

Lt. No.....463...../23

From,

Principal
Sri Krishna Medical College,
Muzaffarpur.

To

All HODs,
Preclinical/Paraclinical/Clinical Department
Sri Krishna Medical College,
Muzaffarpur

Muz, Date: 12/06/23

Subject:- Regarding nomination of faculty members-assistant professors (having teaching experience for more than 5 yrs) an above ranks, who have already done rBCW for Advance Course in Medical Education (ACME) being organised from 21st to 25 Aug 2023 by St. John's Medical College, Nodal centre Bangalore.

Dear Sir/Madam,

This is for your kind information that Department of Medical Education, St. John's Medical College a Nodal centre Johnnagar, Sarjapur Road, Bangalore is going to organige Advance Course in Medical Education (ACME) from 21st to 25 Aug 2023.

You are requested to nominate & send the details of two faculty members from assistant professor (having teaching experience for more than 5 yrs) an above ranks who have already done rBCW for the upcoming (ACME) at the above mentioned Nodal centre within three days in the office of the Principal, S.K.M.C., Muzaffarpur.

Please send details of faculties in the proforma attached here with.

Abhishek Rani Saini
Principal 12/6/23.

Sri Krishna Medical College,
Muzaffarpur.



Department of Medical Education

St. John's Medical College,
Johnnagar, Sarjapur Road,
Bangalore 560 034, INDIA

TEL: 080 4946 6347
stjohnsmec@gmail.com

Members

Dr. John Stephen S

Head of Department, Convener, MCI Nodal Centre

Dr. Sanjiv Lewin

Chief of Medical Services

Dr. Sitalakshmi Balasubramanyam

Co-Convener, MCI Basic Course

Dr. Suneetha Lobo

Co-Convener, MCI Advance Course

Dr. Nachiket Shankar

Lead: Clinical Skills Lab

Dr. Ishwar Bhat

Lead: Communication skills WS

Dr. Lakshmi TA

Lead: PBL Program

Dr. Farah Naaz Fathima

Lead: Foundation Course

Dr. Pretesh R Kiran

Lead: Interns OSCE

Dr. Mangala Rao

Lead: PG MET

Dr. Soumya Umesh

Co-Lead: Clinical Skills Lab

Dr. Sejil T V

Lead: E-learning

Dr. Prem Mony

Lead: Thesis guide WS

Dr. Kiran M

Lead: DME website

Dr. Shubha N Prakash

Lead: CBME audit

Dr. Thenmozhi

Dr. Jananee

Secretary:

Ms. Amrutha

Tel Off: +91 80 4946 6347

Advance Course in Medical Education

21st - 25th August 2023

Dear Sir/Madam,

On behalf of the National Medical Council, we are pleased to inform you that the registrations for the August 2023, NMC's Advance Course in Medical Education (ACME), at our Nodal Centre, St. John's Medical College, is now open.

The purpose of the Course is to equip the existing Medical Education units/departments with faculty competent in *Curriculum development, Project Implementation, Qualitative Educational Research, Scholarship, Educational Leadership, and Innovative Assessments*. With time, the NMC sees these elite trained National Faculty to be the core leader Physician-Educators in their own institutions and regions.

The ACME batch of 2023B is scheduled to begin with a 5-day contact program from **21st – 25th August 2023**. There is no spot registration and full attendance is mandatory from 8.30 am – 5 pm each day.

Eligibility criteria for the participants:

- Teaching faculty of Medical Colleges, who have successfully completed the NMC recognized Revised Basic Course Workshop (rBCW) / Basic Course in Medical Education (BCME) held either at the Regional Center or in your respective institute observed by a NMC Observer, with a minimum of 3 years teaching experience.
- Registration Fee for whole course: **INR. 18,000/- plus 18% GST = INR 21,240/-**.

Please note: As per NMC, the MEU and curriculum committee members in the respective colleges are all expected to complete the ACME. You may consider these faculties as priority.

Course Strategy: Six-month Longitudinal Distant Contact Education Course. The following are required criteria for successful certification:

- Full attendance at two contact sessions (1st 5 days now and a second 3 days, 6 months later) in a 6-month period.
- Online participation in academic discussions as per norms set by the NMC.
- Conduct and submission of an educational research project at the end of six months.
- Observation and submission of a report on a Basic Course in Medical Education (BCME) in the next 6 months.

Interested candidates may go to this link <https://forms.gle/j4yNay63J4uCrNFF9> to fill in the Google registration form. The deadline for submission of the registration form is **30th June 2023**. The **final list** of shortlisted candidates will be intimated through email on **7th July 2023**. Details of **payment** will be intimated to the shortlisted candidates. **No more than 2 candidates** will be selected from one medical college.

Contact Details:

Ms. Amrutha (Secretary): email: sjmcacme@gmail.com; Landline: 080-4946 6347

STATEMENT OF PURPOSE – ACME

Why do you want to apply for this course? Please write in 150 words.

After attending the course, what changes you want to make in medical education in your institution? Please write in about 150 words.

PROJECT PROPOSAL – ACME

Please submit a curriculum innovation project proposal under the headings mentioned below. Applications without the project proposal will not be entertained. The participants need to carry out this project in next 5 months at their institutes (doable part initially). If selected, this proposal will be discussed and further refined during the first contact session.

- a. Title of the project:
- b. Why is the idea necessary?
- c. Brief literature review in 200 words
- d. Methodology
- e. How will you measure the outcome?
- f. What will happen after 5 years if this innovation is implemented?

DECLARATION – ACME

I have understood that this course is of 6 months duration, which includes two contact sessions at the Nodal Center and an online learning phase of 5 ½ months using email/other online channels. I agree to complete the mandatory requirements for the course as given below:

Mandatory course requirements

- Attendance at two onsite sessions of 5 and 3 days each
- Timely submission of the participant's final project proposal final project report, final poster and e-portfolio
- Participation in the online discussions with a minimum of two academic posts per week
- Moderation of a discussion under faculty guidance during the allotted topic
- Record keeping of the discussions as allotted
- Summarizing the discussions as allotted
- Presentation of completed project work
- Attending BCME (one day)

have also understood that my performance in all the components will be monitored by the faculty and/or NMC Monitoring committee. I will need to repeat one or more requirements of the program if I fail to show a satisfactory performance in any of the above-mentioned mandatory requirements within a specified time as provided.

- There will be no refund of the fee for any reason after selection. If I fail to complete the program within a period of 12 months from the date of my enrollment, I will not be able to enroll for the program again at any of the Nodal Centers of NMC in India for the duration as decided by NMC.
- If selected for the course, I will sign the necessary undertaking. I will be able to start the course only after submission of the undertaking duly signed by me and the Principal/Dean.
- If I join a different college (MCI/NMC recognised) during the period of the course, I will inform this to the Convener of the Nodal Center and submit a fresh undertaking duly signed by the Principal of the new college. If I do not inform and submit required documents within a month of change, my course will be terminated.
- I confirm my commitment to contribute to Medical Education.
- I have read and discussed guidelines and requirements of the course with MEU coordinator/RC convener & Principal. I understand that applying for course does not guarantee selection. In case of non-selection, I will not send any direct communication/messages to Nodal center for asking reasons, but will discuss to improve my application with MEU coordinator/NC, RC convener.
- Change in dates of course due to NMC approval will be acceptable to me.

Name ----- Signature ----- Date-----

Forwarded by MEU Coordinator/NC,RC Convener (I have read & discussed application with Principal & applicant):

Name ----- Signature ----- Date-----

RECOMMENDATIONS BY PRINCIPAL – ACME

Dr. working as in the department of on a full time post since is nominated for the Advance Course in Medical Education Course at NMC Nodal Center, Medical College, The nomination has been discussed with MEU coordinator/NC, RC convener based on regulations including priority training of MEU/CC members and training of 30% faculty of college spread over specialties. A list of college faculty trained/undergoing ACME is enclosed*. The details provided by the applicant in the application form are correct as per our records. He will be relieved, if selected, to participate in both contact sessions and other required activities. The institution and participant agree by the NMC criteria on mandatory participation, during on-site and on-line sessions, and also agree that in cases of default, the participant will not be called for second session and will not be given Certificate of Participation/completion.

Name of Principal:

Signature of Principal with Office stamp:

Date:

Contact details of the Principal

Email: -----

Tel: -----

ACME TRAINING LIST

Sl. No.	Name	Department	ACME Batch and Name of Nodal Centre	Certificate received / Completed / Not completed	MEU coordinator/ MEU or CC member. Pls specify

Please add rows as needed

Name of MEU coordinator/NC/RC Convener:

Signature of MEU coordinator/NC/RC Convener:

Name of Principal:

Signature of Principal with Office stamp: