



NATIONAL ASSOCIATION FOR REPRODUCTIVE & CHILD HEALTH OF INDIA (NARCHI)

DR. C.S. DAWN INDIAN COLLEGE OF MATERNAL & CHILD HEALTH (ICMCH)

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Website : www.narchi.org

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General Directives for Training Hospital for Dip.CH course

Institutional Responsibility

- To promote standardized education and training in basic Paediatrics and Neonatology.
- To provide academic and general support to the students and also ensuring appropriate education facilities available for teaching purpose.
- To provide support to the Fellow Guides engaged in the training programme of the post graduate medical students.
- To manage the curriculum and ensuring proper facilities for supporting a student friendly training programme.
- To allow candidate to attend CME/ Workshop relevant to course curriculum locally or other places (statutory requirement four times a year) suggested by Fellow Guide.
- To allow candidates to attend course related training classes organised by NARCHI HQ three to four times a year at designated place.
- There is no admission test and selection of candidate is made through online registration at NARCHI website (www.narchi.org).
- Institutional coordinator / CEO along with Fellow Guide are advised to undertake thorough counselling with the candidate regarding duty hours and responsibility. They will be also assessing suitability of the selected candidates to their mutual benefit.
- NARCHI – ICMCH does not encourage pregnancy related absence / leave.
- It is imperative that hospital will be responsible for a stipend to the candidate to be announced by the NARCHI-HQ from time to time. Generally it is fixed as a practical amount which is usually less than Rs.10,000/- from the prevalent salary of a fresh MBBS doctor in the concerned city. The usual working hour is 48hrs/ week. Stipend for the 2nd year will be higher.
- A regular candidate must be resident in the hospital (or nearby).

General Directives for Fellow Guides (FG) for Dip.CH course NARCHI – ICMCH

The course is for two years and eligibility is MBBS with completion of internship. There is **no admission test** and selection is through NARCHI HQ website registration.

The total course fee is **sent to Calcutta HQ** along with the student form properly signed. The student should be apprised thoroughly about the **benefits and limitations of the course** before he/ she sign the declaration form.

The share of honorarium of FG will be paid to FG in two instalments, at the first and second year by the candidate directly.

Quarterly up date of students to be sent to HQ over email (every three months). It is imperative that Fellow Guide will have the same email id and phone nos for next two years and inform this office of any changes until the candidate passes out.

After one complete year of training, student will be appearing for one **Appraisal Examination** held Kolkata. There is no examination fee.

Before the 1st year examination Fellow Guide will be signing an **appraisal form** for the students and send back to HQ; this form is a precondition for the examination. Students are benefited by this test as they assess their preparation and realities of an ensuing university examination. Similar 2nd year appraisal form is required before final examination.

This declaration form also predictably involves the active participation of the FG who can always revert to HQ about non-compliance on the part of the candidate, when HQ will take suitable steps for such deficiencies.

FGs are requested to follow the instructions on log books and comply signing at designated places. For Daily Diary, a signature is required every week and case record book after every case writing; one after each completed question answer, one after each operative note.

Curriculum for the course had been designed to train a candidate to develop and understand the skills for basic Paediatrics and Neonatology.

If FG considers candidate had not prepared well then, he/ she can appear in the next examination. Examination will be held every six months – in June and December at Nagpur. He has to clear within FOUR ensuing examinations (within two years after completion of training). The Supplementary Exam fee will be Rs. 50,000/- plus.

Leave Sanctioned

Apart from weekly off (for one day), total 15 (fifteen) days leave in a year is allowed.

Pregnancy related leave is not acceptable.

Candidates attending revision classes (6 days) every six months is considered to be on duty which will be held four times in two years.

This directive is sent to all FG of the DCH course with a concern for the constant upgradation of the NARCHI – ICMCHS courses.

Your valuable suggestions and inputs are essential to achieve a high standard of teaching and training. You are welcome to email your inputs at **narchihq@gmail.com** and it will be incorporated as feasible from time to time.

Fellow Guide's Responsibility

- To follow the principles and ethics of NARCHI - ICMCH and be a role model for the students.
- Will be sole in charge of the inclusive teaching for the concerned course and follow the guidelines of NARCHI-HQ
- To supervise the progress of students learning and take active part as mentor.
- Will take care of the day to day bedside clinics at the training hospital
- To assess the student's performance most objectively appraises them of their performance and guide them to improve their knowledge & skill.
- **Will send by email every three months a quarterly summary of the progress in matters of clinical training including 'leave'; will also inform any deficiency on part of the trainee in any aspect.**
- **To send annual Appraisal Report to HQ before examination.**
- Will allow candidate to undergo training classes or clinical updates in any state capital city three to four times in a year organised by NARCHI HQ and arrange study leave.
- Fellow Guide will encourage and arrange to participate in CME / Workshop in the training city or at other place on subjects relevant to basic curriculum four times a year (registration paid by candidates).
- **FG will be perpetually responsible for inclusive supervision and monitoring of the candidate's progress in achieving time bound improvement in clinical skills and expertise.**
- To sign an affirmation consent to HQ (enclosed).

Dr Barun Sarkar
Dean, ICMCH
Date : 01-01-2019

Dr Subrataa Dawn
Secretary General, NARCHI-ICMCH

A NOTE OF AFFIRMATION

Myself, Dr Fellow Guide for DCH course under NARCHI – KSOU have gone through the directives from NARCHI HQ and agreed to it on principle.

Date:.....
Signature of the Fellow Guide (FG)

Fellow Guide's Personal Mobile No.....

Name of the Fellow Guide.....

email :

Name and Address of Training Hospital / Nursing Home of Fellow Guide (**in Block Letters**)

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Pin Code..... Telephone No.

Signature of Director / CEO

(Name & Address of Hospital)

Date : _____

NB. Signature from Director/ CEO is necessary when Fellow Guide is not the owner of the Hospital.