	50	100	150	5
MMLSM-103	Medical Laboratory Management	4	-	-	50	100	150	4
MMLSM-104	Research Methodology & Biostatistics	4	-	-	50	100	150	4
MMLSM-105	Basic Medical Microbiology (Practical)	-	-	5	50	100	150	3
MMLSM-106	Systematic Bacteriology (Practical)	-	-	5	50	100	150	3
MMLSM-107	Medical Laboratory Management (Practical)	-	-	2	50	100	150	1
MMLSM-108	Research Methodology & Biostatistics (Practical)	-	-	2	50	100	150	1
Total		16	2	14	400	800	1200	26
Total Hours in Semester		512						

Second Semester:

Course Code	Course Title	Hours			Marks		Total Marks	Credits
		L	T	P	Internal	External		
MMLSM-201	Applied Bacteriology-I	4	1	-	50	100	150	5
MMLSM-202	Immunology and Bacterial Serology	4	1	-	50	100	150	5
MMLSM-203	Medical Parasitology & Entomology	4	-	-	50	100	150	4
MMLSM-204	Molecular Biology and Bioinformatics	4	-	-	50	100	150	4
MMLSM-205	Applied Bacteriology-I (Practical)	-	-	5	50	100	150	3
MMLSM-206	Immunology and Bacterial Serology (Practical)	-	-	5	50	100	150	3
MMLSM-207	Medical Parasitology & Entomology (Practical)	-	-	2	50	100	150	1
MMLSM-208	Molecular Biology and	-	-	2	50	100	150	1

	Bioinformatics (Practical)							
Total		16	2	14	400	800	1200	26
Total Hours in Semester		512						

Third Semester

Course Code	Course Title	Hours			Marks		Total Marks	Credits
		L	T	P	Internal	External		
MMLSM-301	Applied Bacteriology-II	4	1	-	50	100	150	5
MMLSM-302	Advances in Medical Microbiology	4	1	-	50	100	150	5
MMLSM-303	Medical Mycology	4	-	-	50	100	150	4
MMLSM-304	Medical Virology	4	-	-	50	100	150	4
MMLSM-305	Applied Bacteriology-II (Practical)	-	-	5	50	100	150	3
MMLSM-306	Advances in Medical Microbiology (Practical)	-	-	5	50	100	150	3
MMLSM-307	Medical Mycology (Practical)	-	-	2	50	100	150	1
MMLSM-308	Medical Virology (Practical)	-	-	2	50	100	150	1
Total		16	2	14	400	800	1200	26
Total Hours in Semester		512						

Fourth Semester

Course Code	Course Title	Hours	Marks		Total Marks	Credits
			Internal	External		
MMLSM-401	Dissertation/Project	Submission within five Months	150	250	400	26
Total Hours in Semester		512				

NOTE:

1. Abbreviations: L - Lecture, T - Tutorials and P - Practical

Additional Academic:

Medical Microbiology students have to get training for the period of 2 weeks in the Virology & Molecular Diagnostic section under the Microbiology Department of Tezpur Medical College & Hospital, Tezpur.

Masters in Medical Laboratory Science – Haematology and Blood Banking

Introduction

Objectives/aim of the course:

1. Proficiently supervise and perform full range of Haematological and Immuno-haematological laboratory tests.
2. Develop and evaluate test systems and interpretive algorithms.
3. Manage information to enable effective, timely, accurate, and cost-effective reporting of laboratory-generated information.
4. To teach under graduate students and develop/guide research projects.
5. Faculty development in Medical Laboratory Science (MLS).

Expectation from the future Postgraduate in providing patient care, teaching and research

At the end of the course the student should be able to:

1. Supervise/Perform routine Haematological and Immuno-haematological laboratory testing.
2. Make specimen oriented decision on predetermined criteria including working knowledge of critical values.
3. Communicate with other members of healthcare team, customers and patients in an effective manner.
4. Process information and ensure quality control as appropriate to routine laboratory.
5. Train students in routine/special laboratory procedure.
6. Upgrade knowledge and skills in a changing healthcare scenario.
7. Should know the logical interpretation of clinical lab investigations.
8. Should be capable to extrapolate data acquired
9. Should be capable of supervise / guide the staff working on automated machine
10. Should be capable of teaching, proposing/executing research project.

Curriculum Outline :

First Semester

Course Code	Course Title	Hours			Marks		Total Marks	Credits
		L	T	P	Internal	External		
MMLSH-101	Fundamentals of Haematology	4	1	-	50	100	150	5
MMLSH-102	Principles of Coagulation	4	1	-	50	100	150	5
MMLSH-103	Medical Laboratory Management	4	-	-	50	100	150	4
MMLSH-104	Research Methodology & Bio-Statistics	4	-	-	50	100	150	4
MMLSH-105	Fundamentals of Haematology (Practical)	-	-	5	50	100	150	3
MMLSH-106	Principles of Coagulation(Practical)	-	-	5	50	100	150	3
MMLSH-107	Medical Laboratory Management (Practical)	-	-	2	50	100	150	1
MMLSH-108	Research Methodology & Bio-Statistics (Practical)	-	-	2	50	100	150	1
Total		16	2	14	400	800	1200	26
Total Hours in Semester		512						

Second Semester

Course Code	Course Title	Hours			Marks		Total Marks	Credits
		L	T	P	Internal	External		
MMLSH -201	Applied Haematology-I	4	1	-	50	100	150	5
Course Code	Course Title	Hours			Marks		Total Marks	Credits
		L	T	P	Internal	External		
MMLSH-202	Applied Coagulation	4	1	-	50	100	150	5
MMLSH-203	Principles of Immunology	4	-	-	50	100	150	4
MMLSH-204	Molecular Biology and Bioinformatics	4	-	-	50	100	150	4
MMLSH-205	Applied Haematology-I (Practical)	-	-	5	50	100	150	3
MMLSH-206	Applied Coagulation(Practical)	-	-	5	50	100	150	3
MMLSH-207	Principles of Immunology (Practical)	-	-	2	50	100	150	1

MMLSH-208	Molecular Biology and Bioinformatics (Practical)	-	-	2	50	100	150	1
Total		16	2	14	400	800	1200	26
Total Hours in Semester		512						

Third Semester

Course Code	Course Title	Hours			Marks		Total Marks	Credits
		L	T	P	Internal	External		
MMLSH-301	Blood Banking and Immuno-Haematology	4	1	-	50	100	150	5
MMLSH-302	Cytogenetics and Molecular Genetics	4	1	-	50	100	150	5
MMLSH-303	Applied Immunopathology	4	-	-	50	100	150	4
MMLSH-304	Automation and Quality Assurance	4	-	-	50	100	150	4
MMLSH-305	Blood Banking and Immuno-Haematology (Practical)	-	-	5	50	100	150	3
MMLSH-306	Cytogenetics and Molecular Genetics (Practical)	-	-	5	50	100	150	3
MMLSH-307	Applied Immunopathology (Practical)	-	-	2	50	100	150	1
MMLSH-308	Automation and Quality Assurance (Practical)	-	-	2	50	100	150	1
Total		16	2	14	400	800	1200	26
Total Hours in Semester		512						

Fourth Semester

Course Code	Course Title	Hours	Marks		Total Marks	Credits
			Internal	External		
MMLSH-401	Dissertation/Project	Submission within five Months	150	250	400	26
Total Hours in Semester		512				

NOTE:

1. Abbreviations: L - Lecture, T - Tutorials and P - Practical

Job Description

General Nature of Job, Duties, Responsibilities & Desired Competencies:

1. **Sample receiving:** Identification, receiving and registering of various biological samples received from all sample collection units (Phlebotomy sections) according to standard operating procedures.
2. **Sample handling & accessioning:**
 - Ensures relevant required information is on the requisition form received with the test request.
 - Verifies specimen suitability including adequate amount/volume and integrity. Registered specimens into laboratory information system i.e. register/computerized system.
 - Complies with existing guidelines for specimen collection, retention, storage and disposal.
 - Takes corrective action when errors in pre-analytical phase are identified.
3. **Preservation & transportation of samples:** Delivery of specimens to sample processing area in a safe and timely manner taking into account priority and specimen stability. Preserve and transport various biological samples to different divisions of lab as per standard operating procedures, if required.
4. **Sample processing for testing:**
 - Check the specimen received for testing against requisition form for name, requisition number and test to be performed.
 - Prepare specimen for analysis i.e. centrifuging, aliquoting, preserving.
 - Priorities analyses in system, e.g. stat, urgent, routine sample stability.
 - Prepares and uses calibrators, standards, quality control materials.
 - Preparation of glasswares and other desire material for sample analysis.
 - Arrange specimen reagents and solutions for testing.
 - Register and process sample for investigations by operating various auto-analyzers and for manual system & microscopic examinations.
5. **Sample testing:** Perform all the routine investigations in various departments/divisions of laboratories i.e. Haematology Biochemistry, Clinical Pathology, Histopathology, Microbiology and Blood Banks under the supervision of Senior Laboratory Professionals.

6. **Analysis and Reporting of results:** Under supervision of senior medical laboratory professionals, an incumbent of this class perform routine tests and may give reports of routine tests as and when required for the speedy treatment of the patients.
7. **Assist senior lab technical staff.** In addition to lab technical procedures, they have to assist other senior technical staff in various specialized work of laboratories in all departments/divisions.
8. Should apply principles of standard precautions in lab & use personal protective equipments e.g. gloves mask gown etc.
9. **Sterilization** and autoclaving of various laboratory materials.
10. **Records keeping** of lab results and other records.
11. Cleaning and maintenance of various sophisticated medical laboratory-testing instruments like semi-auto analyzers and fully auto analyzers.
12. Look after of Bio-medical hazards and Bio-medical waste management at work place.
13. Supervision of subordinate auxiliary staff (MTS) in laboratory.
14. Any other duty including emergency or Shift duties independently round the clock assigned by the Head of the department.

Desirable Competencies

1. Proper knowledge of theory and practices and Practical skill of all diagnostic tools, techniques and procedures as per standard procedures and his/her scope of practices and a patient friendly communication skill.
2. Competent to take proper analytical decisions independently even in odd hour duties and managerial abilities as per given scope of practices.
3. Knowledge of Computer
4. Assisting in phlebotomy procedure with nursing /assigned personnel.

In Clinical Pathology and Haematology- Heamogram-

- Should be able to perform Hb, TLC, DLC, ESR, platelets count and indices, Peripheral smear staining-for RBC morphology, DLC and parasites e.g. Malarial parasite microfilaria etc.
- They have to identify staining problems and to initiate corrective action and
- Should be able to run Heamatology analyzers.

Coagulation studies- Proper collection, storage and analysis, use of auto-analyzers,

Should be able to do

- Iron profile,
- Hb Electrophoresis, Hb HPLC,
- Flow cytometry, use and maintenance light Microscope.
- Semen analysis- Making of smear, PAP, Staining and microscopic examinations.

Quality Assurance-

- Perform Calibration of auto-analysers through various calibrators. Recognizes when results of patient analyses are outside expected findings and responds appropriately. Investigates unusual findings prior to reporting.
- Communicates information regarding laboratory analyses to clients in an appropriate manner.
- Ensures that laboratory results are accurately documented and retained in accordance with existing legislation.
- Maintains appropriate documentation, e.g., document laboratory reporting errors and corrective measures taken.
- Recognizes malfunctions in equipment/ instruments and initiates appropriate corrective action.

In Blood Banks:

- Should be able to perform blood grouping by tube/ gel card method and cross match
- Direct & indirect coombs test
- Antibody screening & identification
- Tests for transfusion transmitted infections by ELISA/ appropriate method.
- Making blood components
- Performing Apheresis
- Ensures proper storage and quality of blood products Also evaluates the appropriateness of blood product for patient clinical condition.
- QC of all tests and ,
- Record maintenance
- Also screening of donor before blood donation.
- Giving reports with his or her own signature for the treatment of patient.
- Able to recognize and investigates the adverse effects of transfusion according to established protocol & initiates follow-up action.
- Should have patient friendly communication skill.

In Clinical Biochemistry- They perform kidney function Test to rule out various Kidney diseases, Liver function Tests to rule out various liver disease, various type of Diabetes monitoring tests (in Blood and urine), ketoacidosis, Iron profile, Cardiac Enzymes, Lipid profile for preventing cardiac arrest, various hormonal assay, like Thyroid, FSH, LH, Prolactin, Cortisol, Testosterone and other function test, etc., for controlling and rule out of diseases.

- Blood gas analysis ,Serum electrolytes
- Giving reports with his or her own signature for the treatment of patient in emergency.
- Should have knowledge of autoanalysers, Chemiluminescence
- To run quality assurance programme

In Clinical Microbiology: Various hazardous specimens receiving and keeping them in appropriate temperatures, making deferent types of agar (media for bacterial growth). Sterilization of various equipments used in testing, making culture and sensitivity for specimen, Participating in the reporting and identification of deferent type of infections (bacterial growth), Micros- coping examination where-ever it is applicable, to rule out various type of infectious diseases like Septicemia, Meningitis, Tuberculosis, Typhoid, Cholera, Leprosy, etc. Also doing tests based on antigens antibody reaction, ELISA, to rule out HIV, HbsAg, HCV, various STD Causative organisms, TORCH, and many IgM, IgG antibodies, Dengue serology etc. Giving reports with his or her own signature for the treatment of patient. Coordinate the preparation and quality assurance of culture media, chemicals, reagents, stains and solutions as appropriate. Evaluate collected laboratory data and prepare reports assessing accuracy, completeness, timeliness, progress, adverse trend and appropriate recommendation or conclusions. Maintain sufficient inventory of material supplies and equipment for performance of duties; clean and maintain standard laboratory equipments. Participate in the development of new medical procedure and techniques.

Post Doctoral Fellowship (PDF) in Child and Adolescent Psychiatry, LGBRIMH, Tezpur.

Introduction: Post doctoral fellowship (PDF) in child and adolescent psychiatry is a one-year course run by department of child and adolescent psychiatry LGBRIMH. The first batch of students were admitted this year August 2023.

Eligibility criteria: M.D./ D.N.B. in psychiatry from recognized institution.

Number of seats: Two (02). One for general and one seat reserved for sponsored candidates from northeastern states.

Admission process: Interview will be conducted by a team of faculty. Depending on the scores admission will be conducted.

Goals of training: Enhancement of knowledge and skills in the area of diagnosis and management of all child psychiatric disorders.

Methods: The training involves history taking, cases discussion, seminar presentations, assignment submission, and mini research activity during the one year. External posting to general paediatric is planned to be initiated.

Scope: The areas covered include child psychology, child psychopharmacology, psychotherapy, community child psychiatry and child psychiatric research.

Assessment and requirements: Assessment will be based on assignment scores. There are no exit exams. Students are expected to present the seminars and case presentation as per academic rosters in addition to managing outpatient and in-patient services of the department. It is desirable that the student complete a brief research activity as advised and actively participate in conferences and community activities.

Future plans: To expand community child psychiatry and introduce child neurology postings.

Course Curriculum:

Module 1: Basics (Three months)

1. Child psychology, psychological development and related theories: Development of social, cognitive, emotion, language, temperament. Parenting, family and social influences on development.
2. Basic neurosciences: basics of neuroembryology, neurogenetics, neuro-chemistry, and neurophysiology
3. Overview of standardized methods of psychological evaluation in children: intelligence testing in children, Specific learning disability, developmental tests. Use of relevant interviews, scales and questionnaires.

Module 2: Clinical child psychiatry (six months)

Nosological systems, epidemiology, etiopathogenesis, course, outcome, management and prevention of common and uncommon psychiatric disorders and syndromes in childhood and adolescence. It includes Assessment and management of developmental disorders, neuropsychiatric disorders. Along with pharmacology training includes psychosocial treatment approaches including play therapy, behaviour modification, family-oriented therapies and individual therapy.

Module 3: social, legal and community (Two months)

1. Socio-cultural dimensions of child and adolescent mental health
2. Community, Legal, administrative perspectives on child and adolescent mental health: national programs, act such as JJact, POCSO act

Module 4: Paediatrics and child neurology: (One month)

Basic understanding of diagnosis / management of common child neurological and general medical disorders like epilepsies in children, nutritional deficiencies, infections etc. growth monitoring, immunization schedules.

At the end of each module there will be assessment. Students are encouraged for a dissertation during the course period.

Post Doctoral Fellowship (PDF) in Addiction Medicine, LGBRIMH, Tezpur.

Duties and responsibilities of Post Degree Fellowship (Addiction Medicine) resident

Yearly uptake: One open category and one in-service (sponsored) candidate.

Eligibility: Minimum Qualification: Candidates possessing M.D. Psychiatry from an MCI/NMC recognized Institution/University or having a recognized DNB Psychiatry qualification

Age: No age limit

Outpatient Duty: The Department of Addiction Medicine (DAM) is running daily OPDs. OPD time starts from 09:00 am. The PDF resident is expected to attend DAM OPD at least four days a week. They will attend follow-up cases and discuss screening cases individually under the direct supervision of the consultants.

Inpatient Duty: DAM is currently having 32 (24 male and 8 female cases) inpatient beds. The PDF resident is expected to

1. Supervise the junior resident in the assessment, pharmacological and non-pharmacological management of the patients admitted under DAM, under the supervision of the consultants.
2. To assess and manage cases referred from other departments, under the supervision of the consultants.
3. To liaise with the nursing and other staff in the smooth functioning of the IP function.
4. Administrative work in the DAM ward under the direct supervision of the consultants.

On-call duty: The PDF trainee is expected to be on call on the allotted days to attend calls concerning inpatient and addiction-related emergency cases.

Community visit: The PDF resident is expected to participate as a resource person in the community programs conducted by the DAM team.

Academic presentations: The PDF resident is expected to deliver at least six departmental presentations in the tenure. The presentations will be of the following categories

1. Topic presentation – 02 (Two)
2. Case presentation- 02 (Two)
3. Journal club- 02 (Two)

Teaching: The PDF resident is expected to

1. Deliver at least six didactic lectures on the basics of addiction medicine and management aspects to the junior residents and other trainees posted in DAM.
2. Moderate and supervise JRs and other trainees in their departmental presentations
3. Act as a resource person in the online addiction medicine courses conducted by DAM (LGBRIMH) in collaboration with VKN (NIMHANS) and/or any other institute.

Research: The PDF trainee is expected to

1. Critically evaluate research publications and assess the applicability of findings to clinical practice
2. Design, perform, and report on quality assurance studies
3. Conduct a brief research/ dissertation, and present/ publish the findings.

Summative Assessment:

1. A written examination (100 marks)
2. Case presentation (two short cases) & Viva Voce

Post Doctoral Fellowship (PDF) in Geriatric Mental Health, LGBRIMH, Tezpur.

1. Duration of Course: One year

2. Eligibility:

Minimum Qualification: Candidates possessing M.D. Psychiatry from an MCI/ NMC recognized Institution/University or having a recognized DNB Psychiatry qualification

Age: No age limit

3. Mode of Selection: Selection to the course is determined on the basis of his/her performance in a viva-voice by a committee designated by the institute for the purpose

4. Number of candidates: Two fellowships are offered each year.

5. Emoluments during the course: The stipendiary post-doctoral fellow will receive emoluments as a First Year Senior Resident as per the senior residency scheme of the institute. In case the candidate chooses to leave the course in the middle, he/she must give a proper prior intimation as per institute's existing norms for senior residency.

6. Leave: As per the senior residency program rules of the institute.

7. Course of Study and Work: The Postdoctoral Fellow is trained in assessment and management (pharmacotherapy, psychotherapy and brain stimulation) of late onset mental illness, cognitive disorders and neuropsychiatric disorders. The fellow will also be trained in research methodology essential for conducting studies in the Geriatric Population.

The study and work shall be conducted at LGBRIMH. During the period of study, the candidate shall work under the guidance of the consultants with progressively increasing technical and practical responsibilities. Academic presentations, hands-on training, and research shall form the main structure of training. The training program is designed to encourage the candidate to participate in all the activities of the department and equip him/her with the necessary knowledge and skill to establish and work in the area of Geriatric Mental Health.

The Fellowship will broadly focus on providing training in the following areas:

Clinical Skills

- Clinical and formative assessment of geriatric mental health problems and comorbid physical conditions
- Formulation of comprehensive plan of management
- Pharmacotherapy
- Psychotherapy for the late onset mental health problems

Training

- Participation in the training of general physicians, medical and non-medical personnel in the early identification/intervention of mental health problems of the elderly
- Impart Training to the Post -Graduate trainees of the institute posted in the department.

Research

- Time-limited research study is an integral part of the program
- Participating and presenting in the seminar/case conference
- Gain experience in statistical methods
- Desirable: Undertake short term research study in the field of geriatric mental health during the tenure and write a paper based on the research and present the same in a Conference/CME.

8. Broad responsibilities

The fellows will carry out in-patients, outpatient and emergency duties of the department. They will co-ordinate and participate in the community outreach programmes of the department. They will attend and participate in the lectures, workshops/demonstrations, seminars, and case presentations at the department of geriatric mental health and the department of psychiatry, as well as in all the extramural activities of the unit.

9. Curriculum overview:

- i. Basic sciences of ageing
- ii. Neuroanatomy, neurophysiology of ageing
- iii. Neurobiology of geriatric mental health disorders
- iv. Psychosocial aspects of geriatric mental health disorders
- v. Consideration of other medical disorders in geriatric mental health care
- vi. Psychiatric interview and assessment in late life
- vii. Neuropsychology of late life
- viii. Psychiatric disorders of late life.
- ix. Pharmacological and other non-invasive therapeutic interventions in late life.
- x. Psychosocial intervention
- xi. Legal and ethical issues related to late life and geriatric psychiatry
- xii. Community intervention in late life psychiatry
- xiii. Rehabilitation and geriatric mental health

10. Log book:

During the training period, the post-doctoral fellow should maintain a Log Book indicating the duration of the postings/work done. This should indicate the clinical work performed, training, academic and research activities carried out. The Log book shall be checked and assessed periodically by the faculty members imparting the training

11. Assessment

The candidate's performance will be assessed at the end of 6 months, 9 months, and 1 year as per the details given below:

1. Review of the logbook.
2. A Practical cum Viva Voce Examination by the Course In-Charge/Course Lead and one other faculty member of the department (preferably) at the end of one year. The Candidate must secure at least Fifty Percent (50%) marks at this examination to be eligible for the Fellowship certificate. Candidates failing to secure the requisite marks will need to appear the examination again at a later date (Preferably after 3 months).

11. Issue of certificate:

Fellowship Certificate: Upon successful completion of the tenure and the assessments, the candidate shall be awarded the Postdoctoral fellowship certificate in Geriatric Mental Health by the Institute/ Relevant University.

Experience Certificate: The Postdoctoral Fellow will also be provided with an experience certificate of Senior Residency by the institute for his total duration of work as a senior resident in the department/institute at the end of his senior residency as per existing norms of the institute. This experience certificate will be issued irrespective of his completion of the total tenure of the fellowship course or the result of the final examination.

FELLOWSHIP COURSE IN COMMUNITY MENTAL HEALTH NURSING

Fellowship in Community Mental Health Nursing is a specialized course within the domain of mental health nursing practice. It is specially designed for nurses who are interested to develop advanced knowledge, skills, competencies and expertise in mental health nursing to serve for population suffering from mental illness, promote mental health of community, and prevent mental illnesses.

Need of the program:

India is a highly populated country of the world with a population of 138 crore in 2022¹. And as per report of **Global Burden of Disease Study** in 2017², one among every seven people in India had a mental disorder, ranging from mild to severe. In 2017, 197.3 million people had mental disorders in India, including 45.7 million with depressive disorders and 44.9 million with anxiety disorders. This report said that the proportional contribution of mental disorders to the total disease burden in India almost doubled from 1990 to 2017. The National mental health survey 2015-16³ revealed that there are not enough work force for effective delivery of comprehensive mental health care services of the our country. The situation is more pathetic in the North eastern states of the country.

Therefore, this program will be an important step in filling the gap by creating a specialized group of mental health nurses to cater the mental health care needs of the community.

Duration: The program will be of one year duration requiring full time attendance.

Aim: To increase manpower in the field of community mental health care with specialized, advance knowledge, skill and competency.

Objective: After completion of the course the community health nurse will be able to-

1. To plan specific community strategies.
2. To provide preventive, promotive and rehabilitative intervention in the community.
3. To involve in relapse prevention and long-term follow up.
4. Involve in Community-based rehabilitation
5. Promote healthy lifestyles in the community

6. Involve 'non-specialists' in care: role of Community Health Workers and Accredited Social Health Activists (ASHAs).
7. Involve significant others in long-term management and home care of individuals with mental illness.
8. Use Technology-based interventions: telemedicine, mobile-based interventions and management
9. Play a pivotal role in providing mental health care in disasters and Psychiatric emergencies

Eligibility for Admission: The Candidate should have-

1. Passed M.Sc. Nursing from any recognized university.
2. Permanent registration certificate from the State Nursing Council.
3. A Certificate of Medical Fitness from an authorized Medical Officer.
4. Employees who are sponsored/deputed by the State/Central Government/Armed Forces/Other NGO's or Public Sector undertakings of State/Central Government or Institutions/ Universities can also apply for the course.

Basis of Admission

1. Selection is based on entrance examination.
2. Weight age will be given to candidates who have served in community after B.Sc. Nursing or M.Sc. Nursing, served / serving as CHO under government service.

Details about the Course:

The course shall be conducted at the Department of Psychiatric Nursing, Lokopriya Gopinath Bordoloi Regional Institute of Mental Health, Tezpur, Assam and is approved by the Institute. During the study period the candidates will work under the guidance of a consultant, with academic and clinical responsibilities. The structure of the training program includes active participation in seminars, journal clubs, case conferences, didactic lectures, and hands-on training in community mental health nursing related activities. Upon successful completion of the course, submission of Dissertation and exit exam candidate shall be awarded the fellowship certificate in Community Mental Health Nursing.

Number of seat: 2 (two)

Course fees- The fellowship will be offered free of charge.

The proposed topics to be included in the course are as follows:

- ICD-10. Introduction to mental illnesses
- Psychopharmacology
- Common psychiatric emergencies and management
- Co morbidities (medical and other psychiatric) and dual management
- Introduction to Community Psychiatry, including major milestones of community mental health initiatives in India
- Mental Health Services in low- and middle-income countries
- National Mental Health Program and District Mental Health Program
- Positive Mental Health
- First-aid for mental health problems
- Involving 'non-specialists' in care: role of Community Health Workers and Accredited Social Health Activists (ASHAs)
- Community-based rehabilitation
- Relapse prevention and long-term follow up
- Involvement of significant others in long-term management and home care of individuals with mental illness
- Technology-based interventions – telemedicine, mobile-based interventions
- Future of community mental health and major challenges: professional, community, policy-level
- Role of the nurse in providing community level interventions – preventive, promotive, rehabilitative.

Practical Experience:

Students will be posted to the following areas for practical training:

SI No	Area	Duration
1	Adult Psychiatry Units	4 Months
2	Child and adolescence Psychiatry (CAP),	2 weeks
3	Geriatric Ward	2 weeks
4	Field visit (Details are listed below)	2weeks
5	Centre of Psychiatric Rehabilitation Services	1 week
6	Department of Addiction Medicine (DAM)	4 weeks
7	High dependency ward.	1 week
8	Community Mental Health posting	4 months
9	DMHP - Specific postings	2 weeks.
10	Block leave	2 weeks
Total duration =		12 weeks

Details of field visit:

SI No	Area	Duration
1	Parivartan trust , Ex police line, Tezpur	2 days
2	District Disability & Rehabilitation Centre, Tezpur	1 day
3	Legal Aid cell, Tezpur	1 day
4	ZIPCO	2 days
5	Sanjeevani Special School & Therapy Centre , Ketekibari, Tezpur	1 day
6	Apun Ghar, Baseria (Old age Home)	1 day
7	Manikanchan NGO, Balipukhuri	1 day
8	Niramoy NGO	2 days
9	Kanak lata Civil Hospital (Post natal Ward)	3 days
Total duration =		2 weeks

DETAILS OF CLINICAL ASSIGNMENTS

No.	Area	Assignments
1	Adult Psychiatry Unit (Units I, II, III & IV)	Case Presentation- 1 Care Plan-1
2	Field visit	Observation Report
3	Child and adolescence Psychiatry (CAP)	Case Presentation- 1
4	Department of Addiction Medicine (DAM)	Care Plan-1, Group therapy
5	Psychiatric Rehabilitation Services	Care Plan-1
6	Community mental health posting	Family Case study- 3 Home Visit -3(Report) School Visit -3(Report) Report on CMH Activities

Note

- All the assignments shall be submitted to respective Unit/ Area faculty Members
- Log book and Assignment shall be submitted one month prior to the examination
- As part of the course practicum, students will engage in organizing education programs, particularly for vulnerable groups in the community, carry out school mental health programs, and make home visits. They will also visit half-way homes, NGOs.

STUDENT EVALUATION:

	Marks
Clinical evaluation using specific proforma, Log Book-10	100
Family Case Management-2 (50×2)	100
Viva-voce	100
Total	300

Note:

- ❖ All the assignments shall be submitted to respective unit/area faculty members.
- ❖ Log book and assignment shall be submitted one month to the examination.
- ❖ As part of the course practicum, students will engage in organizing education programs, particularly for vulnerable groups in the community, carry out school mental health programs, and perform home visits. They will also visit half-way homes, NGOs.
- ❖ 4 months community posting and 2 weeks field visit will be carried out with the help of community vehicle of the Institute.

STUDENT EVALUATION:

Assignments	Marks
Clinical evaluation using specific proforma, Log Book	100
Family assessment (20 families) (Geriatric - 4, CAP- 4, Adult - 4, DAM- 4, Community- 4)	100
Viva-voce	100
Total	300
