STANDARD ASSESSMENT FORM- B

(DEPARTMENTAL INFORMATION)

RADIATION ONCOLOGY

*1. Kindly read the instructions mentioned in the **Form 'A'**.*
*2. Write **N/A** where it is **Not Applicable**. Write **'Not Available'**, if the facility is **Not Available**.*

A. GENERAL:

a. Date of LoP when PG course was first Permitted: _____

b. Number of years since start of PG course: _____

c. Name of the Head of Department: _____

d. Number of PG Admissions (Seats): _____

e. Number of Increase of Admissions (Seats) applied for: _____

f. Total number of Units: _____

g. Number of beds in the Department: _____

h. Total number of ICU beds/ High Dependency Unit (HDU) beds in the department:_____

i. Number of Units with beds in each unit: (Specialty applicable):

Unit	Number of Beds	Unit	Number of beds
Unit-I		Unit-V	
Unit-II		Unit-VI	
Unit-III		Unit-VII	
Unit-IV		Unit-VIII	

j. Details of PG inspections of the department in last five years:

Date of Inspection	Purpose of Inspection *(LoP for starting a course/permission for increase of seats/ Recognition of course/ Recognition of increased seats /Renewal of Recognition/Surprise /Random Inspection/*	Type of Inspection (Physical/ Virtual)	Outcome *(LoP received/denied. Permission for increase of seats received/denied. Recognition of course done/denied. Recognition of increased seats done/denied /Renewal of*	No of seats Increased	No of seats Decreased	Order issued on the basis of inspection *(Attach copy of all the order issued by*

	Compliance Verification inspection/other)		*Recognition done/denied /other)*			*NMC/MCI) as* ***Annexure -XIIII***

k. Any other Course/observer ship (PDCC, PDF, DNB, M.Sc., PhD, FNB, etc.) permitted/ not permitted by MCI/NMC is being run by the department? If so, the details thereof:

Name of Qualification (course)	Permitted/not Permitted by MCI/NMC	Number of Seats
	Yes/No	
	Yes/No	

B. INFRASTRUCTURE OF THE DEPARTMENT:

a. OPD

No of rooms: _____

Area of each OPD room (add rows)

	Area in M^2
Room 1	
Room 2	

Waiting area: _____ M^2

Space and arrangements: _____

Adequate/ not adequate. _____

If not adequate, give reasons/details/comments: _____

b. Wards

No of wards: _____

Parameters	**Details**
Distance between two cots (in meter)	
Ventilation	Adequate/Not Adequate
Infrastructure and facilities	
Dressing /Procedure Room	

c. Department office details:

Department Office	
Department office	Available/not available
Staff (Steno /Clerk)	Available/not available
Computer and related office equipment	Available/not available
Storage space for files	Available/not available

Office Space for Teaching Faculty/residents	
Faculty	Available/not available
Head of the Department	Available/not available
Professors	Available/not available
Associate Professors	Available/not available
Assistant Professor	Available/not available
Senior residents rest room	Available/not available
PG rest room	Available/not available

d. Seminar room

Space and facility: Adequate/ Not Adequate

Internet facility: Available/Not Available

Audiovisual equipment details:

e. List of Department specific laboratories with important Equipment:

Name of Laboratory	Size in square meter	List of important equipment available with total numbers	Adequate/ Inadequate

f. Library facility pertaining to the Department/Speciality (Combined Departmental and Central Library data):

Particulars	Details
Number of Books	
Total books purchased in the last three years(attach list as Annexure	

Total Indian Journals available	
Total Foreign Journals available	

Internet Facility: Yes/No
Central Library Timing: _____
Central Reading Room Timing: _____

Journal details

Name of Journal	Indian/foreign	Online/offline	Available up to

g. Departmental Research Lab:

Space	
Equipment	
Research Projects Done in past 3 years	
list Research projects in progress in research lab	

h. Departmental Museum:

Space	
Total number of Specimens	
Total number of Chart/ Diagrams	

i. Equipment: List of important equipment available and their functional status.

A) Equipment for Teletherapy

- Give details of the Radiotherapy Unit Stating Type of Unit Linear Accelerator (Electrons/Photons). Cobalt Unit/Cesium units/Deep E-ray/superficial X-ray etc.

- Equipment for Radio-surgery, IMRT, IGRT, SBRT, Robotic Mounted Linear Accelerator etc. with details

- Facilities for intra operative radiotherapy / Hyperthermia

B) Equipment for Brachytherapy

Specify whether rate (LDR/MDR/HDR), Manual/Remote, Pre-Loaded/After-Loading/Sources used.

- For Intracavitory
- For Interstitial
- For surface moulds
- For Ophthalmic applications
- For facilities for pre-operative Radiotherapy

C) Equipment for Treatment Planning: Manual (or) Computerized Treatment Planning System?

Furnish details of equipment:

1. **Facility for patient immobilization (furnish details):**
2. **Facility for casting individualized shielding blocks (furnish details):**
3. **Facility for tissue compensation (furnish details):**
4. **Equipment for department of medical physics.**
    - Facilities for Dosimetery Equipment (furnish details):
    - Facilities for Radiation Monitoring (furnish details):
    - Facilities for Radiation Protection (furnish details):

Facilities for mould room equipment (furnish details):

C. CLINICAL MATERIAL AND INVESTIGATIVE WORKLOAD OF THE DEPARTMENT OF RADIATION ONCOLOGY:

Parameter	**Numbers**				
	On the day of assessment	**Previous day data**	**Year 1**	**Year 2**	**Year 3 (last year)**
1	2	-	3	4	5
Total numbers of Out-Patients					
Out-Patients attendance (write **Average daily Out-Patients attendance** in column 3,4,5) *					
Total numbers of new Out-Patients					
New Out Patients attendance (write average in column 3,4,5) * for Average daily New Out-Patients attendance					
Total Admissions					
Bed occupancy			X	X	X
Bed occupancy for the whole year above 75%.	X	X	Yes/No	Yes/No	Yes/No
ECG per day. (write average of all working days in column 3, 4 and 5)					
X-rays per day (OPD + IPD). (write average of all working days in column 3, 4 and 5)					
Ultrasonography per day (OPD + IPD). (write average of all working days in column 3, 4 and 5)					
CT scan per day (OPD + IPD). (write average of all working days in column 3, 4 and 5)					
MRI per day (OPD + IPD). (write average of all working days in column 3, 4 and 5)					
Cytopathology Workload per day (OPD + IPD). (write average of all working days in column 3, 4 and 5)					
OPD Cytopathology Workload per day. (write average of all working days in column 3, 4 and 5)					
Haematology workload per day (OPD + IPD). (write average of all working days in column 3, 4 and 5)					

OPD Haematology workload per day. (write average of all working days in column 3, 4 and 5)					
Biochemistry Workload per day (OPD + IPD). (write average of all working days in column 3, 4 and 5)					
OPD Biochemistry Workload per day. (write average of all working days in column 3, 4 and 5)					
Microbiology Workload per day (OPD + IPD)... (write average of all working days in column 3, 4 and 5)					
OPD Microbiology Workload per day. (write average of all working days in column 3, 4 and 5)					
Palliative cancer care OPD load					
Palliative cancer care IPD load					
Total number of patients given Radiotherapy					
Total number of patients given Teletherapy					
Total number of patients given Brachytherapy					
Total number of patients given TPS Plan					
Total number of patients given Mould Room procedure					
Total number of patients given Chemotherapy					
Total Deaths. **					
Total Blood Units Consumed including Components.					

* **Average daily Out-Patients attendance** is calculated as below.
Total OPD patients of the department in the year divided by total OPD days of the department in a year

** The details of deaths sent by hospital to the Registrar of Births/Deaths

D. SERVICES:

i. Any intensive care service provided:
(List in the space provided below)

ii. Any Specialized service provided by the department of Radiation Oncology:
(Give details in space provided below)

iii. Services provided by the department of Radiation Oncology:

E. STAFF:

i. Unit-wise faculty and Senior Resident details:

Unit no: _____

Sr. No.	Designation	Name	Joining date	Relieved/ Retired/working	Relieving Date/ Retirement Date	Attendance in days for the year/part of the year * with percentage of total working days** [days (%)]	Phone No.	E-mail	Signature

* - Year will be previous Calendar Year (from 1st January to 31st December)

** - Those who have joined mid-way should count the percentage of the working days accordingly.

Signature of Dean

Signature of Assessor

ii. Total eligible faculties and Senior Residents (fulfilling the TEQ requirement, attendance requirement and other requirements prescribed by NMC from time-to-time) available in the department:

Designation	**Number**	**Name**	**Total number of Admission (Seats)**	**Adequate / Not Adequate for number of Admission**
Professor				
Associate Professor				
Assistant Professor				
Senior Resident				

iii. P.G students presently studying in the Department:

Name	**Joining date**	**Phone No**	**E-mail**

iv. PG students who completed their course in the last year:

Name	**Joining date**	**Relieving Date**	**Phone no**	**E-mail**

F. ACADEMIC ACTIVITIES:

S. No.	**Details**	**Number in the last Year**	**Remarks Adequate/ Inadequate**
1.	Clinico- Pathological conference		
2.	Clinical Seminars		
3.	Journal Clubs		
4.	Case presentations		
5.	Group discussions		
6.	Guest lectures		

7.	Death Audit Meetings		
8.	Physician conference/ Continuing Medical Education (CME) organized.		
9.	Symposium		

Note: *For Seminars, Journal Clubs, Case presentations, Guest Lectures the details of dates, subjects, name & designations of teachers and attendance sheets to be maintained by the institution and to be produced on request by the Assessors/PGMEB.*

Publications from the department during the past 3 years:

G. EXAMINATION:

i. Periodic Evaluation methods (FORMATIVE ASSESSMENT):
(Details in the space below)

ii. Detail of the Last Summative Examination:

a. List of External Examiners:

Name	Designation	College/ Institute

b. List of Internal Examiners:

Name	Designation

c. List of Students:

Name	Result (Pass/ Fail)

d. Details of the Examination: _____
Insert video clip (5 minutes) and photographs (ten).

H. MISCELLANEOUS:

i. Details of data being submitted to government authorities, if any:

ii. Participation in National Programs.
(If yes, provide details)

iii. Any Other Information

I. Please enumerate the deficiencies and write measures which are being taken to rectify those deficiencies:

Date: **Signature of Dean with Seal** **Signature of HoD with Seal**

Signature of Dean Signature of Assessor

J. REMARKS OF THE ASSESSOR

1. *Please **DO NOT** repeat information already provided elsewhere in this form.*
2. *Please **DO NOT** make any recommendation regarding grant of permission/recognition.*
3. *Please **PROVIDE DETAILS** of deficiencies and irregularities like fake/ dummy faculty, fake/dummy patients, fabrication/falsification of data of clinical material, etc. if any that you have noticed/came across, during the assessment. Please attach the table of list of the patients (IP no., diagnosis and comments) available on the day of the assessment/inspection.*
4. *Please comment on the infrastructure, variety of clinical material for the all-round training of the students.*