

NORMS OF AFFILIATION



PARA MEDICAL COUNCIL (PB.) MOHALI

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INTRODUCTION

The Governing Body of the P.M.C PB. Mohali satisfied that it is a necessary in the public interest to frame rule for the establishment of Para Medical Institutes, the courses of study, the conduction of examination, the standard of courses and to maintain uniformity in these courses.

Para Medical Council (Pb) Mohali was established in 2002 and Registered under Societies Registration Act 1860. This body working under its own constitution. By laws to assure and Promote the quality in the Para Medical Courses. The Council conduct the Examinations, Issue diploma certificates and Registration to deserving candidates. The Council Affiliate the institutes and issue Norms, Standard and guidelines itself to regulate the Field of Para Medical Education.

The Govt. accords prime importance to the public health. The health of the people depends primarily on adequate nutrition, health education, proper arrangement for the prevention of disease and proper facilities for the care and cure of sick persons. The following are the main objectives of health education:-

- a. To ensure that the health is given proper importance in the community.
- b. To equip the people with skills /knowledge and attitudes to enable them to solve their health problems by their own actions and efforts.
- c. To promote the development and utility of health services.

A Para Medical person in collaboration with doctors and others, is especially responsible for safeguarding the health of the people. The government restricts the practice in these specialities to those who qualify the regulatory requirements for this reason, Norms/standards and guidelines for establishment of Para Medical institutions for Para Medical courses need to be laid down for availability of high skilled Para medical/Personnel's.

1. Aims and Objectives:

The main aim and objective of prescribing Rules and norms for Para Medical /Courses is to ensure the high quality and uniformity in Para Medical /courses, conduct of examination, publication of results and uniformity in issuance of certificates .In this background, Para Medical/Education (Establishment of Institutions)rule are being famed by the expert committee of the PMC PB. Mohali.

2. Short Title, Extent and Commencement:

- a. This rule shall be called Para Medical/ educational (permission for Establishment of Institutions) Rule 2017.

- b. It shall be applicable through out the Indian Where State Para Medical Council doesn't Exist.
- c. It shall come into force at once.
- d. It shall be applicable to all the Para Medical institutions.

Definition:

In this rule unless, the context otherwise requires:

- a. **Para medical means:** Physiotherapy, Occupational Therapy, Orthotics and prosthetic, Operation Theatre Assistant, Ophthalmic Assistant, Medical Laboratory Technician, Sanitary Inspector, X-Ray Technician, Dresser, Hearing Language and speech Therapy, E.C.G. Technician and those courses of studies which are not covered by any rule regulations/act of the state/central Government.
- b. **"Format" means:** the course of the study related to Para Medical diploma and certificate courses.
- c. **"Courses of studies" means:** the course of the study related to Para Medical diploma and certificate courses.
- d. **"Controller of Examination" means:** Controller of examination appointed by the council.
- e. **"Examination" means:** Para Medical Examination held during and after completion of the training.
- f. **"Examination Committee" means:** The Committee constituted by the Para Medical Council Punjab Mohali.

3. Establishment and Control of the Para Medical Educational Institutions:

Any/Trust/ Institutions/ Organization/ Society or any other authority shall establish/run any institute to impart training in Para Medical as per Guidelines/Norms of the PMC Mohali.

4. Application:

Any person/Trust/Organization/Society or institution desirous of opening a new Para Medical Educational Institute or new and Higher courses or training in the Para Medical studies or increase in intake capacity in any course, is required to follow the norms prescribed by the PMC Punjab Mohali and shall submit the application along with required information to the Registrar PMC Punjab Mohali.

- a. To establish a New Para Medical/ institute, application shall be submitted in format-I.
- b. The Para Medical institute desires to start, training in a New or Higher course then it will have to submit application in Format-II.

- c. If a Para Medical institute desires to increase the annual intake capacity in any training course application shall be submitted in format-III.

5. Fee:

- (i) Application shall be accompanied with a fee by a demand draft to be drawn in favour of PMC Punjab Mohali.
- (ii) To start a new institution Rs. 50000/- each course.
- (iii) It shall be compulsory for every recognized institute to pay Rs. 25000/- for every calendar year before 31st December of the previous year for routine inspection.

6. Inspection Before Recognition:

On the receipt of the application form with prescribed fee under rule 4 of the rule, an expert committee will be constituted by the Para Medical Council (PB.) Mohali to hold an inspection of the site to see (Inspection) whether the proposed institute fulfils the minimum norms laid down under this rule or not. The inspection should be completed within a period of one month from receipt of the application form. In case the inspection is not possible within prescribed time, it may be extended by orders of the competent authority of the council.

7. Undertaking for Recognition:

The applicant has to understand that:

- a. Establishment & running of the institute will not be for individual benefit.
- b. Information regarding any change in the management shall be communicated to the council within 15 days from the date of change.
- c. All the receipt in any form will be deposited in the account of the institute and it will form part of the revenue of the institute.
- d. It shall be compulsory to get the account of the institute audited yearly by a recognized Chartered Accountant.
- e. No capitation fee shall be charged from the students/Guardian.
- f. In case of non compliance of the norms/standards/condition laid down by the PMC PB. Mohali the Para Medical Institution, the Council, or any office authorized by a general or special order/shall be free to withdraw the recognition granted to the institution.

8. Affiliation:

- a. The Council shall take a decision on the point of affiliation of the institute after review of the inspection report submitted by the expert committee of the council.

- b. All Para Medical institutions will be inspected yearly by the expert committee for a minimum period of five years of affiliation of the institution and on the basis of such report the council may order for stoppage of further admissions or to withdraw the affiliation of the institute.
- c. Such Para Medical that are already being run with the permission of the council will be required to meet the minimum requirements within maximum period of one year ,and they will be required to apply for affiliation to the afresh in the prescribed format within one month after the expiry of a period of one year. No fresh admission shall be allowed until the State Govt. will take such decision within a period of three months from the date of receipt of the application.
- d. In the case, the council shall decide not to grant affiliation after the consideration of application received the management of the institute will be required to close the institute within a period of 3 months from the date of rejection of application.
- e. The Council may authorize any officer or to enter into premises of any institute/violating the provision him to close or seal such institute.
- f. In the event of violation/breech of the provisions of the norms, the council shall have the power to authorize any officer to enter into the premises of the concerned Institute, which violates the provision of this rule to implement the provisions of this rule such officer shall be empowered to close & seal such institution .

9. Financial Grant:

No society / Trust / Institution will be claim any financial Assistance from the Council for running the Para Medical/ Courses on the basis of recognition by the Council .

10. Penalty:

Any person Violating any provision of the rule will be liable for a penalty of Rs. 10000/- .

11. Minimum Norms to be fulfilled by the Para Medical Institutions:

Any person /Trust / Organisation / Institution / Society desirous to establish institute in any subject for training of Para Medical course shall have to fulfill the norms mentioned under :

12. Building:

(a) Administrative Area	Minimum Norms
1. Principal's Chamber	150 sqr. Feet
2. Main Office	200 sqr. Feet
3. Confidential Chamber	120 sqr. Feet

(b) Training Area

1. Lecture Theatre For 30 students at least 320 sqr. Feet.
For 60 students at least 550 sqr. Feet.

NOTE :- There should be at least one lecture theatre for two courses .

- a. Tutorial Room :** There should be at least one tutorial Room of 400 Sqr. ft. for two courses.
- b. Laboratory :** There should be well equipped laboratory department wise. The size of each Laboratory should be calculated on the basis of 30 sqr. ft. per student but, the minimum area must be 300sqr. Ft.
- c. Study room in Library :** There should be a well organized Library in every Para Medical Institution in which the facility for issue of books, instruction material for indexing, catalogue making, stock / storage and receiving should be provided apart from good facility for reading.

Minimum Norms: 300 sqr. ft.

- (d) Sanitary Block :** Main building, Lecture theatre and Hostel should have adequate number of toilet blocks with urinal, Latrine and wash basin. The institution building should have separate toilet block for females.

12(a) Furniture, laboratory equipment, Manufacturing and fittings:-

- (a) All Laboratory, Libraries, Lecture theatre and Tutorial room, Office, Hostel and Guest room should be well furnished .
- (b) To achieve efficiency, it is necessary to have well equipped laboratory, tools and equipments in the laboratory should be in proportion to the number of students. There should not be batch of more than 20 students per teacher and 30 students for 2 teachers.
- (c) Construction of Para Medical laboratory should be according to the following standards.
 - All laboratory should have adequate space, light and air.
 - All laboratories should have basic facilities along with exhaust fan.
 - All working benches should be smooth and easily washable made up of non absorbable substances.
 - All tapes should be leak proof and fitted in sink. Drainage system should be perfect.
 - All laboratories should have fire fighting equipment and first aid kit.
 - Shelf-in which laboratory chemicals can be kept.

- Storage cabinet (locker) where students can keep all allotted materials.
- Black board.
- Furniture (along with sitting arrangement of the teachers).

13. Library:

Minimum Requirement

- Number of Books minimum 100 books for two courses 50 books for each additional course.
- The seal of the library should be affixed at least on four pages from beginning to the end in all books should be available in the Para Medical Institution .

14. Staffing Pattern :

- There should be teachers: Student rasion 1:60 for theory classes and 1:20 for practical classes. But for practical classes for 30 students, there must be at least two teachers.

The following teaching staff are required for every course for admission of 60 or less students in every session in the institute.

- | | |
|-----------------------|---|
| 1. Head of department | 1 |
| 2. Lecturer | 2 |
| 3. Demonstrator/Tutor | 2 |

The Principal may act as HOD also where only one course is being conducted.

15. Minimum Academic Qualification and Experience for Principal, HOD, lecturer and Demonstrator/Tutor:

(a) Principal :

Any Medical Graduate i.e. MBBS /BDS/BAMS/ or BSc. MLT, MSc. MLT should be the Principal of the Institute.

(b) Head of the Department:

Graduate in the concerned Para Medical subject with 1 year teaching experience from any recognized institution or MBBS / BDS with 1 years teaching experience from any recognized institution.

(c) Teaching Staff Pattern of different Para Medical Courses :

Graduate in the concerned Para Medical subject with 1 year teaching experience from any recognized institution or MBBS / BDS with 1 years teaching experience.

(i) Department of Anatomy & Physiology: MBBS/ BAMS/ BHMS

(ii) DMLT: Lecturer - M.Sc. MLT - 1 B.Sc. MLT - 1

Head of the Department: MD Pathology or

MD Micro or

MD Biochemistry

(iii) DMRT:

Head of the Department: MD Radiology - 1

Lecturer: B.Sc. MRT, BMRT - 1

Dark Room Assistant: DMRT - 1

(iv) DCLT:

Head of the Department: MD Medicine - 1

Lecturer: MBBS - 1

(v) DPT:

Head of the Department: MPT - 1

Lecturer: BPT - 1

Tech: DPT - 1

(vi) ICU Technician:

Head of the Department: MD Anaesthesia - 1

Lecturer: MBBS/ B.Sc. ICU Technology - 1

(vii) CMS & ED Course: Lecturer - MBBS - 1

(d) Demonstrator / Tutor:

Degree / Diploma in the Concerned Subject.

Note: Age limit - Maximum 65 years for the institutions in the private sector.

The Maximum age limit in the government sector will be as per provision laid down by the state Government for Government servants.

16. Non-teaching Staff:

(1) Laboratory Technician :-	1 per course
(2) Laboratory Attendant	1 per laboratory
(3) Office Superintendent	One
(4) Clerk cum Accountant	One
(5) Store keeper	One
(6) Assistant Librarian	One
(7) Animal house keeper (where it is required)	One

17. Academic qualification for Non-teaching Staff:

- (1) **Laboratory Technician** : Diploma in the Para Medical subject concerned.
- (2) **Laboratory Attendant** : Intermediate Science.
- (3) **Office Superintendent** : Graduate from any recognized University with 5 year Experience of official work.
- (4) **Clerk cum Accountant** : Intermediate.
- (5) **Store Keeper** : Intermediate.
- (6) **Asstt. Librarian** : Degree/ Diploma in Library Science.

Note : Age limit :- Maximum 65 years for the institution in the private sector. The maximum age limit in the government sector will be as per the provision laid by the State Government for Government servants.

18. Equipments for the office and communication :

(1) Overhead Projector with screen	one
(2) Audio cassette recorder	one
(3) V.C.P/V.C.R (Monitor with accessories)	one
(4) Type writer (Hindi and English)	one
(5) Photocopier / Duplicating Machine	one + one
(6) Public Address System	one

19. Examination Committee :

For the conduct of free and fair examination, an examination committee known as Para Medical examination committee is being constituted as under:

- | | | |
|--|---|------------------|
| (1) Controller Examination | - | Chairman |
| (2) Registrar of the Council | - | Member Secretary |
| (3) Two Principals from any affiliated Institute | - | Members |

20. Conduct of Examination, Publication of Result & issue of Training Certificates:

The controller of Examination will be fully responsible for conduct of examination, evaluation of the answer sheets, tabulation and the publication of the result. He will perform these functions in collaboration with the Examination committee. The Registrar, addl. Registrar appointed by the council, Medical Education will issues Diploma, Training certificate with his signature after publication of the result for Para Medical /Training courses.

Examination fee : The Examination fee for Para Medical examination will be decided by the Examination committee. The examination fee fixed by the examination committee shall be payable in favour of Para Medical Council(pb.)mohali by demand draft.

The examination committee shall prescribe the procedure for conduct of examination publication of result, fixation of examination fee, issue of training certificate etc. after prior approval of the Director.

21. The process for admission in Para Medical Education Institution for diploma and certificate and course both:

Admission will be made from the merit list prepared on the basis of the 10th,12th exams .

The reservation rules of the state Government shall be applicable for admission.

22. List of Para Medical Courses :

Course Code	Name of Diploma Course	Duration
101	MPHW (Male)	One and half Years
102	Diploma In Physiotherapy	Two Years
103	Diploma In Medical Lab Technician	Two Years
104	Diploma In Operation Theatre Technician	Two Years

Course Code	Name of Diploma Course	Duration
105	Diploma In Ayurvedic Pharmacy	Two Years
106	Diploma In Ophthalmic Assistant	Two Years
107	Diploma In Medical Radiography Technology	Two Years
108	Diploma In Homoeopathy Pharmacy	Two Year
109	Diploma In Cath Lab Technology	Two Years
110	Dental Nursing	One Year
111	Diploma In X-Ray and ECG Technician	One Year
112	Community Medical Services & Essential Drugs	One & half Year
113	T.B Health Visitor	One Year
114	Health Sanitary Inspector Course	One Year
115	Diploma In Dialysis Technician	Two Years
116	Diploma in Perfusion Technician	Two Years
117	Diploma in MRI Technician	Two Years
118	Diploma in Oncology Technician	Two Years
119	Diploma in Burn & Plastic Surgery Technician	Two Years
120	Diploma in Emergency & Ambulance Attendant	Two Years
121	Diploma in CT Technician	Two Years
122	Diploma in Ortho Technician	Two Years
123	Diploma in Critical Care Technician	Two Years
124	Diploma in Blood Bank Technician	Two Years
125	Diploma In Dresser and Plaster Technician	Two Years
126	Diploma in Medical Assistant	Two Years
127	Certificate Course in Dresser	One Years
128	Diploma in Optometry & Contact Len Technician	Two Years
129	Diploma In Anaesthesia Technician	Two Years

23. Minimum Eligibility for Admission in Diploma for Para Medical course :

- (i) **Minimum Age:** Minimum 16 years and maximum Age no bar.
- (ii) **Duration for course of study:** The duration of the courses of study for Diploma will be 2 years. The duration for the remaining courses of study will be of 1 years.
- (iii) **Courses of Study for Para Medical Course :** The Courses of study for each subject of diploma in Para Medical Diploma courses will be notified by the council from time to time.

24. Examination :

Diploma in Para Medical course examination part - I will be held for the student of 1st year and part II for the students of 2nd year. A supplementary examination will held for unsuccessful candidates of every examination within 3 months from the date of the publication of the result. There will be both theoretical & practical examination (including viva-voce) and it will be compulsory for students to pass separately in both the examinations.

25. Eligibility Criteria to Appear in Para Medical Diploma Course Examination:

Part - 1 :

Only those candidates will be eligible to appear in the examination who will produce certificate from the HOD that the undergone course of study regularly and satisfactorily and has attended at least 75% of the classes held both in theory and practical separately in each subject.

26. Eligibility for promotion in Para Medical Diploma Course Part - II:

All candidates who have appeared in all subjects and have passed Part - I examination will be eligible to promotion in Part - II. A candidates who is unsuccessful in any subject of Part - I examination will be debarred from promotion to Part - II. The candidates who have passed in a subject will not be allowed to reappear In that subject.

27. Eligibility Criteria to Appear in Para Medical Part - II examination :

Only those candidates who will produce the Certificate from the HOD that they have undergone the courses of study regularly and satisfactorily and have attended at least 75% of the classes held both in theory and practical separately in each subject, will be eligible to appear in Part - II examination.

28. Process of Examinations:

- (a) There will be theoretical and Practical examinations both in each subjects.
- (b) In case of failure in theory or practical in any subject, the candidates will have to appear in both theory and practical examination of that subject in the suppl. Examination.
- (c) Viva - Voce examination will be held along with the practical examination and 40% of the total marks for practical will be ear marked for viva examination.

29. Minimum Marks for Passing the Examination :

The candidate will not be declared successful in Para Medical Part - I and Part - II Examination until and unless he has obtained at least 50% marks in theory & Practical separately in each subject. Those candidates who secure at least 75% marks in any subject shall be declared to have passed with distinction in that subject provided they have been declared successful in all the subjects in single attempt.

30. Attachment with Hospital / Workshops for Training :

The institutes imparting training in Para Medical courses are required to be attached with any Hospital / Super Speciality Hospital/ Institution.

31. ??????????????????

In case Norms / Courses of study or any other terms / conditions have already been laid down by the any central council for any course, then in the matter of those courses of study, the provisions of the concerned council shall prevail and the provisions of this rule shall be deemed to be relaxed up to that extent.

32. Academic Calendar:

The admission process shall be completed by 30th August every year of Para Medical courses of study and the classes will commence from 1st September. No admission will be taken after 31st December in any circumstances even if seats remain vacant.

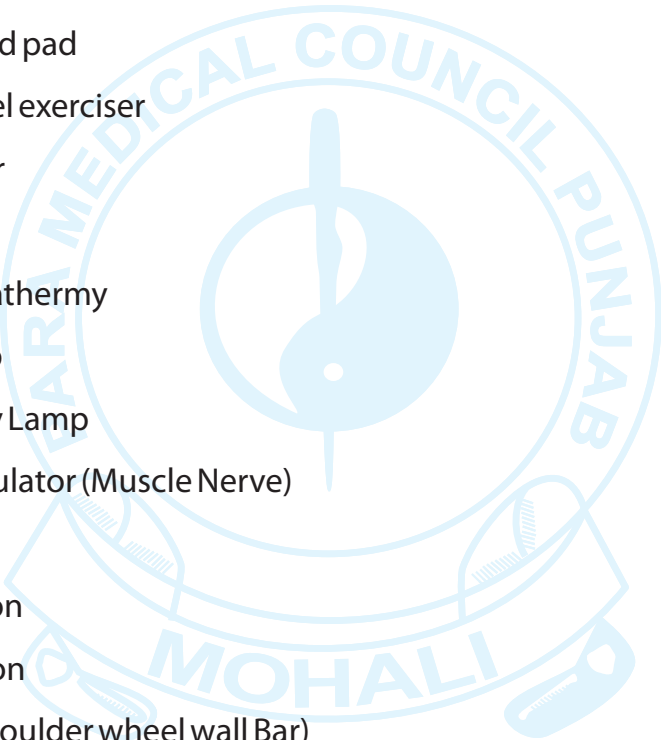
NOTE: JOB DESCRIPTION OF AN ONCOLOGY TECHNICIAN :

Oncology Involves the study and treatment of Tumors. Trained oncology Technician provides Radiation Therapy Treatment for Cancer Patients. These Technicians Monitor Patients and ensure Proper doses is being administered as advised/Prescribed / Directed by Oncologist.

33. In case of any dispute in relation to the Para Medical Institute in the private sector. The decision of the Council shall be final and will be binding on all the Institutes.

34. Any legal dispute arising out of this rule, shall be under the jurisdiction of the Distt. Court, Mohali.

35. All the Para Medical Institution HAVE TO PROVIDE THE FOLLOWING DEPARTMENT WISE / Subject wise / Machine / Equipments and other teaching materials:



1. Paraffin Wax Bath	2
2. Moist Heat sand pad	20
3. Shoulder wheel exerciser	10
4. Ankle exerciser	10
5. Wrist Exerciser	10
6. Short Wave Diathermy	10
7. Infra Red Lamp	10
8. Ultra Violet Ray Lamp	10
9. Electrical Stimulator (Muscle Nerve)	10
10. T.E.N.S.	5
11. Lumber Traction	10
12. Cervical Traction	10
13. Parallar Bar (Shoulder wheel wall Bar)	5
14. Multipurpose chair	2
15. Ultra Sound Electric Stimulator	10
16. Bicycle (Statie Exerciser)	4
17. Multi Purpose Table	2
18. Guided weight and pully circuit	1
19. Quadriceps Board Foot	1
20. Walking Aids	3
21. Multi Rehabilitation Frame	1

X-RAY TECHNICIAN COURSE:

1. X-Ray Machine (Full Set)	1
2. Water Tank	2
3. Developer Tank	1
4. Fixer Tank	1
5. Plate Hanger	5
6. Plate Clip	5
7. Safe Light	1
8. Chest Stand	1
9. Lead Apron	1
10. Half Film Blocker	1
11. Table	1
12. Static Balance	1
13. Operation Cabinet	1
14. Letter Punch	One Set
15. Cassettes	3
(a) 8"/10" size	1
(b) 10"/12" size	1
(c) 12"/15" size	1
16. Film Size - 12x15	Adequate
17. Film Size - 8x10	Adequate
18. Film (Dental)	Adequate
19. Developer	Adequate
20. Clip Paper	- do -
21. Fixer Chemical	- do -
22. Leucoplast	- do -

Name of Apparatus:

For 60 Students

1. Conical Flask 100 ml	-20
200 ml	-20
2. Round Bottom Flask	-50 ml
	-10

3. Beaker	-100 ml	-10
	-250 ml	-10
	-500 ml	-10
	-1000 ml	-2
4. Measuring Cylinder	-5 ml	-2
	-10 ml	-3
	-20 ml	-10
	-50 ml	-10
	-100 ml	-10
5. Flat Bottom Flask	-1000 ml	-2
	-250 ml	-7
6. Funnel		-20
7. Volumetric Flask	-100 ml	-10
	-250 ml	-10
8. Different Types of Erlenmeyer Flask		-4
9. Test Tube (Corning Glass)		-1500
10. Digestion Tube		-10
11. Folinwu Tube		-10
12. Centrifuge Tube		-10
13. Volumetric Pipette	-25 ml	-10
	20 ml	-10
14. Graduate Pipette	1 ml	-10
	2 ml	-10
	5 ml	-10
	10 ml	-10
	20 ml	-10
15. Folin Ostwald Pipette	25 ml	-10
	50 ml	-10
16. Pasteur Pipette-		100

17. Re-agents Bottles-		Adequate
18. Amber Colour Bottles-	10 ml	-40
	250 ml	-60
	500 ml	-30
	1000 ml	-10
19. Test Tube Racks-		20
20. Draining Racks-		20
21. Wire Gauze-		20
22. Burette Stand		20
23. Whatman's Filter Paper		Adequate
24. Wash Bottles		30
25. Distillation Appartus		2
26. Syring-	2 ml-	One Box
	5 ml-	One Box
	10 ml-	One Box
27. Petri Dishes-		Adequate
28. Serological Pipette (Different Types)		10
29. M. Pipette		10
30. Push Bottom Pipette-		10
31. Hot Plate-		3
32. Gas Burner-		10
33. Safety Spectacles-		10
34. Weight Box-		5
35. Physical Balance-		10
36. Analytical Balance-		2
37. Glass Rods-		Adequate in number
38. Desiccator-		20
39. Centrifuge (Remi)-		5
40. Hot Air Oven-		2
41. Incubator-		1

42. Water Bath	1
43. P.H. Meter-	2
44. De-ioniser-	1
45. Automatic Dispender & ilutor-	1
46. Electrophoretic Apparatus-	1
47. Osmometer	1
48. Electolyte Analyser	1
49. Flame Photometer	1
50. Spectro Photometer	1
51. Magnetic Stirrer	1
52. Automatic Water Still	2
53. Microbiology Cabinet	Adequate number
54. Laminar Air Flow	1
55. Dropper Bottles	60
56. Slider Maker	5
57. Staining Jar	10
58. Wire Loop	Adequate
59. Forceps	Adequate
60. Thermometer	10
61. Micro Scope (Compound)	10
62. Sterilizer	2

SANITARY INSPECTOR COURSE:

1. Public Address System	1
2. Slide Projector	1
3. Over Head Projector	1
4. T.V./V.C.R./V.C.P.	1
5. Projection Screen	1
6. Phot stat Machine	1
7. Computer and Printer	1

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|---|----------|
| 8. Mosquito Net | 1 |
| 9. Materials/ Chemicals for Purification of Water | Adequate |
| 10. Charts of life cycle of Mosquito, File & Sand Fly | Adequate |
| 11. Human Skeleton | 1 |

DRESSER COURSE:

- | | |
|---|----------|
| 1. Dressing Materials | Adequate |
| 2. Surgical Instruments Set | 5 |
| 3. Suture & Ligature | Adequate |
| 4. Auto Clave | 1 |
| 5. Distilled Water Stills | 1 |
| 6. Charts of Various Diseases | Adequate |
| 7. Various Charts of Microbiological Diseases | Adequate |
| 8. Charts of Different Parts of Human Body | One Set |
| 9. Syringes | Adequate |
| 10. Microscope- | 5 |
| 11. Scissors: Straight | 15 |
| Curved | 5 |
| Stitch Cutting | 2 |

E.C.G. TECHNICIAN COURSE:

- | | |
|--------------------------|----------|
| 1. E.C.G. Machine | 1 |
| 2. Re-chargeable Cell | Adequate |
| 3. Lead with Electrode | Adequate |
| 4. Charger with Adequate | Adequate |
| 5. Case | Adequate |
| 6. Jelly | Adequate |
| 7. Paper Roll | Adequate |

OPHTHALMIC ASSISTANT COURSE:

- | | |
|-------------------------|---|
| 1. Snellen's Chart | 4 |
| 2. Chart of Near Vision | 2 |

3. Trial Frame	2
4. Rear Box	2
5. Retinoscope	
a) Plane Mirror	1
b) Streak	1
6. Ophthalmoscope	
a) Direct	1
b) Indirect	1
7. Cross Cylinder	1
8. Lensometer	1
9. Colour Vision Chart	4
10. Torch	2
11. Corneal Loop	1
12. Prism-Bar	1
13. For - Field Charting	
a) Bjerrum's Screen	1
b) Lister Perimeter	1
c) Gold Man's Perimeter	1
d) Automated Perimeter	2
14. Tonometer Schiötz	1
15. Synophore	1
16. Keratometer	1
17. Slit Lamp	1
18. Auto-Refracto Meter	1
19. Maddox Wing	1
20. Hess Screen	1
21. Eye Speculum	1
22. Conjunctival Fixation Forcep	1
23. Plain Force	1
24. Cataract Knife	1

25. Intra Capsular Forcep	1
26. Lens Expressor	1
27. Wire Veetis	1
28. Corneal Forcep	1
29. Corneal Scissors	1
30. Scissors	1
31. Vannas Scissors	1
32. Iris Forcep	1
33. De-Wecker's Scissors	1
34. Iris Forecep	1
35. Tooks Knife	1
36. Two way Irrigation Aspiration Cannula	1
37. Lids Spatula	1
38. Entropion Clamp	1
39. Entropion Plate	1
40. Chalazion Clamp	1
41. Chalazion Scoop	1
42. Eviseeration Spatuala	1
43. Enucleation Scissors	1
44. Foreign Body Spud	1
45. Epilation Forcep	1
46. Punctum Dialator	1
47. Lacrimal Probe	1
48. Lacrimal Cannula	1
49. Squint Hook	1
50. Suture Tieing Forcep	1
51. Corneal Needle Holder	1
52. Needle Holder	1
53. Lens Holding Forcep	1
54. MC Pherson's Forcep	1

55. Lens Dilator	1
56. Lacrimal sac Dissector	1
57. Keratome	1
58. Callipers	1
59. Artery Forcep	1
60. Auto Clave	1
61. Computerised Eye Testing Instruments	1

MEDICAL LABORATORY TECHNICIAN COURSE (DMLT):

Name of Apparatus		For 60 Students
1. Conical Flask	1000 ml	-20
	250 ml	-20
2. Round Bottom Flask		-10
3. Beaker	-50 ml	-10
	-100 ml	-10
	-250 ml	-10
	-500 ml	-10
	-1000 ml	-2
4. Flat Bottom Flask	-250 ml	-7
5. Funnel		-20
6. Volumetric Flask	-100 ml	-10
	-250 ml	-10
7. Different types of Erlenmeyer Flask		-4
8. Test Tube (Corning Glass)		1500
9. Digestion Tube		-10
10. Folinwu Tube		-10
11. Centrifuge Tube		-10
12. Volumetric Pipette	25 ml	-10
	20 ml	-10
13. Graduated Pipette	1 ml	-10

	2 ml	-10
	5 ml	-10
	10 ml	-10
	20 ml	-10
	25 ml	-10
14. Folin Ostwald Pipette	50 ml	-10
15. Pasteur Pipette		100
16. Re-agents Bottles		Adequate
17. Amber Colour Bottles	10 ml	-40
	250 ml	-60
	500 ml	-30
	1000 ml	-10
18. Test Tube Racks		20
19. Draining Racks		20
20. Wire Gauze		20
21. Burette Stand		20
22. Whatman's Filter paper		Adequate
23. Wash Bottles		30
24. Distillation Appartus		2
25. Syringes	2 ml	One Box
	5 ml	One Box
	10 ml	One Box

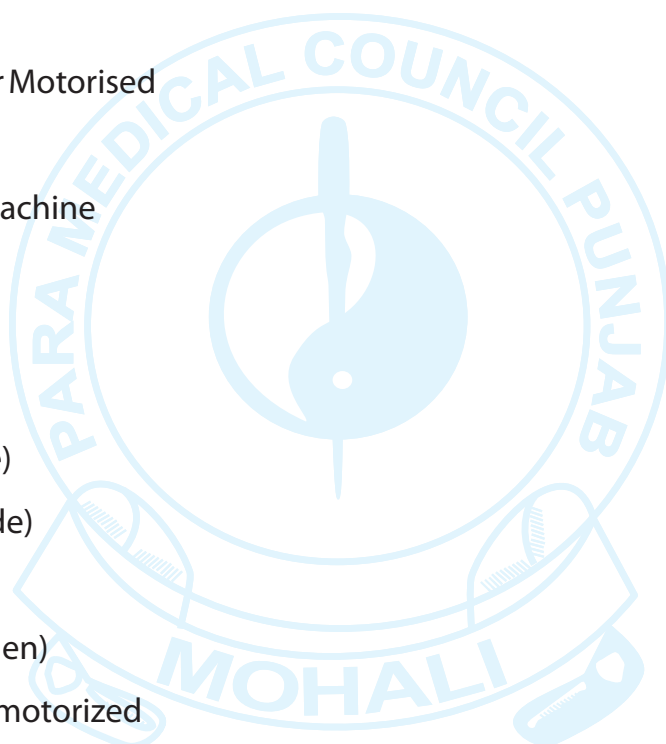
The institution imparting training in this course must possess the following minimum requirements:

1. One Histopathological laboratory equipped with sufficient number of microscope for demonstration purpose.
2. Sufficient class rooms at least one of which must be equipped with al lantern for projection.
3. Sufficient Technical laboratories so that each student is provided with suitable facilities required for the course.

4. A dental hygienist clinic fitted with one dental chair, one dental unit/ dental engine, a set of hand instruments separately or each students with adequate equipment for sterilization.
5. A suitable professional library should be available to the students.

ORTHOTIC AND PROSTHTIC COURSE:

- | | |
|-----------------------------|------|
| 1. Anvil | -one |
| 2. Apparatus Forming Brace | -one |
| 3. Augur 1/2 | -one |
| 4. Batam 12' (Try Squar) | -one |
| 5. Bansual | -one |
| 6. Bench Grinder Motorised | -one |
| 7. Blower Hand | -one |
| 8. Belt Sewing Machine | -one |
| 9. Basin | -one |
| 10. Brush | -Two |
| 11. Brama | -one |
| 12. Caliper (Inside) | -one |
| 13. Caliper (outside) | -one |
| 14. Centre Punch | -one |
| 15. Chissel (Wooden) | -one |
| 16. Drill machine motorized | -one |
| 17. Divider 6" | -one |
| 18. Drill Chuckle ½" | -one |
| 19. Eyelet Punch | -one |
| 20. File (half round) | -one |
| 21. File flat | -one |
| 22. File wooden | -one |
| 23. Farma (shoe) | -one |
| 24. Grinder (motorized) | -one |
| 25. Hand blower | -one |



26. Hand saw	-one
27. Iron (Murphy)	-one
28. Khurpi	-one
29. Number, Punch set	-one
30. Oven	-one
31. Player	-one
32. Player nose	-one
33. Planner jack	-one
34. Punch leather	-one
35. Punch	-one
36. Punch board	-one
37. Leather player	-one
38. File round smooth	-one
39. File round 6" smooth	-one
40. Sewing machine	-one
41. Soldering Iron	-one
42. Slide wrench	-one
43. Sharping stone	-one
44. Scissor	-one
45. Scissor Metal Curring	-one
46. Tap Handle ½	-one
47. Vice	-one
48. Trading Tap 3/16, ¼, 5, 32	-one
49. Drill Bits	-one

LIST OF COMPONENTS

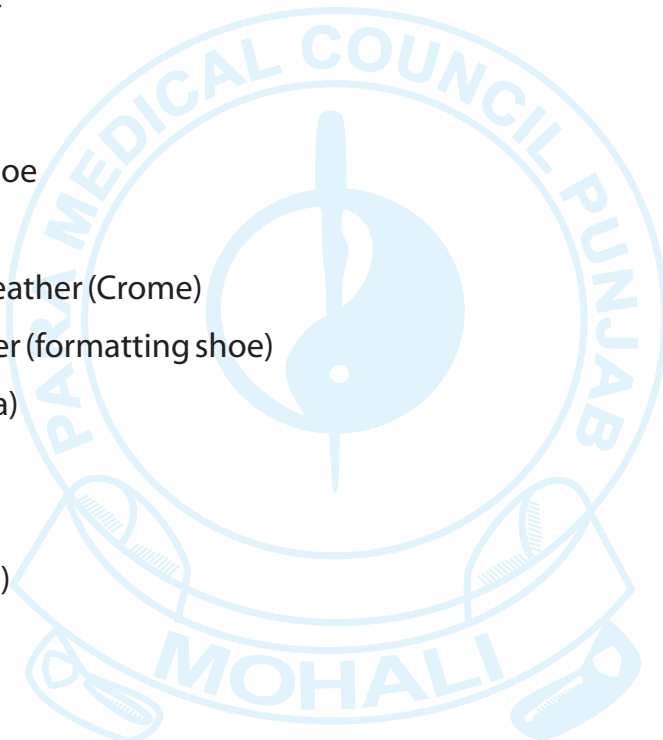
1) Hkafo size III	-6 pc.
2) Kafo size III	-11 pc.
3) Afo size III	- 1 pc.
4) Hkafo size II	-14 pc.
5) Kafo size II	-14 pc.

6) Afo size II	- 1 pc.
7) Hkafo size - I (wk)	-12 pcs.
8) Hkafo size - I	-13 pcs.
9) Elbow crutch	-7 pcs.
10) Axillary crutch	-2 pcs.
11) Elbow crutch	-10 pcs.
12) Axillary crutch	-12 pcs.
13) Sachfoot	-7 pcs.
14) Shin block	-4 pcs.
15) Ankle block	-8 pcs.
16) Knee shin assembly	-3 pcs.
17) Mechanical hand A	-2 pcs.
18) Mechanical hand (s)	-1 pcs.
19) Harness	-3 pcs.
20) C.C. System	-3 pcs.
21) Elbow unit	-1 pcs.

RAW MATERIALS

- 1) Plaster of Paris powder
- 2) Plaster of Paris bandage
- 3) Fibre mat
- 4) Resin
- 5) Catalyst
- 6) Hardener (Accelerator)
- 7) PVC Film
- 8) Stokinette (60 mm)
- 9) Stokinette (80 mm)
- 10) Banian cloth
- 11) COPPER rivet ½"
- 12) Copper rivet 5/32"
- 13) Aluminium rivet 1/8"

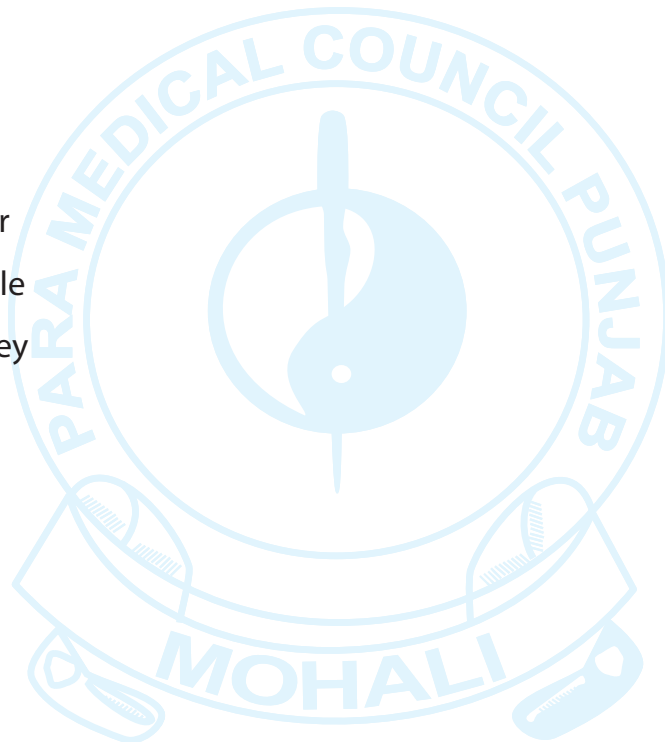
- 14) Split repite
- 15) Press button
- 16) Poosltic button
- 17) Still grip
- 18) Buckless $\frac{3}{4}$ "
- 19) Buckless (1")
- 20) Buckless $\frac{1}{2}$ "
- 21) Evalthene (Toam)
- 22) Brown paper
- 23) Corksheet
- 24) Shawl
- 25) Heel
- 26) Normal shoe
- 27) Adhesive
- 28) Padding leather (Crome)
- 29) Soft leather (formatting shoe)
- 30) Coot (Gatta)
- 31) Cyelet
- 32) Nail
- 33) Less (shoe)
- 34) Rexine
- 35) Astar
- 36) Polypropeylene - 1 mm
- 37) Napa (leather)
- 38) Screw ($\frac{3}{16}$ ", $\frac{1}{2}$ ")
- 39) Thinner



EQUIPMENTS OF OPERATION:

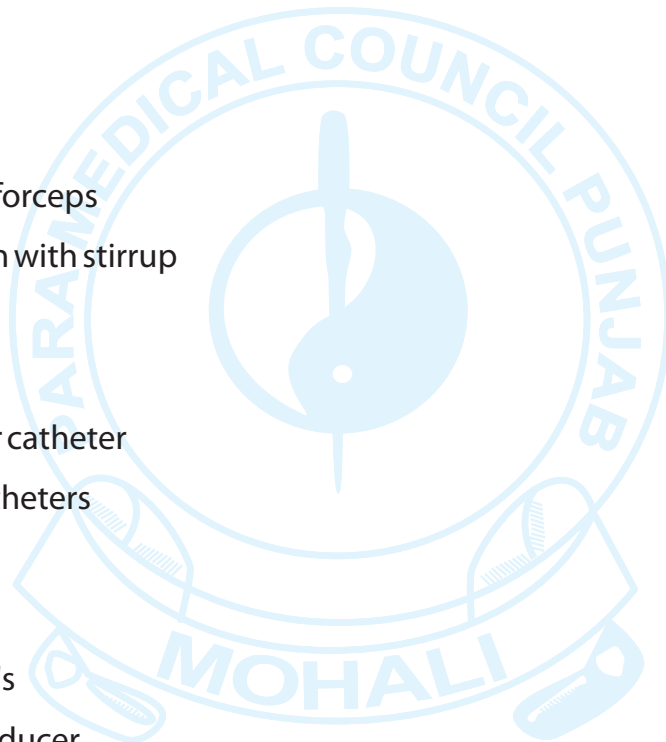
- | | |
|--------------------|--------|
| 1. Swab Holder | -one |
| 2. Face Mask | -one |
| 3. Airway 2,3,4 No | -Three |
| 4. Towel Clip | -Four |

5. Endotracheal Tube, Plane	-Three
6. Scissors Curved	-Two
7. Scissors Straight	-Two
8. Needle Holder Forceps	-one
9. B.P. Handle No. 3	-one
10. Pully	-one
11. Cotton Roll	-one
12. B.P. Blade 10 No.	-six
13. B.P. Blade 20 No.	-six
14. Savlon	one bottle
15. Betadine	one
16. Galy, s Pot	two
17. Gloves Powder	two
18. Operation Table	one
19. Qntramit Trolley	one
20. I.V. Stand	one
21. Round Stool	one
22. Rubber Sheet	two
23. Speculam	one
24. Dilater	nine
25. Volshelum	one
26. Sponge Holder	one
27. Uterus Clamp	one
28. Gown	two
29. Dress (O.T.)	one
30. Reflector Bulb	one
31. Bandage Crape	Adequate
32. Battery Torch	Adequate
33. IV. Set	Adequate
34. S.V. Set	Adequate



35. B.P. Blade (23 No.)	one
36. Auroscope	one
37. Stethoscope	one
38. B.P. Instrument	one
39. Needles :-	
a) Straight Cutting	-one dozen each
b) Curved Cutting	-one dozen each
c) Curved Round Bodied	-one dozen each
d) Reverse Cutting	-one dozen each
40. Artery Forceps :-	
a) Straight	-six
b) Curved	-six
41. Mosquito Forceps	-six
42. Allis Tissue Forceps	-six
43. Lane's Tissue Forceps	-six
44. Moynihan's Tissue Forceps	-six
45. Babcock's Tissue Forceps	-six
46. Plain Dissecting Forceps	-Two
47. Toothed Dissecting Forceps	-Two
48. Plain Retractor	-Two
49. Deaver's Retractor	-Two
50. Fistula Probe	-Four
51. Lister's Sinus Forceps	-Two
52. Piles Holding Forceps	-Two
53. Proctoscope	-Two
54. Intestinal Clamps	-Two
a) Moynihan's	-Two
b) Payr's	-Two
c) Doyen's	-Two
55. Moynihan's Cholecystectomy Forceps	-Two

56. T.Tube	-Four
57. Chisel	-Two
58. Osteotome	-Two
59. Bone Gouge	-Two
60. Bone nibbler	-Two
61. Periostereum elevator	-Two
62. Rib shear	-Two
63. Osteotome san	-Two
64. Pliers	-Two
65. Bone lever	-Two
66. Nail punch	-Two
67. Nail extractor	-Two
68. Sequestri um forceps	-Two
69. Steinman's pin with stirrup	-Two
70. Scoop	-Two
71. Currettee	-Two
72. Simple rubber catheter	-six
73. Indwelling catheters	
a) Foley's	-four
b) Malecot's	-four
c) Depezzers	-four
74. Catheter introducer	-four
75. Suprapubic cystolithotomy forceps	-Two
76. Mbougies	-Two
a) Lister's	-Two
b) Clutton's	-Two
77. Nephrolithotomy forceps	-Two
78. Bone owl	-Two
79. Ryle's tube	-six
80. Flatus tube	-four
81. Gastric lavage tube	-Two



82. Bone reamer	-Two
83. Screw Driver	-Two
84. Plate Bender	-Two
85. Bone clamps	-Two
86. Self retaining retractor	-Two
87. Trocar and Cannula	-Two
88. Sternal Puncture needle	-four
89. Liver puncture needle	-four
90. Lumbar puncture needle	-four
91. Instrument tram	-four
92. Galli pot	-four
93. Instrument lifter	-four
94. Bowl lifter	-four
95. Sim's speculum	-Two
96. Volsellum forceps	-Two
97. Uterine sound	-four
98. Hegar's dilator	-2 sets.
99. Uterine curette	Two
100. Uterus holding forceps	Two
101. London's Bladder retractor	Two
102. Doyen's retractor	Two
103. Green Amritage clamps	Two
104. Thudicum Nasal speculum	Two
105. Posterior Rhinoscop mirror	Two
106. Tongue Depressor	Two
107. Otoscope	Two
108. Tuning fork	Two
109. Aural syringe	Two
110. Jansen's mastoid retractor	Two
111. Boyle's David mouth gag with tongue blades	Two
112. Tonsil holding forceps	Two

113. Tonsillar snare	Two
114. Adenoid curette with cage	Two
115. Antral trocar and cannula	Two
116. Nasal polyp snare	Two
117. Laryngoscope	Two
118. Universal Eye speculum	Two
119. Fixation forceps	Two
120. Cataract knife	Two
121. Iris scissors	Two
122. Keratotome	Two
123. Zeigler's knife	Two
124. Vectis	Two
125. Upper lid retractor Desmarre's	Two
126. Evisceration scoop	Two
127. Discission needle	Two
128. Iris forceps	Two
129. Bone cutter	Two
130. Mallet	-Two
131. Chalazion scoop	Two
132. Squint hook	Two
133. Foreign body syringe and needle	Two
134. Strabismus Scissors	Two
135. Punch	Two
136. Tap	Two
137. K-Wire	Two
138. Desjarden's Forceps	Two
139. Boyle's Forceps	Two
140. Boyle's Machine	one
141. Magil's Laryngeal Forceps	Two
142. Guedel's Airway (Assorted Size)	Two

143. Endotracheal Tube	
a) Plain	Two
b) Cuffed	Two
144. Flagg,s Can	Two
145. Endotracheal Tube-Introducer	Two
146. Suction Machine (Mechanical & foot)	Two
147. Endotracheal Tube Connector	Two
148. Oxygen Cylinder	one
149. Mox. Regulator	Two
150. Nitrous Oxyde Cylinder	one
151. Ambu Bag-Adult & Paediatric	Two
151. Oxygen Cylinder Key	Two
152. Nitrous Oxyde key	Two
153. Surgical Diathermy	one
154. Formalin Chamber	one
155. Autoclave	one
156. Surgical Steriliser	one
157. Surgical Drum (Different size)	four
158. 151 ECG Machine	one
159. Cidex Tray	Two
160. Gauze	one than
161. Bandage	one dozen
162. Rubber Sheet	four sheet
163. Towel	Four
164. Abdominal Sheet	Four
165. Catguts	
A. Plain	
B. Chromic	
C. Vieryl	
D. Mersilk	
E. Prolene	
F. Nylon	
G. Daxon	

STANDARD REQUIREMENTS OF INFRASTRUCTURAL FACILITIES

To start Para Medical Course : Dialysis Technique

Accommodation:

The Institution must provide potable water supply as well as Distilled / Deionised water supply.

The gas and electricity must be provided wherever applicable.

The Institution must have arrangement for handling the patient in case of emergency.

1. The Institution must provide with adequate ventilation , lightening and maintain hygienic condition. The Institution should provide with adequate number of Toilets separately for teaching staff and for male and female students.

Administrative Area:

Sr . No.	Particulars	Size of the room	Remarks of Inspector
1	Head of department Room	150 Sq.ft.	
2	Staff Room :		
	a) Room for teaching staff	200 Sq.ft.	
	b) Room for Technicians	200 Sq.ft.	
	c) Office Room	150 Sq.ft.	
	d) Store Room	150 Sq.ft.	

2. Academic Area:

Sr . No.	Particulars	Size of the room	Remarks of Inspector
1	Class Room	300 Sq.ft.	
2	Library	500 Sq.ft.	
3	Student's Common Room	300 Sq.ft.	

3. The training Area should be provided with the following:

Sr . No.	Particulars	Size of the room	Remarks of Inspector
1	Audiovestibulametry Room	400 Sq.ft.	
2	Waiting Room for patients	100 Sq.ft.	

4. Staff:

Sr. No.	Designation	Qualification	No. Required
1	Office Superintendent	Graduate in any discipline with experience	One
2	Office Assistant	Qualification same as that of 1 with experience in Computer operation	One
3	Store Keeper	Qualification same as that of 1 with experience in Store Keeping	One
4	Library Assistant	Graduate in Science	One
5	Laboratory Attendant	Nurse (Female)	Two
6	Office Attendant	10 th Standard	Two
7	Cleaner / Safaiwala		Two

5. Teaching Staff:

The following Teaching Staff are required :

Sr. No.	Designation	Qualification	No. Required
1	Teaching Staff	MBBS/ MD (Med.)	Desirable 3 Faculty (atleast 2)
2	Technical Staff (Technicians)	Diploma in Dialysis Technician / Certificates	One for every 3 machines in each shift

6. List of Equipments:

Sr. No.	Name of the Equipment	No. Required
1	Power Supply with backup Generator	
2	Dialysis Machines	
3	Water Treatment Plant	
4	Machine (CRRT)	

7. Hemodialysis / Peritoneal Dialysis (CRRT) (Automated Peritoneal Dialysis) .

8. Facilities for Critical care with machine [(CRRT) and nature of service] .

9. Facilities to Dialysis Patient having Hepatitis B , Hepatitis C and HIV .

10. Institute must be a registered and approved centre by the Government .

11. Preferably will have a teaching programme in Nephrology DM / DNB .

166. Humby,s Knife & Blade

Two

167. R.R Blade

One Dozen (Different Size)

Syllabus/ Subject Nomenclatures for the Course (DCLT) Diploma in Cath Lab Technician

SYLLABUS

Preliminary Course :

ANATOMY	
S. No.	Particulars
1	Basic cells and tissues
2	Heart : Pericardium, Chambers, Valves, Conduction systems great vessels
3	Circulation : Major arteries and veins
4	Lungs and pleura, diaphragm
5	Liver, Spleen, Kidney, Brain
PHYSIOLOGY	
1	Circulatory systems
2	Autonomic nervous system
3	Action potential, muscles contraction
4	Gas exchange
5	Thrombosis, platelet function
6	Renin angiotensin system
7	Kidney : Physiology
PHARMACOLOGY	
1	General Pharmacology
2	Sedatives
3	Anaesthetics agents
4	Analgesics
5	Drugs used for heart disease : Antianginal, Antiarrhythmic, Anti failure, Vessopressors, Vasodilators, Cardiac imaging agents, Anti thrombotics
PREVENTIVE CARDIOLOGY	
1	Diat and Nutrition
2	Smoking
3	Exercise and heart
MICROBIOLOGY	
1	Specimen collection : Blood, Urine, Sputum etc.
2	Bacteria and viruses in CVS
3	Serology and immunology

SYLLABUS

Final Course :

RADIOLOGY	
S. No.	Particulars
1	Principles of X-Rays
2	Protection from radiation
3	Description and recognition of Chest X-Rays
4	Different views of chest for identification of cardiopulmonary structures
5	Ultrasonography : Principles
6	Basic of Echocardiography
ECG	
1	ECG machine : Parts
2	Technical of taking an ECG
3	Pitfalls in taking ECGs
4	Recognition of normal ECG waves
5	Abnormal ECG
DEFIBRILLATION	
1	Technique
2	Indication
3	Complications
DISEASES OF HEART	
1	Congenital
2	Rheumatic
3	Myocardial and pericardial
4	Coronary artery diseases
5	Hypertension
6	Pulmonary thromboembolism and pulmonary hypertension
7	Respiratory failure
CATHETERS AND INSTRUMENTS	
1	Arterial Blood Gases : Technique and interpretation
2	Haemodynamic monitoring : Technique, Recognition, Indication, Complications
3	Fluid and electrolytes
4	X-ray imaging in cath lab
5	Intra Aortic Ballon Pulsation : Indication, Technique and complications
6	Artificial ventilation
7	Extra Corporeal Membrane Oxygenator
8	Different views of cardiac catheterization
9	Transducer, outline of C-arm, cineangio machine and oxymetry
10	Interventional catheters, ballon and stents

You can get the syllabus of other courses on official website.

Application Form for obtaining permission for the establishment of new Para Medical Training Institute.

1. Name of Applicant(in full):-
 2. Complete address :-
 - i. Address :-
 - ii. Telephone no./Fax no.(with STD Code)
 3. Status of the Course conducting Institute :-
 - i. State Govt.
 - ii. University
 - iii. Trust/Society
 - iv. Private
 - v. Misc
 4. If any Institute/Governing Body/society/University other than state,then:-
 - i. Name of the Institute and complete correspondence address:-
 - ii. Registration No:-
 - iii. Pin Code:-
 - iv. Telephone No./Fax No:-
 5. Description of the available land of Para Medical Institute:-

Village/Ward where the land is situated

Description of the land :-Khata no.,Plot no.,Area(in acres),Boundary.

In case ,the land is not available in single block ,then the distance between the two blocks(in meter)(if the land in between two blocks ,the distance between the two blocks will not be more than 500 meters)

Rent Receipt :- (Enclave up to daste land Receipt.)
 6. Whether the land is registered in the name of the Institute or on lease .(In close relevant Registered & on lease documents)
- Registered no. and date of the redgistered /leased land in the name of Institution (Enclose a copy of the Registered Documents)
- Facility for transportation :-

Electric Supply

Means of Sewerage:-

Master Plan of Para Medical Institution:-

7. (A) Administration Area:- Standard (in sq.Meter)-Available Area.

Principal's Chamber:-

Head Office :-

Confidential Area

(B) Training Area

Lecture Theatre(There should be at least one lecture theatre for every Two year course.)

For 30 students :-

For 60 students :-

(ii) Tutorial Room:- (There should be at least one tutorial room for every course)

(iii)Laboratory Room:- (Subject wise)

(a)

(b)

(c)

(d)

(e)

(C)Library Building :-

(D)Residential Area :-

(i) Principal's Residence:-

(ii) Hostels :- (a) Bed capacity for Boy Students :-

(b) Bed capacity for Girl Student :-

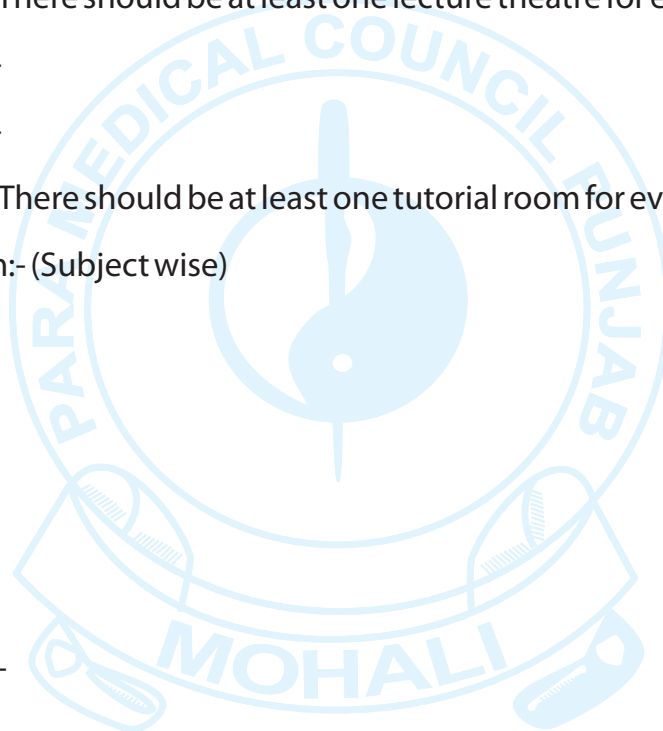
(E) Entertainment Area :-

(1) Common Room for boys :-

(2) Common Room for girls:-

(3) Store:-

(4) Museum :-



(F) Lavatory Block:-

i. No. and Description of Toilets:-

8. Name of the Proposed Course which the Institution desires to start.

Name of Course ----- Year of Beginning

I.

II.

III.

9. Year wise Admission capacity for admission in different Para Medical Courses

(Maximum 60 in any course)

1)

2)

3)

4)

10. Books in Library:-

1) No. of Books:-

(There should be seal; of library affixed on at four pages in between the

11. Faculty

(Subject wise / department wise faculty position will be filled up by the Institution imparting training in Para Medical / Certificate Course)

A. Detailed list of teaching staffs:-

1 Name of PRINCIPAL / Date of Birth Teaching qualification and Experience .

B. Name , Date of birth, Teaching qualification, teaching Experience of Head of Deptt., Lecturer & Demonstrator for each course should be mentioned .

C. Non Teaching Employee :- (Enclose details of the Name, Designation, Date of Birth and academic qualifications of all employees.

12. Subject wise/ Deptt. Wise List of Machines & Apparatus:-

(1)

(2)

(3)

(4)

13. Description of Bank Draft Payable under Rule 5 :-

- 1) Bank Draft No. and Date .
- 2) Amount
- 3) Name of the Bank

Note: Bank Draft should be in favour Para Medical Council, Punjab/ Mohali/ Chandigarh.

Place:

Signature of Applicant

Date:

Full Name:

Designation:

List of Enclosures :

1. Certified Copy of the Bye Laws/ Rules of Association/ Documents for the Trust.
2. Certified copy of the Certified of the Registration/ Establishment.
3. Annual Audit Report and Audited Balance Sheet of last three years.
4. Certified copy for the proof of ownership of all the land available.
5. Certified copy of the map.
6. Proposed Prospectus.
7. ID Proof of the Director and Principal of the proposed Institute.



PARA MEDICAL COUNCIL (PB.) MOHALI

SCO 37-39, Opp. ESI Hospital, Ind. Area,

Phase-VII, Sector-73, Mohali

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