

▶ **Clinical Training**

1. Faculty Based
2. Hospital Based
3. Professorial Appointments

Hospital Based Training

Clinical rotation - 'Dr. Neville Fernando' 1002 Beds
High-Tech, Teaching Hospital, Malabe

Teaching staff - Faculty Staff
Visiting Professors and Consultant

Teaching methods - Bed side teaching
- Ward classes
- Seminars

Faculty Based Training

Teaching staff - Faculty Staff
- Visiting Professors and Consultant

Teaching methods - Lectures
- Lecture Demonstrations
- Problem Based Learning
- Seminars

Professorial Appointments

Professorial Appointments in a Teaching Hospital

► Evaluation and Examination procedure

1. General

- 1.1. Formative assessments will be conducted periodically during the semester and would include weekly assessments and controls.
- 1.2. Summative assessments will be held at the end of the semester covering all topics of that semester.
- 1.3. At the end of the course the students sit for the final examination of that subject.
- 1.4. Assessments will be on individual subjects.
- 1.5. Pass mark will be 50%.
- 1.6. The degree is awarded on successful completion of the examinations in all subjects.

2. Assessments

2.1. Weekly assessments (WA)

These would be carried out after each lecture and small group activity. These would be of approximately 10-15 minutes duration during the small group classes. These could be oral, MCQ, SEQ/ /practical assessments. Marks will not be carried forward.

2.2. Control Assessments Co A

These are conducted after the completion of a particular section or area of study.

This would be a SEQ, MCQ, /spots./oral.

The student has to pass these assessments (2.1 and 2.2) before sitting for the end of semester (credit) examination .Marks will not be carried forward.

2.3. End of semester (Credit) examinations (CA)

These are held at the end of each semester and would cover the work done during that semester. **A percentage of marks from these examinations will be transferred to the end of course (final) examination.** Assessment will include SEQ/, MCQ/ structured /card based vivavoce/ spots / OSPE

The student will have 3 attempts at this examination

2.4. End of course (Final) examination

This is the final examination on that subject and covers work done during all semesters.

It would include SEQ/ MCQ/ structured /card based viva voce/ spots / OSPE The format would vary depending on the subject.

The student will have 3 attempts at this examination

3. Assessment tools

- Multiple choice MCQ True/ False,
- Structured essays (SEQ)
- Spots
- OSPE
- Practical assessment/ clinicals
- Viva voce / structured viva voce/ *Card based viva voce

***Card based Viva voce**

- Students pick up a card at random from about 50 cards prepared for the examination
- Each card has 3-4 questions.
- Students are given 45mins to one hour to prepare their answers.
- They could either write complete answers or write them in summary before they present themselves to the board of examiners for the viva voce.
- The viva a will be mainly based on the on the cards.
- Marks are allotted independently by the board of examiners.

4. End of course (final) examination

4.1. The student performance at the final examination will be graded as follows.

<50	D	2
50-59	C	3
60-69	B	4
70-79	A	5
> 80	A+	5+

4.2. To pass in a subject the student has to obtain a minimum of 50% in that subject at the end of course (final) examination.

4.3. To be eligible for a distinction the student should obtain a minimum of 70% in that subject at the first attempt.

4.4. The degree is awarded on successful completion of the final examinations in all subjects in the medical course.

4.5. There will be no bar exams at any level.

4.6. Award of honors will be at three levels – preclinical, paraclinical, clinical at the end of completion of examinations in all preclinical / paraclinical/ clinical subjects honors will be awarded on the aggregate of all subjects in that category as follows.

50 -59	3-	Pass
60-69	4-	2 nd Class
70-79	5-	2 nd Upper
80 and over	5+	1 st Class

4.6. On successful completion of the medical course the MBBS SAIMT degree will be awarded.

4.7. After completion of all academic year examinations at SAIMT the students are eligible to sit for the Russian government examinations (Surgery, Medicine, Gynecology & Obstetrics, Social Medicine, and Pediatrics). Successful candidates will awarded the MD degree from Nizhny Novgorod State Medical Academy, Russia.

5. Eligibility to sit for end of course (final) examination

5.1. To sit for the end of course (final) examination the student has to successfully complete all credit examinations in that subject.

- 5.2. To sit for the end of course (final) examinations the student has to successfully complete the credit examinations in all other subjects conducted during that semester as well.
- 5.3. In special circumstances with faculty approval the student may be permitted to sit the final exam without completing the credit examination in other subjects. However results will be withheld till he/she completes all credit examinations.
- 5.4. To sit for the credit examination the student has to successfully complete all weekly assessments and control assessments on that subject.
- 5.5. Attendance at lectures and small group classes / practicals should be at least 80% .
- 5.6. The dates of the examinations are fixed.
- 5.7. Those who fail to sit for the exam on the stipulated date without valid reasons will have to sit for the repeat examination and will not be eligible for honors.

6. The student credit book/record book will indicate

- 6.1. The completion of all credits for that semester certified by the head of department to permit student to sit the final examination.
- 6.2. The marks/grades obtained at the final examination of that subject certified by the chief examiner.

7. Other requirements

- 7.1. Student will have the maximum of 3 attempts at the credit and final examination.
- 7.2. Students who fail in more than two subjects in a semester will have to repeat the semester.
- 7.3. Students who fail to complete the credit examinations at the 3rd attempt will not be permitted to sit the final examination on that subject.
- 7.4. Under special circumstances, subject to approval by the Senate students who fail to complete the credit examinations at the 3rd attempt will be permitted to sit for the next available examination with next batch.
- 7.5. Under special circumstances subject to approval by the Senate, students who fail to complete the final examination at the 3rd attempt will be permitted to sit for the next available examination.
- 7.6. **Students will not be permitted to commence their clinical appointments unless they have passed their final examinations in Anatomy, Histology and Physiology.**
- 7.7. Students should have completed all preclinical exams successfully to sit for the paraclinical examinations.
- 7.8. Students should have completed all paraclinical exams successfully to sit for the clinical examinations.
- 7.9. Students should successfully complete each para-clinical/clinical cycle (rotation) before commencing their next cycle (rotation).
- 7.10. Under special circumstances 7.9 can be reconsidered.
- 7.11. Irrespective of the examinations a student can hold a studentship for a maximum period of 10 years from the date of first registration.

► **Administration**

Council:

The Council shall work in concurrence with the Policy directives of the Board of Directors, subject to which the Council shall be the Administrative Authority and the authority to approve Academic decisions on the recommendation of the Senate.

Senate:

The Senate is the authority on Academic matters. The Senate shall on the recommendation of Faculty Board have control and give general direction for instruction, education, research and examinations at SAIMT.

Faculty Board:

The Faculty Board shall recommend to the Senate on Academic matters. The membership of the Faculty consists of the Dean as the Chairman and all academic staff of the Faculty. In addition three external members not being members of the staff of SAIMT shall be elected by the Faculty Board from among persons of eminence in areas of study relevant to the Faculty. Two students elected by the students of the faculty from among their number will be excluded from the proceedings of any meeting of the Board relating to Examinations and connected matters. The Faculty Board shall appoint members from its membership for the following;

Curriculum Development Committee:

This committee shall recommend to the Faculty Board the development of curriculum for the degrees to be offered by SAIMT. The Professor of the Department shall Chair the committee and Senior Academic staff shall contribute to the development, amendment/ revision of curriculum for the recommendation of the Faculty Board and the approval of the Senate.

Ethical Review Committee:

This committee shall recommend to the Faculty Board on the areas of research to be conducted by the Academic staff and students. Synopsis together with the research methodology should be submitted to the Ethical review Committee before commencement of the research. The Dean of the Faculty shall chair the meeting and Professors/ Senior Lecturers shall attend the committee meeting.

Examination Board:

All Academic staff involved in Examinations shall hold a meeting for perusal of all examinations matters before releasing of results. Examination matters shall be exercised as stipulated in the By-Laws. The Registrar shall be the custodian of Examination records and shall be the Secretary to the Board of Examinations. Examination results will be approved by the Senate on the recommendation of the Faculty Board.

Procurement Committee:

Each Faculty shall have a Procurement Committee headed by the Dean of the faculty. The Professors of each Department shall advise the Procurement Committee on the classrooms, laboratories, equipment, chemicals and other materials required for teaching. He/ She shall also advise the Procurement Committee on the specification of such purchases and standards required for the setting up of classrooms and laboratories. Purchases shall be made on the recommendation of the Procurement Committee as stipulated in the Procedure for Procurement.

Admission Panel:

Each Faculty shall have an admission Panel of Five Members consisting of the Dean of the Faculty as Chairman and Professors/ Senior lecturers. The Registrar / Assistant Registrar shall officiate as the Secretary to the Panel. Admission of students shall be as stipulated in the admission criteria for each Faculty. The Registrar shall be entrusted with the task of ensuring the authenticity of documents submitted for admission by students.

Staff Recruitment Committee:

Each faculty shall have a Staff recruitment Committee of five members consisting of the Dean of the Faculty as Chairman and professor/ Senior lecturers, Human Resource Manager and the Registrar. Recruitment shall be made on request made by the Head of Department after justifying the need for such recruitment. The staff recruitment committee shall adhere to the recruitment criteria stipulated for each faculty. The Committee shall stipulate the job description for the post. Recruitment shall be made according to the stipulated procedure and recommendation forwarded to the Council for approval. The letter of appointment shall be under the signature of the Vice Chancellor after the approval of the council is obtained.

Student Disciplinary Committee:

The Student Disciplinary Committee will be chaired by the Proctor and shall consist of the Vice Proctor and Marshals. All Student Disciplinary matters will come under the committee and will be conducted according to the rules and regulations stipulated in the Code of Conduct and student dress code. Student matters pertaining to misconduct or examination offences shall be dealt by the Student Disciplinary Committee. The Registrar shall officiate as the secretary to the Committee and any documentation pertaining to such matters shall be under the custody of the Registrar. The decisions of the Students Disciplinary Committee will be submitted to the Council for the Final decision. All Final decisions pertaining to Student Discipline shall be under the signature of the Vice Chancellor.