THE TAMIL NADU Dr.M.G. R MEDICAL UNIVERSITY, CHENNAI
ALLIED AND HEALTH CARE – DEGREE COURSES
BACHELOR OF ANAESTHESIA & OPERATION THEATRE TECHNOLOGY (B. AOTT)

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 (e.g. No. of Equipment's etc.)
Please do not write very generalized 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:

BUILDING DETAILS:

Ready Built Area:

Built up Area:

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	**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. 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.	

TEACHING FACULTIES

Specifications	Requirements	Available/ Recommendations
Head of the Course HOD / Professor - Master's in AOTT with 15 years post M.A OTT experience. Ph.D. AOTT with 12 years post PhD		
Teaching Faculty Associate Professor - 2 - M. AOTT with 8 years post M. AOTT experience. Ph.D. AOTT with 4 years post PhD experience for Academic pathway		
Assistant Professor – 4 M. **AOTT** with 4 years post M. AOTT experience. for academic role Ph.D. AOTT for Academic role.		
Lecturer (M. AOTT with 0-4 Years Experience)		
Demonstrators / Tutors - 8 M. AOTT (for academic role) Diploma AOTT 11-15 years‟ experience. (only for Industry pathway)		
Teaching Tools a) Lecture Materials:		
b) Demonstration Models:		
c) Surgical Instruments:		
d) Audiovisual Aids:		
f) Sterile Technique Supplies:		
g) Monitoring Equipment		
h) Simulation Training		
Administrative Staff Administrative Officer – 1		
Accountant - 1		
Clerical Staff - 1		
Laboratory / Skill Lab in College ➢ AV Aids		
➢ Simulation Labs		
➢ Monitoring Equipment		
➢ Surgical Instruments		

➢ Demonstration Model	
Hospital Training Set Up ➢ 3 (at least 2 major and 1 minor)	
➢ ICU	
➢ HDUs	
Equipment's Hospital – Tie-up Neuro, CT Surgery, Pediatric Surgery and Plastic Surgery if needed	
Infrastructure -up Area Class Room **(**Minimum 4 classrooms with minimum seating capacity of 30 student)	
Common Room (For Boys & Girls)	
Library (Minimum – 200 books, Journals/Internet Connection)	
Laboratory (Well Furnished and Equipped with specialized books)	
Auditorium/Conference room (with minimum seating capacity of 150 students) canteen/cafeteria (For Students)	
Multi Media LCD Projector, Computer with necessary accessories	

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 Course Director should have a post-graduate qualification with 5 years' experience and the Part-time Lecturers should have an experience of 2 years after post-graduate qualifications.
3. The Inspection Team may also give a detailed report wherever necessary and detailed annexure be sent with the Inspection Report.

NCAHP requirements for Qualification of Teaching faculty

Specifications	Requirements
Demonstrator	• B. AOTT

	• Diploma AOTT with 6-10 years post AOTT)
Tutor/ Lecturer (Post Graduate	• B. AOTT with 4 years‟ experience at Level-5. • M. AOTT (for academic role) • Diploma AOTT 11-15 years‟ experience. (only for Industry pathway)
Assistant Professor	• B. AOTT with 4 years‟ experience at Level -6 • M. AOTT with 4 years post M. AOTT experience. for academic role • Ph.D. AOTT for Academic role
Associate Professor	• B. AOTT with 4 years‟ experience at Level-7 • M. AOTT with 8 years post M. AOTT experience. • Ph.D. AOTT with 4 years post PhD experience for Academic pathway
Additional Professor	• B. AOTT with M. AOTT with 4 years‟ experience at Level-8 • M. AOTT with 12 years post M. AOTT experience. • Ph.D. AOTT with 8 years post PhD experience for Academic pathway
Professor/ Principal	• B. AOTT with M. AOTT with 4 years (only clinical/industry role) experience at Level-9 • Master's in AOTT with 15 years post M. AOTT experience. • Ph.D. AOTT with 12 years post PhD experience.