THE TAMIL NADU Dr.M.G.R MEDICAL UNIVERSITY, CHENNAI
ALLIED AND HEALTH CARE – DEGREE COURSES
BACHELOR OF MEDICAL LABORATORY SCIENCE (B.MLS)

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

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, Adan gal 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 And Requirements	**Name of the faculty**	**Qualification**
Principal		• Professor /Associate Professor with a total of at least 12years of Teaching/Research/Administrative experience in Universities/Colleges and other Institutes of Higher Education • At least 10 publications in indexed peer reviewed journals • Supervised at least 5 doctoral candidates or co-supervised at least 10 doctoral candidates
Professor		Ph D, Master's degree in Medical Laboratory Science/Biomedical science/Biochemistry/Microbiology/Genetics/Molecular biology/Molecular genetics with 5 years' experience and 10 publications
Associate professor		Ph D, Master's degree in Medical Laboratory Science/Biomedical science/Biochemistry/Microbiology with 5 years' experience and 5 publications
Assistant professor		Master's degree in medical laboratory science/Biomedical science/Biochemistry/Microbiology
Tutor/Demonstrator		B Sc MLT
Administrative Staff Librarian-1		
Asst. Librarian-1		

Office Assistant Clerk/DEO-1	
Lab Attendants-3	
Peon-1	
Sweepers-1	
Cleaners-1	
Bed Strength 100 beded hospital Not needed as per NCAHP curriculum	
Laboratory for all Services	
Bio-Chemistry	
Microbiology	
Hematology and Clinical Pathology	
Histopathology	
Faculty and Student Ratio – 1:15	
Infrastructure Class Room	
(Not needed as per NCAHP curriculum)	
Library 250 sq.ft. 1	
Administrative Office Yes/No	
Toilets-boys	
Toilets-Girls	
Hostel-Girls	
Hostel-Boys	
Multi Media LCD Projector, Computer with necessary accessories	
• Library Minimum – 200 books all Departments • (Last Five years Published books)	

• Recent Edition sealed by the Institution • All Department Indian Journals/Internet Connection	
Laboratory Skills Lab **Anatomy and Physiology** Human Skeleton -1	
Disarticulated Bone set -1	
Spirometer -10	
Specimen/model for soft parts [heart, lung, brain, spinal cord, lower limb, upper limb, spine, GI system, male and female urogenital system -1	
Display charts-As per Requirement	
Mannequin for CPR-1	
Needle Destroyer-1 (Color coded dustbins biomedical Waste management (red, yellow, blue, white, green)	
Bp apparatus with stethoscope -10	
Pulse oximeter -5	
Biochemistry Hot plate-2	
Hot air oven-1	
Water bath-1	
Digital pH meter-1	
Photoelectric colorimeter-2	
Electronic Weighing balance-2	
Refrigerator-1	
Needle destroyer-1	
Incubator-1	

Centrifuge (small)-1	
Semi-Automated Analyzer-1	
Remi Centrifuge-2	
Colour coded dustbins (red, yellow, blue, white) -1	
Analytical Balance With Weight BoxChemical-1	
Vortex Shaker-2	
Glucometer with strips-2	
Desiccators-2	
Bunsen burner with Gas supply-10	
Distilled water-1	
Infrared Thermomete-2	
Microbiology Hot plate-1	
Hot air oven-1	
Water bath-1	
Digital pH meter-1	
Photoelectric colorimeter-1	
Electronic Weighing balance (mg and gm measurement)-2	
Refrigerator-1	
Needle destroyer-1	
Incubator-1	
Centrifuge (small)-1	
Binocular Microscope-1	
Remi Centrifuge-1Colour coded dustbins biomedica l Waste	

management (red, yellow, blue, white, green-1	
Steam Sterilizer-1	
Vortex Shaker-1	
Autoclave-1	
Laminar Air flow-1	
Biosafety Cabinet-1	
Distilled water-1	
Bunsen burner with Gas supply-10	
Anaerobic Jar-1	
Hematology Binocular Microscope-15	
Hot air oven-1	
Water bath-1	
Digital pH meter-1	
Photoelectriic colorimeter -1	
Electronic Weighing balance (mg and gm measurement)-1	
Refrigerator-1	
Needle destroyer-2	
Incubator-1	
Centrifuge (small)-1	
Remi Centrifuge-1	
Vortex Shaker-2	
Color coded dustbins biomedical Waste management (red, yellow, blue, white, green)-1	

Semi-Automatic Urine Analyser-1	
Hematology analyzer 5 parts (Optional)	
DLC counter-15	
Pulse oximeter-3	
Bp Apparatus with Stethoscope-15	
Distilled water-1	
Dummy Arm for blood collection-1	
Histology Binocular Microscope-5	
Hot air oven-2	
Tissue Floatation bath-1	
Incubator-1	
Rotary Microtome-1	
Microcentrifuge-1	
Staining bucket-1	
Cytospin-1	
Color coded dustbins biomedical Waste management (red, yellow, blue, white, green) -1	
Grossing Board-1	
Vacuum Impregnation Unit for tissue-1	
Automatic Tissue processor (optional)-1	

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.

NCAHP requirements for Qualification of Teaching faculty

Specifications	Requirements
Principal	Professor /Associate Professor with a total of at least 12 years of Teaching/Research/Administrative experience in Universities/Colleges and other Institutes of Higher Education At least 10 publications in indexed peer reviewed journals Supervised at least 5 doctoral candidates or co-supervised at

	least 10 doctoral candidates
Dean	A professor who has completed at least 3 years of service with significant contributions to the field as demonstrated by At least 10 publications in indexed peer reviewed journals Supervised at least 5 doctoral candidates or co-supervised at least 10 doctoral candidates
Professor	• A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines. • A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant /allied subject Medical Laboratory Science/Biomedical Science/ Biochemistry (Allied & Healthcare), Microbiology (Allied & Healthcare) /Genetics/Molecular biology/Molecular Genetics from an Indian University, or an equivalent degree from an accredited foreign University. • A minimum of five (5) years of experience of teaching and/or research in an academic/research position equivalent to that of Associate Professor in a University • a minimum of ten publications in the indexed peer-reviewed journals
Senior Professor	A professor who has completed at least 10 years of service with significant contributions to the field as demonstrated by At least 10 publications in indexed peer reviewed journals Supervised at least 5 doctoral candidates or co-supervised at least 10 doctoral candidates
Associate Professor	• A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines. • A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant /allied subject Medical Laboratory Science/Biomedical Science/ Biochemistry (Allied & Healthcare), Microbiology (Allied & Healthcare) from an Indian University, or an equivalent degree from an accredited foreign University. • A minimum of five (5) years of experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University • a minimum of five publications in the indexed peer-reviewed journals
Assistant Professor (Entry level) *	A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant /allied subject Medical Laboratory Science/Biomedical Science/ Biochemistry (Allied & Healthcare), Microbiology (Allied & Healthcare) from an

	Indian University, or an equivalent degree from an accredited foreign University. * 50% entry level Assistant Professor positions to be reserved for candidates with Master of Medical Laboratory Science
Assistant Professor II	An Assistant Professor who has completed four years of Service with a PhD degree or Five years with a PG Degree and Attended at least one faculty development Program recognised by NCAHP And has contributed at least one research publication in indexed peer reviewed journal
Assistant Professor III	An Assistant Professor who has completed Five years of Service as Assistant Professor II, with a PhD degree in relevant/allied field and Attended at least one faculty development Program recognised by NCAHP And has contributed at least one research publication in indexed peer reviewed journal And has contributed at least three research publication in indexed peer reviewed journal
Tutor/Demonstrator	• Bachelor's degree in Medical Laboratory Technology (4 year course with internship), with at least 55% marks, (or an equivalent grade in a point-scale wherever the grading system is followed) from an Indian University, or an equivalent degree from an accredited foreign University. • Hands on expertise in routine lab techniques, special lab techniques, hematology, blood banking, serology, clinical pathology, clinical biochemistry, histology, cytology, parasitology, medical genetics, blood cell analysis.