

**CHRISTIAN MEDICAL COLLEGE  
VELLORE, INDIA.**



**DEPARTMENT OF MEDICAL  
EDUCATION**

**PROSPECTUS**

**POST GRADUATE DIPLOMA IN FAMILY  
MEDICINE for recent MBBS Graduates  
(PGDFM)**

**2022 - 2023**



**Postgraduate Diploma in Family Medicine (PGDFM)**  
(For recent MBBS Graduates working in secondary hospitals)  
*Towards expertise in secondary level care*

**INTRODUCTION**

The Christian Medical College Vellore, seeks to be a witness to the healing ministry of Christ, through excellence in education, service and research. A distinguishing and unique feature of the *Christian Medical College Vellore (CMC)* is its linkage with the large and widespread network of mission hospitals located mainly in semi-urban and rural areas aiming to serve disadvantaged communities. With inpatient strengths of between 20 and 200 beds, these hospitals deliver broad based clinical services to their local communities. The majority of students in CMC are sponsored by these hospitals and have undertaken to serve in them for two years immediately after graduation. CMC recognizes that its medical graduates face arduous challenges and difficulties during this service period but also that this can be a unique learning experience for them. The Post Graduate Diploma in Family Medicine course is a diploma awarded by CMC after completion of the PGDFM course. This is CMC's response to the challenge of equipping the MBBS graduates, from CMC and other medical colleges for competent and satisfying engagement with secondary level health care while also availing of its educational opportunities. The graduates face a variety of other problems such as academic and social isolation, lack of opportunity for learning, difficulty in translating learning from a tertiary care level to secondary level, lack of procedural skill competence and administrative problems. The Course was started in 2007 as a one year Fellowship Program, the Fellowship in Secondary Hospital Medicine and then upgraded to the Post Graduate Diploma in Family Medicine in 2010 and the duration is increased to 18 months.

**OBJECTIVES**

On completion of the PGDFM Course the candidate will:

- 1) Be proficient in broad based multi-competent secondary level care centre with a high volume of outpatient work and the handling of demanding emergencies.
- 2) Be skillful in a variety of medical and surgical procedures in the diverse fields of medicine.
- 3) Have a distinctive orientation characteristic of Family Medicine.
- 4) Be able to carry out research relevant to hospital needs in secondary care set up.

**ELIGIBILITY CRITERIA**

All graduates who have completed MBBS including internship within the last ten years and before 15<sup>th</sup> March 2022.

**Selection Preference will be given to the following in order of preference:**

1. Those completing both MBBS and internship at CMC and have a two year service obligation to their sponsoring bodies.
2. Those completing MBBS in other medical colleges including government medical colleges and have a two year service obligation to their sponsoring bodies

3. Those who have completed MBBS and are serving in Mission Hospitals in rural hospitals/PHC/CHC India and have a strong commitment to continue to serve in Mission hospital in India after completion of the course.

### **INELIGIBILITY CRITERIA**

- 1. All Applicants currently doing a PG course or planning to join a PG course before 30<sup>th</sup> November, 2023, are INELIGIBLE for this course**
- 2. Those who have completed MBBS before March 2012.**

### **THE COURSE FORMAT AND CONTENT**

#### **DURATION**

The PGDFM for recent MBBS Graduates is of 18 months duration.

#### **COMPLETION OF COURSE**

**Candidates should complete the course within three years from the date of enrolment.**

**The course will commence from 1<sup>st</sup> June 2022 and end on 30<sup>th</sup> November 2023.**

#### **THE CURRICULUM OF PGDFM for recent MBBS Graduates**

##### **1. Design**

This course is designed as 27 Distance Learning Modules, 3 contact sessions, project work and networking. An average of six hours per week will be needed to complete each module in the above time period.

##### **2. Organization of Modules**

The learning material is presented in a system-based manner. MBBS graduates have sufficient background knowledge to use the problem-solving approach employed in this course, starting with the presentation of the patient. The modules challenge the student to give answers, think of options, and to apply the material just learnt. The teaching module is followed by answers to the questions posed during the module. This instant feedback helps the students to go back over the material if they have doubts. Suitable additions will be made to the above curriculum appropriate to the secondary level care. The student should periodically and promptly submit assignments according to the schedule. These will be graded and are part of the assessment.

All the course modules will be as PDFs via email at the end of each contact course

### 3. Assignments

At the end of each module, an online E-Assessment has to be submitted as a form of continuous assessment. Candidates are required to complete the MCQ (Multiple Choice Questions) based assignments for each module of the course within the stipulated dates.

The student should periodically and promptly submit assignments according to the schedule. These will be graded and are part of the final assessment. **Failure to submit the online assignments will make the candidate ineligible to attend the next contact course.**

### 4. Project

#### Objectives:

The overall goals of the project work in the PG Diploma in Family Medicine for recent MBBS graduates are:

1. The application of knowledge and skills to improve services at the hospital you are working in or to study a local health problem.
2. To develop leadership, team skills and capability in project management

Type of project work:

- Service improvement project- to improve an aspect of services in the hospital you are working in e.g. outpatient service, in-patient service, laboratory, documentation, pharmacy, infection control, staff education, audit, community programme.
- Research project- on a local health problem

### 5. Logbook

- Document the procedures/clinical skills performed by you in the hospital you are working in throughout the duration of the PGDFM course
  - Signature from the MS/ HOD/Senior colleague at the end of the log book
- Project guide: 1. Local Guide 2. CMC Vellore Project guide

### CONTACT PROGRAMS

During the 18 months there will be three Contact Programs:

| #  | Contact Program     | Content   | Dates                             | Venue  |
|----|---------------------|---|-----------------------------------|--|
| 1. | Contact Session - I | Discussions on approach to clinical problems / Case discussions / Interpretation of ECG, X-ray / discussions on ethics, / Demonstration of procedural skills. <ul style="list-style-type: none"><li>• Project title and needs assessment form</li></ul> | September / October 2022 (6 Days) | Online/offline(de pending on the prevailing situation) |

|    |                       |   |                            |  |
|----|-----------------------|---|----------------------------|--|
| 2. | Contact Session – II  | Discussions on approach to clinical problems / Case discussions / Interpretation of ECG, X-ray / discussions on ethics, / Demonstration of procedural skills.<br>Examination – I <ul style="list-style-type: none"> <li>• Theory Examination – Online MCQs</li> <li>• Practical Examination – OSCE</li> <li>• Project Interim Report</li> </ul> | April 2023<br>(6 Days)     | Online/<br>offline(dependin<br>g on the<br>prevailing<br>situation |
| 3. | Contact Session – III | Examination – II <ul style="list-style-type: none"> <li>• Theory Examination – Online MCQs</li> <li>• Practical Examination - OSCE</li> <li>• Project Final Presentation</li> </ul>   | October 2023<br>(2-4 Days) | Online/<br>offline(dependin<br>g on the<br>prevailing<br>situation |

### Contact program timings:

The timing for each day of the contact program from Monday to Friday is 8 am to 5 pm with a one hour break for lunch, on Saturday's from 8 am to 1pm and Sunday is a holiday.

### The purpose of the contact programs is to:

1. See a wide range of clinical cases
2. Learn some specified skills (both procedural and clinical skills)
3. Imbibe attitudes which will improve professional conduct
4. Augment knowledge base
5. Clarify doubts
6. Present project work and meet with project guides from CMC Vellore
7. Facilitate student networking and meeting with faculty

### ABSENCE DURING CONTACT SESSIONS

If a candidate is unable to attend a session/sessions during any of the contact course sessions he/she will have to complete the same session during the next academic year, as it is mandatory to attend all the sessions in the contact program. **Failure to do so will make the candidate ineligible to attend the next contact course.**

## ASSESSMENT

### A) 1st Examination

This will be conducted during Contact Session 2 (April 2023), at CMC Vellore. It will be based on topics covered in Modules 1- 17 (see Appendix I)

- a) Theory Examination – Online MCQs (Multiple Choice Question) - 100 marks
- b) Practical Examination - OSCE (Objective Structured Clinical Examination): 10 stations - 100 marks

The OSCE stations would cover the following: X-rays/ ECG, Pictorial Material (Either hard copy or on computer), Patient Management Problems, Instruments, Communication Skills, and History Taking Stations.

### B) 2nd Examination

This will be conducted during Contact Session 3 (October 2023), at CMC, Vellore. It will be based on topics covered in Modules 18-27 (see Appendix I)

- a) Theory Examination - Online MCQs (Multiple Choice Question) - 100 marks
- b) Practical Examination - OSCE (Objective Structured Clinical Examination): 10 stations - 100 marks

### C) Project implementation and Presentation (Carries a total of 100 marks)

The student will present their project presentation during Contact course 1, 2 and 3 at CMC Vellore which will be as follows:

- a) Contact course 1 project presentation: Project Title and Needs Assessment Form
- b) Contact course 2 project presentation: Project Interim Report
- c) Contact course 3 project presentation: Final Project presentation

**The student will be permitted to attempt the respective examinations only after completion of the following:**

- 1) Attending all the contact sessions fully
- 2) Submission of **ALL ASSIGNMENTS**, and obtaining a satisfactory grade. (50%)
- 3) Submission of **PROJECT PLAN AND FINAL PROJECT PRESENTATION** in the stipulated time

## AWARD OF DIPLOMA

The Diploma will be awarded by CMC Vellore, to candidates who fulfill the following criteria:

- **A score of not less than 50% in theory and practical examinations separately.**
- **100% attendance in all contact sessions**

- Satisfactory completion of Project work presented during all 3 contact courses
- Satisfactory completion of the E-Assessment with  $\geq 50\%$  of marks.
- Completing the course within a maximum period of 3 years
- This course is not recognized by MCI and Dr. MGR University hence transcripts will NOT be issued.

#### PAYMENT OF FEES

The application fees of Rs. 295 /- (Rs. 250 + 18% GST) should be paid by online transaction. As soon as the application fee is paid online please fill in the below application fee payment form and send it as a scanned copy by email to [fshm@cmcvellore.ac.in](mailto:fshm@cmcvellore.ac.in).

Christian Medical College (CMC) - Vellore  
Medical Education Department  
**Payment of Application Fee for the  
PGDFM for Recent MBBS Graduates Course**

**Amount remitted towards application fee: Rs.295/-**

**Bank Account no. to which the remittance was done: 10404158238. & IFSC code: SBIN0001618. Account name: CMC VELLORE ASSOCIATION.**

**The transaction Id received for the successful payment is**

\_\_\_\_\_

**Date of payment: dd \_\_\_\_\_ /mm \_\_\_\_\_ / yyyy \_\_\_\_\_.**

**Name of the student: \_\_\_\_\_**

**Mobile no.: \_\_\_\_\_**

The total fee for the entire course is Rs.**20,460/-** (Inclusive of course fee Rs. 17,000/- + Certificate and postal fee Rs. 400/- + 18% GST) **payable in one installment** at the time of admission to the course by 22<sup>nd</sup> April 2022. **The above course fee once paid will not be refunded under any circumstance.**

The details of the money transaction for the course fee should be given with the Undertaking form.

Course fee, and any other payments, must be paid by online transaction and the transaction details of payment should be scanned and sent to the course coordinator's email Id: [fshm@cmcvellore.ac.in](mailto:fshm@cmcvellore.ac.in).

## **ADMISSION PROCEDURE**

### **Application**

The application form can be downloaded from the CMC Vellore, website: <http://www.cmch-vellore.edu/sites/med/pgdfm.html/>. **The selection process is based on the written application. Hence the candidates are advised to fill in the application carefully and submit with the following:**

1. Eligibility certificate from MCI (if you have completed MBBS from other countries)
2. Photocopy of your MBBS degree certificate or Provisional certificate
3. Photocopy of your internship certificates
4. Photocopy of your TNMC or other State Medical Council Certificate
5. The details of the transaction for the application fee of Rs. 295/- (Rs. 250 + 18% GST)

**The last date for submission of completed application is 15<sup>th</sup> March 2022.**

### **Announcement of Selections and subsequent formalities**

The list of selected candidates will be published on the CMC Vellore, website (<http://www.cmch-vellore.edu/sites/med/pgdfm.html>) in the **second week of April 2022. The Selected Students should submit their Undertaking form to the Medical Education Department and make the payment of the full fees of Rs. 20,460/- (Inclusive of course fee Rs. 17,000/- + Certificate and postal fee Rs. 400/- + 18% GST) by 22<sup>nd</sup> April 2022. A signed and scanned softcopy of the undertaking form should be sent via email by 22<sup>nd</sup> April 2022. The Course fee once paid will not be refunded under any circumstance.**

### **LETTER FROM MEDICAL DIRECTORS OF SPONSORING BODY HOSPITAL**

The selected candidates should submit within a month of joining the course, a letter from their Medical Director/Medical Superintendent of the Mission Hospital (Their Sponsoring body hospital) stating that the candidate is given permission to pursue the PGDFM for recent MBBS Graduates course and will attend all the 3 contact sessions of the course at CMC Vellore.

Selected candidates will be asked to join for a 2hours online orientation program on **2<sup>nd</sup> May 2022 (Monday). Participation in the Online Orientation program of the PGDFM for recent MBBS Course is mandatory for all.** On admission, the candidates will be allotted a unique admission number. This number will be used as a unique ID of the candidate for all purposes related to the course. The candidates must quote their admission number in all their correspondence with the Medical Education Department After joining their



respective hospitals of work, the candidate should send the softcopy of the Needs Assessment Form by 22<sup>nd</sup> August 2022.

**Change in address:**

**Any change in your address or phone no. or email ID should be intimated to us immediately by E-mail or Post.**

**SIGNIFICANT DATES**

| <b>Activity</b>  | <b>Dates</b>                       |
|--|------------------------------------|
| Last date for submission of filled in application                | <b>15<sup>th</sup> March 2022</b>  |
| Publishing of the list of selected candidates on the CMC website | <b>Second week of April 2022</b>   |
| Submission of acceptance letter and payment of fees              | <b>22<sup>nd</sup> April 2022</b>  |
| Orientation Session  | <b>2<sup>nd</sup> May 2022</b>     |
| Submission of Project Needs assessment form                      | <b>22<sup>nd</sup> August 2022</b> |

**Contents of Distance Education Modules**

| <b>Module #</b> | <b>Module Name</b>                |
|-----------------|-----------------------------------|
| 1               | Ambulatory Obstetrics             |
| 2               | Emergency Obstetric Care          |
| 3               | Anesthesia Obstetric Emergencies  |
| 4               | Common Pediatric Problems         |
| 5               | Pediatric Emergencies             |
| 6               | Neonatology                       |
| 7               | Surgery                           |
| 8               | Primary Trauma Care               |
| 9               | Orthopedics                       |
| 10              | Rheumatology                      |
| 11              | Infectious Diseases               |
| 12              | Poisoning                         |
| 13              | ENT                               |
| 14              | Eye                               |
| 15              | Respiratory Problems              |
| 16              | Palliative Care                   |
| 17              | Endocrine Problems                |
| 18              | Rational use of Medicine          |
| 19              | Psychiatric Care                  |
| 20              | Preventive Health                 |
| 21              | Medical Ethics                    |
| 22              | TB with Emphasis on HIV Infection |
| 23              | Nervous System                    |
| 24              | Cardiovascular                    |
| 25              | Geriatrics                        |
| 26              | Renal Syndromes                   |
| 27              | Hematology                        |

### Course Faculty Details

| #                                      | Name(Dr.)                  | Department                       |
|--|----------------------------|----------------------------------|
| <b><u>Course Adviser</u></b>           |                            |                                  |
| 1                                      | Anand Zachariah            | Medicine I                       |
| <b><u>Course Organizers</u></b>        |                            |                                  |
| 1                                      | Dhayakani Selvakumar       | Medical Education                |
| 2                                      | Margaret Shanthi F. X.     | Medical Education                |
| 3                                      | Reginald George Alex. T    | Accident and Emergency Medicine  |
| 4                                      | Latif Rajesh Johnson       | Forensic Medicine                |
| <b><u>Contact Course Faculties</u></b> |                            |                                  |
| #                                      | Name(Dr.)                  | Department                       |
| 1.                                     | Anu Korula                 | Hematology                       |
| 2.                                     | Arathi Simha               | Ophthalmology                    |
| 3.                                     | Debasish Das               | Pediatric Emergencies            |
| 4.                                     | Divya Deodhar              | Infectious Disease               |
| 5.                                     | Ebor Jacob Gnananayagam    | Pediatric ICU                    |
| 6.                                     | K.P.P. Abhilash            | Accident And Emergency Medicine  |
| 7.                                     | Kanagalakshmi              | Staff And Student Health Service |
| 8.                                     | Latif Rajesh Johnson       | Forensic Medicine                |
| 9.                                     | Margaret Shanthi           | Pharmacology                     |
| 10.                                    | Mathew Joseph              | Neurosurgery                     |
| 11.                                    | Ms. Manimegalai            | Dietary                          |
| 12.                                    | Pradeep Poonnoose          | Orthopedics                      |
| 13.                                    | Reena George               | Palliative Care                  |
| 14.                                    | Reeta Vijayaselvi          | Obstetric Gynecology             |
| 15.                                    | Reginald George Alex. T    | General Medicine                 |
| 16.                                    | Satish Kumar T.            | Child Health                     |
| 17.                                    | Shalini Sahu               | Radiology                        |
| 18.                                    | Sneha Deena Varkki         | Pediatrics                       |
| 19.                                    | Sowmya Sathyendra          | General Medicine                 |
| 20.                                    | Subramani K.               | Surgical ICU                     |
| 21.                                    | Sujith Chandy              | Clinical Pharmacology            |
| 22.                                    | Sunil Abraham              | Low Cost Effective Unit          |
| 23.                                    | Thomas Paul                | Endocrinology                    |
| <b><u>Course Coordinator</u></b>       |                            |                                  |
| 1.                                     | Abana Christmacy Augustine |                                  |

## **CONTACT DETAILS**

**Dr. Margaret Shanthi F. X.** (Course Organizer)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421or 8300031268

(Or)

**Dr. Reginald George Alex T.**(Course Organizer)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421or 8300031268

(Or)

**Dr. Latif R. Johnson** (Course Organizer)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421or 8300031268

(Or)

**Dr. Dhayakani Selvakumar**(Course Organizer)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421or 8300031268

(Or)

**Ms. Abana Christmacy Augustine** (Course Coordinator)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421or 8300031268

### **Mailing address:**

The Course Coordinator (PGDFM for recent MBBS Graduates),  
Medical Education Department, New Examination Hall,  
Christian Medical College, Bagayam,  
Vellore- 632 002, Tamil Nadu, India.