



**GOVERNMENT OF THE PUNJAB
SPECIALIZED HEALTHCARE &
MEDICAL EDUCATION DEPARTMENT**

NOTIFICATION

NO. S.O. (ME)7-6/2017(CIS). On the recommendation of the "PG Admission Committee" the Specialized Healthcare & Medical Education Department, Government of Punjab has approved "**Policy and Procedure Manual of Post-Graduate Residency of Level-III Programs**", leading to postgraduate qualifications of MD/MS/FCPS, based on merit and academic performance of the doctors desiring to seek post-graduate training. The Policy has been devised to, (1) identify the training potential of public teaching hospitals, (2) to improve the standards of training in public hospitals, (3) to carry out admission and placement of doctors in PMDC level-III programs in public teaching hospitals through uniform merit-based criteria.

2. The Policy for the selection of PG Trainees will be implemented at all the Healthcare Institutions engaged in imparting PG Training, and will be enforced immediately from **January, 2017 PG Induction** and onwards.

3. "**Policy and Procedure Manual of Post-Graduate Residency of Level-III Program**" is outlined as under:

Part-I: The Regulations For Post-Graduate Level-III Residency Training In Public Sector Teaching Hospitals of the Punjab

Post-Graduate Admission Committee for Admissions; was notified by the Specialized Healthcare & Medical Education Department of the Government of Punjab on 24th October, 2016, comprising of;

1.	Prof. Dr. Syed Muhammad Awais (S.I)	Technical Advisor, SHC & ME Department	Convener
2.	Prof. Dr. Asad Aslam Khan (S.I.)	Ex V.C. KEMU, C.E.O MHL	Member
3.	Prof. Dr. Aamir Zaman	Councilor CPSP/Pro VC, FJMU	Member
4.	Prof. Dr. Junaid Sarfraz Khan	Pro-VC, UHS	Member
5.	Prof. Abrar Ashraf	Prof. of Surgery, KEMU, Lahore	Member
6.	Dr. Salman Shahid	AST, SHC&ME Department	Member
7.	Mr. Badar Munir	JD-S, PITB	Member
8.	Representative of Secretary Primary and Secondary Health Care Deptt.		Member
9.	Any Co-opted Member		

Meetings of the Committee were held at the SHC & ME Department on 29th October 2016, 2nd November 2016, 9th November 2016, 11th November 2016, 16th November 2016, and 20th November 2016.

The recommendations of the committee were presented before the Competent Authority on 20th November 2016, and were approved.

The committee successfully completed admissions January-2017. Based on the experience the PPM draft have been improved and recommended by the committee on 22nd May, 2017, to the SHC&ME department for approval and notification.

LIST OF CONTENTS Policy and Procedure Manual (PPM).

1. Introduction
2. Punjab Regulations of Level-III Postgraduate Residency Training Leading to MD/MS /FCPS Qualifications.
3. PM&DC Post-Graduate Education Regulations, Gazette of Pakistan, Extra Ordinary-2012, [Part-II]
4. Guidelines for Admission Procedure
5. Guidelines for "Entry Test" (if/when required)
6. The Data of PM&DC/DAI approved/applied Training Programs, Teaching Hospitals, Teaching Institutions, and number of PG seats.

1. INTRODUCTION.

1.1 Transforming quality of care through education;

To improve quality of health care delivery in hospitals, it is a gold standard to handle the quality of healthcare through improving the "Education and Training" of the healthcare providers in the hospitals. Medical education gives clinicians the training they need to provide better patient care and improve health outcomes.

Medical practice needs to evolve to meet these challenges, but it cannot without important changes in the field of medical education. Doctors today need to work as a team and to share responsibility for health outcomes as opposed to the traditional medical training and culture which emphasize on individual autonomy and expertise.

1.2 PM&DC Framework of Levels of Higher Education, their duration, entry qualifications and corresponding exit qualifications

Levels of Education	Course	Duration	Entry Qualification	Exit Qualification
I	Graduate Qualification	6 years	F.Sc. Pre- Medical / Equivalent	MBBS
II	Intermediate Qualification	2 years	Level-I Qualification	Diploma/ MCPS M.Phil.
III	Terminal Qualification	4-5 years	Level - I Qualification	MD/MS/FCPS
IV	Sub-Specialization	1-2 years	Level-III/equivalent Qualification	Fellowship or 2 nd qualification in sub-specialty

The first step in uplifting of healthcare services will be started by uplifting the education/training of specialist doctors at level-III leading to qualification of MD/MS/FCPS, in government teaching hospitals of Punjab.

2. MISSION OF UPLIFTING THE QUALITY OF HEALTH CARE IN PUNJAB THROUGH IMPROVING QUALITY OF EDUCATION OF THE HEALTH CARE PROVIDERS.

2.1 MISSION: The Specialized Healthcare and Medical Education Department, Government of Punjab shall uplift the quality of health care services at the "Tertiary and Specialized Teaching Hospitals" of Punjab to the national and international standards.

2.2 GOAL: Launch systems and operationalize them in one Year (1st January, 2017 to 31st December, 2017) and strengthen them through a continuous process of improvement.

2.3 STRATEGY: Uplifting of all three pillars of health care systems – Hospitals, Medical Education and Quality of Health Care, in all Teaching Hospitals of the Punjab.

2.4 STEPS: The goal will be achieved through the followings steps;

- 2.4.1 Uplift Education of Health Care Providers.
- 2.4.2 Uplift the Teaching Hospitals.
- 2.4.3 Institute Quality Assurance of hospitals, education of the health care providers and health care services.
- 2.5 **POLICY & PROCEDURES:** Policy and Procedure Manuals shall be prepared to carry out all three steps stated at 3.4.

3. **STANDARDIZATION OF LEVEL-III POST-GRADUATE TRAINING PROGRAMS (MS/MD/FCPS).**

- 3.1. Restore relationship of number of beds, number of teachers and number of trainees in each specialty training program to satisfy the regulations published in gazette of Pakistan.
- 3.2. Ensure formal educational arrangements e.g. approval of programs and training sites by PM&DC, approval of training sites by Degree Awarding Institutions, available and in-practice; training guides like curriculum, structured training systems, log books and examination systems.
- 3.3 Develop and implement computerized; merit-cum-availability based transparent admission policy and procedure system.
- 3.4 Supplement the physical and technical resources in the training sites/departments/hospitals to meet the "Basic Requirements of Teaching and Training Programs".
- 3.5 Subject the training programs to continuous "Quality Enhancement System", comprising of; 1) Continuous Monitoring, 2) Self-Evaluation (Peer Review), and 3) Third Party Review/Accreditation.

4. **POLICY REGULATIONS OF LEVEL-III POSTGRADUATE RESIDENCY TRAINING.**

These regulations will be called "Punjab PG Residency Regulations, 2017", and shall be improved and modified from time to time, and will be notified by the Specialized Healthcare & Medical Education Department, Government of Punjab.

- 4.1 **General Guide Lines.**
- 4.2 All Degree Awarding Institutions, functioning in the field of Medical Education in Punjab, must have a legal charter, be notified by HEC and approved and included in the relevant schedules of the PM&DC Act, 1962.
- 4.3 Training of PG Residents shall be allowed in the specialty Programs which are approved and notified by the PM&DC.
- 4.4 The Degree Awarding Institution(s) must obtain approval of their programs and qualifications from the PM&DC and these qualifications must be included in the relevant schedules of HEC Qualification Framework and PM&DC Act, 1962.

- 4.5 All Public Teaching Institutions in Punjab must get their Specialty Programs and Training Sites inspected and approved/affiliated by the both Degree Awarding Institutions (Universities/ CPSP).
- 4.6 All Public Teaching Institutions must get their Specialty Programs and their Training sites inspected and approved by PM&DC.
- 4.7 For acting as supervisors, the Post Graduate Training Faculty includes Assistant Professor, Associate Professor and Professor. Each one of them must have teaching experience of five (05) years out of which three (3) years must be after the post-graduation. Each Faculty member can have one (01) PG Trainee per year and Prof/HOD can have two (02) PG Trainees per year.
- 4.8 To meet the criteria of having three (03) teachers for starting each Specialty Program the list of faculties may include Professors, Associate Professors, Assistant Professors and Senior Registrars.
- 4.9 The Teaching Institution/Teaching Hospital shall be appropriately organized for the conduct of structured practical/clinical training program based on practice of modern medicine and current basic medical sciences. It must provide a scholarly environment and must be committed to excellence in both medical education and patient care. For Postgraduate Training of Level-III Programs, one (1) PG Trainee will be inducted / admitted for every ten (10) beds per year. (Except for Anesthesia and Radiology where the departments do not have patient beds)
- 4.10 Admission/Entry for Post Graduate Residency will be once a year. The selected candidates will start their training on 1st January of every year. However, in 2017, the admissions will take place twice a year. (The training will start on 1st January, 2017 and 1st July, 2017. During 2017, 50% seats will be filled in January and 50% seats will be filled in July).
- 4.11 The Post Graduate training seats will be allocated as under;
- | | |
|--|-----|
| i. To be filled on all Punjab basis | 94% |
| ii. Other than Punjab domicile and International | 06% |
- 2% seats reserved for candidates from AJK, G&B, FATA, Baluchistan and
2% seats reserved for candidates from Sindh, KPK and Islamabad, and
2% for nationals of other countries)
- (In case of less candidates from outside Punjab/Pakistan, the seats will be shifted to all Punjab).
- 4.12 Calculation of Beds/Faculty/Number of PGs, and allocation of PG Trainees to the supervisors will be according to PMDC regulations, published in Gazette of Pakistan.
- 4.13 Seats of all Specialty Programs at all training Sites will be calculated and advertised.
- 4.14 The admissions will be carried out through computerized, transparent, merit-cum-availability system.

- 4.15 The training slots shall be allocated to College of Physicians and Surgeons Pakistan and universities on 50:50 bases. (in case candidates, will be less in one group, the seats shall be transferred to other automatically. Effort shall be made to fill all seats in best interest of services to patients))
- 4.16 All PG Trainees (whether on Stipend or M.O.) will have to leave the training slot on completion of training tenure. (irrespective of their status of examinations)
- 4.17 The DAI are expected to provide the following documents/guidelines.
- Scheme of each program showing rotations, courses & examinations
 - Curriculum / Training Manual
 - Log Book/Portfolio
 - Technical requirements (equipment, facilities) of the program
 - Research responsibilities

The DAI(s) including CPSP, KEMU, UHS, FJMU, NMU, FMU, RMU are expected to have in practice, an efficient monitoring system(s) on training site(s), to ensure that the learning objectives of the curriculum are being met. All these will be carried out in formal way through their rules/regulations of DAI.

- 4.18.1 All training sites should be approved by both CPSP and Universities. If a training site is approved by both DAI (CPSP and University) the seats will be divided among FCPS and MD/MS candidates on 50:50 basis. If approved by CPSP alone and not by University, all 100% seats will be allocated to FCPS candidates, if training site/program is approved by university alone (not by CPSP), 100% seats will be allocated to university. In case any training site/program is not approved by both (CPSP and University), no admission will be made.

- 8.18.2 Wedlock; The candidates shall apply and get their admission on merit. After joining the allocated training site, the candidates (husband and wife), if are in one session, will be able to apply to the admission committee for allocation of one training site. The admission committee shall offer them site(s) where seats for both of them (left vacant in admission) will be available.

4.19 Program Administration:

- 4.19.1 The Postgraduate Residents shall be attached with all "Supervisors / Trainers/ Mentors", with ratio of 1:1, and for HOD & Resident Ratio shall be 1:2.
- 4.19.2 "Program Faculty Committee", shall comprise of all supervisors of each specialty program. The Prof/HOD will be the "Program Director". The "Program Faculty Committee" and "Program Director" shall be notified by each teaching institution.
- 4.19.3 All program Directors in an institution will constitute "Institutional PGME Committee (as required by the PM&DC)

- 4.19.4 Program Faculty Committee will meet frequently and look after academics/training, allocation of PGs to supervisors, research, counseling, administration, internal examination, discipline within the program and continuous internal monitoring (required by the PM&DC). The Program Faculty Committee shall maintain the minutes of all such meetings and will produce before "Punjab PG Committee"
- 4.19.5 The Institutional PGME Committee, will perform overall advisory role in all academics, administrative and disciplinary matters related to level-III PG residency within the institution. This committee will ensure that in all programs, the curriculum are translated into training/competencies by a structured program and candidates are prepared for their final examinations. (the committee shall hold meetings and shall maintain its minutes)

4.20 Duty Hours/Leave/ Absence/Stipend/Salary for in Government Job / Maternity Leave /Freezing of the Program.

- 4.20.1 The "Institutional PGME Committee" of each institution will manage/administer the morning, evening, night and on call duties in the light of standards given in gazette of Pakistan.
- 4.20.2 Only four weeks of leave/absence allowed during one calendar year.
- 4.20.3 No honorary PG Residency is allowed in any case.
- 4.20.4 All PG Trainees (from Punjab, Pakistan or abroad) will get PG Stipend from the hospital in which their training site/department is located. (in reward for the services they provide to the patients).
- 4.20.5 The medical officers (M.O.)/demonstrators, in job, if pass PART-1, and are successful in getting admission on merit, will be provided deputation for their study period. For issue of salary they will be placed against deputation seats available at PGMI, Lahore.
- 4.20.6 Freezing of the program shall be allowed only for six months in whole program and this period will be without pay.
- 4.20.7 In case of female PG Residents, maternity leave of 90 days with pay will be given only once during the entire course of training.
- 4.20.7 All PG Residents who will avail freezing, or leave for more than allocated period (four (04) weeks per year) must work more to complete the training requirements. For this period, they will not get stipend/salary.

4.21 Admission & Joining.

- 4.21.1 The Punjab PG Admission Committee will inform grant of admission to the candidate and to the VC/Principal/Head of Institution to accept the candidate and issue institutional orders. The Medical Superintendent of the Teaching Hospital will include

the name of the candidate in the Stipend/Salary system based on the information from the VC/Principal/Head of Institution.

- 4.21.2 The candidate will give joining to the VC/Principal/Head of the institution within three (03) days after the admission, who will send list of PGs who have joined to PG Admission Committee and the Medical Superintendent (both on-line and signed list on paper). In case the candidate does not join, his/her admission will be cancelled and post will be given to the next candidate on merit.
- 4.21.3 The VC/Principal/Head of Institution will forward the PGs to the Head of the Department to call meeting of "Program Faculty Committee(s)" and distribute the PGs to the relevant Units and Supervisors.
- 4.21.4 Post-Graduate Residents will give their joining at the program site. The joining shall be signed by the supervisor, Program Director and the Head of the Department. The candidate will submit the copies of the joining report to the VC/Principal/ Medical Superintendent/Head of Institution and PG Admission Committee, and apply to the DAI for enrolment.

4.22 Teaching & Training Arrangements

- 4.22.1 The Specialized Healthcare & Medical Education Department, Government of Punjab will coordinate with all DAIs to maintain uniform standards in line with the Competencies of the "Specialist Doctors".
- 4.22.2 The Universities of Punjab, running MD/MS Programs in their teaching hospitals will ensure uniform standards in their curriculum, training, examinations and quality assurance. (Establishment of Inter University Board).
- 4.22.3 The PG Trainees shall be allowed one to six months training in other institutions of good reputation within the country or abroad with the approval of the program faculty committee, the "Institutional Post Graduate Medical Education Committee" and the VC/Principal/Head of Institution. PG Trainee will receive stipend/salary for this period.
- 4.22.4 The PG Trainee shall be appointed during last two years of his training at non-teaching DHQ/THQ Hospitals for a period of three months at departments where there is consultant available in his specialty. The DAI shall arrange training of the consultant to act as co-supervisor for this period. The candidate shall be given compensation for boarding and lodging in this case.

4.23 The Transition Arrangements.

- 4.23.1 The programs with over admission will receive normal admissions and with time the number of PGs will become normal.

4.23.2 The candidates at present in General Surgery/Medicine, who after completing two (2) years training will need Level-III, Year-3 entry into specialty, will be given special handling to select specialty (if not done) during the year 2017-2018.

4.23.3 The Punjab Government will continue to strengthen existing and new teaching hospitals with faculty and equipment to strengthen the number of PG admissions.

4.24 Code of Ethics.

4.24.1 The PG Resident Candidates will read and sign "Terms and References" of PG Training at time of application.

4.24.2 The "Code of Ethics" for the PG Trainees will be issued by the SHC & ME Department, Government of Punjab or its Appointed Body.

4.25 Grievances of PG Candidates/Trainees:

4.25.1 Grievances during admissions. A complaints Redressal Sub-Committee shall be notified by the PG Admission Committee, comprising of one member of admission Committee, two (02) principals and two (02) Medical Superintendents, the committee shall receive the complaints of candidates, examine them and make recommendations to the committee within prescribed period of admission process for further necessary action. (During Meeting of PG Admission Committee, Prof. Aamer Zaman Khan was appointed "Chairman of Sub-Committee" for admissions July-2017.

4.25.2 The Trainees, if experience that the training system has been unfair at some point to their rights, he/she will be allowed to lodge complaint before the "Institutional PGME Committee", within (3) days after the problem has occurred. The committee will review and decide the case(s) within (2) weeks, and recommend to the concerned authority of the institution for further necessary action.

4.25.3 The Specialized Healthcare and Medical Education Department shall notify a Grievance Committee to address the Grievances of the candidates regarding admission process. The Grievance Committee will settle the cases in light of "Regulations for Postgraduate Level-III Residency Training" notified by Department of Specialized Healthcare & Medical Education Department.

Part-II:

POLICY AND PROCEDURE FOR ADMISSION IN LEVEL-III PROGRAMS IN MEDICAL CLINICAL SPECIALTIES, LEADING TO QUALIFICATIONS OF FCPS/MD/MS PROGRAMS.

I-INSTRUCTIONS FOR THE CANDIDATES.

1. Please read list of specialties available (PM&DC approved) and select the specialties(s).
2. Please read list of program site(s) for each specialty program(s) and select the program site(s).
3. Complete Form Carefully and Submit. After submission of the form no change will be

accepted.

4. Always submit form from personal e-mail account of the candidate. Forms from other's account will be rejected.
5. The candidates who have passed PART-I from both (CPSP and Universities) can apply on two separate forms.
6. Any grievance(s) felt by the candidate can be brought into notice of the "PG Admission Committee" within three days after the notification of the admission result. The complaint will be entertained and decision made on basis of PG Regulations for July 2017 admission.
7. Read the "Terms and Conditions of Residency/Contract Agreement" of the PG Residency carefully and "Accept" them before you submit the "Form".
8. On the web site two separate application forms are available for "FCPS" and "MD/MS".

Candidates who have passed Part-I examination of both examination can exercise their merit by applying on both forms.

II-WARNING.

The information given in the application form and PDF Scans of original documents shall be verified at three (03) stages;

- i. During Application Processing
- ii. Time of Acceptance by the Teaching Institution.
- iii. During the Training

If information submitted is found wrong, mismatched or forged, the application will be rejected and training if started will be discontinued with no right of appeal at institution/government level.

III-ELIGIBILITY/ PRE-QUALIFICATIONS

1. MBBS Degree
2. Certificate of Completion of 12 months of House Job
3. PM&DC Registration
4. Result of passing PART-I Examination of FCPS/MD/MS within last three (03) years

IV- PERSONAL INFORMATION

1. Computer No.
1. Name
2. Father/Husband Name
3. Gender Male/Female
4. Date of Birth.
5. Date of Passing MBBS
6. Country of Passing MBBS.
7. Applied as PG Candidate of;

i. CPSP ii. University iii. Both	
8. Date of Passing Part-I Examination 9. CNIC No. 10. Date of Expiry of CNIC. 11. E-mail address 12. PMDC Reg. No. 13. Date of Expiry of PMDC Registration 14. Mobile Phone No. 15. District of Domicile. 16. District of present Residence. 17. Present Postal address	
V- EDUCATION MBBS Aggregate of Marks 20 Points For Pakistani Graduates, Sum of marks achieved in all professionals divided by sum of total marks in all professionals, multiplied by 20. Attempts Up to 5 Points 1. For Pakistani Graduates One Point will be given for passing each professional examination in the first attempt. 2. For Foreign Graduates 05 points (1.66 points for first attempt in each part of PMDC Examination) for passing in first attempt PM&DC Examination for Foreign Graduates.	
PART-I (FCPS/MD/MS) 40 Points 1. Part-I marks obtained divided by total marks multiplied by 40 for University Post-Graduates MD/MS OR 2. % of average of band range given by CPSP in FCPS Part-I	
VI- Graduates from Public Teaching Institutions 05 Points (The graduates of public medical colleges are trained in 3 rd , 4 th & 5 th year MBBS in public teaching hospitals. They are exposed to patient care in public hospitals during house job. They can contribute more towards quality of patient care)	
VII- House Job in Public Teaching Hospitals 2.5 Points	
VIII- Application in the same Teaching Institution 2.5 Points Candidates who apply in their home institution from where they have graduate are given additional marks.	
IX- Experience at Primary & Secondary level/Distinctions in University Examinations: 20	

Points

1. Experience at Primary Health Care level.

05 points for each six (06) months. Points calculated Pro-Rata. Only two (02) years accepted

2. Experience at Secondary Health Care level.

2.5 Points for each six (06) months. Points will be calculated Pro-Rata. Up to four (04) years accepted.

IMPORTANT: Please down load the "Experience Certificate", complete the form and get certified and submit it as the PDF/ Image.

3. Distinctions in University Examinations.

Two (02) points for each distinction.

Twenty marks will be calculated jointly by giving credit for job in primary & secondary healthcare sites and distinctions.

Please provide scan/image of certificate/result of distinction from the university.

X- Research Papers.

05 Points

1. Papers published in HEC/PM&DC recognized journals, and international Impact Journals shall be accepted.
2. 2.5 marks for 1st, 2nd, 3rd, author for each paper (up to two papers allowed)
Give reference link (www) of the journals. No credit if www link fail to open up.
3. In case paper is approved for publication in above mentioned journals, the letter of approval and www link of journal must be provided.

TOTAL POINTS:

100 Points

XI- SPECIALTY PREFERENCE.

1. Out of List of medical subjects approved for Level-III training, by PMDC, following **CLINICAL SUBJECTS** are offered for training leading to FCPS/MD/MS qualifications.
2. A candidate can apply in more than one specialty as allowed by the PART-I (FCPS/MD/MS) and can exercise his/her merit.

LIST OF MEDICAL CLINICAL SUBJECTS (PROGRAMS) OFFERED

Specialty No.	Specialty Title
1.	Anaesthesia
2.	Cardiology
3.	Cardiac Surgery
4.	Dermatology

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5.	Diagnostic Radiology
6.	Gastroenterology
7.	General Surgery
8.	Medicine
9.	Nephrology
10.	Neurology
11.	Neurosurgery
12.	Obstetrics and Gynecology
13.	Ophthalmology
14.	Orthopaedic Surgery
15.	Otorhinolaryngology (ENT)
16.	Paediatrics
17.	Paediatric Surgery
18.	Plastic Surgery
19.	Psychiatry
20.	Pulmonology
21.	Radiotherapy
22.	Thoracic Surgery
23.	Urology

PART II THE GAZETTE OF PAKISTAN, EXTRA, JULY 18, 2011, APPENDIX –II {14(5)}

XII- PROGRAM TEACHING HOSPITAL SELECTION.

1. Preference(s) for specialty of program(s): select the Title of Specialty Program (s) as allowed by the type of PART-1 Examination.
2. Preference(s) of teaching hospitals: Please give Preference out of the list of offered teaching hospitals according to title of the selected specialty program(s).

XIII- ATTACHMENTS.

Always submit PDF Scans of following original documents.

1. Both Sides of valid NID Card,
2. Domicile Certificate,
3. MBBS Degree,
4. Certificate by University/Principal showing Marks obtained, total marks and attempts of all university examinations,
5. House Job Certificate,
6. Valid PM&DC Registration Certification.
7. CPSP/University Part-I Result Card of within 03 years.
8. Job Experience Certificate in Public primary and secondary (Non-Teaching Hospitals). Shortage of even one day not allowed to complete a year.
9. University Certificate showing distinction in each/any subject of university examination.

10. Published Papers (up to 02 papers) in HEC/PM&DC approved Journals or Foreign Journals with Impact factor.
11. The Foreign Graduates must also submit PDF Scan of PM&DC Equivalence Examination Result Card.

XIV- Distribution of Seats

All Punjab Domicile

94% of total Seats

Outside Punjab Candidates

06% of total seats

2% seats reserved for candidates from AJK, G&B, FATA, Baluchistan and

2% seats reserved for candidates from Sindh, KPK and Islamabad

2% for candidates from other countries.

(If candidates in "other provinces and international will be less than 6 %, the seats will automatically shifted to the "All Punjab Seats")

XV- Allocation of Seats to CPSP and University PG Training;

- 1). All Teaching and Training Sites which are approved, by both CPSP and Universities, the candidates will be distributed on 50:50 basis to each group.

(In case number of applicants are less in one group, seats will be shifted from other automatically)

- 2). The training sites which are approved by only one of them, all candidates will be allocated that DAI.

- 3). No candidate will be admitted at sites not approved by both DAI.

XVI- Allocation of seats for 1st and 2nd admission every year

1. All Training Sites/teaching hospitals will have allocated seats for each program, according to PM&DC criteria and will increase or decrease on basis of number of beds and number of faculty.

2. The admission/selection of "Post-Graduate Trainee Residents" will be carried out once a year against 100% seats in 2018. In 2017, the admission will be twice a year. Admission against 50% seats will be carried out each time.

XVII- If number of candidates is less in any specialty program.

The deficiency will be distributed in all programs of the same specialty.

XVIII-Candidates who have qualified PART-I of both (FCPS and MD/MS.

These candidates will be allowed to apply for admission for both separately and in exercise their merit for both.

XIX- Essential Specialties:

In Punjab Healthcare System in Punjab, the number of specialist doctors in both public and private sectors is grossly less than the required number on the basis of needs of the size of population. The department of SCH&ME have felt gross deficiency of specialist doctors in following specialties and approved 100% increase in seats in;

1. Anaesthesia, 2- Cardiac Surgery, and 3- Neuro-Surgery

This is only for 2017. 50% seats will be offered for January admissions and 50% seats for July admissions. In these specialties, the number of admission on regular seats in each training

site/program will be doubled.

XX- Distribution of Seats and Total No. of Seat at a glance for admission July 2017,

Sr. No.	Description	FCPS	MD / MS	Total
1	All Punjab 94 %	628	372	1000
2	2% seats reserved for candidates from AJK, G&B, FATA, Baluchistan	10	10	20
3	2% seats reserved for candidates from other provinces and Federal controlled territories	10	10	20
4	2% for other countries	10	10	20
Grand Total		658	402	1060

Part-III: PG Entry Test (for future if need is felt)

1. Appointment and Function of PG Entry Test Committee.

The Post-Graduate Admission Committee will appoint a "PG Entry Test Committee" comprising of ten (10) Internal Examiners and ten (10) External Examiners (one each examination subject). The PG Admission Committee will also appoint a coordinator Entry Test.

The two (02) Examiners in each subject will divide the subject curriculum into sections for each one question and thus prepare scheme/curriculum for paper setting.

The internal examiner will construct two (02) times the questions and send to the coordinator entry test. The coordinator entry test will send to external examiner who will reject half and improve the quality. The coordinator will get the MCQ papers printed and sealed.

2. Conduction of Entry Test.

Entry test will be conducted simultaneously at all medical universities of Punjab.

3. Entry Test Fee. Bank draft Rs.3, 000/- in the name of "PG Admission Committee".

4. Rules and Composition of Entry Test.

- 4.1. Single MCQ Paper
- 4.2. Total Marks 250, total MCQs 125,
- 4.3. No negative marking in the Entrance Test
- 4.4. Paper shall be prepared from the syllabus of MBBS

4.5. Composition of paper shall be notified well before the Entrance Test.

5. Marks/Weightage of different subjects of MBBS curriculum in Entry Test Paper.

Sr. No	SUBJECTS	No. of MCQs
1.	Anatomy	35
2.	Physiology and Biochemistry	35
3.	Pathology	30
4.	Pharmacology	10
5.	General Medicine and Allied	40
6.	General Surgery and Allied	40
7.	Gynaecology and Obstetrics	20
8.	Paediatrics	20
9.	Ophthalmology	10
10.	ENT	10
Total		250

Part-IV: Speciality Based List of the Training Programs and sites

The vision of the Specialized Healthcare & Medical Education Department, Government of Punjab is to provide quality healthcare service delivery to the masses through up-gradation of infrastructure and sustainable development of human resource by improving Post-Graduate Training Program at the Teaching Hospitals.

The speciality based list of Level-III training have been prepared and is placed at **Annex-I**.

PART-V:

Pakistan Medical & Dental Council (Post-Graduate Education Regulations, 2011)

PART II THE GAZETTE OF PAKISTAN, EXTRA, JULY 18, 2011, APPENDIX –II {14(5)}
placed at **Annex-II**.

PART-VI:

General Provisions:

- 1) Policy & Procedure Manual (PPM), notified by the Specialized Healthcare and Medical Education Department demands standardization / re-structuring of the post graduates education/training of level –III program (FCPS/MD/MS) to be carried out in all

teaching hospitals of Punjab in light of PM&DC Regulations published in Gazette of Pakistan.

- 2) The Educational Programs are monitored, candidates are enrolled, guided in training and evaluated in teaching hospitals by degree awarding institutions, including CPSP, KEMU, UHS, FJMU/NMU/FMU/RMU.
- 3) The Educational Programs are administered by the teaching hospital/Institutions

Sr. No	Approval Status of Training Program by DAI and distribution of seats between FCPS & MD/MS	Formula for seats distribution ratio	FCPS Seats Allocation %	MD/MS Seats Allocation %
1	approved by both CPSP and university	50:50	50	50
2	Approved by CPSP not approved by university	100:00	100	00
3	Not approved by CPSP and approved by university	00:100	00	100
4	Not approved by both CPSP and university.	00:00	00	00

- 4) In Punjab Health Care System in Punjab, the number of specialist doctors in both public and private sectors is grossly less than the required number on the basis of needs of the size of population. The Specialized Healthcare & Medical Education Department have felt gross deficiency specialist doctors in following specialties and approved 100% increase in seats in:

1- Anesthesia, 2- Cardiac Surgery, and 3- Neuro-Surgery

This increase in seats will be only for the year, 2017. The increased seats in above three specialties will be distributed among these programs at training sites at given in Para 3 and

4.

Sr. No.	Specialty	Normal Seats for July 2017	Increase in Seats July 2017
1	Anesthesia	42.5	85
2	Cardiac Surgery	27.33	54.65
3	Neuro Surgery	31.23	62.45
Total		101.6	202.1

- 5) For further standardization /restructuring, on the basis of available data this has been found that present strength of patient beds available for training of specialist doctors in Punjab is 20218 (Beds are not required for training in Anesthesia and Diagnostic Radiology)

- 6) This is start of restructuring of post graduate training of level-III specialist Doctors for FCPS/MD/MS qualifications. Following approvals of the department of SHC & ME were notified for admission Jan, 2017.
- (A) Although department of SHC & ME has made possible efforts to retrieve correct data from the teaching hospitals (this is first exercise of its kind), the errors and omissions in the data may be ignored.
- (B) All teaching hospitals are required by department of SHC & ME to apply for approval of their programs/departments by PMDC and DAI. In case the teaching institutions face problem in number of teachers and/or technical requirements for approval of program/training site; they should apply to department of SHC & ME at the earliest for solving the problem.
- (C) The department of SHC and ME have identified that there are institutions where the government of Punjab has provided the patient beds, equipment and medical teachers, and are ready to provide health care services to the public, but are not recognized/approved by both CPSP and Universities. These departments in teaching hospitals will remain unable to deliver health care services to the public, if they do not get PG Residents. The degree awarding medical universities of Punjab have applied in writing to the department of SHC & ME to admit PG Residents (who have passed their Part-1 examination) in these programs/training sites and have assured that they will regularize approval of these programs in earliest possible time. The department of SHC & ME has therefore given waiver for 2017 admissions (from Regulations of PPM) to ONLY these programs in best interest of the public. (In case request will be received from CPSP, the seats will be divided on 50:50 basis).
4. All the PG induction Policies issued prior to this notification, are hereby **repealed** with immediate effect. However, the PG Induction Policy notified on 16th June, 2015 will be applicable for admission in Post-Graduate Diploma Courses only till further recommendation of the Admission Committee.

**SECRETARY
GOVERNMENT OF THE PUNJAB
SPECIALIZED HEALTHCARE &
MEDICAL EDUCATION
DEPARTMENT**

Dated Lahore, the 14th June, 2017.

Copy of the above is forwarded for information and necessary action to the:

1. Minister for Specialized Healthcare & Medical Education Department, Punjab.

2. Minister for Primary & Secondary Healthcare Department, Punjab.
3. Chairman, Higher Education Commission, Islamabad.
4. Chairman, Planning & Development Board, Punjab.
5. Secretary to Chief Minister, Punjab.
6. President, Pakistan Medical and Dental Council, Islamabad.
7. President, College of Physicians and Surgeons of Pakistan, Karachi.
8. All the Heads of Regional Offices of College of Physicians and Surgeons of Pakistan in Punjab.
9. All the Administrative Secretaries to Government of the Punjab.
10. Chairman, Punjab Information Technology Board (PITB), Arfa Technology Park, Lahore.
11. Registrar, Lahore High Court, Lahore.
12. Secretary, Provincial Ombudsman, Punjab, Lahore.
13. Vice Chancellor, King Edward Medical University, Lahore / Chairman, Joint Admission Commission (JAC).
14. Vice Chancellor, University of Health Sciences, Lahore.
15. Vice Chancellor, Fatima Jinnah Medical University, Lahore.
16. Vice Chancellor, Rawalpindi Medical University, Rawalpindi.
17. Vice Chancellor, Faisalabad Medical University, Faisalabad.
18. Vice Chancellor, Nishtar Medical University, Multan.
19. Chairman & Dean, Shaikh Zayed Medical Complex, Lahore.
20. All the Principals of Autonomous Medical Institutions in Punjab.
21. All the Deans/Heads of Specialized Healthcare Institutions in Punjab.
22. Principal, Post-Graduate Medical Institute, Lahore.
23. Dean, Institute of Public Health, Lahore.
24. All the Medical Superintendents of Teaching Hospitals in Punjab.
25. Additional Secretary (General) / Staff Officer to Chief Secretary, Punjab.
26. Manager, Government Printing Press, Punjab, Lahore with the request to publish in the Weekly Official Gazette.
27. Additional Secretary (Staff) to Secretary to Government of the Punjab, Specialized Healthcare & Medical Education Department.
28. All the Additional Secretaries to Government of the Punjab, Specialized Healthcare & Medical Education Department.
29. All the Deputy Secretaries to Government of the Punjab, Specialized Healthcare & Medical Education Department.
30. Chief Planning Officer, Specialized Healthcare & Medical Education Department.
31. Incharge, ICT Cell, Specialized Healthcare & Medical Education Department for posting at official website.
32. P.S.O. to Additional Chief Secretary, Punjab.

33. P.S.O. to Special Secretary to Government of the Punjab,
Specialized Healthcare & Medical Education Department.
34. Office File.

Zahid 14.06.2017
(DR. ZAHID MAHMOOD)
DEPUTY SECRETARY (ME)