

OFFICE ORDER

Sub: Re- Constitution of Medical Education Unit - Endorsement of Duties -
Orders - Issued.

MEDICAL EDUCATION UNIT

Convener : Dr.D.Ranga Rao, Prof. & HOD of Pathology
Co-Convener : Dr.V.Kalyan Chakravarthy, Professor of Pathology

- Members:**
1. Dr.D.Naveen Chandra Rao, Prof. of Pathology
 2. Dr.M.M.Rehman, Prof. & HOD, General Surgery
 3. Dr.J.Ravi Kumar, Prof. & HOD, Community Medicine
 4. Dr. G.Sajana, Prof. & HOD, OBGY
 5. Dr.C.Swathi Poornima, Prof. & HOD, Anatomy
 6. Dr.T.Haritha, Prof. of DVL
 7. Dr.Y.Lavanya, Prof. of Physiology
 8. Dr.K.Sowmya, Assoc. Prof. of Pharmacology
 9. Dr.Y.Sirisha, Asst. Prof. of General Medicine
 10. Dr.G.Chandra Mouli, Assoc. Prof., Orthopaedics

Principal will be the as ex-officio chairperson of the above committee.

Purpose:

Medical Education Unit is constituted to coordinate the medical education in Dr.Pinnamaneni SIMS as per NMC guidelines for faculty development and train good medical teachers.

Objectives:

1. To prepare and train the medical teaching faculty in Teaching – Learning and Medical Education technology and encourage them for advanced medical education courses.
2. To establish Dr.Pinnamaneni SIMS as a centre of excellence in Medical Education.

Roles & Responsibilities:

1. Medical Education Technology and conducting workshops on rBasic, CISP, CBME, AETCOM, AITO, curriculum electives etc.
2. Training Programmes for TL methodology for faculty and residents.
3. Conducting Zonal CME Programmes as per Dr.NTR UHS guidelines.
4. Coordinate and monitor the CBME programme and send reports to NMC coordinators as and when required.

Agenda:

1. Medical Education Unit will meet at least once in three months.
2. Will review the progress of ongoing project.
3. Discussion and review of events since last meeting.
4. Planning for the events and activities for the future.
5. Any other matter with the permission of the Chair.

Records to be maintained:

1. Convener is responsible for preparing the minutes of the meeting.
2. Attendance sheets of the meeting.
3. Records shall be maintained for a period of 5 years.

Terms of office:

The committee will be appointed for a period of two year. The members of the committee shall hold office for a period of two years from date of constitution.