



# FATHER MULLER MEDICAL COLLEGE

(A unit of Father Muller Charitable Institutions)

Father Muller Road, Kankanady, Mangalore-575002

## Minutes of the Meeting of the MEU members and Curriculum Subcommittee members held on 20.09.2021.

- A meeting was called to initiate the coordination between MEU members and Members of Curriculum subcommittee on 20th September 2021 at 3.30 pm in the Lecture Hall 1.
- All the members were present except for Dr Smitha Bhat, Dr Maithreyee D.S., Dr Sowmya Bhat, Dr Archana B. and Dr Harsharaj K.
- Dean in his opening remarks informed the members that implementation of CBME needs to be looked into more closely and aggressively to ensure students of the RS4 scheme are benefitted best out of the same.
- He also impressed upon all, that there will be some difficulties in the initial stage. Hence it is in this stage, a constant interaction between these two committees should solve the problem significantly.
- He made a remark about traditional curriculum and how different is CBME and also informed all that there will be some resistance to the implementation by the teachers because of lack of training, by the students because of no definite guidelines are available and for some extent from the management. On his part, Dean assured that there will be no resistance from the management at all and he would support the staff in the best possible way.
- Dean informed the members that three aspects namely design, implementation and evaluation form the core of CBME and one of the terminology used i.e. 'Competency' needs to be understood well to implement CBME.
- In this context, Dean mentioned that, the students today should not be taught of the things of yesterday in which they would be robbed of tomorrow. Hence he requested the MEU members to include different teaching methodology and to stress on how to assess, if need be by having faculty development program for the curriculum implementation through CISP.
- The Dean stressed the need for everyone to understand the practical outcome based approach is the key in CBME and adopting different teaching learning methods and practice it on day to day basis. Uniformity should also be the goal. The need to learn about SLO (Student specific learning objective) and to ensure both horizontal and vertical integration which needs to be monitored again in each department.
- Dean also mentioned that, it would be ideal to have uniform timetable and method of assessment from NMC for the medical colleges across the country but for reasons not known such things have not come. Assessment in CBME needs a reliable robust validation method.
- He also said that the goal of CBME is not for competition but to attain expertise about the goal. He also stressed upon the fact that in CBME should be on student centric approach rather than teacher centric approach.
- He concluded that CBME is not fool proof but needs to evolve methods of linkage at various levels and is a continuous process.
- The core competencies of CBME are Critical thinking, Communication both oral and written, Team work and collaborations, learning to use IT application by all to the best possible extent and inculcate leadership and professionalism along with work ethics.
- He also requested to review the lesson plan, to review the teaching learning methods used in the department, to develop log books which could be discussed by the departments with MEU.
- Dean also mentioned about electives for the students to be planned for 8 weeks with 4 weeks in pre & para clinical including research and 4 weeks on Clinical side.
- The members of MEU, Dr Nagesh K.R. and Dr Shivashankara A.R. informed about the modalities how each has to be documented and pattern of the same what needs to be followed by each department will be sent to the departments shortly.
- Meeting concluded with a word of thanks at 4.30 pm.

**Dr. Jayaprakash Alva**  
Dean

C.C.: The Director, FMCI/ Administrator, FMMC /  
HODs / curriculum sub-committee members /  
Dr Smitha Bhat, MEU Convener / MEU Members / IQAC/ File

# FATHER MULLER MEDICAL COLLEGE, MANGALORE

Department of .....

## Monitoring checklist for CBME curriculum implementation

Month & Year: .....

	TL / Evaluation activities	Y/N	Method used for TL / Evaluation	Number of hours
1	Didactic lecture			
2	Small Group Discussion (SGD)			
3	Self-directed learning (SDL)			
4	Clinical posting (if any competencies covered during posting)			
5	AETCOM session			
6	Lesson plan for Didactic lecture/ SGD/ SDL/ AETCOM sessions		_____	_____
7	Alignment (percentage of total teaching hours)		_____	
8	Integrated teaching sessions	Nesting		
		Sharing		
		Correlation		
9	Simulation based learning			
10	Formative assessment			
11	Internal Assessment			
12	Early Clinical Exposure session (only for 1 <sup>st</sup> MBBS)			
13	Certifiable Skills (number of skills completed)			
14	Log book entry & it's scrutiny		_____	_____

### Instructions:

- Didactic lecture/ SGD/ SDL/ AETCOM/ Simulation based learning: If yes, attach a copy of lesson plan.
- Sharing session: If yes, attach the details of competencies addressed with time schedule.
- Correlation session: If yes, whether 'linker cases' used or not? If used, attach a copy of linker case.
- Percentage of Alignment can be calculated as number of alignment hours in a month divided by total number of teaching hours in that particular phase for the department x 100.
- Clinical posting: Mention number of hours used for teaching, only if any competencies covered during the posting.
- Formative assessment: Give details of number, method used (online/physical/any other). If online, whether LMS/ Google form/ Kahoot etc. used.
- Internal assessment: If yes, attach a copy of question paper.



# FATHER MULLER MEDICAL COLLEGE

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Father Muller Road, Kankanady, Mangalore-575002

FMMC/GEN/342/2021

21.09.2021

## CIRCULAR

With reference to this office letter no. FMMC/GEN/297/2021 dated 28.08.2021, I am sending herewith the revised format of **Monitoring Checklist for CBME Curriculum Implementation**". Hence I request the following curriculum sub-committee members of MBBS Phase I and Phase II departments to email the monthly progress reports about the curriculum implementation of your department to MEU convener, IQAC office and the office of the undersigned as per the enclosed revised format with effect from September 2021.

**Email Ids are as follows :**

Dr Smitha Bhat, MEU Convener : doctorsmitha@yahoo.co.in

Deans office : deanfmmc@fathermuller.in

IQAC office : fmmciqac@fathermuller.in

**Dr. Jayaprakash Alva**

**Dean**

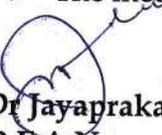
C.C.: The Director, FMCI/ Administrator, FMMC /  
HODs - with a request to inform the curriculum sub-committee members  
Dr Smitha Bhat, MEU Convener / IQAC/ File



## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Proceedings of the HODs and Course Coordinators meeting held on 19.07.2021.

- All the HODs were present for the meeting except for Dr Shailaja S., HOD of Emergency Medicine and Dr Don Mascarenhas, Associate Professor of Respiratory Medicine who were on leave and Dr Arunachalam, HOD of Medicine department who was represented by Dr Roshan M., Professor of Medicine.
- Dean in his opening remarks thanked all the HODs and Course Coordinators for attending the meeting at a short notice. He informed all of them the purpose of the meeting was to prepare the Institution for the return of the students to college as per government and university guidelines. They were informed that all the students will report back with negative RTPCR and all hostelites will be subject to five days of observation and till 26<sup>th</sup> July online classes will continue.
- They were informed that three Lecture halls, Conference hall and the Decennial Memorial hall are available as and when they require to conduct classes.
- The HODs were requested that they have to take same lecture twice a day on a given day. Dean informed them to cooperate and he suggested same person to take same lecture twice rather than different people.
- Practical classes to be taken for Pre and Para Clinical students in small batches of 2 and 4 respectively. Course Coordinators have already prepared the plan. The clinical posting of II Year, planned to post the students to ancillary departments. III year students will work in three batches and IV Year students in 5 batches. The same has been discussed with Dr Nagesh and Dr Habeeb Khan who will coordinate with HODs and department staff to ensure proper division of students and avoid crowding.
- Dean informed that there could be some difficulties initially and hence to bear with the same. The purpose of the meeting was to seek cooperation.
- Administrator requested all the OPDs should start on time with all the staff. He also informed the HODs, though many classes were conducted, they are not being uploaded in the LMS. Hence requested all to upload their classes in LMS.
- Any intra department issues should be discussed within the Department by the HOD with the concerned staff. Then the same to be informed to the Deans office where the issue will be verified and taken up with the higher authorities if necessary.
- The cooperation extended by all the staff in vaccination duty was appreciated and Administrator requested their cooperation in the coming days too.
- The ENT HOD expressed some difficulty to have full staff in OPD at 8:30 am. He was told to shift the PG Teaching program to the evening hours from 3:30 to 4:30 pm rather than compromising with the availability of staff in the OPD.
- HOD, Community Medicine suggested that the online classes should go on. He was informed that the students have expressed their desire to have offline classes, and it is necessary to meet their demands due to various reasons.
- The meeting concluded with the word of thanks.

  
Dr Jayaprakash Alva  
DEAN

Cc: The Director, FMCI /The Administrator, FMMC /The Administrator, FMMCH/Dean, FMCOAHS/  
Vice Dean /MS/DMS /HODs & Course Coordinators /File.

jp/jp

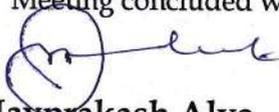


## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Proceedings of the Clinical Department HOD's meeting held on 22.07.2021

- All HODs were present for the meeting except for Dr Manjunath Shetty, HOD of Urology who was represented by Dr Zeeshan Hameed, Professor of Urology.
- The meeting started at 3.30 pm. The departmental meeting proceedings were presented by the HODs.
- HOD of Paediatrics department was informed to be prepared for third wave of Covid and whatever support is required to contact the Administrator of the hospital and be prepared.
- HOD of Radiation Oncology department was requested to extend support to send necessary details to BARC to start M.Sc. Radiation Physics Program.
- HOD of Radiology department was informed that still reports are being signed by Postgraduates and as per protocol only qualified staff can sign reports during the working hours and even after the working hours. No report signed by the Postgraduates should go out of the Institution. Between 5.00 pm and morning 8.00am when emergency investigations requested by the staff, it should be seen by a staff of Radiology department and reported. Emergency procedure without the approval of the staff to be discouraged.
- HOD of Medicine department mentioned that there has been delay in uploading the Radiology reports especially related to Covid cases. Due to this there is delay in counseling the patients. Hence requested the HOD to evolve an operating procedure and to ensure early approved reports.
- He also brought up the subject regarding pre operation evaluation being requested by various surgical specialities. He suggested that it would be better Anaesthesia staff to do the pre operation evaluation and if there is reason to refer Physician then the same can be sent to Medicine department. As there was some extended discussion on the same, Dean assured that he would call a meeting of HODs of Medicine, Anaesthesia and all surgical specialities and take a call on the same.
- All the HODs were informed that they should ensure all the staff of their department posted to OPD should be available at 8.30 am everyday. Dean requested the HODs not to give an opportunity to the management to keep a look whether staff have reached the OPD or not at 8.30 am and whether they are present throughout the working hours in the OPD.
- All departments were requested to conduct as many camps as possible to improve the OP numbers.
- Dermatology HOD was informed that they should start going to Bajpe Hospital on regular basis as there are plenty of cases for Dermatology.
- Urology HODs request for equipment, he was informed that it should be requested in the budget and approval depends upon cost and necessity and it will be prioritized and cleared accordingly.
- Urology HODs request to post Interns to his department was not accepted by the Dean. Dean informed that Interns posting to Super Speciality till now is not part of their program. HOD, Urology mentioned that there is increase in number of cases with urethral injury during catheterization. Dean informed that no procedure to be done by the Interns without the presence of qualified staff.

- Dean in his concluding remarks informed that posting and timetable are being revised for all batches and Course Coordinators have been requested to interact with HODs and depending upon the year and batch the students to be divided into small groups and to ensure Covid related protocol is followed. Dean also mentioned that there could be slight modification, it needs to be accepted and he also mentioned that lecture classes may have to be repeated and same staff to take class twice rather than two different staff.
- It was also repeated and again informed that all the online classes conducted during the Covid period should be uploaded in the LMS so that the students can go through it whenever they require. If students request that they would like the topic to be repeated that needs to be given attention and class to be conducted.
- Dean also informed that the Institution has taken up vaccination of Covid in big scale and the cases of adverse events of vaccination immediately and up to 30 days after the vaccination need to be reported. In this context, a standard operating procedure has been laid down and requested the cooperation of Medicine, OBG, Surgery, Ophthalmology and Dermatology to report if patients complain of any symptoms which are highlighted in standard operating procedure and inform the same to the Pharmacovigilance Committee. The coordinator for receiving the ADRs is Dr Chandralekha, Assistant Professor of Pharmacology.
- Dean also stated that he had an opportunity to go through the Log Books of PGs and he informed that all the surgical procedures are not mentioned and monitored, not entered on day to day basis rather it is entered on a single day and single staff signing from top to bottom. Process of graded improvisation in surgical skill, procedures performed with assistance, performed independently is not been found. Many a surgical students have not performed adequate number of surgeries before appearing for examination. In this context Dean requested all HODs to discuss the same in department meeting and evolve a methodology to implement this.
- Administrator thanked and appreciated the efforts of all and particularly Medicine department for all their support during the second wave of Covid.
- He also mentioned that Medical Education Unit has taken up activities to improvise the teaching skills of Senior Residents and that he would like to extend the same to the Assistant Professors. He suggested that the senior Professors also need to support the same.
- He again requested all the HODs that the request to procure equipments should be mentioned in the budget and not as and when they want.
- Administrator informed that the new department space will be ready for OBG and Paediatrics department shortly.
- He also brought to the attention of all HODs that the available opportunity for promotion is limited. Hence, those Senior Residents with long years of experience with publication to their credit and who have contributed to the institutional activities will be given priority in promotion.
- Administrator also mentioned the fact that staff publish students work as first author which is actually forbidden and hence he requested the HODs to convey the same in department meeting.
- Dean has opined that the corresponding author and first author remains same in many of the articles, the Principal Investigator should be the first author and staff guiding the student should be the corresponding author. Publication guidelines allow benefits to corresponding author plus three authors.
- Meeting concluded with a word of thanks at 4.40 pm.



**Dr Jayprakash Alva**

**DEAN**

Cc: The Director, FMCI - For information  
The Administrator, FMMC / All members / File

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## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Proceedings of the Pre and Para Clinical HOD's meeting held on 19.08.2021

- All HODs were present for the meeting except for Dr Jnaneshwar Shenoy, HOD of Physiology who was represented by Dr Shyamala Kumari, Associate Professor of Physiology.
- The departmental meeting proceedings were presented by the HODs.
- Dean informed all the HODs that in future mention only the total number of publication that they have in international, national, state which are indexed in NMC recognized journals in the monthly proceedings.
- With regard to activities by staff of the department, only numbers and whether state, national and international to be mentioned in the monthly proceedings.
- All the HODs of department with PG program were informed that in future during any exam and inspection related activity till such time all details are completed they should be available
- Dean also informed that the statistics of Microbiology, Pathology and Biochemistry are steadily improving and requested the HODs to monitor the statistics on day to day basis.
- Pathology HOD mentioned about the difficulty faced due to posting the secretary to various other works. Dean informed that it has been the same across all the departments. If there is any urgent need internal arrangement to be done by the concerned staff.
- Dean mentioned that there is an academic audit tomorrow and they should prepare well. He also informed that documentation part of most of the departments are not up to the mark which needs to be improved upon.
- Remedial measure for low performers and high performers is not done in a proper way.
- In addition Dean remarked, that in the teaching learning methodology that are adopted by few departments no continuity is seen in any of the methods. Hence requested the HODs to introspect and initiate necessary measures on continuous basis throughout the year to all students in a given batch.
- Dean requested all HODs that they should have a targeted Research output every year as it is seen that only a few staff contribute to department research output and publications.
- Dean brought to attention of all that the mentor mentee activity needs to be taken up by staff of departments to be continued in higher classes too.
- HODs were informed to plan out topics for electives in pre and para clinical departments. The same to be prepared by next meeting so that students gets ample opportunity to select their topics.
- Dean mentioned that very few staff have applied to be the member of Board of studies and academic council. Hence requested the HODs to encourage their staff to apply when called and try to be in BOS.
- Department HODs were requested to conduct certificate program from their department and also to consider valued added program which they can initiate from their department.
- Dean in his concluding remarks mentioned that very few staff are taking up FAIMER fellowship. Hence requested the HODs to inform their department staff to initiate necessary measures and part take in FAIMER fellowship.
- Administrator in his concluding remarks informed all that the increasing number of covid 19 cases and precautionary measures adopted in the Institution. Day scholars wants to use the facility they are welcome. Institution will support in the best possible way.
- Meeting concluded with the word of thanks at 4.30 pm.

**Dr Jayaprakash Alva**  
**DEAN**

Cc: The Director, FMCI - For information /The Administrator, FMMC / The Assistant Administrator, FMMC  
COR/ Vice Dean /Dean, AHS /The HODs of Anatomy, Physiology, Biochemistry, Microbiology, Pathology,  
Pharmacology, Forensic Medicine, Community medicine / File

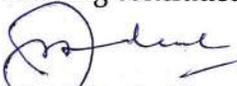


## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Proceedings of the Pre, Para & Clinical department HOD's meeting held on 23.09.2021

- A Meeting of the HODs of Pre, Para and Clinical Department was called together in view of some of the important issues related to the Institution.
- All HODs were present for the meeting except for Dr Prithi Jain, HOD of Anaesthesiology, Dr Clement R.S. Dsouza, HOD of Surgery who was represented by Dr John Martis, Professor of Surgery and Dr Deepa K.V., HOD of OBG who was represented by Dr Prajna Kumari, Assistant Professor of OBG.
- The Administrator who welcomed the gathering informed about the participation of the Institution in NIRF and brought it to the attention of all concerned that he was happy as well as disappointed about the NIRF. Happy because our scores have improved over the years and disappointed as we missed 50<sup>th</sup> place by one point odd marks but informed all the staff not to be disappointed and we would work on some of the points that we need to improve namely Research and Student result.
- During the meeting he also mentioned that the Institution should aim for high grade in NAAC and this would be possible through the efforts of every HOD along with that of the staff. He requested the cooperation of all staff to make the NAAC visit on 11<sup>th</sup> and 12<sup>th</sup> October 2021 a fruitful one with their support.
- Administrator also mentioned about the Annual Performance Appraisal System (APAS). He said after almost about two years of continuous efforts a new appraisal system online has been initiated and he brought to the attention of all HODs that the scoring that has been calculated by staff will not tally with final score as there are many a things that had to be looked into. The most prominent change is in Teaching Learning practice where the scores are calculated on percentile basis and not on total, in view of gross variation in number of hours of teaching in few departments of Institution. He said the system is now on real time basis to ensure every staff can upload their details on day to day basis. Hence the system would be much more compatible to everyone than the earlier one. He also informed to the HODs that the documentary evidence for every activity is must. Those who fail to attach the evidence will lose their marks.
- Dr Ram Shenoy Basti wanted to know whether the system will close on last day of the year as there are certain online programs who issue certificates that are sent after several days to which Administrator informed that the system will not be closed on 31<sup>st</sup>. Information will come from Deans office as to by which date the HOD should forward the completed appraisal forms to Deans office.
- Administrator also brought to the attention of the HODs to make sure Students and Interns should start wearing their apron and ID card without fail and with immediate effect not to allow either the Students and Interns without apron to attend the work or teaching program in the Institution.
- Administrator also thanked Dr Arunachalam for his services as HOD of Medicine department and welcomed Dr Roshan M who would be taking charge as HOD of Medicine department. Both expressed their gratitude and thanked the management for the opportunity.
- HOD of Psychiatry department informed about the recent Psychiatry society conference and thanked the management for the support shown.
- Dean in his remarks again reminded about the NAAC Peer Team visit on 11<sup>th</sup> and 12<sup>th</sup> October 2021 and informed all the HODs to remember every point of seven criteria of NAAC.
- He informed that the assessment is only for 30% of marks as 70% of process is already completed on quantitative matrix presented through self study report.

- Dean informed after the External audit which was followed by Internal audit of presentation some of the lacunae were pointed out by the auditors. Hence requested the HODs to correct the same.
- In the SWOC analysis the weaknesses of the department has been projected rather inappropriately by some which needs reframing which will be seen in the department presentation commencing from 24<sup>th</sup> September 2021.
- Dean also mentioned that only 12 departments will get the opportunity to present. Out of the 12, 6 departments will be selected by the NAAC Peer Team and 6 would be our choice. Our choice will be decided from the presentation that start tomorrow.
- Dean requested all the HODs to be present for the presentation with the department NAAC coordinator to ensure that they follow the same format. Lacunae in the presentation if any to be corrected by the HOD.
- Dean also informed the HODs that during NAAC visit and during the presentation, the HOD and Coordinator should only respond to all the queries and all staff should be available during the presentation and also to ensure all staff know all the details of the presentation.
- They were also informed to maintain absolute silence and avoid using mobile phones during the presentation. Timing of the presentation will be informed when the Peer team arrive here.
- All departments should identify a place for presentation, the chairs should be in an absolute perfect position, LCD Boards and Projectors should be functioning properly. Not to give any scope for the peer team to point out any deficiency.
- If the place of presentation requires any change, repair and painting the HODs were informed to contact Logistic team head Fr Jeevan George and complete the work before the time of NAAC Peer team visit. If any of the HODs have any difficulty they were informed to contact the Administrator, Dean, Vice Dean and Dr Hareesh Shivu Gouda to make sure it is completed before the visit.
- Dean also mentioned about the budgetary allocation which will be sent to the HODs by tomorrow. Budget will be under two headings and details will be mentioned in the format sent to them.
- Dean informed them to be aware of the components of salary and if possible salary scale details.
- Presentation should have documentary evidence in place without which the presentation will lose its benefits.
- In the department presentation they were informed to say infrastructure is adequate. In staff requirements, if there are additional staff to say available more than required and if the assessors ask as to why, to respond because of the increased work load of the department, management has appointed additional faculty and whenever required to meet the increase in PG intake, the staff requirement has increased.
- Dean informed that he would be doing Institution presentation. HODs along with the department NAAC Coordinators to attend the same. Efforts will be made for online viewing of the presentation to all staff as all cannot be allowed to participate in the hall as we have to follow the covid protocol. Hence HODs were requested to inform the staff to view the presentation online. He also informed that the presentation is to give the overall view of the Institution in a nutshell. Dean is ready to take the feedback and do corrections if required.
- Meeting concluded with the word of thanks from the Administrator at 4.30 pm.



**Dr Jayaprakash Alva**  
**DEAN**

Cc: The Director, FMCI - For information /The Administrator, FMMC / The Assistant Administrators, FMMC  
COR/ Vice Dean /Dean, AHS /all HODs / File

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## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Proceedings of the MBBS Course Coordinators meeting held on 27.10.2021.

- The meeting of the MBBS Course Coordinators was held on 27.10.2021 at 10.00 am in the Senate hall.
- All Course Coordinators were present for the meeting.
- Except for final year, all other year theory class portion have been completed. Dr. Habeeb was informed to continue with online class.
- Dean informed the Course Coordinators that all should complete the split Internal Assessment between 10<sup>th</sup> November to 20<sup>th</sup> November 2021 and Second Internal Assessment between 10<sup>th</sup> December & 20<sup>th</sup> December 2021. All HOD's should be informed about the same.
- Dean informed that the Practical/ Clinical classes will continue as before except on Internal Assessment dates.
- Dean also informed that the dates of Internal Assessment & Practical/ Clinicals are subject to change if the dates of final Examination are received from the university.

**Dr Jayaprakash Alva**  
**DEAN**

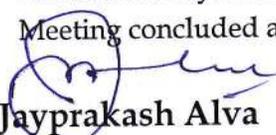
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Vice Dean / Course Coordinators /File.  
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## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Proceedings of the Clinical Department HOD's meeting held on 28.10.2021

- All HODs were present for the meeting except for Dr. Jacintha Martis, HOD of Dermatology who was represented by Dr. Michelle Serene Fernandes, Associate Professor of Dermatology.
- HOD of Paediatrics informed about the shortage of Senior Residents in the department and was informed that when applicants are available, will be appointed.
- Issue regarding references of the patients & visits, that has to be decided on case to case basis.
- HOD of Paediatrics along with all other HOD's were informed about poor OP number and requested to initiate measures to improve.
- Necessity to start OP with full staff in time was reminded and the Administrator also informed about monitoring the same.
- All HOD's were requested to relook into the statistics of OPD, speciality clinics, teaching program, surgeries & deliveries and initiate measures as at the end of year UG renewal was due and next year many PG departments renewals are pending.
- HOD of Radiotherapy was informed about constant statistics to which he informed about the difficulty with present equipments.
- HOD of Radiology requested for protected research hours/weeks/months to which Dean informed it would be discussed in IQAC.  
He also brought to the attention of the difficulty in integrating PACS with Backbone and he was informed to discuss with Administrator of the hospital.
- The under utilization of casualty OT was mentioned to which it was informed about the non availability of nursing staff. Dean informed poor number of casualty OT utilization will be against the institution during inspection.
- HOD of Medicine brought to the attention the request of Neuro Surgeon for mechanical thrombectomy to which he was asked to discuss with neurologist.
- HOD of Ophthalmology was informed about poor statistics and need to cooperate by sending faculty to various centres when requested.
- HOD of Emergency Medicine was requested to initiate regular meeting in the department.
- All HOD's were informed about Materiovigilance program of India being taken up by department of Pharmacology and required their cooperation to implement the same.
- Dean informed about the delay in attending cases at casualty and sought cooperation of all HOD's.
- HOD's were informed to monitor Interns and PG's closely and were informed to remind PG's to submit synopsis and thesis in time. They were also requested to remind all staffs in the department to participate in Clinical Society meeting.
- All HOD's were requested to cooperate with the Course Coordinator to complete Internal Assessment by 10<sup>th</sup> December 2021. Administrator informed the need for research initiative and non availability of staff in the OPD during afternoon.
- Meeting concluded at 05.00 pm with the word of Thanks by Administrator.

  
**Dr Jayprakash Alva**  
**DEAN**

Cc: The Director, FMCI - For information  
The Administrator, FMMC / All members / File

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## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Proceedings of the Clinical Department HOD's meeting held on 25.11.2021 at 3:30 pm.

- All HODs were present for the meeting except for Dr Clement R.S. DSouza, HOD of Surgery who was represented by Dr John Martis, Professor of Surgery, Dr Shreedhara Avabratha, HOD of Paediatrics who was represented by Dr Pavan Hegde, Professor of Paediatrics, Dr Manjunath Shetty, HOD of Urology who was represented by Dr. Prashanth Adiga, Associate Professor of Urology.
- HODs presented the proceedings of their respective departments.
- Dr Prashanth Adiga who was present for the meeting in place of Dr Manjunath Shetty, HOD of Urology was informed the necessity to include the previous 3 years statistics and comparative statistics of last three months in the department proceedings in future.
- All the HODs were requested to inform all the staff of their department to participate in the Experientia doctrina sessions organised by the Medical Education Unit and Research Center on regular basis.
- The HODs of Radiation Oncology, Orthopaedics, in the absence of Respiratory Medicine department were requested to cooperate with the course coordinators in organizing the timetable for the RS4 Batch which needs to be spread over 3rd and 4th year.
- HOD, Emergency Medicine brought to the attention the inadequate number of staff in the department and to recruit as many Junior Residents and Senior Residents to the department. In this context Dean informed that very few candidates are interested to join Emergency Medicine department. Hence requested the HODs to identify or through their contact invite candidates to join Emergency Medicine department and help us to develop the department at the earliest.
- HODs were requested to send the staff members themselves for the Bajpe and Thumbay health centers for the weekly camps. Dean also expressed that HODs should take a lead by going to the center once in 2 to 3 months and encourage staff to go for these camps.
- Dean mentioned about the poor statistics of OP and IP. Medicine and Surgery department should have OP number of 200 plus per day while all other department must target OP number of 100 to 125 per day at least. Dean reminded that any initiative that needs to be taken to improve the OP count should be discussed with the Administrator of the hospital and the management will support in the best possible way. HODs were requested to discuss the same in the department meeting and initiate necessary measures.
- In view of the poor clarity about exact date of final exam for all the batches, constant changes are been made in timetable and clinical posting. In this context Dean informed the HODs to bear with the inconvenience caused and requested the HODs to cooperate as college office needs to adjust the posting as per the needs of the students, trying to support them for their cultural activity, to give them adequate exposure both clinical side and lab. So there could be some confusion as repeated circulars from Deans office will be sent. Hence to cooperate and adjust to the best extent.
- Dean requested the HODs to inform their PGs to upload the thesis well ahead of time as last minute browser issues may result in delay in uploading the thesis.

- Surgical department such as General Surgery, Orthopaedics, Neuro Surgery, Urology were requested to utilize the Emergency department OT as much as possible and enhance the statistics as the college is preparing for renewal of UG recognition which is there at the end of this year.
- Dean also requested all the HODs that the CQC representative of every unit should monitor regularly and make sure that all the case sheets are updated and then only sent to MRD as there are many a issues that are been noticed during monitoring of case sheets.
- Dean informed that the Promotion to any staff will now depend upon publication of staff and report of APAS. Seniority alone will not be the criteria but all round performance is the criteria for promotion.
- Administrator in his concluding remarks informed about inadequacy of nursing staff in the hospital. Hence sought the cooperation of all HODs till such time nursing exams are completed and more nurses are recruited.
- He mentioned about use of institutional email ID and all HODs to inform the staff to use Father Muller Medical College and not to include any other words when details are sent for publication.
- He also requested their cooperation in enhancing the OP and IP Statistics.
- Meeting concluded at 04.45 pm with the word of Thanks by Administrator.



**Dr Jayprakash Alva**

**DEAN**

Cc: The Director, FMCI - For information  
The Administrator, FMMC / All members / File

jp/jp



## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Pre-Clinical and Para-Clinical HOD meeting held on 20.01.2022.

The meeting was attended by the HODs of Anatomy, Biochemistry, Pathology, Community medicine and I/c HODs of Physiology, Pharmacology, Microbiology and Forensic Medicine. The meeting started at 4.00 pm with a welcome note.

- ❖ All the HODs were requested to inform the faculty about applying for leave in advance and non-compliance may lead to 'Leave without pay'. This would be implemented strictly except in emergency situations. Even during emergency situation, the faculty concerned should make every effort to intimate about the leave to the HOD / MS / Dean.
- ❖ In anticipation of the ensuing NMC assessment, the faculties are requested not to avail long leave and be available in the campus in the event of assessment at a short notice, even when they are on leave.
- ❖ As a general rule no special casual leave would be granted for attending / participating in online conferences or workshops. However, in exceptional cases special casual leave may be sanctioned at the discretion of the management by the Dean / Administrator.
- ❖ The examination related special casual leave may be applied online only after submitting the relevant documents to the Dean in advance. Final granting of the leave is based on the submission of the attendance certificate / work done statement.
- ❖ The HODs are requested to encourage the faculty about enhancing the research output. Faculty may apply for external or institutional grants.
- ❖ The Administrator informed the HODs that the APAS was introduced to recognize the outstanding achievements of faculty. Only such significant activities / contributions would be allocated points. Over all 70% of the points are for research or other related activities and 30% of the points are for contribution in teaching. The APAS for the year 2021 is closed and for the year 2022 is open for submission of the data as and when it is available to the faculty.
- ❖ The management would like to strengthen the MEU by including at least one faculty from each Department. The HODs are requested to initiate necessary action in this regard. The HODs also would identify the electives for the CBME batch and submit them to the MEU convener at the earliest.
- ❖ The Administrator informed the HODs that the low achievers in the internal examinations must be identified early and remedial measures to be implemented. It was also informed that the Management would come out with a clear document pertaining to the attendance shortage. HODs have to closely monitor the attendance of the students on a monthly basis and names of the students with low attendance to be sent to the Dean periodically.

**Dr Antony Sylvan D Souza**  
**DEAN**

Cc: The Director, FMCI - For information / The Administrator, FMMC / The Assistant Administrator, FMMCH  
COR/ Vice Dean / The HODs of Anatomy, Physiology, Biochemistry, Microbiology, Pathology,  
Pharmacology, Forensic Medicine, Community medicine / File



## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the -Clinical HOD meeting held on 27.01.2022.

The meeting was attended by the HODs of Anesthesiology, Psychiatry, Surgery, Immunohaematology & Blood Transfusion [IHBT], Emergency Medicine, Ophthalmology, Dermatology, Obstetrics & Gynaecology, Otorhinolaryngology [ENT], Radiodiagnosis, Radiation oncology, Orthopaedics, Paediatrics, and I/c HODs of General Medicine and Urology. The, Administrator FMMC, Dean, Vice Dean, MS and Course coordinator for III MBBS part I were in attendance. The meeting commenced at 3.30 pm with a welcome message and opening remarks by the Administrator FMMC.

- ❖ The HODs presented brief report of the previous month about their departmental activities and the hospital statistics.
- ❖ It was informed to all that the approval of leave would be streamlined and all the HODs were requested to remind the faculty about applying for leave in advance. Non-compliance may lead to 'Leave without pay'. This would be implemented strictly except in emergency situations. Even during emergency situation, the faculty concerned should make every effort to intimate about the leave to the HOD / MS / Dean.
- ❖ As a general rule no special casual leave would be granted for attending / participating in online conferences or workshops. However, in exceptional cases special casual leave may be sanctioned at the discretion of the management by the Dean / Administrator.
- ❖ The examination / conference related special casual leave may be applied online only after submitting the relevant documents to the Dean in advance. Final granting of the leave is based on the submission of the attendance certificate / work done statement.
- ❖ The faculties to be requested strictly to avoid availing leave on their OPD days except in unavoidable circumstances. Alternate arrangements should be made with intimation to the HOD. / MS.
- ❖ In anticipation of the ensuing NMC assessment, the faculties are requested not to avail long leave and be available in the campus in the event of assessment at a short notice, even when they are on leave.
- ❖ The HODs are requested to go through the NMC forms and ensure that the forms are fully filled and completed in every aspect, without any deletions or modifications. Every department has to maintain all the required documents of the faculty.
- ❖ The HODs are requested to encourage the faculty about enhancing the research output. Faculty may apply for external or institutional grants.
- ❖ The Administrator informed the meeting that the APAS was introduced to recognize the outstanding achievements of faculty. Only such significant activities / contributions would be allocated points. Over all 70% of the points are for research or other related activities and 30% of the points are for contribution in teaching. The APAS for the year 2021 is closed and for the year 2022 is open for submission of the data as and when it is available to the faculty.

- ❖ The Administrator informed the HODs that the low achievers in the internal examinations must be identified early and remedial measures to be implemented. HODs have to closely monitor the attendance of the students on a monthly basis and names of the students with low attendance to be sent to the Dean periodically. The HODs may obtain undertaking from the concerned students that they would fulfill all the requirements of the internal assessment and attendance as per the rules. The attendance may be published only after finalization. Extreme care to be taken to ensure that under no circumstances the attendance register is handled by the students.
- ❖ The Administrator emphasized that the Doctors on 'Stay Duty' are to be available within the hospital throughout the duty time.
- ❖ There would be blessing and inauguration of the renovated facility of Radiodiagnosis, IHBT and Physiotherapy on 2<sup>nd</sup> February. The Graduation Ceremony is scheduled for 2<sup>nd</sup> of April 2022.
- ❖ The Management Committee Members would attend the Departmental staff meetings of Ophthalmology and ENT in the month of February. The meetings may be scheduled accordingly as per the convenience of the MC members.
- ❖ The institution would commence 'Pain Clinic' under the supervision of Anesthesiology HOD. The HOD is requested to arrange for a presentation regarding the same in the next Clinical Society meeting.
- ❖ The Tumor / Onco board would be established under the Department of Radiation Oncology. The HOD is requested to propose the names of the members and draft a document regarding the same.
- ❖ The Administrator brought to the notice of all that the budgetary allocation is in the final stages of approval.
- ❖ The Govt authorities have instructed the institution to include Faculty members apart from the Post Graduates during the camps related to the Endosulfan victims. The departments of General Medicine, Paediatrics, Orthopaedics and Psychiatry are requested to make necessary arrangements.

The meeting concluded at 4.45 pm.



**Dr Antony Sylvan D Souza**  
**DEAN**

Cc: The Director, FMCI - For information  
The Administrator, FMCC / All members / File

asd/jp



## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Pre-Clinical and Para-Clinical HOD meeting held on 17.02.2022

The meeting was attended by the HODs of Anatomy, Biochemistry, Pathology, Pharmacology, Microbiology, Forensic Medicine, Community medicine and I/c HOD of Physiology. The Administrator FMCC and Vice Dean attended the meeting on behalf of the Management. The meeting started at 3.30 pm with a welcome note and opening remarks by the Administrator.

- ❖ The Administrator informed the HODs that the low achievers in the internal examinations must be identified early and remedial measures to be implemented. HODs have to closely monitor the attendance of the students on a monthly basis and names of the students with low attendance to be sent to the Dean periodically. Low achievers in the IA examination as well as those with low attendance are to be supervised closely and an intimation to the parents to be sent. The HODs may obtain undertaking from the concerned students that they would fulfill all the requirements of the internal assessment and attendance as per the rules. The attendance may be published only after finalization. Extreme care to be taken to ensure that under no circumstances the attendance register is handled by the students.
- ❖ The HODs were requested to closely involve in all the academic activities of the AHS and Physiotherapy students. Measures to be implemented to improve their examination performance after discussing with respective Heads of the Institutions.
- ❖ The Biochemistry HOD requested for a few items which are needed as per the NMC guidelines.
- ❖ The Pathology HOD informed that the Pathology PGs completed the requisite posting at NIMHANS.
- ❖ The Dean informed the HODs about the changes proposed by the NMC for the I MBBS Feb 2022 batch.
- ❖ The RGUHS Post Graduate examinations would be from 7<sup>th</sup> to 13<sup>th</sup> May 2022. The Practical examination dates are from 16<sup>th</sup> to 25<sup>th</sup> May 2022.
- ❖ The RGUHS in a recent meeting had reminded the HOIs that all the examination related assignments are mandatory for the faculty. The faculty members are also requested to volunteer for 'Observer / squad' duties for the theory examinations at other centres.

The meeting concluded at 4.45 PM with vote of thanks.

**Dr Antony Sylvan D Souza**  
**DEAN**

Cc: The Director, FMCI - For information / The Administrator, FMCC / The Assistant Administrator, FMCC  
COR/ Vice Dean / The HODs of Anatomy, Physiology, Biochemistry, Microbiology, Pathology,  
Pharmacology, Forensic Medicine, Community medicine / File

asd/jp



## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Clinical HOD meeting held on 24<sup>th</sup> February 2022

The meeting was Chaired by the Administrator, FMMC and attended by the Dean, Vice Dean, MS, HODs of Anesthesiology, Emergency Medicine, Psychiatry, General Medicine, Surgery, Immunohaematology & Blood Transfusion [IHBT], Ophthalmology, Dermatology, Paediatrics, Otorhinolaryngology [ENT], Radio-diagnosis, Radiation oncology, Orthopaedics, Urology and I/c HOD Obstetrics & Gynaecology. The meeting commenced at 3:30 pm with a welcome message and opening remarks by the Administrator FMMC.

- ❖ The HODs presented brief report of the previous month about their departmental activities and the hospital statistics. It was informed that that an interactive meeting between MC members and ENT department was held on 21<sup>st</sup> of February 2022 and the salient points were briefed by the ENT HOD.
- ❖ It was brought to the notice of the HODs that the RGUHS UG medical exams have commenced from 22<sup>nd</sup> February 2022. Digital valuation may start soon and all the eligible faculties have to involve in the valuation process once notification is issued by the University. All faculty need to be reminded that participation in the exam related assignments of RGUHS is mandatory. The practical exam dates are from 21<sup>st</sup> to 26<sup>th</sup> March 2022 and there is high probability of NMC assessment during that time.
- ❖ In view of the anticipated NMC assessment, the HODs are requested to maintain all the documents as may be needed and also have adequate hospital statistics.
- ❖ The RGUHS Post Graduate Medical examinations would be from 7<sup>th</sup> to 13<sup>th</sup> May 2022. The Practical examination dates are from 16<sup>th</sup> to 25<sup>th</sup> May 2022. The Departments that are likely to face the assessment process would be informed about the dates of the practical examination well in advance / as soon as it is notified.
- ❖ The Final year PGs have requested to be relieved from their routine duties and the same is deferred for now as per the directives from the RGUHS and also in view of the fact that the junior batch PGs have not reported in full strength.
- ❖ The Medical psychiatry social workers attached to the Psychiatry dept, in close association with the community medicine department have to get involved in monitoring the families at the village level. The needy population may be provided with counseling and de-addiction services.
- ❖ As per the circular sent from the Administrators' office, all the log and record books henceforth would be issued to the students through Souhardha cooperative society. The departments are requested to hand over the books in their possession to Souhardha with intimation to the College office.

- ❖ The HODs have to encourage the PGs to get the plagiarism checks done in the library at concessional rates.
- ❖ All the Doctors attending the casualty [EMD] duties especially during late in the evenings and nights should make every effort to admit patients at least for a day [if not longer] for observation. The HODs have to discuss this issue with the faculty for effective implementation.
- ❖ The cost related to any medical / surgical procedures, the patients should be directed to authorized persons and no arbitrary figure to be provided without referring to the schedule of Charges as decided by the management. In exceptional genuine scenarios further concession may be granted at the discretion of the Management. As far as possible no patient should be sent out for lack of funds.
- ❖ The meeting was informed that the Physiotherapy department would be under the Medical College for academic and administrative purposes with immediate effect as per the statutory requirements
- ❖ The HODs were requested to depute faculty to teach the AHS students with instructions that they teach as per the syllabus provided by the University. Ideally one faculty may be involved to cover a particular region / system. Frequent change of faculty may be avoided to the best possible extent.
- ❖ The Administrator informed that the refurbished MICU predominantly for private patients would be inaugurated on 12<sup>th</sup> of March 2022.

The meeting concluded at 4:50 pm with vote of thanks.



**Dr Antony Sylvan D Souza**  
**D E A N**

Cc: The Director, FMCI - For information  
The Administrator, FMCC / All members / File

asd/jp



## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Clinical HOD meeting held on 31<sup>th</sup> March 2022

The meeting was attended by the HODs of Anesthesiology, General Medicine, General Surgery, Immunohaematology & Blood Transfusion [IHBT], Emergency Medicine, Ophthalmology, Dermatology, Obstetrics & Gynaecology, Otorhinolaryngology [ENT], Radiodiagnosis, Radiation oncology, Orthopaedics, Paediatrics, Urology and I/c HOD Psychiatry. The Administrator FMMC, COR FMCI, Dean, Vice Dean, MS and Coarse coordinator for III MBBS part II were in attendance. The meeting commenced at 3.00 PM with a welcome message and opening remarks by the Administrator FMMC.

- ❖ The HODs presented brief monthly report about their departmental activities and the hospital statistics. Request was made by the HODs about adding the patient statistics of FMH Thumbay to the respective departmental numbers. MRD also would facilitate to add the numbers of the Super specialty departments [where there is no PG program] to the departments of General Medicine [e.g. Endocrinology & Cardiology] and General Surgery.
- ❖ As per the CBME curriculum 'Small Group Discussion' for the students is proposed for every Subject and there is shortage of teaching rooms. The HODS requested for additional Lecture halls / demonstration rooms.
- ❖ HOD Surgery requested for the installation of CCTV adjacent to the OT for the students to observe the Surgeries.
- ❖ OBG HOD requested for the reduction of charges for all the deliveries.
- ❖ Radiology HOD mentioned about the need of a Duty room for the night duty faculty
- ❖ The Clinical postings [in the afternoons] and Theory classes [Thursday afternoon] for BHMS students would commence from 18<sup>th</sup> April. Cooperation was sought from the concerned departments. The Fr Muller Homoeopathy Medical College would facilitate the posting of MBBS interns of FMMC.
- ❖ In view of the anticipated surprise assessment by the NMC the faculties are requested to be available in the campus on a short notice even when they are on leave. Special Casual Leave for attending conferences or for examination related assignments permission must be sought in advance with appropriate documents. HODs are instructed to process the leave requests only on production of the relevant appointment orders.
- ❖ The HODs were requested to inform the faculty to be punctual in general and in particular on the OP days [both in the mornings and afternoons]
- ❖ The Administrator emphasized the importance of research and publications. HODs are requested to encourage every faculty to have at least one scientific paper publication per year
- ❖ The Administrator invited the entire faculty for the Graduation Ceremony which is scheduled for 2<sup>nd</sup> of April 2022.

The meeting concluded at 4.40 PM with vote of thanks

  
**Dr Antony Sylvan D Souza**  
**DEAN**

Cc: The Director, FMCI - For information / The Administrator, FMMC / All members / File

asd/jp



## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Pre-Clinical and Para-Clinical HOD meeting held on 19.05.2022

The meeting was attended by the HODs of Anatomy, Biochemistry, Pathology, Pharmacology, Microbiology, Forensic Medicine, Community Medicine and I/c HOD of Physiology. Additionally the Administrator FMCC, Dean and Vice Dean attended the meeting on behalf of the Management. The meeting started at 3.30 PM with a welcome note and opening remarks.

- ❖ The HODs presented brief reports about the departmental activities.
- ❖ The Administrator informed the HODs that the students with low attendance and poor performance in the internal examinations must be identified early and remedial measures to be implemented. The students with low attendance are to be supervised closely and an intimation to the parents to be sent. The HODs may obtain undertaking from the concerned students / parents that they would fulfill all the requirements of the Internal assessment and attendance as per the rules. Appropriate documents to be retained by the concerned departments
- ❖ It was decided that the students who are appearing for the I MBBS supplementary examination would start appearing for the II MBBS classes immediately after the conclusion of examinations [23<sup>rd</sup> May onwards]. However as there is no carryover as per the rules those who are unsuccessful in the supplementary exams would not be permitted to continue with II MBBS classes
- ❖ The HODs of Biochemistry, Microbiology and Pathology requested for early procurement of the instruments which were approved in the budget.
- ❖ The Administrator requested all the examiners to maintain confidentiality to the best possible extent during University examinations. Utmost care to be taken in handling of the answer scripts [entries to be made only by the examiners] and corrections / applying whitener to be strictly avoided.
- ❖ The Administrator on behalf of all thanked the HOD of Community Medicine for his immense contribution in all institutional / departmental programs and wished him well.

The meeting concluded at 4:45 pm with vote of thanks.

**Dr Antony Sylvan D Souza**  
**DEAN**

Cc: The Director, FMCI - For information / The Administrator, FMCC / The Assistant Administrator, FMCC  
COR / Vice Dean / The HODs of Anatomy, Physiology, Biochemistry, Microbiology, Pathology,  
Pharmacology, Forensic Medicine, Community medicine / File

# FATHER MULLER MEDICAL COLLEGE, MANGALORE

FMMC/POSTINGS/01/2021

DATE: 26.07.2021

## CLINICAL POSTING - REVISED

The MBBS Phase II (RS4 SCHEME) students will attend the clinical postings from Monday to Friday as per the schedule mentioned below.

BATCH 'A1'..... 19M3731 TO 19M3749

BATCH 'B1'..... 19M3767 TO 19M3787

BATCH 'C1'..... 19M3806 TO 19M3823

BATCH 'D1'..... 19M3843 TO 19M3860

BATCH 'A2'..... 19M3750 TO 19M3766

BATCH 'B2'..... 19M3788 TO 19M3805

BATCH 'C2'..... 19M3824 TO 19M3842

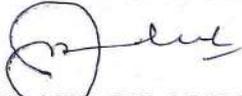
BATCH 'D2'..... 19M3861 TO 19M3880

<b>FROM 26.07.2021 TO 07.08.2021</b>			<b>FROM 09.08.2021 TO 21.08.2021</b>		
Dept.	10.30 AM TO 11.30 AM	11.30 AM TO 12.30 PM	Dept.	10.30 AM TO 11.30 AM	11.30 AM TO 12.30 PM
Respiratory Medicine	-----	A1 & A2	Psychiatry	A1 & A2	
Transfusion Medicine	A1 & A2	-----	Respiratory Medicine	-----	B1 & B2
Dermatology	B1 & B2		Transfusion Medicine	B1 & B2	-----
Radiodiagnosis	C1	C2	Dermatology	C1 & C2	
Laboratory Medicine	C2	C1	Radiodiagnosis	D1	D2
Psychiatry	D1 & D2		Laboratory Medicine	D2	D1
<b>FROM 23.08.2021 TO 04.09.2021</b>			<b>FROM 06.09.2021 TO 18.09.2021</b>		
Dept.	10.30 AM TO 11.30 AM	11.30 AM TO 12.30 PM	Dept.	10.30 AM TO 11.30 AM	11.30 AM TO 12.30 PM
Radiodiagnosis	A1	A2	Dermatology	A1 & A2	
Laboratory Medicine	A2	A1	Radiodiagnosis	B1	B2
Psychiatry	B1 & B2		Laboratory Medicine	B2	B1
Respiratory Medicine	-----	C1 & C2	Psychiatry	C1 & C2	
Transfusion Medicine	C1 & C2	-----	Respiratory Medicine	-----	D1 & D2
Dermatology	D1 & D2		Transfusion Medicine	D1 & D2	-----
<b>20.09.2021 TO 25.09.2021 - INTERNAL ASSESSMENT</b>					
<b>FROM 27.09.2021 TO 07.10.2021</b>			<b>FROM 08.10.2021 TO 17.10.2021</b>		
Dept.	10.30 AM TO 12.30 PM		Dept.	10.30 AM TO 12.30 PM	
OBG	A1 & A2		Ophthalmology	A1 & A2	
Ophthalmology	B1 & B2		ENT	B1 & B2	
ENT	C1 & C2		Community Medicine	C1 & C2	
Community Medicine	D1 & D2		Paediatric	D1 & D2	

FROM 18.10.2021 TO 28.10.2021		FROM 29.10.2021 TO 07.11.2021	
Dept.	10.30 AM TO 12.30 PM	Dept.	10.30 AM TO 12.30 PM
ENT	A1 & A2	Community Medicine	A1 & A2
Community Medicine	B1 & B2	Paediatric	B1 & B2
Paediatric	C1 & C2	Orthopaedics including Trauma	C1 & C2
Orthopaedics including Trauma	D1 & D2	OBG	D1 & D2
FROM 08.11.2021 to 17.11.2021		FROM 18.11.2021 to 27.11.2021	
Dept.	10.30 AM TO 12.30 PM	Dept.	10.30 AM TO 12.30 PM
Paediatric	A1 & A2	Orthopaedics including Trauma	A1 & A2
Orthopaedics including Trauma	B1 & B2	OBG	B1 & B2
OBG	C1 & C2	Ophthalmology	C1 & C2
Ophthalmology	D1 & D2	ENT	D1 & D2
<b>FROM 29.11.2021 to 04.12.2021 - Final Internal Assessment</b>			
<b>FROM 06.12.2021 to 23.12.2021 - Revision</b>			

All students are informed that they should compulsorily appear for all the Internal Assessment examination.

**Note: The Final Internal Assessment and the posting schedule from November 2021 is subject to change based on the final exam notification of the university.**



**DR. JAYAPRAKASH ALVA**  
D E A N

- cc: - The Director, FMCI/The Administrator, FMMC  
- Dr. Ramesh Bhat -Vice Dean  
- The Prof. & Head of the Department of Medicine/Surgery/OBG/ Paediatrics /Orthopaedics/ Dermatology/ Psychiatry/ Community Medicine/Forensic Medicine/ Microbiology/ Pathology/ Pharmacology / ENT/ Ophthalmology/Respiratory Medicine/Radio-diagnosis / Lab Medicine / Transfusion Medicine  
- Dr. Padmaja Udaykumar, Academic Coordinator for UG clinical studies / Notice Board - Office, library, hostels



**FATHER MULLER MEDICAL COLLEGE**  
(A unit of Father Muller Charitable Institutions)  
Father Muller Road, Kankanady, Mangalore-575002

FMMC/POSTINGS/002/2021

Date: 16.10.2021

**C I R C U L A R**

To:  
The Professor & HOD  
Concerned Departments  
FMMC.

This is to inform you that the clinical posting for MBBS Phase II (2019 batch) will commence from 18.10.2021. The revised posting schedule is enclosed for your needful.

Yours sincerely,

**Dr. Jayaprakash Alva**  
**DEAN**

# FATHER MULLER MEDICAL COLLEGE, MANGALORE

FMMC/POSTINGS/01/2021

DATE: 16.10.2021

## CLINICAL POSTING - REVISED

The MBBS Phase II (RS4 SCHEME) students will attend the clinical postings from Monday to ~~Saturday~~ as per the schedule mentioned below.

BATCH 'A1'..... 19M3731 TO 19M3749  
 BATCH 'B1'..... 19M3767 TO 19M3787  
 BATCH 'C1'..... 19M3806 TO 19M3823  
 BATCH 'D1'..... 19M3843 TO 19M3860

BATCH 'A2'..... 19M3750 TO 19M3766  
 BATCH 'B2'..... 19M3788 TO 19M3805  
 BATCH 'C2'..... 19M3824 TO 19M3842  
 BATCH 'D2'..... 19M3861 TO 19M3880

<b>FROM 18.10.2021 to 23.10.2021</b>			
Dept.	8.30 AM TO 10.30 AM	10.30 AM TO 12.30 PM	
Dermatology	A1 & A2		
Radiodiagnosis	B1 (8.30 am to 9.30 am)	B2 (10.30 am to 11.30 am)	
Radiotherapy	B1 (9.30 am to 10.30 am)	B2 (11.30 am to 12.30 pm)	
Laboratory Medicine	B2	B1	
Psychiatry	C1 & C2		
Respiratory Medicine	D1	D2	
Transfusion Medicine	D2	D1	
<b>FROM 25.10.2021 to 30.10.2021</b>		<b>FROM 01.11.2021 to 06.11.2021</b>	
Dept.	8.30 AM TO 12.30 PM	Dept.	8.30 AM TO 12.30 PM
OBG	A1 & A2	Ophthalmology	A1 & A2
Ophthalmology	B1 & B2	ENT	B1 & B2
ENT	C1 & C2	Community Medicine	C1 & C2
Community Medicine	D1 & D2	Paediatric	D1 & D2
<b>FROM 08.11.2021 to 13.11.2021</b>		<b>FROM 15.11.2021 to 20.11.2021</b>	
Dept.	8.30 AM TO 12.30 PM	Dept.	8.30 AM TO 12.30 PM
ENT	A1 & A2	Community Medicine	A1 & A2
Community Medicine	B1 & B2	Paediatric	B1 & B2
Paediatric	C1 & C2	Orthopaedics including Trauma	C1 & C2
Orthopaedics including Trauma	D1 & D2	OBG	D1 & D2

FROM 22.11.2021 TO 27.11.2021		FROM 29.11.2021 TO 04.12.2021	
Dept.	8.30 AM TO 12.30 PM	Dept.	8.30 AM TO 12.30 PM
Paediatric	A1 & A2	Orthopaedics including Trauma	A1 & A2
Orthopaedics including Trauma	B1 & B2	OBG	B1 & B2
OBG	C1 & C2	Ophthalmology	C1 & C2
Ophthalmology	D1 & D2	ENT	D1 & D2
<b>FROM 06.12.2021 to 23.12.2021 - Final Internal Assessment &amp; Revision</b>			

All students are informed that they should compulsorily appear for all the Internal Assessment examination.

Note: The Final Internal Assessment and the posting schedule is subject to change based on the final exam notification of the university.

**DR. JAYAPRAKASH ALVA**  
D E A N

  
**DEAN**  
**FATHER MULLER MEDICAL COLLEGE**  
**MANGALURU-575002**

cc: - The Director, FMCI/The Administrator, FMMC  
- Dr. Ramesh Bhat -Vice Dean  
- The Prof. & Head of the Department of Medicine/Surgery/OBG/ Paediatrics /Orthopaedics/ Dermatology/ Psychiatry/ Community Medicine/Forensic Medicine/ Microbiology/ Pathology/ Pharmacology / ENT/ Ophthalmology/Respiratory Medicine/Radio-diagnosis / Lab Medicine / Transfusion Medicine  
- Dr. Padmaja Udaykumar, Academic Coordinator for UG clinical studies / Notice Board - Office, library, hostels



**FATHER MULLER MEDICAL COLLEGE**  
(A unit of Father Muller Charitable Institutions)  
Father Muller Road, Kankanady, Mangalore-575002

FMMC/POSTINGS/04/2021

Date: 09.11.2021

The clinical posting No. FMMC/POSTINGS/04/2021 dated 24.07.2021 of MBBS Phase III Part II students is modified as follows.

BATCH 'A' ..... 17M6447 to 17M6487

BATCH 'C' ..... 17M6529 to 17M6569, 16M6548, 6550,  
6558, 6600, 6621

BATCH 'B' ..... 17M6488 to 17M6528

BATCH 'D' ..... 17M6570 to 17M6595, 16M3447, 3456,  
3461, 3504, 3511, 3542, 15M4264, 14M5506  
16M6637, 6652, 6668, 6671, 6673

**Clinical Posting: (9.30 am to 12.30 pm)**

Date	Batch A	Batch B	Batch C	Batch D
09.11.2021	Surgery	OBG	Paediatrics	Medicine
10.11.2021 to 20.11.2021	<b>FIRST MODEL EXAM</b>			
22.11.2021 to 30.11.2021	Surgery	OBG	Paediatrics	Medicine
01.12.2021 to 13.12.2021	<b>SECOND MODEL EXAM</b>			

**Theory class for full batch (online):**

Date / Time	8.30 am – 9.30 am	2.30 pm – 3.30 pm	3.30 pm – 4.30 pm
09.11.2021	Surgery	OBG	Orthopaedics
10.11.2021 to 20.11.2021	<b>FIRST MODEL EXAM</b>		
22.11.2021	Medicine	Orthopaedics	Paediatric
23.11.2021	Medicine	Orthopaedics	Paediatric
24.11.2021	Medicine	OBG	Paediatric
25.11.2021	Medicine	OBG	Paediatric
26.11.2021	Medicine	OBG	Paediatric
27.11.2021	Medicine	OBG	Paediatric
29.11.2021	Medicine	OBG	Paediatric
30.11.2021	Medicine	OBG	Paediatric
01.12.2021 to 13.12.2021	<b>SECOND MODEL EXAM</b>		

**Theory class / Demonstration (for full batch)**

Date / Time	8.30 am – 9.30 am	10.00 am to 11.00 am	11.30 am to 12.30 pm
14.12.2021	Surgery	Medicine	Orthopaedics
15.12.2021	Surgery	Medicine	Orthopaedics
16.12.2021	Surgery	Medicine	Orthopaedics
17.12.2021	Surgery	Medicine	Orthopaedics
18.12.2021	Surgery	Medicine	Orthopaedics

## **SCHEDULE OF FIRST MODEL THEORY EXAM**

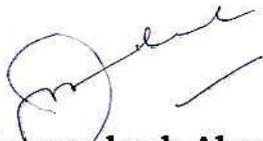
**PLACE: EXAMINATION HALL (Medical college – Block B)**

DATE	TIME	SUBJECT
10.11.2021	2.00 p.m. to 4.00 p.m	General Medicine
13.11.2021	2.00 p.m. to 4.00 p.m	General Surgery
16.11.2021	2.00 p.m. to 4.00 p.m	OBG
18.11.2021	2.00 p.m. to 4.00 p.m	Paediatric
20.11.2021	2.00 p.m. to 4.00 p.m	Orthopaedics

## **SCHEDULE OF SECOND MODEL THEORY EXAM**

**PLACE: EXAMINATION HALL (Medical college – Block B)**

DATE	TIME	SUBJECT
01.12.2021	2.00 p.m. to 4.00 p.m	General Medicine
04.12.2021	2.00 p.m. to 4.00 p.m	General Surgery
07.12.2021	2.00 p.m. to 4.00 p.m	OBG
10.12.2021	2.00 p.m. to 4.00 p.m	Paediatric
13.12.2021	2.00 p.m. to 4.00 p.m	Orthopaedics

  
**Dr. Jayaprakash Alva**  
**D E A N**

- cc: - The Director, FMCI/The Administrator, FMMC  
- Vice Dean/ Medical Superintendent  
- The Prof. & Head of the Department of Medicine/Surgery/Orthopedics/OBG/Pediatrics/  
- Dr Habeeb Ullah Khan, Academic Coordinator

# FATHER MULLER MEDICAL COLLEGE, MANGALORE

FMMC/POSTINGS/01/2021

Date: 10.11.2021

## CLINICAL POSTING - REVISED

In continuation to this office clinical posting No. FMMC/POSTINGS/01/2021 dated 16.10.2021, the below mentioned students of MBBS Phase II (2019 batch) will attend Clinical Postings from 8.30 am to 12.30 p.m from Monday to Saturday as follows:

DATE	BATCH A1, A2	BATCH B1, B2	BATCH C1,C2	BATCH D1, D2
08.11.2021 to 13.11.2021	ENT	COMMUNITY MEDICINE	PAEDIATRIC	ORTHOPAEDICS INCLUDING TRAUMA
15.11.2021 to 22.11.2021	COMMUNITY MEDICINE	PAEDIATRIC	ORTHOPAEDICS INCLUDING TRAUMA	OBG
23.11.2021 to 30.11.2021	PAEDIATRIC	ORTHOPAEDICS INCLUDING TRAUMA	OBG	OPHTHALMOLOGY
01.12.2021 to 06.12.2021	<b>Second Model Exam</b>			
07.12.2021 to 18.12.2021	ORTHOPAEDICS INCLUDING TRAUMA	OBG	OPHTHALMOLOGY	ENT

All students are informed that they should compulsorily appear for model examination.

  
**Dr. Jayaprakash Alva**  
**DEAN**

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- Dr . Ramesh Bhat -Vice Dean  
- The Prof. & Head of the Department of OBG/ Paediatrics /Orthopaedics/  
Community Medicine/Forensic Medicine/ Microbiology/ Pathology/ Pharmacology / ENT/ Ophthalmology/  
Notice Board - Office, library, hostels

# FATHER MULLER MEDICAL COLLEGE, MANGALORE

FMMC/POSTINGS/01/2022

Date: 14.03.2022

## CLINICAL POSTING

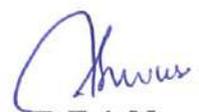
All the students who have appeared for MBBS Phase I University Examination in the month of February 2022 will attend MBBS Phase II Clinical Postings from 9.30 am to 12.30 p.m (3 hrs per day from Monday to Friday) as follows:

BATCH 'A' - 20M4051 to 20M4090  
BATCH 'B' - 20M4091 to 20M4130

BATCH 'C' - 20M4131 to 20M4170  
BATCH 'D' - 20M4171 to 20M4198  
19M3746, 19M3772, 19M3779, 19M3785, 19M3786,  
19M3801, 19M3815, 19M3831, 19M3836, 19M3856,  
19M3864, 19M3865, 19M3873

DATE	BATCH A	BATCH B	BATCH C	BATCH D
17.03.2022 to 12.04.2022	MEDICINE	MEDICINE	SURGERY	SURGERY
13.04.2022 to 18.04.2022	EASTER VACATION			
19.04.2022 to 14.05.2022	SURGERY	SURGERY	MEDICINE	MEDICINE
16.05.2022 to 11.06.2022	OBG	COM.MED	ENT	OPHTHALMOLOGY
13.06.2022 to 18.06.2022	INTERNAL ASSESSMENT			
20.06.2022 to 16.07.2022	OPHTHALMOLOGY	OBG	COM.MED	ENT
18.07.2022 to 13.08.2022	ENT	OPHTHALMOLOGY	OBG	COM.MED
15.08.2022 to 10.09.2022	COM.MED	ENT	OPHTHALMOLOGY	OBG
12.09.2022 to 17.09.2022	INTERNAL ASSESSMENT			
19.09.2022 to 24.09.2022	PAEDIATRIC	DERMATOLOGY	RADIO-DIAGNOSIS	PSYCHIATRY
26.09.2022 to 01.10.2022			RADIATION ONCOLOGY	
03.10.2022 to 08.10.2022	ORTHOPAEDICS INCLUDING TRAUMA	PAEDIATRIC	DERMATOLOGY	RADIO-DIAGNOSIS
10.10.2022 to 15.10.2022				RADIATION ONCOLOGY
17.10.2022 to 29.10.2022	RESPIRATORY MEDICINE	ORTHOPAEDICS INCLUDING TRAUMA	PAEDIATRIC	DERMATOLOGY
31.10.2022 to 12.11.2022	PSYCHIATRY	RESPIRATORY MEDICINE	ORTHOPAEDICS INCLUDING TRAUMA	PAEDIATRIC
14.11.2022 to 19.11.2022	RADIO-DIAGNOSIS	PSYCHIATRY	RESPIRATORY MEDICINE	ORTHOPAEDICS INCLUDING TRAUMA
21.11.2022 to 26.11.2022	FINAL INTERNAL ASSESSMENT			
28.11.2022 to 03.12.2022	RADIATION ONCOLOGY	PSYCHIATRY	RESPIRATORY MEDICINE	ORTHOPAEDICS INCLUDING TRAUMA
05.12.2022 to 10.12.2022	DERMATOLOGY	RADIO-DIAGNOSIS	PSYCHIATRY	RESPIRATORY MEDICINE
12.12.2022 to 17.12.2022		RADIATION ONCOLOGY		

All students are informed that they should compulsorily appear for all the Internal Assessment examination.

  
DEAN

- cc: - The Director, FMCI/The Administrator, FMMC  
- Dr . Ramesh Bhat -Vice Dean  
- The Prof. & Head of the Department of Medicine/Surgery/OBG/ Paediatrics /Orthopaedics/ Dermatology/ Psychiatry/ Community Medicine/Forensic Medicine/ Microbiology/ Pathology/ Pharmacology / ENT/ Ophthalmology/Respiratory Medicine/Radio-diagnosis  
Notice Board - Office, library, hostels

# FATHER MULLER MEDICAL COLLEGE, MANGALORE

FMMC/POSTINGS/01/2022

Date: 15.03.2022

## CLINICAL POSTING

Clinical posting schedule for MBBS Phase III Part I students from 9.30 am to 12.30 p.m (**3 hrs per day from Monday to Saturday**) is as follows:

BATCH 'A' - 19M3731 to 19M3759  
BATCH 'B' - 19M3760 to 19M3790

BATCH 'C' - 19M3791 to 19M3819  
BATCH 'D' - 19M3820 to 19M3848  
BATCH 'E' - 19M3849 to 19M3880

DATE	BATCH A	BATCH B	BATCH C	BATCH D	BATCH E
21.03.2022 to 12.04.2022	ENT	OPHTHALMOLOGY	MEDICINE	PAEDIATRIC	COMMUNITY MEDICINE
13.04.2022 to 18.04.2022	EASTER VACATION				
19.04.2022 to 23.04.2022	ENT	OPHTHALMOLOGY	MEDICINE	PAEDIATRIC	COMMUNITY MEDICINE
25.04.2022 to 07.05.2022	PSYCHIATRY	ENT	OPHTHALMOLOGY	MEDICINE	COMMUNITY MEDICINE
09.05.2022 to 21.05.2022	COMMUNITY MEDICINE	ENT	OPHTHALMOLOGY	MEDICINE	PSYCHIATRY
23.05.2022 to 04.06.2022	COMMUNITY MEDICINE	OBG	ENT	OPHTHALMOLOGY	MEDICINE
06.06.2022 to 18.06.2022	COMMUNITY MEDICINE	OBG	ENT	OPHTHALMOLOGY	MEDICINE
20.06.2022 to 02.07.2022	MEDICINE	COMMUNITY MEDICINE	OBG	ENT	OPHTHALMOLOGY
04.07.2022 to 16.07.2022	MEDICINE	COMMUNITY MEDICINE	OBG	ENT	OPHTHALMOLOGY
18.07.2022 to 30.07.2022	OPHTHALMOLOGY	COMMUNITY MEDICINE	DERMATOLOGY	OBG	SURGERY
01.08.2022 to 13.08.2022	OPHTHALMOLOGY	MEDICINE	COMMUNITY MEDICINE	OBG	SURGERY
15.08.2022 to 27.08.2022	SURGERY	MEDICINE	COMMUNITY MEDICINE	ORTHOPAEDICS INCLUDING TRAUMA	ENT
29.08.2022 to 10.09.2022	SURGERY	PSYCHIATRY	COMMUNITY MEDICINE	ORTHOPAEDICS INCLUDING TRAUMA	ENT
12.09.2022 to 24.09.2022	OBG	SURGERY	ORTHOPAEDICS INCLUDING TRAUMA	COMMUNITY MEDICINE	PAEDIATRIC
26.09.2022 to 08.10.2022	OBG	SURGERY	ORTHOPAEDICS INCLUDING TRAUMA	COMMUNITY MEDICINE	PAEDIATRIC
10.10.2022 to 22.10.2022	PAEDIATRIC	ORTHOPAEDICS INCLUDING TRAUMA	SURGERY	COMMUNITY MEDICINE	OBG
24.10.2022 to 05.11.2022	PAEDIATRIC	ORTHOPAEDICS INCLUDING TRAUMA	SURGERY	DERMATOLOGY	OBG
07.11.2022 to 12.11.2022	ORTHOPAEDICS INCLUDING TRAUMA	PAEDIATRIC	DENTISTRY	SURGERY	CASUALTY
14.11.2022 to 19.11.2022			ANAESTHESIA		
21.11.2022 to 26.11.2022	ORTHOPAEDICS INCLUDING TRAUMA	PAEDIATRIC	CASUALTY	SURGERY	DENTISTRY
28.11.2022 to 03.12.2022					ANAESTHESIA
05.12.2022 to 10.12.2022	DERMATOLOGY	CASUALTY	PSYCHIATRY	DENTISTRY	ORTHOPAEDICS INCLUDING TRAUMA
12.12.2022 to 17.12.2022				ANAESTHESIA	
19.12.2022 to 22.12.2022	DENTISTRY	DERMATOLOGY	PAEDIATRIC	CASUALTY	ORTHOPAEDICS INCLUDING TRAUMA
23.12.2022 to 24.12.2022	CHRISTMAS HOLIDAYS				
26.12.2022 TO 27.12.2023	DENTISTRY	DERMATOLOGY	PAEDIATRIC	CASUALTY	ORTHOPAEDICS INCLUDING TRAUMA
28.12.2022 to 03.01.2023	ANAESTHESIA				
04.01.2023 TO 10.01.2023	CASUALTY	DENTISTRY	PAEDIATRIC	PSYCHIATRY	DERMATOLOGY
11.01.2023 to 17.01.2023		ANAESTHESIA			

  
**DEAN**

cc: - The Director, FMCI/The Administrator, FMMC  
- Dr. Ramesh Bhat - Vice Dean  
- The Prof. & Head of the Department of Medicine/Surgery/OBG/ Paediatrics /Orthopaedics/ Dermatology/ Psychiatry/ Community Medicine/Forensic Medicine/ ENT/ Ophthalmology/Dental /Anaesthesiology/Casualty  
- Dr Nagesh K R - 3<sup>rd</sup> Year course co-ordinator  
Notice Board - Office, library, hostels