



## **All India Institute of Medical Sciences Raebareli**

*(An Autonomous Institute under Ministry of Health & Family Welfare, Govt. of India)*

**Munshiganj, Raebareli - 229405, Uttar Pradesh, India**

[www.aiimsrbl.edu.in](http://www.aiimsrbl.edu.in)

### **STUDENT INFORMATION BOOKLET 2021-2022**

**MEDICAL COLLEGE**



**HOSPITAL**



## Message from the President



It gives me immense pleasure to write for the Student Information Booklet of All India Institute of Medical Sciences, Raebareli. The information booklet prepared by the distinguished faculty members, provides all kinds of information about the institute campus as well as Raebareli town, which will be helpful for our undergraduate students coming from all corners of the country to AIIMS Raebareli. The dynamic intellectual environment and the course curriculum of our Institute, provides ample opportunities for involved learning. The booklet will give you a glimpse of MBBS curriculum regarding the pattern of teaching, subjects to be studied, duration of professionals and pattern of Internal as well as Professional assessments. Besides teaching, hostel life is an important part in a student's career. The booklet gives all information about the hostel and campus life at AIIMS Raebareli which is must to know for a new student who has to spend important years of his growing career.

I wish you all success and hope that you get trained as future medical leaders and practice your specialties of interest to meet the needs of public by utilizing all the resources provided in the AIIMS campus. Our primary goal is to create an enlightened and healthy atmosphere where the undergraduate medical students develop into future doctors who would support the development of the nation and contribute to the humanity.

Best wishes,

Prof Pramod Garg  
President, AIIMS Raebareli  
(U.P.)

## Message from the Director



It is great pleasure that the Students Information Booklet has been compiled by the distinguished faculty members of AIIMS, Raebareli under the dynamic leadership of Dean Academic, Prof. Niraj Kumari. The Institute has its own approved MBBS curriculum and procedure of the professional assessment of the students. The Booklet gives all information about the AIIMS Campus and educational activities. This Booklet will help the AIIMS, Raebareli students knowing about the Institute and to inculcate the good values among the future doctors of the country. I wish the editorial board of this booklet will continue to add to its content every year. I wish a great success to them.

Best wishes,

Prof. Arvind Rajwanshi

Executive Director & CEO,

AIIMS Raebareli (U.P.)

## Message from the Dean



Dear students,

Welcome to All India Institute of Medical Sciences, Raebareli. The institute is committed to create the best possible environment for learning and holistic development of our students into a responsible human being to face the challenges of health care delivery system. The academic curriculum of the institute has been prepared keeping in mind that it promotes ethics and values applicable to the health profession.

Our faculty and staff are dedicated to make the campus life pleasant and maintain a healthy academic environment where our students can learn and acquire skills as well as excel in extracurricular activities. This student booklet contains valuable information that will help you to become familiar with the institute and navigate through your professional career.

I wish you all the success and well-being during your life's journey at All India Institute of Medical Sciences, Raebareli.

Prof Niraj Kumari

Dean (Academic), AIIMS, Raebareli

## **Medical College Administration**

1. Executive Director – Prof. (Dr) Arvind Rajwanshi - 05352979759
2. Deputy Director Administration – Mr. Saroj Kumar Singh - 05352979760
3. Senior Administrative officer – Mr. Samir Shukla - 05352971111

## **Hospital Administration**

1. Additional Medical Superintendent – Dr Gaurav K Upadhyaya - 9532993908
2. Deputy Medical Superintendent – Dr Suyash Singh – 9532376502
3. COVID 19 Nodal officer - Dr Niraj Kumar Srivastava – 05352979747

## **Hostel Administration**

1. Chief Provost - Dr Rajat Subhra Das - 9436540949
2. Provost, Girls Hostel – Dr Sunita Singh – 9452311258, 8518881733
  - a. Assistant Provost I – Dr Ananya Soni, 9454793893
  - b. Assistant Provost II – Dr Shruti Gupta, 8380069910
3. Provost, Boys Hostel – Dr Tarun Prakash Maheshwari – 8199001071
  - a. Assistant Provost I – Dr Amit Shukla, 7376814209
  - b. Assistant Provost II – Dr Yogi Singh, 9897085917

## **Student Booklet Committee**

1. Dr Sunita Singh – Associate Professor, Department of Pediatric Surgery
2. Dr Sourabh Paul – Assistant Professor, Department of Community Medicine
3. Dr Amit Shreevastava – Assistant Professor, Department of Anatomy
4. Dr T Naveen Sagar – Assistant Professor, Department of Anatomy

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## **Introduction**



All India Institute of Medical Sciences, Raebareli (AIIMS - Raebareli) is one of the Institutes of the All India Institutes of Medical Sciences (AIIMS) group of autonomous government public medical universities of higher education under the jurisdiction of Ministry of Health and Family Welfare, Government of India., It was established in 2013 as autonomous institution and Institute of National Importance through the All India Institute of Medical Sciences (Amendment) Act, passed in 2013.

### **History**

An AIIMS in Raebareli was approved in February, 2009 under Phase-II of Pradhan Mantri Sawasthya Suraksha Yojana (PMSSY). Following the approval under All India Institute of Medical Sciences (Amendment) Act, 2012, the institute was officially established via a Gazette notification dated 13<sup>th</sup> August, 2013.

At a later date, Hon'ble Prime Minister Shri Narendra Modi inaugurated the infrastructure

development under Phase - I and also laid the foundation stone for Hospital and Medical college building on 16 December 2018. The Institute initially started under the mentorship of Postgraduate Institute of Medical Education and Research (PGIMER), Chandigarh and is now working as autonomous body. The Institute has commenced its academic journey with induction of the first batch of 50 MBBS students in August, 2019, as one of the six AIIMS Institutes to become operational in 2019. Prof Arvind Rajwanshi was appointed as the Executive Director in March 2020 as the first personality to be at the helm of this Institute.

### **Campus**

AIIMS Raebareli's main campus is located in Munshiganj, Dalmau Road, Raebareli. The main campus is spread over into different locations comprising of OPD cum hospital block, medical college and administrative wing, hostels, faculty and staff quarters.

### **Raebareli city**

Raebareli is a city and a municipal board in the Indian state of Uttar Pradesh. It is the administrative headquarters of Raebareli district and a part of Lucknow Division. The city is situated on the banks of the Sai river, 82 km (51 mi) southeast of Lucknow. It possesses many architectural features and sites, chief of which is a strong and spacious fort.

### **History, Etymology and Post-Independence**

Raja Har Parshad "Taluqedar of Naseerabad" a Kayastha, native of this town, was the Nazim or Commissioner of Khairabad Division during the reign of the ex-king. He joined the mutineers and went up to Nepal with Begum Hazrat Mahal of Oudh dynasty and on 31 December 1858 while returning after ensuring her safety, he was killed in a battle with British army. He has been honored with the title of "Lastville and the most notorious governor of Oudh". The district of Raebareli was created by the British in 1858, and is named after its headquarters town. Rana Beni Madhava Singh is well known freedom fighter of this district. Munshiganj retaliation of common people for freedom shows an example for the rest of Oudh.

(Saptahik Ganga Yamuna weekly newspaper dated 22 to 28 January 1995.)

<https://m.jagran.com/lite/uttar-pradesh/raebareli-freedom-fighter-rana-beni-madhav-baksh-jayanti-celebrated-with-panoply-18340227.html>. <https://raebareli.nic.in/history/>.



## **Medical College**

Facilities in Medical College block: Medical college block hosts eight departments Anatomy, Physiology, Biochemistry, Pathology, Pharmacology, Microbiology, Forensic Medicine, Community Medicine. Administrative section including Directors' office and other administrative offices, research lab, central library and college canteen along with state of art Lecture theatres in each floor are located in the medical college block. Faculties from all the departments are involved in teaching, academic programs and research and training involving latest advances in the medical field.

Departments are well equipped in terms of qualified manpower across all categories and basic and sophisticated equipment to deal with the academic and research programs.



## Hospital Services



### **OPD Services at AIIMS Raebareli**

On 13<sup>th</sup> August 2018 a new day was dawned forever in the history of AIIMS, Raebareli. Dr. Ashok Kumar Medical Superintendent, AIIMS, Raebareli along with veteran faculties and administrative members participated in inauguration ceremony of OPD services in the light of divinity for seeking god's grace. The OPD services were formally commenced on 13<sup>th</sup> August, 2018 with 5 expert faculty members and competent staffs in the temporary OPD building. The occasion was followed by Independence Day celebrations on 15<sup>th</sup> August 2018. As mentioned before, Hon'ble Prime Minister Shri Narendra Modi inaugurated the infrastructure development under phase – I of AIIMS Raebareli and also laid the foundation stone for hospital and medical college building on 16<sup>th</sup> December 2018.

For provision of standardized health care services, OPD in several departments including General Medicine, General Surgery, ENT (Otorhinolaryngology), Ophthalmology, Orthopedics, Pediatrics, Obstetrics and Gynecology, Dermatology, Psychiatry, Urology, Neurosurgery, CTVS, Pediatric surgery, Neurology, Physical Medicine and Rehabilitation (PMR), Dentistry, and laboratory services in Pathology, Microbiology, Biochemistry, Radio-diagnosis and supporting services like Pharmacy, and ECG were also started. The number of health care beneficiaries availing the OPD services reached to around 1000 patients per day within a short span of time reflecting the success of our health-care services.

We believe that the establishment of OPD services marks the first step of accomplishment of a promise made to people of Uttar Pradesh to render the world class health care service. The patients in OPD need compassionate care, clear communication and convenience. AIIMS Raebareli endeavors to provide this along with counseling for the patient.





During the surge of second wave of COVID-19 pandemic, level-3 COVID facility was established to strengthen the COVID care services from 24<sup>th</sup> April, 2021 with 100 bedded COVID infrastructure. Screening OPD is running for COVID-19 suspected cases. Regular COVID-19 antigen testing and COVID-19 RT-PCR and COVID-19 vaccination facilities are available. The team of doctors, nurses, administrative personnel, paramedical staff and the support services work relentlessly to provide much needed health care services to people of Uttar Pradesh and neighboring states.

### **In-Patient Services at AIIMS Raebareli**

In-patient department (IPD) services started from 9<sup>th</sup> July, 2021 with a capacity of 364 beds for indoor and Operation theatre complex.



## **MBBS Curriculum**

### **Introduction**

The undergraduate (MBBS) teaching at All India Institute of Medical Sciences, Raebareli, started from the year 2019 with the transitioning of medical education and introduction of Competency Based Medical Education (CBME) in the MBBS curriculum. At present the institute has two batches of MBBS (2019, 2020). AIIMS Raebareli, being part of the developing chain of premiere institutions of the country, plans to adopt the CBME based MBBS teaching program to produce an Indian Medical Graduate to be competent enough in all aspects of medicine including knowledge, skill, values, ethics and attitude to fulfil the patients' needs in the society. The MBBS curriculum at AIIMS Raebareli, has been designed to incorporate all the above competencies making it more learner-centric, skill-based, flexible, involving early clinical exposure, self-directed learning and more hands-on experience to train the undergraduate students to become a capable physician of first contact after completion of 4½ years of medical education and one year of compulsory rotational internship. The MBBS curriculum, phase-wise duration, examination pattern, internal assessment, clinical postings, award of degree and schedule of rotatory internship is compiled for reference for both students and teachers.



## **Goals and Objectives of the Undergraduate (MBBS) Course**

The undergraduate medical curriculum of AIIMS, Raebareli is designed with a goal to produce an undergraduate (MBBS) physician who would possess requisite knowledge, skills, attitudes, values and responsiveness, to function appropriately and effectively as a physician of first contact for the community as well as being globally relevant. A student of MBBS program shall be able to do the following after attaining the degree: -

1. Diagnose and manage common health problems of the individual and the community appropriate to his/her position as a member of the health team at primary, secondary and tertiary levels.
2. Practice preventive, promotive, curative and rehabilitative medicine in respect to the commonly encountered health problems.
3. Practice evidence-based medicine, keeping in mind the rationale for different therapeutic modalities and be familiar with the administration of “essential drugs” and their common side effects.
4. Appreciate the psycho-social, cultural, economic and environmental factors affecting health and should develop humane attitude towards the patients and relatives in discharging professional responsibilities.
5. Should be familiar with various National Health Programs and its implementation process, and should actively participate in the implementation programmes.
6. Demonstrate both verbal and written communication skills to establish effective communication with patients, relatives, general public, health team partners, and scientific community.
7. Practice medical ethics in patient care, service delivery, and research.
8. Develop attitude for self-learning and acquire necessary skills including the use of appropriate technologies, for pursuing self-directed learning for a life time.
9. Become a leader and member of the health care team and system with capabilities to collect, analyse, synthesize and communicate health data appropriately.

## Phase-wise Professional Training

Admission to MBBS academic course at AIIMS Raebareli is done through National Eligibility-cum-Entrance Test (NEET) conducted by National Testing Agency.

1. The total duration of the MBBS program is 4½ years plus one year of compulsory rotatory internship.
2. The MBBS session is scheduled to begin on 1<sup>st</sup> August of every year, however it may vary depending on the variations in exam-conducting and counselling authorities' schedule.
3. The graphic representation of phase-wise academic calendar for the MBBS course including professional examination for AIIMS Raebareli is detailed in Fig 1. One month duration is provided at the end of every professional for completion of examination and declaration of results except for the III<sup>rd</sup> professional – Part II which may vary according to the prevailing situations from time to time.

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
							Foundat ion course	MBBS I			
MBBS I								Exam MBBS I	MBBS II		
MBBS II									Exam MBBS II	MBBS III - Part I	
MBBS III - Part I										Exam MBBS III-Part I	Elective
MBBS III - Part II											
Exam MBBS III - Part II	Internship										

**Academic calendar and examination schedule**

## **Distribution of Subjects by Professional Phase and Time Distribution**

The distribution of subjects for teaching and examination in different professionals along with duration is shown in table 1.

**Table 1. Distribution of Subjects by Professional Phase**

Phase & Year of MBBS Course		Subjects & Teaching Elements	Duration	Professional Examination
<b>First Professional MBBS</b>		Foundation Course	0.5 + 13 months	First Professional
		Anatomy, Physiology and Biochemistry, Introduction to Community Medicine, Humanities Early Clinical Exposure AETCOM		
<b>Second Professional MBBS</b>		Pathology, Microbiology, Pharmacology, Forensic Medicine & Toxicology, Community Medicine Introduction to clinical & allied subjects and clinical postings AETCOM	13.5 months	Second Professional
<b>Third Professional MBBS - Part I</b>		Otorhinolaryngology, Ophthalmology, Community Medicine, Forensic Medicine and Toxicology Clinical & allied subjects and clinical postings AETCOM	13 months	Third Professional (Part I)
<b>Electives</b>		Electives	1 month	
<b>Third Professional MBBS - Part II</b>		General Medicine, Paediatrics, General Surgery, Obstetrics and Gynaecology & allied subjects and clinical postings AETCOM	13 months	Third Professional (Part II)

## **Foundation Course**

1. A foundation course of two weeks (15 days) duration has been included in the MBBS curriculum as per the Foundation Course Module of the NMC Act, 2019.
2. The Foundation Course shall be conducted and managed by the Medical Education Committee of AIIMS, Raebareli.
3. The sessions would be interactive and the time allotted for foundation course may not be used for any other curricular activity.
4. Students should have minimum 75% of attendance in the foundation course.
5. The detailed structure of foundation course is given in table 2.

**Table 2. Detail structure of foundation course**

<b>Contents</b>	<b>Teaching hours</b>
<b>Orientation</b>	15
<b>Skill Module</b>	18
<b>Field visit to Community Health Centre</b>	4
<b>Introduction to Professional Development &amp; AETCOM module</b>	20
<b>Sports and extracurricular activities</b>	11
<b>Enhancement of language and / or computer skills</b>	20
<b>Total</b>	<b>88</b>

## **Early Clinical Exposure**

Early Clinical Exposure (ECE) module is to provide clinical context and relevance to the basic science education which will facilitate early exposure and involvement of the students in the healthcare environment. Introduction to ECE module in the MBBS undergraduate curriculum is done so that clinical exposure can be introduced earlier along with basic sciences.

- **Objectives of ECE:** Objectives of ECE in the first MBBS Professional are to enable the learner to:
  - a. Recognize the relevance of basic sciences in diagnosis, patient care and treatment
  - b. Provide a context that will enhance basic science learning
  - c. Recognize attitude, ethics, and professionalism as integral to the doctor-patient relationship
  - d. Understand the socio-cultural context of diseases through the study of humanities
- **Elements of ECE:** The essential elements of ECE are:
  - a. Provide clinical correlation to basic science learning
  - b. Provide authentic human contact in clinical context
  - c. Introduce humanities in medicine
- **Structure of the ECE programme:** It is desired that all teaching learning sessions in basic sciences are planned around a clinical scenario so that student understands its relevance. The ECE programme will be carried throughout the first MBBS professional. The teaching-learning methodology for ECE programme shall be by lectures, seminars, self-directed learning, practical, ward visit, clinical case discussions, e-learning, videos, workshops etc.
- **Assessment:** ECE will be assessed during formative and summative examinations and must focus on students' activities during ECE. Students will participate in various activities such as case-based scenarios, live patient interactions, videos etc. A record of these activities should be maintained and assessed periodically during the assessment of the respective subjects



## **Electives**

1. There shall be an elective posting after the end of Third Professional MBBS - Part I and before commencement of Third Professional MBBS - Part II for one month duration.
2. The objectives of such elective is
  - a. To provide the learner with diverse learning methods and stimulate self-directed experiential learning and lateral thinking
  - b. To learn to perform research/community-based projects
3. The elective posting will be mandatory and should not be used for any other academic / non-academic activity.
4. The student must submit a learning logbook based on the elective topic at the end of the posting.
5. Minimum 75% of attendance in the elective postings and submission of logbook would be mandatory. Elective is required for being eligible to appear in the final MBBS examination.
6. The Institute will develop its own mechanism for allocation and conduction of electives by the respective departments.
7. The departments shall then submit the plan for electives in proper format to the Dean (Academic) of AIIMS, Raebareli for approval.

## **Distribution of Subjects and Professional Phase by Teaching Hours**

1. Every MBBS student should undergo 4 ½ years of academic and holistic training divided which would be divided into nine semesters from the date of commencement of course to the date of completion of examination and shall be followed by one year of compulsory rotating internship program.
2. Teaching and learning shall be aligned and integrated across specialties both vertically and horizontally for better understanding and comprehension. These would be done through problem-oriented learning, case studies, community-oriented learning, self-directed and experiential learning etc. The distribution of teaching hours in all professionals are given in table 3 to 6.

**Table 3. Distribution of teaching hours in First Professional (13 months)**

<b>Subject</b>	<b>Lectures (hours)</b>	<b>Small Group Teaching/Tutorials /Integrated learning/Practical/ Self-directed learning (hours)</b>	<b>Early clinical exposure (hours)</b>	<b>AETCOM (hours)</b>	<b>Total (hours )</b>
<b>Anatomy</b>	230	458	30	12	730
<b>Physiology</b>	160	324	30	11	525
<b>Biochemistry</b>	100	184	30	11	325
<b>Sports &amp; Extracurricular activity</b>	-	-	-	-	40
<b>Formative &amp; internal assessments</b>	-	-	-	-	90
<b>Total</b>	-	-	-	-	<b>1710</b>

**Table 4. Distribution of teaching hours in Second Professional (13.5 months)**

<b>Subject</b>	<b>Lectures (hours)</b>	<b>Small Group Teaching/Tutorials/ Integrated learning/Practical/ Self-directed learning (hours)</b>	<b>AETCOM (hours)</b>	<b>Total (hours)</b>
<b>Pathology</b>	130	140	8	308
<b>Pharmacology</b>	100	150	8	264
<b>Microbiology</b>	130	130	7	286
<b>Community medicine</b>	70	73	7	154
<b>Forensic &amp; toxicology</b>	70	73	7	132
<b>Clinical subjects + Clinical postings + Integrated teachings (Medicine, Surgery, Obstetrics &amp; Gynecology, Ophthalmology, Otolaryngology)</b>	-	-	-	752
<b>Sports &amp; extracurricular activity</b>	-	-	-	28
<b>Formative &amp; internal assessments</b>				100
<b>Total</b>	-	-	-	<b>2024</b>

**Table 5. Distribution of teaching hours in Third Professional – Part I (13 months)**

<b>Subject</b>	<b>Lecture s (hours)</b>	<b>Small Group Teaching/ Tutorials/ Integrated learning/ Practical/ Self- directed learning (hours)</b>	<b>AETCOM (hours)</b>	<b>Total (hours)</b>
<b>General Medicine</b>	25	40	2	67
<b>General Surgery</b>	25	40	2	67
<b>Obstetrics &amp; Gynecology</b>	25	40	1	67
<b>Pediatrics</b>	20	35	1	56
<b>Orthopaedics</b>	15	25	1	41
<b>Forensic Medicine &amp; Toxicology</b>	25	50	2	77
<b>Community Medicine</b>	40	65	2	107
<b>Dermatology</b>	20	10	2	32
<b>Psychiatry</b>	25	15	2	42
<b>Respiratory Medicine</b>	10	10	2	22
<b>Otorhinolaryngology</b>	25	45	2	72
<b>Ophthalmology</b>	30	70	2	102
<b>Radio-diagnosis &amp; Radiotherapy</b>	10	10	2	22
<b>Anesthesiology</b>	8	12	2	22
<b>Clinical postings (hours)</b>	756			756
<b>Sports &amp; extracurricular activity</b>				28
<b>Internal assessments</b>				100
<b>Total</b>	-	-	-	<b>1658</b>

**Table 6. Distribution of teaching hours in Third Professional – Part II (13 months)**

<b>Subject</b>	<b>Lectures (hours)</b>	<b>Small Group Teaching/ Tutorials/ Integrated learning/ Practical/ Self- directed learning (hours)</b>	<b>AETCOM (hours)</b>	<b>Total (hours )</b>
<b>General Medicine</b>	70	140	9	219
<b>General surgery</b>	70	140	9	219
<b>Obstetrics &amp; Gynecology</b>	70	140	9	219
<b>Pediatrics</b>	20	45	8	73
<b>Orthopaedics</b>	20	30	8	58
<b>Elective</b>				100
<b>Clinical postings (hours)</b>	792			792
<b>Sports &amp; extracurricular activity</b>				28
<b>Formative &amp; internal assessments</b>				100
<b>Total</b>	-	-	-	<b>1808</b>



## Clinical Postings

1. Clinical postings for the MBBS students would start from second professional year onwards to gain clinical knowledge and skills in the management of patient.
2. The division of batches and their schedule of postings would be prepared by the Academic Committee of the institute under supervision of Dean (Academics) of AIIMS, Raebareli.
3. Students' attendance during these clinical postings shall be kept by the concerned department and a minimum of 75% attendance is mandatory in clinical postings.
4. The clinical subjects and duration of clinical postings for MBBS students in second professional and third professional – Part I and II is shown in table 7.
5. Attendance in allied medical specialties will be counted with General Medicine. And attendance in allied surgical specialties will be counted with General Surgery.

**Table 7. Duration of Clinical Postings in Three Professionals**

S. No	Subjects	Duration in weeks			Total weeks
		Second Professional	Third Professional – Part I	Third Professional – Part II	
1	Medical Specialties*	6	6	8	20
2	Surgical Specialties**	6	6	8	20
3	Obstetrics & Gynaecology	6	6	8	20
4	Paediatrics	4	4	4	12
5	Community Medicine	4	6	-	10
6	Dermatology	2	1	3	6
7	Psychiatry	2	2	2	6
8	Ophthalmology	5	4	-	9
9	Otorhinolaryngology	5	4	-	9
10	Orthopaedics***	4	2	4	10
11	Anaesthesia	-	1	2	3
12	Radiodiagnosis****	2	1	3	6
13	Trauma & Emergency	-	1	2	3
	<b>Total</b>	<b>46</b>	<b>44</b>	<b>44</b>	<b>134</b>

\*Medical specialties would include postings in medical super specialty departments – Cardiology, Gastroenterology, Neurology, Nephrology, Pulmonary Medicine.

\*\*Surgical specialties would include postings in surgical super specialty departments – CTVS, Gastro surgery, Neurosurgery, Plastic Surgery, Urology

\*\*\*Orthopaedics will also include postings in Physical Medicine and Rehabilitation

\*\*\*\*Radiodiagnosis posting would also include Radiotherapy posting.

## Teaching Time-table of Undergraduate Curriculum (Semester-Wise)

The undergraduate MBBS teaching timetable to be followed for the three professional phases are shown in tables 8-12.

**Table 8. First professional (MBBS) teaching timetable (1<sup>st</sup> & 2<sup>nd</sup> Semester)**

Days	9-10 AM	10-11 AM	11-12 PM	12-1 PM	1-2 PM	2-5 PM
Monday	Physiology lecture	Physiology Practical/ demonstration			Lunch	Physiology practical
Tuesday	Anatomy lecture	Anatomy Practical				Anatomy dissection/ Demonstration
Wednesday	Anatomy lecture	Anatomy lecture	Anatomy Practical			Anatomy dissection / Demonstration
Thursday	Biochemistry lecture	Physiology Lecture	Physiology Lecture	Biochemistry lecture		Biochemistry practical
Friday	Physiology lecture	Biochemistry lecture	Biochemistry lecture / tutorial			Physiology lecture/ tutorial
Saturday	Gross Anatomy	Anatomy lecture	Anatomy dissection			

**Table 9. Second professional (MBBS) teaching timetable (3<sup>rd</sup> Semester)**

Days	8-9 AM	9-10 AM	10-1 PM	1-2 PM	2-3 PM	3-5 PM
<b>Monday</b>	Pharmacology lecture	Pathology lecture	Clinics	Lunch	Microbiology tutorials/SGT/SDL/AETCOM	Pharma (Batch A) + Comm. Med (Batch B) practical
<b>Tuesday</b>	Pathology lecture	Microbiology lecture	Clinics		Pharmacology tutorials/SGT/SDL/AETCOM	Micro (Batch A) + Patho (Batch B) practical
<b>Wednesday</b>	Microbiology lecture	Pharmacology lecture	Clinics		Pathology tutorials/SGT/SDL/AETCOM	Patho (Batch A) + Micro (Batch B) practical
<b>Thursday</b>	Comm. Med lecture	Pathology lecture	Clinics		Microbiology lecture	Forensic Med practical
<b>Friday</b>	Forensic Med lecture	Microbiology lecture	Clinics (3 <sup>rd</sup> Friday Comm. Med Field visit)		Pathology lecture	Comm. Med (Batch A) + Pharma (Batch B) Practical
<b>Saturday</b>	Common Grand Round	Pharmacology lecture	Clinics			

**Table 10. Second professional (MBBS) teaching time-table (4<sup>th</sup> Semester)**

Days	8-9 AM	9-10 AM	10-1 PM	1-2 PM	2-3 PM (Lecture/tutoti al/SGT/SDL/A ETCOM)	3-5 PM
<b>Monday</b>	Medicine lecture	Pathology lecture	Clinics	Lunch	Pharmacology	Pharma (Batch A) + Comm. Med (Batch B) practical
<b>Tuesday</b>	Surgery lecture	Microbiology lecture	Clinics		Pathology	Micro (Batch A) + Patho (Batch B) practical
<b>Wednesday</b>	Obs & Gynae lecture	Pharmacology lecture	Clinics		Comm. Med	Patho (Batch A) + Micro (Batch B) practical
<b>Thursday</b>	Comm. Med lecture	Pathology lecture	Clinics		Pharmacology lecture	Forensic Med practical
<b>Friday</b>	Forensic Med lecture	Microbiology lecture	Clinics (3 <sup>rd</sup> Friday Comm. Med Field Visit)		Pathology lecture	Comm. Med (Batch A) + Pharma (Batch B) Practical
<b>Saturday</b>	Common Grand Round	Pharmacology lecture	Clinics			

*SDL – Self-directed learning, SGT – Small group teaching*

**Table 11. Third professional (MBBS) teaching time-table – Part I**

Days	8-9 AM	9-12 PM	12-1 PM	1-2 PM	2-3 PM	3-5 PM Lecture/Demo/Tutorial /SGT/SDL/AETCOM
<b>Monday</b>	Medicine	Clinics	Psychiatry	Lunch	Comm. Med	ENT
<b>Tuesday</b>	Surgery	Clinics	Orthopaedics		Pediatrics	Forensic Med
<b>Wednesday</b>	ENT	Clinics	Dermatology		Surgery	Comm. Med
<b>Thursday</b>	Obs & Gynae	Clinics	Pulmonary Medicine		Forensic Med	Ophthalmology
<b>Friday</b>	Ophthalmology	Clinics	Medicine		Radiology/ Radiother apy	Pediatrics    Anaesthes ia/PMR
<b>Saturday</b>	Common Grand Round	Clinics	Obs & Gynae			

Classes in Anaesthesia will be conducted in odd weeks (1<sup>st</sup>,3<sup>rd</sup>,5<sup>th</sup>) and classes in Radiotherapy will be conducted in even weeks (2<sup>nd</sup>,4<sup>th</sup>)

SDL – Self-directed learning, SGT – Small group teaching, PMR – Physical Medicine and Rehabilitation

**Table 12. Third professional (MBBS) teaching time-table – Part II**

Days	8-9 AM	9-12 PM	12-1 PM	1-2 PM	2-3 PM	3-5 PM Lecture/Demo/Tutorial/SGT/ SDL/AETCOM
<b>Monday</b>	Medicine	Clinics	Orthopaedics	Lunch	Obs & Gynae	Pediatrics
<b>Tuesday</b>	Paediatrics	Clinics	Medicine		Obs & Gynae	Surgery
<b>Wednesday</b>	Surgery	Clinics	Obs & Gynae		Surgery	Medicine
<b>Thursday</b>	Orthopaedics	Clinics	Surgery		Medicine	Obs & Gynae
<b>Friday</b>	Obs & Gynae	Clinics	Paediatrics		Surgery	Medicine
<b>Saturday</b>	Common Grand Round	Clinics	Surgery			

*SDL – Self-directed learning, SGT – Small group teaching*

## **Teaching-learning Methodology**

1. The following shall be teaching learning methodology for MBBS course (but not limited to):
  - a. Lectures, Small Group Teaching, Group Discussion
  - b. Early clinical exposure
  - c. Practical/Tutorials
  - d. Seminars/Self-directed learning
  - e. Clinical Postings and bedside teaching in ward
  - f. Participation in laboratory and experimental work under supervision of teachers
  - g. Community visit, Health Centre visits, field visits
  - h. Laboratory and Research Experience during Elective postings
  - i. E-learning
  - j. Simulation laboratory
  - k. Learning through small observational research projects
  - l. Learning by adopting families from community and follow up
2. The record of attendance of student (s) shall be maintained by each department and should be communicated every six months to the Dean (Academic), office at AIIMS, Raebareli.

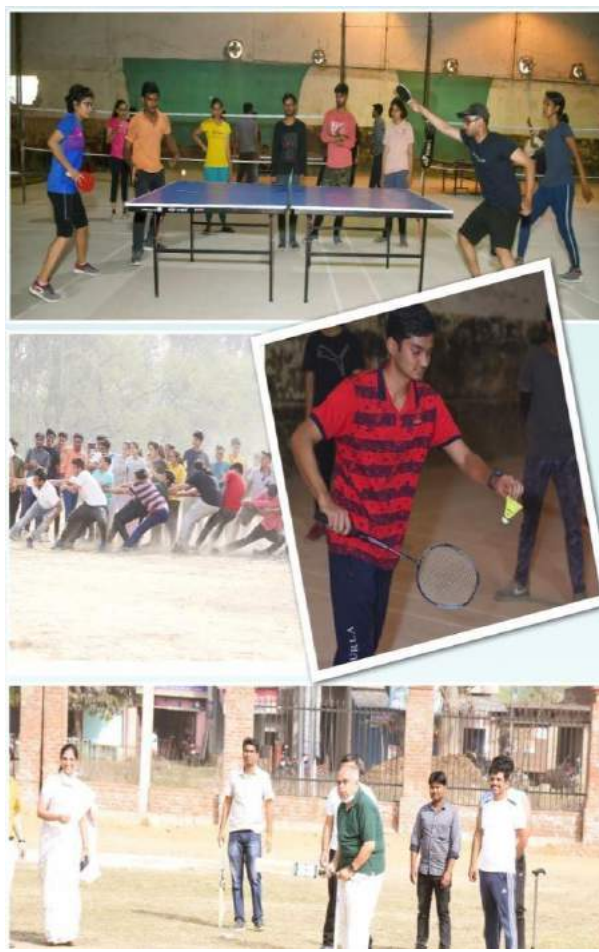


## **Attendance**

1. It is mandatory for the students to maintain minimum 75% of attendance each in lectures, practical, clinical postings, foundation course and electives to become eligible for professional examinations.
2. In subjects that are taught in more than one phase – the student must have 75% attendance in theory and 75% in practical (overall) in that subject.
3. If an examination comprises more than one subject (for e.g., General medicine and allied branches, General Surgery and allied branches), the student must have 75% attendance in each subject and 75% attendance in each clinical posting.
4. The Dean (Academic) with the approval of Executive Director, AIIMS Raebareli, may condone overall 5% of attendance in case-to-case basis in matter of eligibility of attendance for professional examinations.

## **Student Vacations and Annual Fest**

1. The students shall avail national and gazetted holidays as notified by the institute.
2. They shall also get two weeks of vacation in a calendar year after end of semester exam in second half of May as notified by the Office of the Dean. However, in extraordinary or unexpected situations, the Dean, with approval of the Competent Authority may increase or decrease the scheduled vacations.
3. Annual sports, cultural and literary fest for MBBS students would be held every year tentatively in the month of November/December.
4. Campus has the facility for volley ball court, indoor gymnasium, badminton court and outdoor sports ground etc.



## **Internal Assessment**

Assessments would be done based on day-to-day performance in assignments, proficiency in practical and skills, problem solving exercise, clinical case presentation etc. apart from regular periodic written and practical assessments.

There shall be minimum of three internal assessments each during the first and second MBBS professional subjects and minimum of two internal assessment examinations in third MBBS professional part I and part II subjects. The schedule for such internal assessment examinations shall be decided by the academic section, AIIMS Raebareli.

In the end of clinical postings an end of posting clinical assessment shall be conducted in each professional year from second year onwards.

## **Professional (MBBS) Examination**

The professional examination shall be conducted by the Examination Section of AIIMS Raebareli. MBBS professional examination shall include theory examination, practical or clinical examination and viva-voce. Viva-voce marks should be added in the practical marks. MBBS Professional Examinations shall be held as under:

- a. First Professional** - The first MBBS professional examination shall be held at the end of first professional training, in the subjects of Anatomy, Physiology, and Biochemistry.
- b. Second Professional** - The second MBBS professional examination shall be held at the end of second professional training, in the subjects of Pathology, Microbiology and Pharmacology.
- c. Third Professional Part I** - The Third MBBS Professional Part I examination shall be held at the end of third professional part I of training in the subjects of Ophthalmology, Otorhinolaryngology, Community Medicine and Forensic Medicine & Toxicology.
- d. Third Professional Part II** - The Third MBBS Professional Part II examination shall be at the end of training of third professional part II (after Electives), in the subjects of General Medicine, General Surgery, Obstetrics & Gynaecology and Paediatrics.

### ***Eligibility for appearing in professional examinations:***

- Minimum of 75% attendance is mandatory each in theory, practical classes, and clinical postings.
- Mandatory of 75% attendance is required in elective posting(s) to be eligible to appear in Third Professional Part II examinations
- Candidate should secure minimum 50% of marks each in theory and practical (practical includes: practical/clinical and viva voce) to pass in that subject.

## **Internship**

1. Every MBBS student after passing the final MBBS professional examinations will be required to undergo compulsory rotational internship to the satisfaction of the institute for a period of one year (12 months) to be eligible for the award of the degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) as well as registration as a medical graduate.
2. The schedule of internship posting for students shall be declared by the Dean (Academic) Academic, AIIMS Raebareli.
3. The Institute shall issue a provisional MBBS Pass certificate on passing the final examination
4. The intern shall be entrusted with clinical responsibilities under direct supervision of a designated physician. The student shall not work independently.
5. Interns will not issue any medical certificate or death certificate or other medicolegal document under their signature.
6. The intern shall maintain a record of work in a logbook, which is to be verified and certified by the concerned Head of Department (HOD)
7. An intern is entitled to a maximum of fifteen (15) days of leave in the entire internship training programme of 12 months. Any leave of absence beyond entitled 15 days of leave shall be treated as absent and the intern must repeat the number of absent days in that subject posting and his/her internship period shall be then extended correspondingly.
8. Leave application shall be subject to the approval of the HOD.
9. Based on the record of the work and assessment (if any) at the end of each posting, the Dean (Academics) shall then issue cumulative Internship Completion Certificate at the end of training, following which the institute shall award the MBBS Graduate degree or declare him/her eligible for it.

**Electives posting** – The student must do elective posting of one month in the department/ subject as per abovementioned duration.

## **Hostel Rules and Regulations**

### **Hostel allotment, vacating the hostel, withdrawal/removal from the hostel**

- Hostel accommodation is compulsory for all undergraduate students.
- Hostel allotment will be done by Hostel Committee only after approval and under the direction of the administration.
- Only those students who have submitted duly filled Hostel Accommodation Form will be considered for hostel allotment.
- Once the hostel room is allotted, no change of room will be permitted. Change of room will be permitted only in special circumstances, provided it is deemed necessary/justified by Hostel Committee and depending upon availability of rooms.
- For change of room, the students shall apply separately in prescribed format
- No student should change or exchange room themselves. Unauthorized occupation of any room or exchange of room shall be treated as serious violation of disciplinary rules of the hostels.
- The Hostel administration, in case of shortage of rooms, can allot more than the capacity of the room.
- The occupants shall not move any furniture/fittings from its original allotted place
- An occupant of hostel, who desires to withdraw from the hostel, shall submit an application in the prescribed format to the Hostel Provost/ Assistant Provost after having cleared hostel and mess dues.
- While vacating the hostel room, the students should verify the inventories and submit the keys of the cupboards to the Hostel Provost/Assistant Provost. They must produce the no dues form signed by hospital Mess Sub-committee. In case of loss of keys, the students must replace the lock of cupboards on their expenses.
- Where a student has left the hostel, for whatever reason without clearing his dues to the hostel, the college administration may affect recovery of the outstanding dues from the caution money. In case the amount exceeds the amount of the deposit, the college authority can withhold the issue of Character Certificate, provisional degree certificate, internship certificate till the balance of the outstanding dues is paid by the student.

### General Code of Conduct

- The Hostel administration will provide partially furnished rooms. All hostel occupants Should conduct themselves in a disciplined manner befitting the honour, and respectability of the institution and the profession.
- Residents should not participate in any anti-national, anti-social or undesirable activity in or outside the campus.
- No secret activities or meeting are permitted in the hostel premises. For holding any meeting in the hostel room or anywhere in the hostel premises, prior written permission should be obtained from Hostel Provost.
- Firing crackers inside the hostel premises or inside the building is strictly prohibited.
- The hostel occupants should not make noise and/or create disturbance, including use of audio devices, TV or other media devices in such a manner to disturb the other.
- The hostel students shall neither misbehave nor interfere with the duties of Hostel Committee Members, care takers and security personnel. In case of health issues, theft, fire, quarrel among students, bullying, etc. students should report immediately to Hostel residential warden.
- In case of any problem or complaint regarding hostel, the hostel occupants should submit written complaint to Hostel Provost/ Assistant Provost. Complaint books are kept with Hostel Provost/ Assistant Provost
- There is **Strict Prohibition** of following activities: -
  - Consumption or storage or supply of liquor/ or any kind of intoxicant or drugs of abuse
  - Any kind of gambling is prohibited.
  - Tobacco consumption like chewing/ smoking is strictly prohibited.
  - Pornography is strictly prohibited.
  - Not to keep fire-arms (even licensed), poisons, dangerous chemicals or other life endangering items etc.

If any student is found indulging in such activity, strict disciplinary action will be taken which may include rustication from the institute.

### **Student movement timings, attendance and rules for leaving head quarter**

- Main gate of girl's hostel will be closed sharp 9 PM. Female students are not permitted to leave the hostel premises after 9 PM and before 6 AM. However, in some compelling situation, if they need to do so, they should take prior permission of concerned hostel authority with proper justification for the same.
- The main gate of Boys hostel will be closed at 10 PM. Male students are not permitted to leave the hostel premises after 10 PM and before 6 AM. However, in some compelling situation circumstances, if they need to do so, they should take prior permission of concerned hostel authority, Hostel Assistants/wardens with proper justification for the same
- The students are advised to carry their identity cards with them while moving out of the hostel premises and should show on demand while entering the campus.
- When it is expected that the student (male or female) cannot return to the hostel premises before their corresponding reporting time, the students are advised to issue gate pass from the Hostel Assistants/ residential care taker and show them when they move inside the premises.
- While moving in and out of the hostel premises, the student should make entry in the **"Student Movement Register"**.
- Girls must enter in the Student Movement Register regarding participation in curricular and extracurricular beyond the working hours of the Institute.
- For late night stay at local guardians' residence or night halt, prior written permission of the Provost/Assistant provost must be obtained. In addition, the local guardian must submit a letter stating that the student would stay with them.
- Daily attendance will be taken in the hostel at 10 PM in the Hostel. In case of absence of any student without prior information, strict disciplinary action will be taken.
- The hostel occupants shall not leave headquarter without prior permission of the Hostel Provost/Assistant Provost. Hostel occupant who leaves hostel without application and prior permission from the concerned authorities shall be deemed to be missing and their parents/ guardian or even the police authorities may be intimated.
- While leaving headquarter (during leave or vacation), the student should apply for permission in writing in advance stating the reason for leaving in the hostel leave forms only. The guardians of the parents must give their consent in advance in written, verifying the reason for leave, timings and address during leave from hostel.



- Student must declare for their chronic illness/ psychiatric illness/disability to the hostel Provost/ assistant provost with details of medication in written to avoid any chaos in emergency.
- If students are having any history of acute/chronic illness, she/he might need to produce fitness certificate to the hostel authorities (decided on individual basis)
- The hostel occupants shall not leave the hostel premises for the purpose of excursion or picnic without permission of the competent college authorities and without prior intimation to Chief Provost/ Hostel Provost. For any accident, fatality or untoward event that may occur during picnic/excursion, the responsibility does not lie with the institute or Hostel authorities.

### **Visitors**

- No male visitor is permitted in Girls Hostel.
- Female visitor (only close relatives) will be permitted to visit female student's room on verification from the concerned students. However, in any circumstances, they will not be allowed to stay in the hostel.
- Male students are not permitted to enter inside the Girls Hostel premises in any circumstances. If found, it will be treated as serious offense.
- Female students and female visitors are not permitted to enter inside the Boys Hostel premises in any circumstances. If found, it will be treated a serious offense.
- Outsiders including parents or guardian of a student are not permitted to stay in the hostel (Boys/Girls Hostel).
- Visitors including parents/ guardian are not permitted in the hostel after 8.00pm. However, in case of extraordinary circumstances, prior permission of Hostel Provost/ Assistant Provostor competent college authorities must be obtained to stay beyond these hours.

### **Hostel property**

The hostel occupants should take good care of all kinds of hostel and public properties including furniture, electricity and water fittings as well as other hostel areas.

- Any kind of damage to hostel property by hostel occupants will be treated as serious offense.
- Stealing or pilfering of hostel/institute property or other student's property will be considered as serious and strict disciplinary action will be taken.



- The hostel students are not permitted to install any electric installations or appliances.
- The hostel students shall not install personal television sets in their rooms.

### **Cleanliness**

- The hostel occupants should keep their rooms neat and tidy.
- It is the responsibility of room inmates to discard the wastages of their rooms in the common dustbins.
- The hostel occupants should maintain the hostel premises neat and clean.
- The hostel occupants are prohibited from writing any slogans or any writings, spray painting of walls, obscene drawings on the hostel walls and rooms.
- The room of any student can be inspected at any time by the warden or any authorized member from the institute staff. The inmates should keep their rooms presentable.

### **Personal Conveyance**

- None of the first year MBBS students is allowed for private vehicle. Second year onward, students can be allowed for two wheelers, provided they will submit the vehicle RC, driving license, and an undertaking duly signed by the parents.
- The administration/ hostel administration will be not responsible for safety of vehicles or the injury related to it
- 4 wheelers are not allowed to MBBS students.
- All permitted vehicles parked in campus should bear AIIMS Raebareli parking Slip issued from Security In charge without which the vehicle will not be allowed.
- No unauthorized parking of vehicles other than the designated space is allowed without permission.

### **Safety of personal belongings**

- The hostel occupant should lock their respective room while moving out of the room and hostel.
- Hostel Provost/Assistant Provost is authorized to open any locked room in case of an emergency.
- It will be the responsibility of the hostel occupants to take care of their personal belongings.
- A hostel student will be completely responsible for all his possessions including his/her laptop/computer/electronic gadgets etc. The institute or hostel committee will not be responsible for any loss.

### **Disciplinary action**

If case of infringement of hostel rules, the student will invite any of the following disciplinary action which will depend upon severity of misconduct and indiscipline and will be decided by disciplinary committee in consultation with competent authority.

1. Written Warning to student
2. Verbal and/or Written communication to parents/guardians
3. Monetary fine– ranging from Rs.50/-toRs.50,000/-(Individually or collectively)
4. Recovery of cost of damaged hostel property
5. Expulsion from the hostel
6. Rustication for a particular term
7. Permanent rustication from the institute

## **Anti-ragging Measures & Squad**

AIIMS Raebareli campus is ragging free with zero tolerance towards ragging. Ragging in any form is punishable as per the guidelines of Hon'ble Supreme Court of India.

Ragging refers to *“any conduct whether by words spoken or written or by an act which has the effect of harassing, teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.”*

### **The punishable ingredients of ragging are:**

- Abetment to ragging
- Criminal conspiracy to rag
- Unlawful assembly and rioting while ragging
- Public nuisance created during ragging
- Violation of decency and morals through ragging
- Injury to body, causing hurt or grievous hurt
- Wrongful restraint
- Wrongful confinement
- Use of criminal force
- Assault as well as sexual offences or even unnatural offences
- Extortion
- Criminal trespass
- Offences against property
- Criminal intimidation
- Attempts to commit any or all of the above-mentioned offences against the victim(s)
- Physical or psychological humiliation
- All other offences following from the definition of “Ragging”

Ragging in all its forms is totally banned in the entire AIIMS Raebareli complex including departments, its premises (academic, residential, sports, canteen, etc.). The Institution shall take strict action against those found guilty of ragging and/or of abetting ragging.

- Freshers should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.
- As ragging takes place mostly in the hostels, hostel messes, and college canteens, a round the clock vigil against ragging in the hostel premises shall be provided. Also, the employers/employees of the canteens/mess and the security personnel posted in hostels shall be given necessary instructions to keep strict vigil and to report the incidents of ragging to the college authority if any.
- Fresher's who do not report the incidents of ragging, either as victims or as witnesses, shall be punished suitably.

**Punishment for Ragging:** Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following.

- Suspension from attending classes and academic privileges.
- Withholding/withdrawing scholarship/ fellowship and other benefits
- Debarring from appearing in any test/ examination or other evaluation Process.
- Withholding results
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc. Suspension/ expulsion from the hostel
- Cancellation of admission.
- Rustication from the institution for period ranging from 1 to 4 semesters
- Expulsion from the institution and consequent debarring from admission to any other Institute the case may be.
- Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment

### Anti-Ragging Squad, AIIMS Raebareli

	Name	Designation	Dept	Phone number	E mail
1	Prof Archana Verma	Professor	Neurology	9415618867	<a href="mailto:archanashiva2010@rediffmail.com">archanashiva2010@rediffmail.com</a>
2	Dr Sunita Singh	Associate Professor	Pediatric Surgery	8518881733	<a href="mailto:mchsunita@gmail.com">mchsunita@gmail.com</a>
3	Dr Tarun Prakash Maheshwari	Associate Professor	Anatomy	8199001071	<a href="mailto:tpm1984@gmail.com">tpm1984@gmail.com</a>
4	Dr Mrityunjay Kumar	Associate Professor	Pediatrics	9098762320	<a href="mailto:drmkumar409@gmail.com">drmkumar409@gmail.com</a> ,
5	Dr Arghya Pal	Assistant Professor	Psychiatry	8240248106	<a href="mailto:drarghyamb@gmail.com">drarghyamb@gmail.com</a>
6	Dr Arijit Jotdar	Assistant Professor	ENT	9836896184	<a href="mailto:arijitjotdar@gmail.com">arijitjotdar@gmail.com</a>
7	Dr Preeti Shukla	Assistant Professor	Dentistry	9208135669	<a href="mailto:drpritishukla22@gmail.com">drpritishukla22@gmail.com</a>
8	Shri Samir Shukla	Registrar	Registrar	9648511222	<a href="mailto:samir.shukla2011@gmail.com">samir.shukla2011@gmail.com</a>

### Anti-Ragging Committee, AIIMS Raebareli

	Name	Designation	Department	Phone number	E mail
1	Prof Arvind Rajwanshi	Executive Director,	AIIMS Raebareli	8699045550	edaiimsrbl@gmail.com
2	Prof Niraj Kumari	Dean (Academic)	AIIMS Raebareli	9453012631	nirajpath@gmail.com
3	Mr S.K. Singh	Deputy Director	AIIMS Raebareli	9465491103	ddaaiimsrbl@gmail.com
4	Shri Samir Shukla	Registrar	AIIMS Raebareli	9648511222	samir.shukla2011@gmail.com
5	Prof Pragati Garg	Professor	Ophthalmology	9415396506	drpragati89@gmail.com
6	Dr. Rajat SubhraDas	Additional professor	Anatomy	9436540949	rajatsubhrad0@gmail.com
7	Dr. Gaurav Upadhyay	Associate professor	Orthopedic	9891085913	drkgkupadhyaya@yahoo.com.in
8	Dr. Tarun Prakash Maheshwari	Associate Professor	Anatomy	8199001071	tpm1984@gmail.com
9	Dr Ananya Soni	Assistant professor	ENT	9454793893	annayasoni1986@gmail.com
10	Dr. Anirudh Mukherjee	Assistant professor	General Medicine	9568992434	dranirudhmukherjee@gmail.com
11	Dr. Niraj Kumar Srivastava	Associate professor	General surgery	8518887725	nirajsri09@gmail.com
12	Dr. Suyash Sringh	Assistant professor	Neurosurgey	639627740	drsuyashsingh@gmail.com
13	Dr. Anshu Khatri	Additional Professor (Physiology)	Physiology	6280583520	khatrianshu1976@gmail.com
14	Representative of District Magistrate-Raebareli				
16	Representative of one Parent of Concerned MBBS batch				
17	Representatives of MBBS Students of concerned Batch (one boy & one girl)				

## **Committees**

- 1. Hostel Committee-AIIMS Raebareli:** Hostel committee is responsible for framing of overall management of the hostel, and its functions include:
  - Overall management of the hostel, including framing rules for the hostels, recreational facilities, security personal.
  - Allocation of hostels or its parts to student groups, and to frame rules regarding allocation of rooms.
  - Overall supervision of hostel mess, award of contract to the agency running these services, mechanisms to ensure quality, hygiene and appropriateness of services offered.
  - Overall management of security services and arrangements for the hostels.
  - Human resource allocation in the hostels, including that of residential wardens, Junior wardens, and workers.
  - Hostel committee will meet at least four times in a year. An additional meeting may be convened by the Member Secretary as and when necessary.
  
- 2. Chief Provost:** The Hostel Chief Provost is responsible for overall administration of the hostel and is the authority in charge for all hostel related issues. He/She is responsible to enquire into any acts of indiscipline, misconduct or inappropriate behavior brought to the notice of Provost, and take an appropriate action in consultation with Dean (Student Welfare). Dean (Student Welfare) may consider discussing the matter with the hostel committee on a case-to-case basis. Hostel Chief Provost will constitute sub-committees for smooth functioning of hostel services.
  
- 3. Hostel Provost:** He/She is responsible for ensuring the proper academic and social environment in and around the hostel. He/She is expected to perform effectively with regards to-
  
- 4. Assistant Provost:** He/She would assist the Provost of respective hostels in maintaining the discipline of the hostel and all other works.
  - To give permission to the Guests of same gender for residing in the common room on the request of the students
  - Regular visit to the hostel to solve the problems of the students.

- Ensure better interaction between the students, residential care taker and hostel staff.
- To supervise the work of residential care taker.
- To take decision on the requests forwarded by the residential care taker
- Make duty roster of the residential care taker and support staff and take regular feedback from the students regarding the same.
- Report any act of indiscipline/non-performance of the hostel staff to the hostel Provost for necessary action
- To supervise various ledgers and registers of the hostel office
- Communicate with the parents/guardians of the inmates.
- To work closely with all hostel sub-committees.
- To facilitate the arrangement of stay of the Guardian of inmates in the Guest House reaching the Institute at odd hours.
- During the absence of the Hostel Provost, one of the Assistant Provosts would look after the hostel affairs being by the Provost or the Chief Provost as the case may be.

**5. Residential warden:** He/ She is expected to be on duty 24X7. He/ She shall seek prior permission from the Hostel Provost or the In Charge Hostel Provost before proceeding on leave; they shall make suitable arrangement for their duties (via back-up care takers) in lieu of same. Under no circumstances, the residential care taker can leave the hostel premises at night (9:00 p.m-6:00 am) without seeking prior written permission from the hostel provost.

- Room allocation to the students, and to issue furniture/electrical items to each student for placement/installation in the room. The residential warden shall seek approval from the Provost/ Assistant Provost for the same.
- Forward all the applications on hostel matters from students to the Provost/Assistant Provost
- To ensure proper maintenance of the hostel rooms, common room, toilets, mess and premises i.e., coordination with Electrical maintenance section, building section and sanitary department.
- Maintain the proper record and recovery of hostel dues.
- To ensure proper water supply and drinking water arrangement in the hostel.
- Maintain the Hostel stock register.



- To report to the Superintendent the names of the students who are violating the mess rules and defaulters in clearing the mess dues.
- To maintain the leave record of the students (To keep a watch on the In and Out register)
- Supervise the work of hostel support staff and security guards
- To take a daily roll call and to maintain attendance registers.
- Regular visit to student's rooms to solve the day-to-day problems of the students
- Take action on the complaints noted in the complaint register to maintain leave register for workers and forward their leave application to the Provost/ Assistant Provost
- To arrange for medical help (doctor/ambulance) to the students in case of any medical emergency.
- Daily report to the Provost/ Assistant Provost about the maintenance of the civil and electrical works, discipline of the students, guest/visitor record and any other noticeable information.
- A consolidated report regarding the same should be mailed to the Assistant Provost daily.
- Ensure that the security guards and mess supervisors perform the following tasks

**Medical Board to attend any emergency medical call at girls/boys hostels**

Dr. Gaurav Upadhyaya, Associate Professor (Orthopaedics) - 9918192066

Dr. Niraj Kumar Srivastava, Associate Professor (Surgery) -8518887725

Dr. Sunita Singh, Associate Professor (Paediatric Surgery) -8518881733

Dr. Banashree Nath, Assistant Professor (Obs & Gynae) - 9717492795

Dr. Krishna Singh, Assistant Professor (Obs & Gynae) - 7755052591

Dr. Pramod Kumar, Assistant Professor (Medicine) - 82853353632

Dr. Rashmi Shukla, Assistant Professor (Psychiatry) - 7388396543

Dr. Arghya Pal, Assistant Professor (Psychiatry) – 8240248106

**Note: These rules are framed by institute hostel committee with the approval of administration. Modification or addition of rules may be made and communicated as and when necessary**

## Cultural Activities

