

**THE TAMIL NADU DR. M.G.R. MEDICAL
UNIVERSITY, CHENNAI-600 032**

**INSPECTION REPORT
FOR THE ISSUE OF CERTIFICATE OF
REGISTRATION
FOR STARTING
BASIC B.Sc. (NURSING), P.B.B.Sc. (N) and M.Sc. (N)
DEGREE COURSE**

THE TAMIL NADU Dr. M.G.R. MEDICAL UNIVERSITY,
CHENNAI – 600 032.

B.Sc. (NURSING), P.B.B.Sc. (N) and M.Sc. (N) DEGREE COURSE

CERTIFICATE OF REGISTRATION

INSPECTION REPORT FOR THE ACADEMIC YEAR -

01.	Name of the Convenor with Designation and Address Phone No: Office Residence Mobile No.	
02.	Names of the Member with Designation and address Phone No: Office Residence Mobile No.	
03.	University Letter No. & date in which the Inspection Commission Constituted	
04.	Date of Inspection	
05.	Place and details of authorities representing the Management present at the time of Inspection	
06. (i)	Name of the Society/Trust and its Full registered address with telephone numbers. Fax and e-mail. (Copy of Registered Trust deed / all supplementary deeds / Registered Certificate of Society / Certificate of Incorporation of the company and all the bye-laws Registered from time to time with memorandum of association and Articles of Association to be enclosed)	

(ii)	Copy of the minutes of the meeting / Resolution of the Trust / Society / Company for starting of Nursing Course		
07.	Whether the college is a minority institution.	<p style="text-align: center;">Minority / Non-Minority</p> <p>If it is minority furnish the following details.</p> <p>G.O.(MS.)No.</p> <p>Dept.</p> <p>Dated :</p>	
08.	Name of the proposed Nursing College, Full Address with Telephone numbers and e-mail, where the Nursing College is located		
09.	<p>Name of the other courses run by the Trust.</p> <p>(i)Note: Where more than one course is conducted by the Trust, the Inspection Commission may ensure that the course under reference has got sufficient infrastructural facilities separately.</p> <p>(ii) Original consolidated sworn affidavit in INR 200/- Non - Judicial stamp paper with the seal and attestation of Notary Public by earmarking all the survey nos. allotted for the courses to be furnished in the format available in the University website (if the applicant is conducting more then one course (s)) .</p>		
10.	<p>State Government Orders No. & Date in which permission was accorded to start the Nursing College/ B.Sc. (N), P.B.B.Sc.(N) & M.Sc.(N) degree course. (Copy of Orders be enclosed)</p>	B.Sc. (N)	G.O.(MS) No. H&FW Department Dated
		P.B.B.Sc.(N)	G.O.(MS) No. H& FW Department Dated
		M.Sc.(N)	G.O.(MS) No. H&FW Department Dated

11.	<u>Ref. No. and date of the Indian Nursing Council, New Delhi</u> in which permission was accorded to start the Nursing College/ B.Sc.(N), P.B.B.Sc.(N) & M.Sc.(N) degree course (Copy of reference letter to be enclosed).	B.Sc(N)	INC Lr. No. :..... Dated : Annual Intake: Academic year:										
		P.B.B.Sc(N)	INC Lr. No. :..... Dated : Annual Intake: Academic year:										
		M.Sc(N)	INC Lr. No. : Dated : Annual Intake: Academic year:										
			<table border="1"> <thead> <tr> <th>Name of the Specialty</th> <th>No. of Intake</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> </tr> <tr> <td>2.</td> <td></td> </tr> <tr> <td>3.</td> <td></td> </tr> <tr> <td>4.</td> <td></td> </tr> <tr> <td>5.</td> <td></td> </tr> </tbody> </table>	Name of the Specialty	No. of Intake	1.		2.		3.		4.	
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1.													
2.													
3.													
4.													
5.													

12.	<u>GOVERNMENT ENDOWMENT:</u> Whether Trust/ Society created required endowment for running the course with the Government of Tamil Nadu/ Director of Medical Education. (Copy to be enclosed)	
13.	<u>LAND DETAILS:</u> i) Whether the Academic and Hostel block are located in an area of not less than 7 acres of land. <u>Type of Location :</u> City/Corporation - 1 acres Town/Municipality - 2 acres Semi Urban/Rural areas - 3 acres	Type of Location: Total area in acres:
ii)	<u>Copy of the Registered Sale Deed / Gift Deed / Rectification Deed/ Lease Deed pertaining to the lands/ Buildings earmarked for the course in the name of</u>	

	<u>the Trust / Society / Company</u> regarding proof of ownership of land. (To be enclosed)	
iii)	<u>Original Sworn Affidavit</u> in INR 200/- Non - Judicial stamp paper with the seal and attestation of Notary Public by earmarking all the survey nos. allotted for Nursing College to be furnished in the format available in the University website.	
iv)	<u>Legal Opinion</u> : Copy of the latest Govt. Pleader Opinion by tracing out all the title deeds of the Trust / Society / Company / Lessor	Name of the Govt. Pleader: Date of issue :
v)	<p><u>(a) Latest Encumbrance Certificate</u> obtained from the Registering Authority upto date authenticated (or) digitally verified encumbrance certificate issued by the concerned Sub-Registrar Office for a period not less then 30 years for all the survey nos. earmarked in the sworn affidavit / consolidated sworn affidavit for the course.</p> <p><u>(b)</u> Copy of the Government Order (or) Proceedings (or) Certificate issued by the Thasildar for Sub-division of Old survey No. to New Survey No. / Re-Survey No. of numbers.</p> <p><u>(c)</u> Copy of the Patta, Adangal and “A” - Register for all the Survey Nos. earmarked for the course in the name of the Trust / lessor / Society / Company</p>	E.C. No. : Dated : Issued by :
vi)	<u>Certificate of evidence obtained from the Revenue Authority</u> stating that the ear-marked land at the proposed Nursing College does not attract the T.N. Urban Land Ceiling and Regulations Act 1978, T.N. Town Country Planning Act 1971 and T.N. Land Reforms Act 1961. (Copy to be enclosed)	
vii)	<u>Location of the Land</u> Furnish full address	

viii)	Approved Building Plan for the proposed Nursing College issued by the Competent Municipal / Panchayat authority duly indicating their office ref.no. and date along with date and office seal including covering letter for approval should be enclosed for the i. Academic Block ii. Hostels for boys and girls iii. Staff Quarters	Approved by: Date of approval: Approval issued vide Lr. No.:
ix)	Building Completion Certificate Issued by the competent authority viz., Corporation, MMDA, Municipality and Panchayat Board etc.,	Issued by: Ref. No. : Date :

14. READY BUILT AREA: (Basic Requirement for B.Sc.(N) with 60 Annual Intake) - For Class Rooms 15 Sq.ft per student, For Wash Room -10 Sq.ft per student)

Total Ready Built Area for B.Sc. (N) :

PBBSc(N) :

M.Sc. (N) :

(a) TEACHING BLOCK

Sl. No.	Teaching Block	Area Required (in Sq feet)	Available	Shortfall
1	Lecture Hall	4 @ 900= 3600		
2	(i) Nursing Foundation including Adult Health Nursing & Advanced Nursing Lab	1600		
	(ii) Community Health Nursing Lab and Nutrition Lab	1200		
	(iii) Obstetrics and Gynaecology Nursing Lab	900		
	(iv) Child Health Nursing Lab	900		
3	Pre-clinical science lab	900		
4	Computer Lab	1500		
5	A.V. Aids Room	600		
6	Multipurpose Hall	3000		
7	Common Room (Male and Female)	1000		

8	Staff Room	800		
9	Principal Room	300		
10	Vice-Principal Room	200		
11	Library	2300		
12	One room for each Head of Departments	5 @ 200 =1000		
13	Faculty Room	2400		
14	Provisions for Toilets	1000		
Total		23,200 sq.ft.		
Exclusive for P.B.B.Sc.(N) for 30 intakes		2 @ 900= 1800		
for P.B.B.Sc.(N) for more than 30 intakes		2@1000= 2000		
Exclusive for M.Sc.(N) Class Room		2 @500 = 1000		
Exclusive for M.Sc.(N) Seminar Room for each specialty		5@100 X2= 1000		

(b) Hostel Block

<p>State Whether the hostel building is in own / rental / leased building. Whether Own / Rental / Leased If it is not own, furnish the following</p> <p>i. Building Plan :</p> <p>ii. Proof of Ownership</p> <p>iii. Agreement between and</p> <p>iv. Date of Agreement made</p> <p>v. Expiry of Agreement</p> <p>vi. Years of Agreement</p>	<p>The Hostel is</p> <p>Within the Campus / Outside the Campus If it is outside furnish full address</p> <p style="text-align: center;">Yes / No</p>
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Whether the hostel facility is provided separately for Boys and Girls		Girls : No. of Rooms Boys : No. of Rooms				
Sl. No	Hostel Block	Area Required (in Sq feet)		Available		Shortfall
				Male	Female	
1	Single Room	12000 – (50 Sq ft. for each student)				
	Double Room					
2	Sanitary	One latrine and One Bath room (for 5 students) 600 X 4 = 2400 Sq ft				
3	Visitor Room	500				
4	Reading Room	250				
5	Store Room	500				
6	Recreation Room	500				
7	Dining Hall	3000				
8	Kitchen and Store	1500				
9.	Warden Room	450				
Total		21,100 Sq ft				
Constructed Area		For 60 intake	Available	For 100 intake	Available	
Teaching Block		23,200 sq.ft.		38,700 Sq.ft		
Hostel Block		21,100 Sq.ft		35,200 Sq.ft		
<ul style="list-style-type: none"> • Proportionately the size of the built-up area will increase according to the number of students admitted. • College of Nursing can share laboratories, if they are in same campus under same name and under same trust, that is the institution is one but offering different nursing programmes. However, they should have equipment and articles proportionate to the strength of admission. And the class rooms should be available as per the requirement stipulated by Indian Nursing Council of each programme. 						

15.	<p><u>RESIDENTIAL QUARTERS</u> Details of residential quarters provided to the staff Whether this facility is provided in the same complex or separately?</p>	<p>If it is outside the college campus Address:</p>
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16.	<u>EXTRA CURRICULAR</u> a. Whether adequate space and equipment have been provided for extracurricular activities for the students.	
	b. Whether playground facilities is available in the same campus; if not provided in the same campus, where the same is available?	If it is outside the college campus Address:
	c. List of Sports articles provided to the Nursing students by the college. (Outdoor sports like volleyball, football, badminton and for athletics.)	

17.	<u>HOSPITAL ARRANGMENTS</u> a) Whether the <u>Trust/Society owns a hospital being run by it with minimum of 150 beds</u> with an administrative block. or Shall <u>have a tie-up with a General Hospital with a minimum of 200 beds within a radius of 15 to 30 km from the academic complex.</u>	<u>Own Hospital</u> Name : License / Registration No. Dt. (Certificate of Clinical Establishment Registration Details with no. of beds) Full Address :
	<u>NOTE:</u> In the case of tie-up with the General Hospital there shall be <u>binding evidence to show that the said hospital shall oblige to extend the necessary facilities to the Nursing students in imparting training</u> in the department of Medicine, Surgery, Paediatrics, Maternity, Gynaecology, E.N.T., Radiology, Orthopaedics, Ophthalmic, Burns, Oncology, Mental Health (Psychiatry) IMCU, ICU, Emergency and Casualty, Blood Bank and Clinical Laboratories.	
b)	<u>Ensure the following:-</u> - Proper infection control - Incineration - Linen supplies and washing facilities - C.S.S.D. - Kitchen facilities	

c)	<p><u>Quality Assurance</u> Provision of Adequate records and reports</p> <ul style="list-style-type: none"> - Nurse – licenced to practice - Nurse – Patient ratio as per INC norms - Nurse – Supervisor ratio as per INC norms - Nursing Superintendent 	
18.	<p><u>EARMARKED ASSETS:</u> Details of earmarked assets and resources exclusively available to run the Nursing college. (Produce evidence like Fixed Deposit receipts etc.)</p>	
19.	<p><u>FINANCIAL SOUNDNESS</u> The Management of the Nursing college shall show evidence of an annual income of not less than Rs.10,00,000/- (Rupees Ten Lakhs only) to facilitate the proper running of the Nursing College.</p>	
20.	<p><u>(a) BALANCE SHEET</u> Latest Balance sheet duly certified by a Chartered Accountant showing the financial soundness to run the Nursing college to be enclosed.</p> <p><u>(b)</u> Original undertaking affidavit in INR 200/- Non-Judicial paper along with the copy of the statement of Accounts containing the loan details of every accounting year copy of the audited balance sheet for the last three Financial Years , Auditor Report, IT Acknowledgement (If the applicant has availed loan from the Nationalized Bank of Financial Institutions by mortgaging the properties.</p>	

<p>1.</p> <p>(i)</p>	<p><u>LIBRARY</u></p> <p>Details regarding <u>total number of books/journals</u> for Nursing course <u>in different specialities available</u> (List of books with titles and journals to be enclosed)</p>	<p>Total No. of Books :</p> <p>Total No. of titles :</p> <p>Total No. of Journals subscribed :</p> <p>Indian Journals:</p> <p>International Journals:</p>
<p>(ii)</p>	<p>Requirements for B.Sc.(N) & P.B.B.Sc.(N)</p> <p>Total number of books 3000</p> <p>No. of Journals – Indian-10</p> <p>International - 2</p> <p>No of books and journals available for Nursing course in different specialties for the students (List of Latest purchase of books with titles and journals (Indian and Foreign) to be enclosed with rules of Library, along with the purchase bills).</p> <p>50% of the total students strength should be accommodated</p> <p>A minimum of 500 of different subject titled nursing books (all new editions), in the multiple of editions, 3 kinds of nursing journals, 3 kinds of magazines, 2 kinds of newspapers and other kinds of current health related literature available for the students</p> <p>a) Name of the Librarian</p> <p>b) Qualification</p> <p>c) Experience</p> <p>d) Accommodation capacity</p> <p>e) Seating Arrangements</p>	<p>Total No. of Books :</p> <p>Total No. of titles :</p> <p>Total No. of Journals subscribed:</p> <p>Indian Journals:</p> <p>International Journals:</p>

	<p>f) Furniture details</p> <p>g) Library Software installed</p> <p>h) Facilities – Photocopying machine, Printer, Internet, Reference Section, Good Lighting and Ventilation, etc.,</p>		
iii)	Additional requirements for M.Sc.(N)- 1000 Nos. of books	Available	Shortfall
	<ol style="list-style-type: none"> 1. Medical Surgical Nursing -200 2. Child Health Nursing – 100 3. OBG Nursing -100 4. Community Health Nursing -100 5. Mental Health Nursing -100 6. Nursing Education -100 7. Nursing Management -100 8. Nursing Research and Bio- Statistics -50 9. Advance Nursing Practices -50 10. Others -100 		
22.	<p><u>LABORATORY</u> Whether the <u>Pre-clinical and Laboratory facilities are available in the same campus</u> in which the academic complex is located. (List of all lab equipments including AV Aids and Computer lab to be enclosed).</p>		
23.	<p>Details of Transportation No. of vehicles with seating capacity : (Copy of Driver’s details with license and RC book to be enclosed)</p>		
24.	<p><u>Furniture</u> List of furniture provided to be enclosed.</p>		
25.	<p><u>Payment</u> of Current Inspection Fees</p>		

Note:-

The inspection commission is requested to make sure that **no recommendations or comments whatsoever made by yourself in the report.** Other than this **to enclose Confidential report on the basis of observations are made separately.**

PLACE :

DATE

SIGNATURE OF THE MEMBER
(NAME IN BLOCK LETTERS)

SIGNATURE OF THE CONVENOR
(NAME IN BLOCK LETTERS)

