

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF MEDICAL EDUCATION, ASSAM
SIXMILE, KHANAPARA, GUWAHATI-22,
Tele/Fax: 0361-2366236, E-mail: dmeassam@gmail.com

No. DME/49/2014./ 3875 - 80

Dated: 3/04/2014

From: - **Prof. (Dr) D.J. Borah,**
Director of Medical Education, Assam

To,

The Principal-cum-Chief Superintendent,
Assam Medical College & Hospital, Dibrugarh,
Gauhati Medical College & Hospital, Guwahati
Silchar Medical College & Hospital, Silchar,
Jorhat Medical College & Hospital, Jorhat
Fakhruddin Ali Ahmed Medical College & Hospital, Barpeta
Tezpur Medical College & Hospital, Tezpur

Sub: - **Improving Medical Education, the urgent tasks: Let us begin with small steps.**

Sir/ Madam

In view of the urgent need of revamping medical education in our state institutions and also to meet the various requirements of Medical Council in India, you are requested kindly to do the following in your Colleges.

1. Organization of active medical education unit:

Please organize an active Medical Education Unit in the Colleges under Chairmanship of Principal of the Medical College to infuse new life to the medical education activities. You are requested to organize the committee as per MCI norms with Professor and HODs (in rotation) along with other faculty member as you think fit. Junior faculty members in the level of Associate Professor, Assistant Professor even Registrars who may be genuinely interested in Medical Education and are willing to work extra time may also be taken as members. This unit shall sit in formal meeting minimum bimonthly and keep agenda of the meeting.

You may assign clerical and grade-IV separate staff specifically for this unit from existing staff.

The unit shall monitor all the educational activities and report to Director of Medical Education, Assam (Medical Education Committee) directly. Principals may appoint a coordinator for this purpose.

2. Integration classes & Seminars in Undergraduate level:

In the undergraduate level – Horizontal and vertical integration classes are to be regularly taken along with presentation of group seminars in 3 levels Pre Clinical, Para Clinical and Clinical.

3. Teaching Medical Ethics in Undergraduate:

Regular weekly lectures in Medical Ethics may be instituted (The topics as per WHO guidelines shall be supplied separately. One person from Medical Education Unit may be assigned as co-ordinator for Medical Ethics teaching. Even PG students may be encouraged to participate and actively take part in teaching learning process.

4. Regularly holding the following events in each department:

The under mentioned events shall be held regularly in each department of the Medical Colleges wherever applicable to them irrespective of whether they have PG course or not.

A record of such activities shall be sent weekly to the Medical Education Section of DME, Assam by the HOD with copy to principal.

The activities are

Sl. No	Activities	Periodical	Who shall attend
1	Case presentation	Weekly	All Deptt. faculty members and students
2	Journal club	Weekly	Do
3	Seminar	Every 2 nd week in non PG deptt.	Do
4	Subject review	Monthly	Do
5	Death review meeting	Weekly	Do
6	Clinical pathological conference	Monthly	Do
7	Grand round	Weekly	Do
8	Observation of various 'World days' specially those relating to the subject		
9	Organizing guest lectures by inviting outside faculty	Monthly or every 2-3 months	All Deptt. faculty members and students

5. Regular classes for Post graduate students

In addition to the above activities where post graduate students are expected to attend, now regular classes need to be taken for the PG students deptt. wise and sometimes combining various departments.

We must aim at the at least 3 classes per week. Subject and faculty members are to be assign for the classes. People from superspecialities shall be encouraged for PG classes of broad specialties.

Timing: - Most of the teaching activities shall be placed in the time slot of 2-4 PM when clinical work is over. But the institutions are free to develop their own time table according to local suitability.

I hope you would leave no stone unturned to implement the above in your institution so that we may infuse quality and into our academic environment.

You are requested to give wide publicity to this letter and mark it to all faculty members.

This will be available in DME, Assam website i.e www.dmeassam.gov.in.

Sincerely yours,



Director of Medical Education, Assam

Dated 3 /04/2014

Memo No. DME/49/2014/ 3881-85

Copy to:

1. The Addl. Chief Secretary to the Govt. of Assam, Health & F.W. Deptt., Dispur, Guwahati-6 for kind information.
2. The Commissioner & Secretary to the Govt. of Assam, Health & F.W.(B) Deptt., Dispur, Guwahati-6 for kind information.
3. PS to the hon'ble Minister Health & F.W., Assam, Dispur, Guwahati-6 for kind appraisal of the hon'ble Minister.
4. PPS to the hon'ble Chief Minister, Assam, Dispur, Guwahati-6 for kind appraisal of the hon'ble Chief Minister.
5. Guard file.



Director of Medical Education, Assam