

INI-SS



INSTITUTE
OF
NATIONAL IMPORTANCE
FOR
SUPER SPECIALTY TEST
(INI-SS)

**POSTGRADUATE INSTITUTE OF
MEDICAL EDUCATION AND RESEARCH CHANDIGARH
PROSPECTUS PART-B**

For MD(Hospital Administration) Course (January 2023 SESSION)

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1. INTRODUCTION

The Ministry of Health, Government of India set up a committee known as the “HEALTH SURVEY AND PLANNING COMMITTEE” on 12th June, 1959 to undertake a review of the development that had taken place since the publication of the report of HEALTH SURVEY DEVELOPMENT COMMITTEE (BHORE COMMITTEE) in 1946, with a view to formulate further health programmes for the country in the third and subsequent five year plan periods. This committee recommended the setting up of six Postgraduate Medical Institutions in the country one each at Calcutta, Mumbai, Madras, Hyderabad, Lucknow and Chandigarh to meet the increasing demand of teachers for the rapidly expanding medical colleges, specialist services for hospitals, and needs of the armed forces.

The Postgraduate Institute of Medical Education and Research was conceived and planned in 1960 to create an “ISLAND OF EXCELLENCE” in Chandigarh, providing physical and intellectual milieu for young scientists working in multiple disciplines of medicine, to advance the frontiers of knowledge, to render humane service to the sick and suffering, and to train medical and paramedical manpower. The Institute was established in 1962 under the erstwhile state of Punjab. It was declared an Institute of National Importance by an Act of Parliament (Sr. No. 51 of 1966) w.e.f. 1st April, 1967.

2. AIMS AND OBJECTIVE

The following are the objectives of the Institute:

- To develop patterns of teaching in undergraduate and postgraduate education for all its branches, so as to demonstrate a high standard of medical education.
- To bring together, as far as possible in one place, educational facilities of the highest order for the training of personnel in all important branches of health activity.
- To attain self-sufficiency in postgraduate medical education to meet the country's need for specialists and medical teachers.

3. ADMISSION TO MD(Hospital Administration) COURSE

- a) Admission to various postgraduate courses conducted at the Institute is made twice a year. The sessions commence from first January and first July each year.
- b) The Institute follows a Residency Service-cum-Training Scheme. Candidates admitted to MD (Hospital Administration) course is called Junior Residents.
- c) The admission to the above courses of the Institute is made on merit on all India basis, by holding a Super Specialty Test of the Institute of National Importance Called “INI-SST” conducted by AIIMS, after issuing a countrywide admission notice. The admission notice is published in leading English/Hindi newspapers of India in the month of September/October for January session and March/April for July session.

3.1 GENERAL ADMISSION REQUIREMENTS

A) ELIGIBILITY

To be eligible for admission, a candidate must possess / fulfill the following qualifications/ requirements:

- a) The candidate must possess MBBS or an equivalent degree from a University/ Institute recognized by the Medical Council of India (MCI)/National Medical Commission (NMC) with a minimum experience of three years in a hospital in the relevant field or five years in general practice. A certificate issued by the District Magistrate in support of the general practice claimed should be enclosed with the application.
- b) Must be registered with Central /State Medical Registration Council.

NOTE:

- The candidates must have completed the requisite qualification, degree and experience by 31.12.2022*. The candidates who are likely to complete their requisite qualification, degree and experience after 31.12.2022 will not eligible to appear in this examination.

B) OTHER ELIGIBILITY CONDITIONS & REQUIREMENTS FOR ADMISSIONS

1. SPONSORED/ DEPUTED CANDIDATES

A candidate applying for admission MD(Hospital Administration) as a sponsored/deputed

candidate is required to take the print out of the online application form and furnish the certificates (as per format given in Annexure, **Annexure-I & II**) with his/her application through his/her employer/Sponsoring Authority for admission to the course.

- a) That the candidate concerned shall be a regular/permanent employee of the deputing/sponsoring authority and should have been continually working for three years (on or before 30th June/31st December for July & January session respectively).
- b) That after getting training at PGIMER, Chandigarh, the candidate will be suitably employed by the deputing/sponsoring authority to work for at least five years in the specialty in which training is received by the candidate at the PGIMER.
- c) That no financial implications, in the form of emoluments/stipend etc. will devolve upon PGIMER, Chandigarh during the entire period of his/her course and such payment shall be the responsibility of the sponsoring authority.

Deputation/Sponsorship of any candidate by private hospitals, institutes or nursing homes are not accepted. **The sponsoring Institute should not nominate more than one candidate for a specialty.** Sponsorship/deputation of candidates will be accepted only from the following:

- a. Central or State Government Departments/Institutions
- b. Autonomous Bodies of the Central or State Government
- c. Public sector colleges affiliated to universities and recognized by the MCI/NMC. In case of candidate deputed/sponsored by the Govt. Medical College affiliated to Universities and recognized by Medical Council of India/NMC, deputation/sponsorship certificate signed by the Principal of Medical College concerned only shall be accepted.

Deputed/Sponsored candidates are also required to appear in the INI-SS. If selected, for admission, they are required to make their own stay arrangement during the period of study.

- i Seats will be allotted strictly as per merit.
- ii Seats will be available for sponsored candidates within sponsored category only

2. EMPLOYED CANDIDATES

The Institute does not have any objection if the candidates in employment apply for the above postgraduate course (except candidates for sponsored candidates for above course submit their applications direct i.e. they are not required to submit their applications through proper channel). However, all such candidates should inform their employer in writing that they are applying for this Entrance Examination. They should also sign the Undertaking in the downloaded copy of Registration Slip that they have informed their employer about the submission of the application to PGIMER. If any communication is received from their department/office withholding permission to the candidate's appearing at the entrance examination/admission to the course, the candidature/admission of the candidate will be

cancelled, and no further correspondence in this regard will be entertained.

3.2 RESERVATION OF SEATS

A. Scheduled Caste (SC), Scheduled Tribe (ST) & Other Backward Classes (OBC)

- (i) This PGIMER provides Reservation for Scheduled Caste (SC), Scheduled Tribe (ST), Other Backward Classes (OBC) - Non Creamy Layer (NCL), wherever applicable and admissible as per instructions from Government of India.
- (ii) All candidates, irrespective of category may be considered against UR vacancies, subject to fulfillment of parameters for UR candidates. However, against the vacancies earmarked for specific categories (SC/ST/OBC), only candidates belonging to that community will be considered.
- (iii) For availing reservation, SC/ST/OBC candidates should furnish Caste Certificate from competent authorities as per the format given at INI-SS Prospectus Part-I.

B. PERSONS WITH BENCHMARK DISABILITY (PWBD)

1. As per provisions (Chapter VI Clause 32) of the Rights of the Persons with Disabilities Act, 2016 Five percent of seats shall be reserved for Persons (Indian Nationals) with Benchmark Disabilities (PwBD). The reservation will be provided on horizontal basis, as per their rank in order of merit in INI-SS.
2. **CRITERIA FOR PERSONS WITH BENCHMARK DISABILITY (PwBD):** In accordance with the provisions of the Rights of Persons with Disabilities Act, 2016, 5% seats of the sanctioned intake capacity shall be filled up by candidates with benchmark disabilities, based on the merit list of PGIMER Entrance Test, July/January session. For this purpose, the Specified Disability contained in the Schedule to the Rights of Persons with Disabilities Act, 2016 is annexed in **ANNEXURE-III**. The candidate must possess a valid certificate certifying his/her physical disability. **The disability certificate should be certified by a duly constituted and authorized Medical Board of the State or Central Govt. Hospitals/Institutions.** All PwBD candidates shall be evaluated by a Medical Board of the PGIMER to determine his/her eligibility and suitability to the specialization.
3. Suitability of the candidates with disability for the particular specialization shall be decided by the Medical Board constituted by the PGIMER.
4. **Degree of Benchmark Disability for Reservation and Competent Authority for Issue of Disability Certificate:** Only such persons would be eligible for relaxation in conditions/ reservation in posts who suffer from not less than 40 percent of

relevant benchmark disability. Those Persons with Benchmark Disabilities (PwBD) who have availed the relaxation and/or reservation have to submit Certificate of Disability issued by the Competent Authority as per the form V, VI and VII of rule 18(1) under chapter 7 of Rights of Persons with Disabilities Rules, 2017 dated 15.06.2017.

5. Selected PwBD candidates will be subjected to medical examination by Medical Board constituted by the PGIMER at the time of counseling or on the date decided by the institute and only those conforming to the medical standards for the particular specialty, will be eligible for admission.

3.3 NUMBER OF SEATS

The tentative number of seats available in MD (Hospital Administration) course for the January, 2023 session is given below:-

| Category | Gen | OBC | Spon |
|----------------|-----|-----|------|
| Number of seat | 1 | 1 | 3 |

Number of seats are tentative, it may vary.

4. COUNSELING AND ACADEMIC SESSION

Allocation of MD (Hospital Administration) course will be done on the basis of a personal counseling, strictly in order of merit in the INI-SST. The number of candidates to be considered for counseling will be three times the total number of seats to be filled for each category of candidates, provided the candidates fulfill the cut-off marks mentioned in '**Selection Procedure**'. The selection will be finalized only after the counseling of the candidates. Any candidate who is absent at the time of counseling will not be considered for admission. All the candidates must bring the original certificates at the time of counseling and joining.

Any reserved seats (except Sponsored) that remain vacant after the spot counseling of reserved seats, shall be available to other open general category candidate in order of merit.

NOTE: No TA/DA shall be paid to the candidates for attending any Counseling. No individual communication will be send for Counseling session.

Admissions to MD (Hospital Administration) course will be closed on 31st January, 2023

4.1 Information regarding joining

Selected candidates must join course on the prescribed date as indicated in their admission letter. The selection of candidates who fail to join by the specified date shall automatically stand cancelled.

Under exceptional circumstances, a candidate may be allowed to join late, upto a maximum of 29 days, on the condition that he/she will make up the deficiency caused in his/her academic term due to late joining, by forfeiting his/her leave, during the first two years of his/her admission, to which he/she will be entitled on joining the Institute, by the same number of days. For this the candidates will be required to intimate the unavailed leave to Registrar Office at the end of the first year and get the same adjusted by forfeiting the same amount of leave, before the end of the second year.

The PGIMER will not be responsible for NOC/relieving letter not released by the sponsoring authority. The onus on this account will be entirely upon the candidates to get NOC and relieving letter from their employer/sponsoring authority. No candidate will be allowed to join the course after 25th day of July for July session and 25th day of January for January session who are allotted seats during 1st and 2nd round of counseling. Candidates selected during the spot counseling will have to join the course by 31st of January/July. No candidate will be allowed to join the course thereafter.

However, the candidates whose absence (*apart from their absence on leave admissible to them during the period of their studies*) does not exceed one month will be permitted to appear in the final MD (Hospital Administration) examination along with other eligible candidates joining the Institute during the same session. This concession will not, however, be admissible to candidates for their unauthorized absence, if any, during the period of their studies.

The candidates got seats in spot counseling shall be required to join the course on the same day. Such candidates are required to come prepared in all respect for joining the course same day. No extra time will be given for completing any formality with respect to joining the course.

5.2 AGREEMENT BONDS /SURETIES/ CONTRACT

The Junior Residents of **MD (Hospital Administration)** will be on contract service for a period of three years and will be required to execute an agreement and undertaking (except sponsored category) on non-judicial stamp paper of minimum Rs. 20/- value. Any candidate who joins MD/MS course and leaves the course midway, will be penalized in following manner:

Period at which resignation is tendered/accepted

Penalty (in rupees)

| | |
|--|----------------|
| Within six months of joining | Rs.1,00,000/- |
| After six months of joining | Rs. 5,00,000/- |
| The salary for the month in which his/her resignation from the PG seat become effective, shall also stand forfeited. | |

Two sureties, preferably from local residents, are required to be submitted at the time of admission on non-judicial stamp paper of Rs.25/-. Any candidate who fails to submit the same shall not be allowed to join the course. Sureties from Junior/Senior Residents are not acceptable. Formats for the same will be provided by the office at the time of Appointment/Joining Letter.

4.2 Medical Examination

Medical fitness is a pre-condition for admission to the course of the Institute. Selected candidates (except sponsored candidates) will be medically examined by a Medical Board constituted by the Institute for the purpose.

4.3 Fees and Dues

The following dues are payable to the Institute, by the candidates admitted to the various MD (Hospital Administration) course:

i. Dues payable at the time of admission including first year fees:

| | | |
|---------------------|---|--|
| a) Registration Fee | : | Rs. 500/- (non-refundable) |
| b) Tuition Fee | : | Rs. 250/- per annum (non-refundable) |
| c) Laboratory Fee | : | Rs. 900/- per annum(non-refundable) |
| d) Amalgamated Fund | : | Rs. 720/- per annum (non-refundable) |
| e) Security | : | Rs. 1000/-(refundable only after completion of course) |

ii. Hostel Security (subject to allotment of hostel accommodation):

Rs. 5000/- (refundable) to be deposited with the Administrative Officer (Hostel) if hostel accommodation is allotted.

iii. Course fee for the second year and third year payable by 15th July/January:

Candidate will be required to pay following fee/ charges for the second year and third year of the course by 15th day of July for July session and by 15th day of January for January session each year:

| | | |
|---------------------|---|--------------------------------------|
| a) Tuition Fee | : | Rs. 250/- per annum (non-refundable) |
| b) Laboratory Fee | : | Rs. 900/- per annum (non-refundable) |
| c) Amalgamated Fund | : | Rs. 720/- per annum (non-refundable) |

iv. Fees and other charges once paid shall not be refunded in any case, including that of a candidate leaving the Institute before the completion of his/her term or not joining the

Institute for any reason.

- v. The dues must be paid by the prescribed date. For late payment, a fine @ Rs.5/- per day will be charged, up to a maximum of 15 days. After 15 days the name of the non-paying candidate shall be removed from the rolls of the institute. For re-admission, if otherwise eligible, a sum of Rs.500/- will be charged as re-registration fee in addition to the fine. Such a candidate will have to repeat the period of his/her training for which he/she remains off the rolls.
- vi. Security will be released only after the receipt of the “No Dues Certificate” on completion of the duration of course. No security will be released to those candidates who do not join or discontinue the course midway.

4.4 Duration of Course and Emoluments

The MD (Hospital Administration) course has duration of three academic years. During this period, the Junior Residents except Sponsored candidates are entitled to emoluments as prescribed by the Government of India. At present, this translates to basic pay of Rs.56100/- in the pay matrix Level-10 as per 7th CPC plus other allowances as applicable.

4.5 General Terms and Instructions

The services of the Resident may be terminated by the Director without any previous notice under the following conditions:

- i. If he is satisfied on medical evidence that the Resident is unfit, and is likely to remain so for a considerable period for reasons of ill health, and is unable to discharge his/her duties. The decision of the Director whether the Resident is unfit and is likely to continue to remain unfit shall be conclusive and binding on him/her.
- ii. If the Resident is found guilty of any insubordination, interference, or other misconduct, or any breach or non-performance of any of the provisions of the agreement signed by him at the time of admission or any role pertaining to the institute.
- iii. The postgraduate students who are enrolled at this Institute for pursuing their PG courses, violate the conditions of the prospectus, shall have to re-pay all the amount of emoluments which they get during the period of their present residency. If, during verification at a later stage, it is found that any of the candidate had mis-conducted by furnishing wrong information and violated any of the rules & regulations, as mentioned in the prospectus, the defaulting candidate will have to pay penalty of **three Lakh** and his/her registration from the present MD(Hospital Administration) course, will be cancelled.

If a resident is suspended from duty in connection with any investigation into his/her

conduct, he/she shall not be entitled to any emoluments during such a period of suspension.

4.6 Hours of work

Continuous active duty for Residents shall not normally exceed 12 hours in a day, subject to exigencies of work.

Duties and responsibilities of Residents will be fixed by the Institute from time to time. Residents will be required to perform such work as may be needed in the legitimate interest of patient care in the hospital.

4.7 Leaves

The candidates pursuing MD (Hospital Administration) course is entitled for only 30 days leave during the first year and 36 days leave each during the second and third year. Leave of one year cannot be carried forwarded to the subsequent year. In exceptional circumstances, a student may be granted 30 days leave "NOT DUE" on the condition that he/she shall work for the same number of days after the date on which he would have otherwise completed the course. If any student avails leave for more than 60 days in any year (i.e. 30 days admissible leave plus 30 days leave not due), his/her session will be shifted. The academic term of junior residents pursuing MD (HA) course at the Institute is 36 months, if they avail more than the admissible leave quota, they have to complete the 36 months term by working extra to complete their academic term.

Further, the residency period as well as exam of residents, who avail leave over & above their entitlement, will be extended.

- a. MATERNITY LEAVE:** The female Residents (MD Hospital Administration) are entitled for maternity leaves as per Govt. of India rules. Their period of registration/training will be extended for the equivalent period. The MD (HA) candidate will have to work for the extended period and the final examination of the candidate shall be held with next batch.
- b. PATERNITY LEAVE:** The Male Residents of MD (Hospital Administration) are entitled for paternity leaves as per Govt. of India rules. The tenure will be extended and exams will be postponed only if the total leaves exceed 90 days in 3 years.

4.8 Medical Benefits

All MD (Hospital Administration) Residents can avail medical benefits for themselves as per the Institute rules. They are also eligible to sick room facility provided to them by the

Institute.

4.9 Assessment

At the end of first six month of the admission, each junior resident will be assessed. In case his/her performance is not found satisfactory, his/her admission may be cancelled.

4.10 Internal Assessment

Internal assessment/progress report should be evaluated periodically by the faculty members of the concerned department on the theoretical knowledge and practical skills of a candidate. The Head of the Department should send such an internal assessment/progress report of each candidate on regular basis i.e. six monthly and send to the Academic Section for official records.

4.11 Submission of Dissertation

Every candidate who joins MD (Hospital Administration) course is required to submit a plan of thesis within one year of his/her joining the course. He/She is required to submit the final thesis after completion of 2 ½ years of his/her joining the course, and will be eligible to appear in the final MD (HA) examination only approval of thesis. Any candidate who fails to submit his/her plan of thesis within one year of his/her admission will not be allowed to take the final examination and his/her session will be shifted by six months.

MD (Hospital Administration) Junior Residents except sponsored shall be entitled to a subsidy of Rs.5000/- in lumpsum to meet expenditure on writing the thesis. Along with the application seeking such assistance, the residents shall submit a certificate from the Dean that the concerned resident has submitted the thesis.

4.12 Book Allowance

Each MD (Hospital Administration) student except foreign national and sponsored will be granted a book allowance of Rs.2000/- per annum for three years. During each academic year, all books purchased (worth Rs.2000/-) will need to be submitted, along with their cash memo duly verified by the concerned Head of the Department. These books will be embossed at three places by the concerned Department. The prescribed application for book allowance, duly forwarded by Head of the Department and accompanied by cash memo of books purchased, shall be considered by the Registrar's Office for sanction of allowance. **No claim for the reimbursement will be entertained after the completion of the course.**

4.13 Hostel Accommodation

Partially furnished hostel accommodation is available within the campus of the Institute. Sponsored/Deputed/Foreign national candidates will not be provided accommodation. These candidates will be considered for allotment of hostel room during the fifth semester of their studies, only on availability of a room.

Every resident who has been allotted hostel accommodation is required to pay Rs. 5000/- as security money which will be refunded at the time of vacation of room. Mess/Canteen facilities are available at the campus.

RULES AND REGULATIONS:

- a) The Hostel Accommodation is allotted by the Hostel Warden of respective Hostels.
- b) No change of room will be allowed before 6 months of its allotment.
- c) In case of change of the room if the key of old room is not handed over within 3 days to the concerned Storekeeper, a penalty of Rs.200/- and Rs. 400/- per day for bachelor and married hostel will be charged respectively.
- d) The residents are required to vacate the Hostel Accommodation within 7 days of the completion of their course term failing which Rs.200/- and Rs. 400/- per day will be charged for 1st two months & thereafter the eviction proceedings shall be initiated against the occupant of the room. Till the eviction of the occupant, the overstay charges for Bachelor Hostel and Married Doctor Hostel will be Rs. 500/- & Rs. 1000/- respectively per day till the room is got vacated for bachelor and married hostel respectively as penal rent for unauthorized occupation of hostel accommodation. At the same time, the room will be got vacated/unseated by the Hostel Authority / Security Staff during the unauthorized stay.
- e) Residents will be responsible for the furniture and other fixtures of the room. In case of damage/loss, a penalty would be imposed as assessed by the Wardens of the Hostels.
- f) No electrical /civil alteration in the room is allowed.
- g) Cooking in the room (except in Married Doctor's Hostel) is not allowed.
- h) Subletting of the room is not allowed. In case of subletting, the allotment of the room shall be cancelled forth with and at the same time a penal Rent of Rs.200/- and Rs.400/- per day will be charged for the Bachelor and the Married Hostel respectively from date of allotment.
- i) Use of Air Conditioner/ Heaters and other electrical appliance consuming high electrical energy is not permitted in the hostel.
- j) In case the loss or damage of hostel furniture/ property (i.e. bed, chair, table and curtains etc.) the recovery will be made from the hostel security money.
- k) Mutual change of room will be allowed by the hostel authority.
- l) The residents are responsible for the cleanliness of their own rooms.

4.14 Library

Dr. Tulsi Das Library, PGIMER, was established in 1962 primarily for meeting the requirements of faculty members and postgraduate students of different disciplines at the Institute.

Dr. Tulsi Das Library is the backbone of the institute supporting Research work, education, teaching and patient care. The library has a collection of more than one Lakh books, bound journals and theses as the print material. The theses include M.Sc, MD, MS, M.Ch, DM and Ph.D. of various disciplines. The library is transforming from conventional to hybrid and later digital by acquiring around 2000 e-journals, e-books including videos. In addition the access of information is through library gateway i.e. RemoteXs with EBSCO Discovery services.

The library subscribes to around 38 databases which include major publishers like Elsevier, Lippincott, Wiley, Springer, BMJ, Karger, Oxford, ASM, Taylor & Francis etc. and softwares like TURNITIN for plagiarism check, Grammarly, Endnote, SPSS on demand of our end users. The services are available to members of library 24×7×365 days i.e. Access- Anytime, Anywhere (3A's) to all the digital content as stated above. The library has implemented the latest information technologies like Wi-Fi facility with high speed internet connection.

Moreover, the library is also providing digital services on request in the form of full-text articles, chapters of books, references and so-on through e-mail. The OPAC services for in-house collection are also available in library and remotely through the PGIMER web page: <http://pgimer.edu.in> under Education window. The library also supports evidence based practice research to its members and teaches the building of search strategies used for writing systematic reviews. The library has a separate reading room facility for the residents and members of the library for 24 hours.

4.15 Sports and Cultural Activities

The Institute has upheld the healthy tradition of maintaining the intellectual as well as the-physical fitness of its employees and trainees. Facilities for indoor as well as outdoor games like table tennis, badminton, cricket, lawn tennis, football, etc. have been consistently available to the enthusiasts. A huge complex for water sports situated in the immediate vicinity of the men's hostel is functional. Institute Cultural Programmes Committee works for the promotion of Art, Culture and Literary activities in the campus. Various functions and participation both outside and within the campus, are organized and jointly presented by the students of various courses in the institute. As the students come from far and wide, it bestows integration and international understanding. In addition to creative art, dance, drama, song and music presentations by the Institute staff members, Cultural Programmes Committee also organizes performances by artists of international repute from India and abroad, periodic film festivals and retrospectives from special bonanzas for mass entertainment. Bhargava Auditorium of the

Institute is a special attraction, being the biggest and one of the best auditoriums in this part of the country. The medium of extracurricular activities is exploited to the maximum of promoting better interpersonal relationship and character building.

5. IMPORTANT INSTRUCTIONS

A) Other Important Instructions

- a) All the candidates should ensure to take printout of application form after completing all details.
- b) Incomplete applications will not be considered, and no correspondence will be entertained in this matter. All particulars in the application form must be entered carefully. All claims made in the application must be supported with documentary proof.
- c) **Candidates who have already done, or are doing, MD (Hospital Administration) at the time of applying, shall not be considered for admission to MD(Hospital Administration) course. If it is found, during active verification and at a later stage, that the candidate has given wrong information, his/her registration will be cancelled without any notice.**
- d) Candidates who have obtained MBBS degree from a Medical College not recognized by the Medical Council of India are not eligible to apply.
- e) Candidates in employment must forward their application through proper channel. Online Application will be treated as advance copy of the application. Application through proper channel should be sent to the Registrar, Academic Section of the Institute within 10 days after the last date fixed for online registration.
- f) No request for a change of category applied for shall be entertained after the submission of the application.
- g) The numbers of the vacancies are provisional and may vary.
- h) The candidates invited for the selection/counseling may have to stay at Chandigarh for 2-3 days. No TA/DA is admissible to them for the purpose.
- i) The candidates selected for the course shall have to submit the migration certificate from the University/Institute from which they passed their last examination at the time of their joining, along with all other certificates in original in support of their qualification etc.
- j) No individual intimation is sent to unselected candidates, and no correspondence on the subject is entertained.
- k) Every student, except deputed candidates, will be provided partially furnished, accommodation (single room in the hostel) subject to availability.
- l) All the candidates are advised to download their Admit Cards from the website. It may please be noted that the Admit Cards will not be sent by Post.
- m) If a candidate is at any stage found to have provided false information/certificate or is found to have withheld or concealed some information in his/her application form, he/she

- will be debarred from admission, his/her residency will be terminated with immediate effect.
- n) If ineligibility is detected at any stage, candidature/admission of the candidate will be cancelled without any notice.
 - o) Candidate must not obtain or give or attempt to obtain or give irregular assistance of any kind during the examination; this will entail expulsion and cancellation of candidature for the examination. The admission of the candidate will be cancelled and appropriate criminal/civil proceedings will be initiated against the candidates, if at any stage of the examination the candidate is found to have secured admission by using any unfair means.
 - p) The Institute will not intimate the result of Entrance Test individual. No correspondence in this regard will be entertained. However, the marks/result of individual candidate will be made available on PGIMER website www.pgimer.edu.in after declaration of final result by login their credential.
 - q) There is no provision for re-checking/re-evaluation of the answer sheets and no query in this regard will be entertained.
 - r) The decision of the Director of the Institute shall be final in the matter of selection of candidates for admission to various courses and no appeal will be entertained in this regard.
 - s) Selected candidates must join the course on the date stipulated in the letter of selection, failing which the selection/admission shall stand cancelled/withdrawn.
 - t) The selected candidates will have to submit the original Permanent Registration Certificate at the time of joining.
 - u) The selection of Junior Residents MD (Hospital Administration) will be subject to medical fitness. The decision of the Medical Board shall be final.
 - v) Private practice in any form during the course is prohibited. The period of training is strictly full time and continuous.
 - w) The rules are subject to change in accordance with the decision of the Institute to be taken from time to time.
 - x) Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Chandigarh Courts alone.

B) Codes of Conduct for Students at PGIMER, Chandigarh

A. Maintenance of Discipline among students of the PGIMER:

- a. All powers relating to discipline and disciplinary action are vested with the Director, PGIMER.
- b. The Director, PGIMER may delegate all such powers, as he/she deems proper to such other persons as he/she may specify on his behalf.
- c. Without prejudice to the generality of power to enforce discipline under the Rules. The following shall amount to acts of gross indiscipline:

- i. Physical assault or threat to use physical force against any member of the teaching or nonteaching staff of any Department/Centre of PGIMER or any other persons within/outside the premises/ Campus of PGIMER.
- ii. Carrying or use or threat of use of any weapon.
- iii. Violation of the status, dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
- iv. Any practice, whether verbal or otherwise, derogatory to women.
- v. Any attempt at bribing or corruption in any manner.
- vi. Willful destruction of institutional property.
- vii. Creating ill-will or intolerance on religious or communal grounds.
- viii. Causing disruption in any manner of the functioning of the PGIMER, Chandigarh.
- ix. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate. The Director, may in exercise of his/her powers aforesaid order or direct that any student or students.
 - (a) Be expelled;
 - (b) Be, for a stated period: be not for a stated period, admitted to a course or courses of study in PGIMER.
 - (c) Be fined with a sum of rupees that may be specified/decided by the Director;
 - (d) Be debarred from taking any examination(s) for one or more semesters.
 - (e) Withhold the result of the student(s) concerned in the Examination(s) in which he/she or they have appeared be cancelled.
 - (f) Be prohibited for appearing or completing any examination for any unfair means like copying taking notes, mobiles or any other electronic gadgets inside the examination halls.

At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Director and several authorities of the PGIMER who may be vested with them.

c) Ragging

Ragging is a cognizable offence, and is banned in the Institute. Stern action shall be taken against any offenders. Any one indulging in ragging shall be punished appropriately. Punishment may include expulsion from the Institute, imprisonment upto three years and /or a fine **upto Rs.25000/-**. As per direction of the Hon'ble Supreme Court of India, the Government has banned ragging completely in any form inside and outside the campus and all the PGIMER, Chandigarh authorities are determined not to tolerate any form of ragging. Whosoever directly or indirectly commits, participates in, abets or instigates ragging within or outside the PGIMER, Chandigarh shall have an FIR lodge against him/her and he/ she will be suspended or rusticated from the institution. In case the applicant is found to have indulged in ragging in the past or if it is noticed later that he/she has indulged in ragging, admission can be refused or he/ she shall be expelled from the educational institution. The punishment may also include suspension from at ending the

classes, withholding/ withdrawing fellowship/ scholarship and other financial benefits or withholding the result.

A. Prohibition of and Punishment for Ragging : Ragging in any form is strictly prohibited, within the premises of College/Department of Institution and any part of PGIMER and also outside the PGIMER Campus. Any individual or collective act or practice or ragging constitute gross indiscipline shall be dealt with under this Rules. Ragging for the purposes of this rules, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are, in any way, considered junior or inferior by other students and includes individual or collective acts or practice which :

- a) Involve physical assault or threat or use of physical force;
- b) Violate the status, dignity and honour of women students;
- c) Violate the status; dignity and honour of students belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Castes.
- d) Expose students to ridicule and contempt and affect their self-esteem;
- e) Entail verbal abuse and aggression, indecent gesture and obscene behavior.

Selected candidates shall register himself/ herself in the website www.antiragging.in/ www.amanmovement.org and take a print out and submit the self-attested print out to Academic Section at the time of admission.

In case of Ragging, student may contact on the following numbers:-

| | |
|----------------------------------|-----------------------|
| HELPLINE NUMBER | 7087008700 |
| SECURITY CONTROL ROOM (24 HOURS) | 0172-2756100, 2756109 |

NOTE: Telephone numbers of members of Anti Ragging Committee/Flying squad including “Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/Institutions) Regulations, 2009” is available on PGI Website i.e. www.pgiedu.in.

- B. Anti Sexual Harassment Monitoring Committee** : A statutory committee, comprising of members from the teaching and non-teaching staff as well as students looks into matters related to sexual harassment of students and staff in the Institute. Any person aggrieved in this matter may fearlessly approach the committee for a fair and concerned hearing and redressal.
- C. Unauthorized absence of students** : Unauthorized absence of students will be informed to the Students and also Parents or Local Guardians. At least 3 reminders will be issued with a gap of 10 days by the Academic Section to these students. Thereafter the action of cancellation of the registration of the concerned will be decided by the Dean/ Director, PGIMER.

IMPORTANT NOTE

In case any candidate is found to have supplied false information or certificate etc., or is found to have concealed or withheld some information in the application form, he/she shall be debarred from admission. Any other action, that may be considered appropriate by the Director of the Institute, may also be taken against him/her, which may include criminal prosecution.





ANNEXURE- I

SPONSORSHIP CERTIFICATE

(Applicable only in case of candidates who are sponsored/ deputed)

Note: Sponsorship for Private Hospital/Institute/Nursing Homes, etc. is not accepted.

Certified that Dr. _____ son/daughter of Shri _____ is an employee of the Govt. Deptt./Medical College since (Date _____) and have been working for **THREE YEARS**. Please select (v) the type of Institution/ Department sponsoring / deputing the candidate viz.

1. **1.** Central Govt. **2.** State Govt. **3.** Autonomous Body of Central Govt. **4.** Autonomous Body of State Govt. **5.** Public Undertaking **6.** Govt. Medical College / Hospital affiliated to a University and recognized by Medical Council of India.
2. Certified that if selected for the course applied for by the applicant he/she will be suitably employed by us after the completion of his/her training course to work for at least five years in the specialty in which the training is received by him/her at PGI, Chandigarh.
3. Certificate that no financial implication in the form of emoluments/stipend etc. will devolve upon PGI, Chandigarh during the entire period of applicant's course. Such payment will be the responsibility of sponsoring/deputing authority.

Date: _____

Station: _____

Signature of the sponsoring /deputing
authority with seal

- NB:**
1. Deputation/Sponsorship of candidates holding tenure appointment (like House Job or Junior or Senior or Senior Residency), ad-hoc or contract or honorary or appointment against a leave vacancy shall not be accepted.
 2. **The sponsoring/deputing Institution should not nominate more than one candidate for a specialty/super specialty.**
 3. The candidate must indicate the subject or their choice in the application clearly. Sponsoring/deputation of candidates will be accepted only from the following:-
 - (a) Central Govt. Departments/Institution
 - (b) State Govt. Departments/Institution
 - (c) Autonomous bodies of the central or State Govt.
 - (d) Public Sector Undertakings.
 - (e) Government Medical College affiliated to a University and recognized by the Medical Council/Dental Council of India. In case of candidates deputed/sponsored by Medical College affiliated to a University and recognized by the Medical Council of India, the deputation/ sponsorship certificate signed by the Principal of Medical College concerned only shall be accepted.

ANNEXURE- II

NO OBJECTION CERTIFICATE

ENDORSEMENT BY THE EMPLOYER, IF THE APPLICANT IS IN SERVICE

No.....

Date.....

Forwarded to the REGISTRAR, Postgraduate Institute of Medical Education and Research, Chandigarh for consideration. The undersigned has No Objection to the applicant of Dr. _____ s/o _____ being considered by the Institute for the course applied for by him/her and if selected, he/she will be relieved within the prescribed time limit. The applicant is "sponsored /deputed or not sponsored /deputed by us and the sponsorship/deputation - certificate is enclosed.

Address: _____

(Signature of employer with official seal)

ANNEXURE – III

SELECTION CRITERIA FOR PERSONS WITH BENCHMARK DISABILITY

A SCHEDULE is annexed regarding, "SPECIFIED DISABILITY" clause (zc) of section 2, that states as under,

1. Physical disability

A. Locomotor disability (a person's inability to execute distinctive activities associated with movement of self and objects resulting from affliction of musculoskeletal or nervous system or both), including—

(a) "leprosy cured person" means a person who has been cured of leprosy but is suffering from—

(i) loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eye-lid but with no manifest deformity;

(ii) manifest deformity and paresis but having sufficient mobility in their hands and feet to enable them to engage in normal economic activity;

(iii) extreme physical deformity as well as advanced age which prevents him/her from undertaking any gainful occupation, and the expression "leprosy cured" shall construed accordingly;

(b) "cerebral palsy" means a Group of non-progressive neurological condition affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;

(c) "dwarfism" means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less;

(d) "muscular dystrophy" means a group of hereditary genetic muscle disease that weakens the muscles that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevents them from making the proteins they need for healthy muscles. It is characterized by progressive skeletal muscle weakness, defects in muscle proteins, and the death of muscle cells and tissue;

(e) "acid attack victims" means a person disfigured due to violent assaults by throwing of acid or similar corrosive substance.

B. Visual impairment—

(a) "blindness" means a condition where a person has any of the following conditions, after best correction—

(i) total absence of sight; or

(ii) visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; or 92

(iii) limitation of the field of vision subtending an angle of less than 10 degree.

(b) "low-vision" means a condition where a person has any of the following conditions, namely: —

(i) visual acuity not exceeding 6/18 or less than 20/60 upto 3/60 or upto 10/200 (Snellen) in the better eye with best possible corrections; or

(ii) limitation of the field of vision subtending an angle of less than 40 degree up to 10 degrees.

C. Hearing impairment-

(a) "deaf" means persons having 70 DB hearing loss in speech frequencies in both ears;

(b) "hard of hearing" means person having 60 DB to 70 DB hearing loss in speech frequencies in both ears;

D. "Speech and language disability" means a permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.

2. Intellectual disability, a condition characterized by significant limitation both in intellectual functioning (reasoning, learning, problem solving) and in adaptive behavior which covers a range of every day, social and practical skills, including—

(a) "specific learning disabilities" means a heterogeneous group of conditions wherein there is a deficit in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or to do mathematical calculations and includes such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia;

(b) "autism spectrum disorder" means a neuro-developmental condition typically appearing in the first three years of life that significantly affects a person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusual or stereotypical rituals or behaviors.

3. Mental behavior,— "mental illness" means a substantial disorder of thinking, mood, perception, orientation or memory that grossly impairs judgment, behavior, capacity to recognize reality or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development of mind of a person, specially characterized by sub normality of intelligence.

4. Disability caused due to—

(a) chronic neurological conditions, such as—

(i) "multiple sclerosis" means an inflammatory, nervous system disease in which the myelin sheaths around the axons of nerve cells of the brain and spinal cord are damaged, leading to demyelination and affecting the ability of nerve cells in the brain and spinal cord to communicate with each other;

(ii) "parkinson's disease" means a progressive disease of the nervous system marked by tremor, muscular rigidity, and slow, imprecise movement, chiefly affecting middle-aged and elderly people associated with degeneration of the basal ganglia of the brain and a deficiency of the neurotransmitter dopamine.

(b) Blood disorder—

(i) "haemophilia" means an inheritable disease, usually affecting only male but transmitted by women to their male children, characterized by loss or impairment of the normal clotting ability of blood so that a minor wound may result in fatal bleeding;

(ii) "thalassemia" means a group of inherited disorders characterized by reduced or absent amounts of haemoglobin.

(iii) "sickle cell disease" means a hemolytic disorder characterized by chronic anemia, painful events, and various complications due to associated tissue and organ damage; "hemolytic" refers to the destruction of the cell membrane of red blood cells resulting in the release of hemoglobin.

5. **Multiple Disabilities** (more than one of the above specified disabilities) including deaf blindness which means a condition in which a person may have combination of hearing and visual impairments causing severe communication, developmental, and educational problems.

6. Any other category as may be notified by the Central Government.

Note: Any amendment to the Schedule to the RPWD Act, 2016, shall consequently stand amended in the above schedule.

The selection shall be subjected to medical fitness by PGIMER Medical Board for PwBD candidates.

ANNEXURE –V

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR ADMISSION TO CENTRAL EDUCATIONAL INSTITUTE (CEIs) UNDER THE GOVERNMENT OF INDIA

This is certify that Shri/Smt./Kum. _____ Son/Daughter of Shri/Smt. _____ of
village _____ District/Division _____ in the _____
State belongs to the _____ community which is recognized as a Backward Class under:-

- (i) Resolution No.12011/68/93-BCC (C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section I No. 186 dated13/09/93.
- (ii) Resolution No. 12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No. 163 dated20/10/94.
- (iii) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No. 88 dated25/05/95.
- (iv) Resolution No. 12011/96/94-BCC dated 9/03/96.
- (v) Resolution No. 12011/44/96-BCC dated 6/12/96 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 11/12/96.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12011/88/98-BCC dated 6/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated21/09/2000.
- (xii) Resolution No. 12015/9/2000-BCC dated06/09/2001.
- (xiii) Resolution No. 12011/1/2001-BCC dated19/06/2003.
- (xiv) Resolution No. 12011/4/2002-BCC dated13/01/2004.
- (xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated16/01/2006.
- (xvi) Resolution No. 12011/14/2004-BCC dated 12/03/2007 published in the Gazette of India Extraordinary Part I Section I No. 67 dated12/03/2007.
- (xvii) Resolution No. 12018/6/2005-BCC dated 10/10/2007 published in the Gazette of India Extraordinary Part I Section I No. 311 dated12/10/2007.
- (xviii) Resolution No. 12015/2/2007-BCC dated 18/08/2010 published in the Gazette of India Extraordinary Part I Section I No. 232 dated 18/08/2010 & Corrigendum dated11/10/2010.

Sh./Smt./Kum. _____ and/or his/her family ordinarily reside(s) in the _____
District/Division of the _____ State. This is also to certify that he/she does not belong to the
persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India ,
Department of Personnel and Training, O.M. No. 36012/22/93-Estt. (SCT), dated 08.09.1993. Which is modified
vide O.M. No.36033/3/2004 Estt. (Res.) dated 09.03.2004 or the latest modification of the Govt. of India.

Dated:

District Magistrate/Competent Authority

Seal

NOTE:

- (a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below:
 - (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
 - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
 - (iii) Revenue Officer not below the rank of Tehsildar.
 - (iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.
- (c) The annual income/status of the parents of the applicant should be based on financial year ending March 31st