THE TAMIL NADU Dr.M.G.R MEDICAL UNIVERSITY, CHENNAI
ALLIED AND HEALTH CARE – DEGREE COURSES

BACHELORS OF EMERGENCY MEDICAL TECHNOLOGIST (PARAMEDIC)

1. Name of the Institution/Hospital
2. Name of the Trust
3. Date of Inspection
4. Address of the Institution
   (with E-mail, Fax No.,
   Tel.Nos. & Mobile No.)
5. Name of the Inspection Team
   Institution in which working
   with Full Address & Phone No.
   (IN BLOCK LETTERS)

Convenor:

Member 1:

Member 2:

Instructions to Inspection Team:
Please specify numbers wherever applicable (eg. No. of Equipments etc.)
Please do not write very generalised and non-specific terms.
The members are requested **NOT** to make recommendations.

DETAILS OF THE GOVERNMENT ORDER:

G.O.No, dated, No. of courses

Maximum Intake:

The institution / organization is

A State Government/Union territory;	
A University and Deemed to be University,	
An autonomous body promoted by Central and State Government by or under a Statute for the purpose of medical education;	
A society registered under the Societies Registration Act, 1860 (21 of 1860) or corresponding Acts in States; or	

A public religious or charitable trust registered under the Trust Act, 1882 (2 of 1882) or the WAKFS Act, 1954 (29 of 1954).	
Companies registered under Company Act (Please tick)	

DETAILS OF THE INSTITUTION:

Does the applicant Institution / Trust should have an independent building for Bachelors in Emergency Medical Technologist (Paramedic) College and facilities for clinical training	YES/NO
Is the building constructed with adequate parking space and recreational area or open space for students	YES/NO
Whether the building has • out-patient with emergency department, • various laboratories as needed, • office space, • class rooms, • hostel and other ancillary facilities.	

BUILDING DETAILS:

Ready Built Area:

Built up Area.:

Note: Minimum exclusive built up area for such a college should be 26675 sq.ft for an intake of minimum of 50 students per batch and 35750sq.ft for the maximum intake of 100 students per batch.

Building must have clearances from civic and administrative authorities

Sl.No	Certificates	Availability and Validity
1.	Fire NOC	
2.	Structural stability certificate	
3.	Land use certificates	

Details of Land

Sl.No.	Specifications	Available/ Recommendations
1	**Institution is owned by** Government / Trust / Society / Company / Any other body as per the NCAHP, New Delhi	
2	**Details of the Trust / Society / Company** i. Name of the Trust / Society / Company with address ii. Name of the members of the Trust / Society / Company iii. Registered Trust Deed /Supplementary deed, Amendment deed (or) Registered Certificate of Society / Company Registration Certificate along with Memorandum of Association / Articles of Association iv. Minutes of the meeting of the Trust /Society/Company for starting of proposed courses.	
3	**Land documents** i. Is college is the premises of NMC permitted / recognized medical college? If No, Specify the area of Category of Land and certificate obtained from the concerned local authorities to establish the specific category of land (as applicable) as a proof. In city / corporation - not less than 1 acre Municipal / Town – not less than 2 acres Semi urban / Rural area – not less than 3 acres ii. Land owned (or) Leased in the name of the Trust / Society / Company iii. Registered Sale Deed / Lease Deeds / Gift Deeds / Settlement Deed / Rectification Deed / Exchange Deed etc in the name of the Trust / Society / any other body as per the NCAHP regulations. iv. If the Trust / Society / Company have entered a lease deed, the tenure of the lease period for a minimum of 10 years, purpose of lease (i.e., whether the lease is entering for lands (or) building (or) both and the name of the course for which the lease has been entered to be clearly mentioned in the registered lease deed.	
4	**4. Sworn Affidavit** Original Sworn Affidavit to be submitted in INR.200/- Non-Judicial Stamp Paper with the attestation and seal of the Notary Public. The Sworn Affidavit to be submitted by earmarking all the survey numbers in connection with starting	

	of new course. (Format in University website) (or) If the Trust / Society / any other body who have already running any course(s) in this University and intend to start another new course in the University then the said Trust / Society / any other body have to furnish the Original Consolidated Sworn Affidavit by earmarking all the survey numbers allotted for the existing course as well as new course. (Format in University website)	
5	**Legal Opinion** Copy of the Latest Legal Opinion from the Govt. Pleader for tracing of title deeds such as Trust Deed/ Supplementary Deed / Amended Deed (or) Certificate of society Registration, Memorandum Of Association, Articles of Association, Sale Deed / Lease Deeds / Gift Deeds / Settlement Deed / Rectification Deed / Exchange Deed, Parent document of (Sale Deed / Lease Deeds / Gift Deeds / Settlement Deed / Rectification Deed / Exchange Deed), Patta Adangal, "A" register, Up to date encumbrance certificate for a period of not less than 30 years, Mortgage of properties and redemption of mortgaged properties, if any pertaining to the earmarked lands.	
6	**Encumbrance Certificate** Copy of the Up to date authenticated (or) digitally verified Encumbrance Certificate issued by the concerned Sub Registrar office for a period not less than 30 years for all the survey numbers earmarked in the sworn affidavit / Consolidated Sworn Affidavit for the course.	
7	**Patta, Adangal and A-Register** Copy of the Patta, Adangal and "A"-Register for all the survey numbers earmarked for the course in the name of the Trust / Lessor / Society / any other body.	
8	**Survey Sub-Division / Re-Survey Documents** If survey numbers have been sub-division (or) Re-survey, then the copy of the Certificate (or) Proceedings (or) order issued	

	by the Tahsildar for sub division of old survey number to new survey number / resurvey number of numbers to be produced.	
9	**Mortgage Details (If Any) – Yes / No** (i) Undertaking to be furnished, available in the University website (ii) Statements of accounts with loan details. (iii) Last 3 years audited balance sheets. (iv) Auditors report IT acknowledgement	
10	**Revenue Authority Certificate** Certificate of evidence obtained from the Revenue authority stating that the earmarked land at the proposed 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.	

DETAILS OF EMERGENCY DEPARTMENTS WITH EMERGENCY MEDICAL SERVICES:

Availability of OPD facility with in patient facility with the following specialties at the college premises:

Sl.No	Specialties	Availability
1	Medical	
2	Trauma,	
3	Surgical	
4	Intensive Care Units	
5	Obstetrics & Gynecology (Maternity, Labor room)	
6	Pediatrics & Neonatology	
7	Cardiology	
8	Neurology	

Total OPD cases per day:

Note: A student/ patient ratio of 1:5 should be maintained. That means a hospital with 100 OPD can have a maximum intake of 50-100 students per year.

DETAILS OF HOSPITAL / HOSPITAL ATTACHMENT

1. Proof of availability of own/attached hospital (Government/Private) for clinical training of 50 students/ 100 Students
2. No. of tie up hospitals: Maximum 5 hospitals

Sl.No	Name of the tie up Hospital	Available clinical specialties	Patient loads	Availability of required equipment for clinical training
1				
2				

Add rows if needed

3. Distance between Teaching Hospital Facility and Emergency Department and the college: Maximum: Urban 20kms, Rural 30kms

4. Availability of bus: Numbers: Seating capacity:

FACULTY REQUIREMENTS:

Specifications (Minimum requirements for 50 students)	**Name of the Faculty**	**Qualification and Experience**
Head of the Department Master's degree in Emergency Care (Paramedic) with minimum 10yrs of Experience		Essential: PhD or equivalent / Degree in Emergency Care/ Post Graduate Program in Emergency Care / PG Diploma in Emergency Care with Desirable: i) Published work of high standard in peer reviewed journals. 10 (Ten years) of experience in teaching as Associate Professor
Teaching Faculty **Full Time Faculty** Faculty ratio shall be approximately 1:2:5 (Professor - 1 Minimum Qualification to be align with NCAHP act 2021. (faculty and student ratio for UG 1:10 to be followed)		Essential: PhD or equivalent / Degree in Emergency Care/ Post Graduate Program in Emergency Care / PG Diploma in Emergency Care with Desirable: i) Published work of high standard in peer reviewed journals. 10 (Ten years) of experience in teaching as Associate Professor
Associate Professor - 2		Essential: PhD or equivalent, M Degree in Emergency Care/ Post Graduate Program in Emergency Care / PG Diploma in Emergency Care in trauma care 5 (Five years) of experience in teaching as Assistant professor
Assistant Professor – 5		Essential: Master's Degree in Emergency Medical Technologist or Trauma Care Management in Emergency Care/ Post Graduate Program in Emergency Care / PG Diploma in Emergency Care in trauma care, or equivalent

		Degree with at least 50 % marks
Administrative Staff Administrative Officer-1		
Accountant-1		
Clerical Staff-2		

SPACE ALLOTMENT FOR AN ANNUAL INTAKE OF 50 STUDENTS OF BACHELORS

S.no	Details In Sq ft X nos required	Availability
1	Department Office - 500X1	
2 3	Dean/Director/Principal- 300X1	
	Professor Office - 200X2	
4	Associate Professor Office-100X4	
5	Assistant Professor -50X4	
6	Common Staff -500X1	
7	Visiting Faculty Room-300X1	
8	Seminar -1000X1	
9	Conference-1500X1	
10	Classrooms-1200X4	
11	Students Common Room (Girls)- 500X1	
12	Students Common Room (Boys)- 500X1	
13	Library with Reading Room--2000X1	
14	Discussion Room-300X1	
15	OPD	
16	Simulation Lab with AV recording and	

	Debriefing Room- minimum of 3000sqft or 400x6	
17	Ambulance Simulator or Mock Ambulance Bay 500sqft x 2	
18	Administrative Office	
19	Toilets-Boys	
20	Toilets-Girls	
21	Hostel-Boys	
22	Hostel -Girls	

DETAILS OF OPERATION THEATRES EQUIPMENTS AND LIBRARY:

Specifications	**Availability**
Operation Theatres 1. Major Theatres-2 2. Minor Theatre-1 **Enclose the list of surgeries done in both the theaters in last 3 months**	
Equipments Emergency Room equipments like Ventilator, ET Tube, AED, ECG machine, Pulse Oximeter and other standard equipments in 2 major theatres and 1 minor theatre **Enclose the list of Equipments Available**	
Multi Media Twenty Desktop computers with necessary software applications	
Library • Text Books As per syllabus; one copy of Book per 10 students. • Approximately – 500 Books • International Journals – 2 • National Journals – 2 • Internet Connection	Details
Laboratory/Skills Lab. According to the NCAHP – Task Trainers / Mannequins/ Essential Equipment's for skill Lab	**Update the list enclosed**

Laboratory/Skills Lab Equipments.

S.NO	TASK TRAINERS / Mannequins/ Essential Equipment's for skill Lab	Availability
1	Adult CPR mannequins with feedback device	
2	Infant CPR mannequins with feedback device	
3	Child CPR Mannequins	
4	Defibrillaion Mannequins	
5	ECG R h y t h m s i m u l a t o r s	
6	Intra Venous arm Training Adult	
7	Intra Venous arm Training Pediatric	
8	Arterial access Training	
9	Adult Airway Management Trainer	
10	Airway training Infant	
11	Airway training Child	
12	New Born Intubation Trainer	
13	Pneumothorax and chest tube training	
14	NG tube and tracheostomy care	
15	Trauma Simulator	
16	BTLS wound module	
17	Pediatric Trauma mannequin	
18	Birthing Simulator -task trainer	
19	PPH simulator	
20	Basic suturing model	
21	LP and Epidural Trainer	
22	IV Torso	
23	IO Mannequins pediatric	
24	IO Mannequins Adult	
25	CVA mannequins	
26	Suturing mannequins	
27	Full body Manikins	
28	Crash Cart	
29	Required Disposable and Non Disposable equipments	
30	Triage Tags and MCI Kits	

Convenor

Member 1

Member 2

Signature of the Inspection Team

with name and date

Note : 1. All supportive documents should be annexed along with the Inspection Report
2. The Inspection Team may also give a detailed report wherever necessary and Detailed annexure be sent with the Inspection Report

3. Reference of NCAHP Faculty Eligibility

Academic	**Eligibility and experience requirement (on Direct recruitment)**	**Eligibility and experience requirement (on Promotion as per NCAHP -CAS-Career Advancement Scheme)**
Tutor / Demonstrator	Bachelor's Degree or Advanced PG Diploma in Emergency Medical Technologist or equivalent	with a minimum clinical experience of 2 years
Assistant Professor	Essential: Master's Degree in Emergency Medical Technologist or Trauma Care Management in Emergency Care/ Post Graduate Program in Emergency Care / PG Diploma in Emergency Care in trauma care, or equivalent Degree with at least 50 % marks	N.A.
Associate Professor	Essential: PhD or equivalent, Master's Degree in Emergency Care/ Post Graduate Program in Emergency Care / PG Diploma in Emergency Care in trauma care	5 (Five years) of experience in teaching as Assistant professor
Professor	Essential: PhD or equivalent / Master's Degree in Emergency Care/ Post Graduate Program in Emergency Care / PG Diploma in Emergency Care with Desirable: i) Published work of high standard in peer reviewed journals.	10 (Ten years) of experience in teaching as Associate Professor
Senior Professor	Essential: PhD or equivalent / Master's Degree in Emergency Care/ Post Graduate Program in Emergency Care / PG Diploma in Emergency Care with Desirable: i) Published work of high standard in peer reviewed journals.	15 (Fifteen years) of experience in teaching as Professor