

## Medical Education Commission

### Internal Procedures for Determination of Postgraduate Level Seats

Approved by Executive Committee:

July 30, 2020

First Amendment:

November 23, 2021

Whereas, it is expedient to determine seats of the medical education of the institutions which run postgraduate medical education programs in accordance with the National Medical Education Act, 2019<sup>1</sup> and the National Medical Education Regulations, 2020 having maintained quality, professionalism, institutional accountability, geographical balance and social justice in order to make the process of determination of seats, transparent and credible through systematic and scientific system;

<sup>2</sup>The Medical Education Commission has issued these Procedures.

1. **Short title and commencement:** (1) These Procedures may be cited as "(the) Internal Procedures for Determination of Postgraduate Level Seats, 2020."

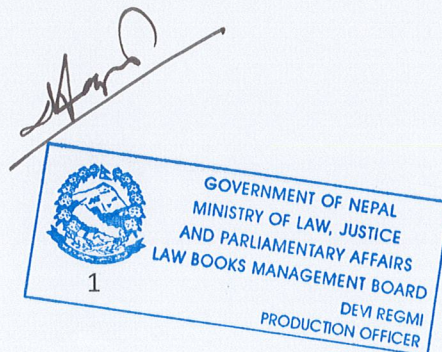
(2) These Procedures shall come into force at once.

2. **Definition:** Unless the subject or the context otherwise requires, in These Procedures,-

(a) "Commission" means the Medical Education Commission.

<sup>1</sup> Amended by the first amendment

<sup>2</sup> Amended by the first amendment



- b) "Committee" means the Executive Committee of the Medical Education Commission.
- c) "Procedure" means the Internal Procedures for Determination of Postgraduate Level Seats, 2020.
- d) "Educational Institution" means an educational institution which runs undergraduate and postgraduate level or higher level in medical education.
- f) "Seat" means the number of subject-wise students to be taught annually, allotted by the Commission to each educational institution for conducting medical education.

**3. Provisions related to monitoring:** (1) The Commission may every year conduct monitoring by a group of experts<sup>3</sup> in accordance with Rule 10 of the National Medical Education Rules, 2020.

(2) The monitoring referred to in sub-section (1) shall be conducted in accordance with the Interim Procedures for Monitoring, 2020 of the Commission.

(3) While conducting the monitoring, the academic achievement of the educational institution, faculties engaged, physical infrastructure and the services provided shall be considered as the bases.

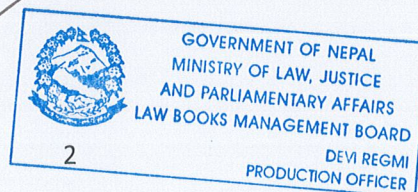
(4) Notwithstanding anything contained in sub-section (3)  
<sup>4</sup> ....., while determining the seats, the seats shall be determined

<sup>3</sup> Amended by the first amendment

<sup>4</sup> Amended by the first amendment



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on the basis of the number of teaching faculties and having taken into account of the seats obtained by the educational institution for the year 2020, academic achievement, physical infrastructure and health services provided.

4. **Basis for Determination of Seats:** (1) Educational institutions teaching postgraduate level medical education shall request for the subject-wise seats by submitting Self Appraisal (self-assessment report) within the time prescribed by the Commission by also including the details of the academic excellence, hospital services, physical infrastructures and faculties, the quota obtained in previous years as well as services rendered as a part of corporate social responsibility.<sup>5</sup> It shall be the duty of all the educational institutions to promptly comply with the directives issued by the Commission and the Commission shall not be obliged to determine the seats of the educational institutions which act contrary to the Act and decisions of the Commission.

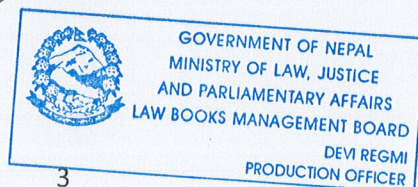
(2) While determining the number of subject-wise seats, based on the criteria prescribed by the Medical Education Commission, the academic unit referred to in Section 5 shall be taken as the <sup>6</sup>main basis.

5. **Academic Unit:** (1) In case there are at least one Reader and two Lecturers<sup>7</sup> amongst the faculty engaged in an educational institution, it shall be considered as an academic unit.

<sup>5</sup> Inserted by the first amendment  
<sup>6</sup> Inserted by the first amendment  
<sup>7</sup> Deleted by the first amendment



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(2) Three seats may be allotted if the academic unit has at least one Professor, one Reader and two Lecturers.<sup>8</sup>

(3) Two seats may be allotted if an academic unit has at least one Professor, and two Lecturers.<sup>9</sup>

(4) One seat may be allotted if an academic unit has a minimum of one Reader and two Lecturers<sup>10</sup> .....

(5) If the quota of Reader after being adjusted remains surplus, the remaining number may also be counted in<sup>11</sup> ..... Lecturer.

(6) In case of an institution conducting DM/MCh program, nothing shall impede to calculate the faculties who are preceptor (guide) in DM/MCh program, whereas in the case of officials of the academic institution, they may be counted as faculty upon the request of the concerned official.

(7) Seats shall not be allotted to the educational institution having no academic unit.

(8) The age of the faculty in an academic unit shall not be more than 73 years in<sup>12</sup> clinical disciplines and 75 years in non-clinical and<sup>13</sup> dental disciplines.

(9) While calculating the academic unit for determination of seats of MDGP program, a minimum of one faculty

<sup>8</sup> Deleted by the first amendment

<sup>9</sup> Deleted by the first amendment

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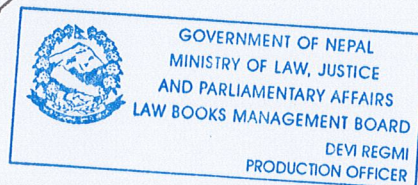
<sup>11</sup> Deleted by the first amendment

<sup>12</sup> Amended by the first amendment

<sup>13</sup> Amended by the first amendment



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(Professor/Reader) shall belong to MDGP category and seats shall be determined by calculating other faculties from Internal Medicine, Pediatrics, Gyane/Obs and General Surgery as well. <sup>14</sup>And while calculating as such, MDGP shall be the lead and the faculties calculated in this shall not be calculated in other programs.

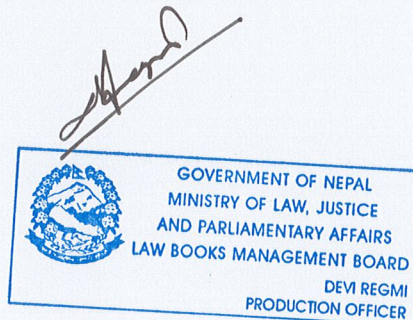
(10) Regarding the determination of seats of other programs including Nursing by taking into account of the academic unit and the services, seats shall be allotted on the basis of the proposal of the concerned University/<sup>15</sup>Academy, standards adopted in the past and the standards being adopted by the concerned council.

(11) Due to lack of human resource in subjects like Medical Imaging Technology (MIT), Forensic Medicine, <sup>16</sup>Physiotherapy, the involvement of other faculties related to the subject shall also be recognized while calculating the academic unit.

<sup>17</sup>(12) In case of dental discipline, while observing the programs being conducted in educational institutions currently in operation in the country, faculties from other disciplines may also be counted as academic units in specialists of the following disciplines: -

- a) One person from Community Medicine in Public Health Dentistry;
- b) One person from General Pathology in Oral Pathology;

<sup>14</sup> Inserted by the first amendment  
<sup>15</sup> Inserted by the first amendment  
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- c) One person from Periodontics or Oral Pathology in Oral Medicine.

(13) In order for teaching and practicing applied subject by the University/Academy and Educational Institution teaching medical education, its teaching hospital shall be valid only for the same university/academy and institution and no seats shall be determined on the basis that other universities/academy/educational institutions also use the same hospital.

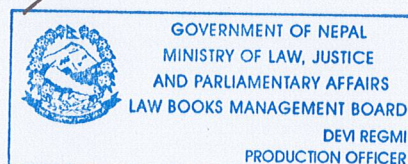
<sup>18</sup>Provided that, it shall not cause any hindrance to provide concessions in accordance with the letter of agreement issued by the Ministry of Health and Population for nursing subject of public educational institution which uses government hospital.

6. **Verification of Faculty:** (1) Works related to verification as to whether or not the faculty mentioned in the Self Appraisal (Self-Assessment Report) of an educational institution are working in the same institution shall be carried out in coordination and consultation with the concerned university, academy and council.

(2) The Seats Determination Committee shall make recommendations for the determination of seats after verification on the basis of the complaints received by the Commission regarding faculties of the concerned disciplines and the suggestions of the monitoring experts.



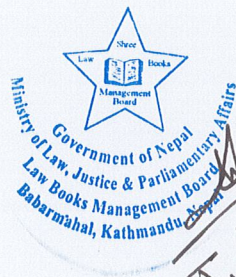
<sup>18</sup> Inserted by the first amendment



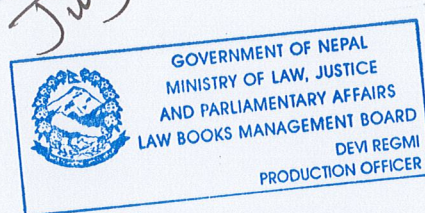
7. **To be as per decision of Commission:** <sup>19</sup>(1) The Seats Determination Recommendation Committee shall analyze the overall aspects and submit the prepared report to the Executive Committee along with its recommendation for the determination of seats.

<sup>20</sup>(2) The Executive Committee shall either submit to the Council for the purpose of determination of seats pursuant to subsection (1) or shall determine the seats in accordance to the authority delegated by the Council.

8. **Miscellaneous:** In case of need to make decision on any matter not covered in these Procedures, decision of the committee shall be deemed to be in accordance with these Procedures.



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<sup>19</sup> Inserted by the first amendment  
<sup>20</sup> Amended by the first amendment