

**CENTRAL COUNCIL OF INDIAN MEDICINE
NEW DELHI**

**VISITATION PROFORMA FOR INCREASE INTAKE CAPACITY OF UG/PG AND STARTING
PG/ADDITIONAL PG COURSE OF AYURVED COLLEGES**

(Additional sheet may be enclosed as and where required)

Section-A

Date of visitation	
Purpose of Visitation	
Proposal Details	
Name of the College	
Full Address with pin code Name of the State/UT	
Telephone No./Fax/E-mail	
Name of the Managing Body With full address	
Telephone No./Fax/E-mail	
Whether Government/Grant-in-aid/private/ college of deemed university	
Year of Establishment of Society/Trust	
Year of Establishment of College	
Date & Year of the permission of the State Govt.	
Whether permission/NOC available of state Govt. ?	
Name of affiliating University	
Date & Year of consent affiliation	
Whether consent of the University has obtained ?	(Yes/No)
Date of last inspection by the University	
Name of the Principal with Qualifications and Experience	

Signature of Visitors with date

Signature of Principal with date

- **Presently the College, Hospital and Hostels are on its own land or lease, details be furnished as mentioned below.**

	<i>(As per CCIM Norms in sq.mtr.)</i>		<i>Available</i>	
	<i>(up to 60)</i>	<i>(61 to 100)</i>	<i>(up to 60)</i>	<i>(61 to 100)</i>
Total Area of Land (in acres)	3 Acres	5 Acres		
Total area of land allotted to the college (in acres)				
Total area of land allotted to the hospital (in acres)				

- **Area certificate of layout plan in blue print with details of Departments has been submitted or not.....**

Record of ownership of land (enclosed or not) (If it is in the regional language, then attach Certified English/Hindi translation duly attested by Gazetted Officer)	
1.whether in the name of the Society/Trust	
2.Whether in the name of President/Secretary	
3.Whether land is on ownership by registry or lease basis If on lease basis, then period of lease	
Whether entire land is in one plot or more than one. If more than one, then size and distance between these plots (Government Authorized Engineer's certificate to be attached)	
Whether the land available with the Society/Trust is entirely for Ayurvedic College and attached Hospital or for any other Institute also, if so, details thereof.	

- **Financial Information of Trust/Society/College**

Year	Total income receipt during last three years	Total expenditure receipt of last three years
2011-12		
2012-13		
2013-14		
Attested audited Report be enclosed		

Signature of Visitors with date

Signature of Principal with date

➤ **DETAILS OF PROPOSALS OF INCREASE SEATS**

Sl. No.	Increase Intake Capacity of UG Seats	Increase Intake Capacity of PG Seats (Subject wise)	No. of seats Sanctioned as per		Date of Recognition (Validity)		University Letter No. & Date	State Govt. Letter No. & Date
			University affiliation	NOC of State Govt.	From	To		
1.								
2.								

Or/And(whichever applicable)

➤ **Details of proposals of starting new PG/Additional PG course.**

Sl. No.	Name of the Subjects in which New P.G. is asked	No. of seats Sanctioned by		Date of Recognition (Validity)		University Letter No. & Date	State Govt. Letter No. & Date
		University	State Govt.	From	To		
1.							
2.							
3.							

➤ **Status of the College**

(Courses being conducted/sanctioned seats)

UG:	
PG:	
1.	9.
2.	10.
3.	11.
4.	12.
5.	13.
6.	14.
7.	15.
8.	16.

Signature of Visitors with date

Signature of Principal with date

➤ **Constructed area of administrative Block in Sq.mtr.**

	(As per CCIM Norms)		Existing	
	(up to 60)	(61 to 100)	(up to 60)	(61 to 100)
Total Area in <i>sq.mtr.</i>	150 sq.mt.	300 sq.mt.		
Office of the Principal				
Committee Room				
Account Section				
Administrative Section				
Central Store Room				
Others				

➤ **Details of office support**

SI. No.	Name of Department	Computer & Printer Facility Available/Not-available
1.	Dean/Principal	
2.	Sanskrit, Samhita, Siddhant	
3.	Rachana Sharir	
4.	Kriya Sharir	
5.	Dravyaguna	
6.	Rasashastra & Bhaishajya Kalpana	
7.	Rog Vigyan	
8.	Swasthavritta	
9.	Agad Tantra Vyavahar Ayurved evam Vidhi Vaidyak	
10.	Prasuti & Striroga	
11.	Kaumarbhritya	
12.	Kayachikitsa	
13.	Shalyatantra + (Ksharsutra Lab.)	
14.	Shalaky Tantra	
15.	Panchkarma	

Signature of Visitors with date

Signature of Principal with date

SECTION B
INFORMATION OF THE COLLEGE

I. INFORMATION OF ADMITTED STUDENTS

Year of Admission	No. of Students admitted						Students admitted by order of AYUSH Dept. (GOI)/Court order.	Name and Date of last admitted student
	UG Course		PG Course		PG Diploma			
	Govt. quota	Management quota	Govt. quota	Management quota	Govt. quota	Management quota		
2011-12								
2012-13								
2013-14								

Note:-

1. List of students in UG Course admitted in the Years 2011-2014 be furnished as per **ANNEXURE-I**
2. List of subject wise total no. of Post Graduate Students Admitted in the Years 2011-2014 be furnished as per **ANNEXURE -II A**
3. List of PG students allotted to individual guide for the year 2011-2014 be furnished as per **ANNEXURE -II B**
4. List of subject wise total no. of Post Graduate Diploma Students Admitted in the Years 2011-2014 be furnished as per **ANNEXURE -II C**
5. In case admissions done as per court order mention the W.P.No. and attach the copy of court order.
6. If required additional sheet be attached in prescribed format regarding information of PG Course.

II. AREA OF COLLEGE

S.No.	Particulars	Required Area (in Sq.mt) Upto 60 intake	Required Area (in Sq.mt) from 61 to 100 intake	Available Area
	TOTAL CONSTRUCTED AREA OF COLLEGE	2000 sq.mtr.	4000 sq.mtr.	
1.	Administrative wing	150	300	
2.	Lecturer Hall	400 (5 classroom x 80)	800 (5 classroom x 160)	
3.	Seminar / Conference / Exam Hall	150	300	
4.	Central Library	100	200	
5.	Teaching Departments	1200	2400	
	a. Samhita & Siddhant	50	100	
	b. Rachana Sharir	125	250	
	c. Kriya Sharir	75	150	
	d. Dravyaguna	125	250	
	e. Rasashastra & Bhaishajya Kalpana	75	150	
	f. Rog Nidan Evam Vikriti Vigyan	75	150	
	g. Swasthavritta Evam Yoga	75	150	
	h. Agad Tantra evam Vidhi Vaidyak	50	100	
	i. Kayachikitsa	75	150	
	j. Panchkarma	37	75	
	k. Shalyatantra + (Ksharsutra Lab.)	75	150	
	l. Shalakya Tantra	75	150	
	m. Prasuti & Striroga	50	100	
	n. Kaumarbhritya	38	75	
6.	Teaching Pharmacy & Quality Testing Lab	100	200	
7.	Common Rooms: Separate common rooms for boys and girls with adequate sitting arrangement shall be available.	50	100	

Signature of Visitors with date

Signature of Principal with date

8.	Canteen	50	100	
----	---------	----	-----	--

III. DETAILS OF COLLEGE DEPARTMENTS

(a) For UG

S. No.	Department	No. of Dept. Library Books	Museum		No. of Lectures / Practicals / Clinicals carried out in the Academic Year 2013-14	
			No. of Charts	No. of Models / Specimen	Theory	Practical / Clinical
1.	Sanskrit, Samhita, Siddhant					
2.	Rachana Sharir					
3.	Kriya Sharir					
4.	Dravyaguna					
5.	Rasashastra & Bhaishajya Kalpana					
6.	Rog Vigyan					
7.	Swasthavritta					
8..	Agad Tantra Vyavahar Ayurved evam Vidhi Vaidyak					
9.	Prasuti & Striroga					
10.	Kaumarbhritya					
11.	Kayachikitsa					
12.	Shalyatantra + (Ksharsutra Lab.)					
13.	Shalakya Tantra					
14.	Panchkarma					
15.	Number of educational tours conducted for teaching & practical purpose in 2013-14					

* Detail list of instruments and equipments attach separately.

(b) For PG

S. No.	Subject	No. of Lectures / Practicals / Clinicals carried out in the Academic Year 2013-14		
		Theory	Practicals/Clinicals	Seminars
1.	Ayurved Samhita & Siddhanta			
2.	Rachana Sharir			
3.	Kriya Sharir			
4.	Dravyaguna Vigyan			
5.	Rasa Shastra & Bhaishajya Kalpana			
6.	Prasuti Evam Stree Roga			
7.	Kaumar Bhritya – Balrog			
8.	Swasthavritta & Yoga			
9.	Kayachikitsa			
10.	Rasayan & Vajikaran			
11.	Manovigyana evam Manas Roga			
12.	Rog Nidan evam Vikriti Vigyan			
13.	Chhaya evam Vikiran Vigyan			
14.	Shalya – Samanya			
15.	Shalya – Kshar Karma evam Anushastra Karma			
16.	Sangyahaarana			
17.	Asthi-Sandhi & Marmagata Roga			
18.	Shalakya – Netra Roga			
19.	Shalakya – Shiro-Nasa – Karna evam Kantha Roga			
20.	Shalakya– Danta evam Mukha Roga			
21.	Panchakarma			
22.	Agad Tantra evam Vidhi Vaidyaka			
23.	Research Methodology			
24.	Bio / Medical Statistics			

Signature of Visitors with date

Signature of Principal with date

25.	Number of educational tours conducted for teaching & practical purpose in 2013-14	
-----	---	--

c) For PG Diploma

S. No.	Subject	No. of Lectures / Practicals / Clinics carried out in the Academic Year 2013-14		
		Theory	Practicals/Clinics	Seminars
1.	Panchakarma			
2.	Kshar Karma			
3.	Ayurvedic Pharmaceutics(Rasashastra & Bhaishajya Kalpana)			
4.	Ayurvedic Cosmetology & Skin Disease			
5.	Ayurvedic Dietetics			
6.	Swasthavritta and Yoga			
7.	Prasuti Evum Striroga			
8.	Balroga			
9.	Ayurvedic Pharmacognosy & Standardization (Dravyaguna Vigyan)			
10.	Manasik Swasthya Vigyan			
11.	Netraroga Viigyan			
12.	Rasayan and Vajikaran			
13.	Ayurvedic Sangyahan			
14.	Chhaya evum Vikiran Vigyan			
15.	Marma evum Asthi Chikitsa (Orthopaedics)			
16.	Rog Nidan Vidhi (Diagnostic techniques)			
17.	Number of Education Tours conducted for Teaching & Practical purpose in the Year 2013-14.			

IV. DETAILS OF VARIOUS SECTIONS

A. DISSECTION HALL

S.No.	Details	Available
1.	Number of cadavers available at the time of visitation	
2.	Number of cadavers dissected in the year 2013-14	
3.	Proper Ventilation	Yes / No
4.	Embalming Room with Storage tank / Freezer	Yes / No

B. CENTRAL LIBRARY

S.No.	Details	Number of Books available
1.	Number of books	
(i)	Ayurved	
(ii)	Modern	
(iii)	Medical Journals	
(iv)	Others (Unani / Siddha, etc.)	
(v)	Total number of books	
2.	Number of seats available in reading room (At least 50 Seats for 60 Intake- 80 Seats for 100 Intake)	
3.	Number of computers with internet facility	

Signature of Visitors with date

Signature of Principal with date

V. INFORMATION OF TEACHING STAFF

S. No.	Department	Intake Capacity for UG / PG	Number of Teachers required as per CCIM Norms			Number of Existing Teachers			Total
			Professor	Associate professor / Reader	Assistant Professor / Lecturer	Professor	Associate professor / Reader	Assistant Professor / Lecturer	
1.	Samhita, Sanskrit & Siddhanta (one should be a Sanskrit Lecturer)	Up to 60	1	or 1	2				
		61 to 100	1	1	2				
		Additional for PG Dept.	1	or 1	1				
2.	Rachana Sharir	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
3.	Kriya Sharir	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
4.	Dravyaguna	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
5.	Rasashastra & Bhaishajya kalpana	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
6.	Rog Nidan	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
A)	Chhaya Evam Vikiran Vigyan	Additional for PG Dept.	1	or 1	1				
7.	Swasthavritta	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
8.	Agad Tantra evam vidhi Vaidyak	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
9.	Prasuti & Striroga	Up to 60	1	or 1	1				
		61 to 100	1	1	2				
		Additional for PG Dept.	1	or 1	1				
10.	Kaumarbhritya	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
11.	Kayachikitsa	Up to 60	1	1	1				
		61 to 100	1	1	2				
		Additional for PG Dept.	1	or 1	1				
A)	Manovigyan Evam Manas Roaga	Additional for PG Dept.	1	or 1	1				
B)	Rasayan & Vajikaran	Additional for PG Dept.	1	or 1	1				
12.	Shalya	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
A)	Ksharkarma Evam Anushastra Karma	Additional for PG Dept.	1	or 1	1				
B)	Sangyahan	Additional for PG Dept.	1	or 1	1				
C)	Asthi Sandhi & Marmagata Roga	Additional for PG Dept.	1	or 1	1				
13.	Shalakya	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
A)	Shiro, Nasa, Karna Evam Kantharog	Additional for PG Dept.	1	or 1	1				
B)	Shalakya, Danta Evam Mukhroga	Additional for PG Dept.	1	or 1	1				
14.	Panchkarma	Up to 60	1	or 1	1				
		61 to 100	1	1	1				
		Additional for PG Dept.	1	or 1	1				
TOTAL									

Note:- Detailed information of teaching staff be furnished as per Annexure-III

VI. DETAILS OF TECHNICAL & OTHER STAFF OF AN AYURVEDIC COLLEGE

Signature of Visitors with date

Signature of Principal with date

S.No.	Department	Post	Requirement	Available
1.	Library	Librarian	1	
		Assistant Librarian	1	
		Library Attendant or Peon	1	
2.	College Office	Clerical staff for administrative and accounts services	4	
3.	Samhita and Siddhanta	Attendant	1	
4.	Rachna Sharir	Laboratory Technician	1	
		Museum Keeper	-	
		Lifter	1	
5.	Kriya Sharir	Laboratory Technician	1	
		Museum Keeper	-	
6.	Dravyaguna	Laboratory Technician	1	
		Museum Keeper	1	
7.	Rasa ShastraEvam Bhaishajya Kalpana	Laboratory Technician	1	
		Laboratory Assistant	1	
8.	Roga Nidan evam Vikriti Vigyan	Laboratory Technician	2	
9.	Swasthavritta and Yoga			
10.	Agad Tantra evam Vidhi Vaidyaka	Museum Keeper	1	
		Attendant	1	
11.	Prasuti Tantra and Stri Roga			
12.	Kayachikitsa			
13.	Shalya			
14.	Shalakya			
15.	Panchkarma			
16.	Kaumarbhritya (Balroga)			
17.	Herbal Garden	Gardener	1	
		Multipurpose worker	2	
TOTAL			24	

Note:- Detailed information of technical & other staff be furnished as per Annexure-V

VII. ADDITIONAL REQUIREMENTS

1.	College Council	Available / Not Available
i.	No. of Members	
ii.	Name of Members (Attach List)	
ii.	Yearly No. of Meetings	
2.	Information regarding college website as per norms (Mention the website address)	Yes/No Please furnish the details of information uploaded on College Website as per 9(3) of MSR.

VIII. SALARY INFORMATION OF TEACHERS

S.No.	Pay Scale + Grade pay	Tick whichever applicable	Remarks
1.	Mode of payment through Bank	Yes/No (If no please mention reason thereof)	
2.	GPF & CPF is deducted from the salary	Yes/No (If no please mention reason thereof)	
3.	Pay Scale + Grade pay	Pay Scale + Grade pay of Professor	
		Pay Scale + Grade pay of Reader/Associate Professor	
		Pay Scale + Grade pay of Lecturer /Assistant Professor	
4.	Existing pay scale of teaching staff	State Govt./UGC/others	
5.	Teachers promotion policy as per norms of CCIM	Yes/No (If no please mention reason thereof)	

Signature of Visitors with date

Signature of Principal with date

IX. FINANCIAL INFORMATION

MONTH WISE EXPENDITURE FROM 1 ST JAN 2013 TO 31 ST DEC 2013											
S. No	Month	Total salary of teaching staff	Total salary of non teaching staff	Total salary of hospital staff	Total expenditure on purchase of new books	Total expenditure on furniture & fixtures	Total expenditure on equipments & instruments	Total purchase of raw drugs	Total purchase of prepared medicines	Total purchase of Lab chemicals	Building construction and other expenditure
1	January										
2	February										
3	March										
4	April										
5	May										
6	June										
7	July										
8	August										
9	September										
10	October										
11	November										
12	December										
Total											
GRAND TOTAL OF EXPENDITURE from 1st Jan 2013 to 31st Dec 2013											
TOTAL INCOME from 1st Jan 2013 to 31st Dec 2013											

Signature of Visitors with date

Signature of Principal with date

SECTION C
DETAILS OF THE HOSPITAL

I. REQUIREMENT OF AN ATTACHED HOSPITAL OF AYURVEDA COLLEGE

Particulars		Required Built up Area (in Sq.mt) Upto 60 intake	Available Area	Required Built up Area(in Sq.mt) From 61 to 100 intake	Available Area
TOTAL CONSTRUCTED AREA OF HOSPITAL		2000 sq.mtr.		3500 sq.mtr.	
VARIOUS SECTIONS IN THE HOSPITAL					
Hospital Administration Block		100		150	
1.	Superintendent Room	Available / Not available		Available/ Not available	
2.	Deputy Superintendent Room				
3.	Medical Officers Room (For 2 Resident Medical / Surgical Officer)				
4.	Matron Room				
5.	Assistant Matron Room (For 2)				
6.	Reception & Registration Room				
Out – Patient Departments (OPD)		300		500	
1.	Kayachikitsa OPD	Available / Not available		Available / Not available	
2.	Shalya OPD				
3.	Shalakya OPD				
4.	Stree Roga Evam Prasuti Tantra OPD				
5.	Kaumarbhritya (Balroga)	Available / Not available			
6.	Swastharakshan & Yoga OPD				
7.	Atyayik (Casualty) Section				
8.	Dressing & First-Aid Room, Ksharsutra Room				
9.	Dispensary				
10.	Waiting space for patients				
11.	Store				
12.	Male & Female Toilet for Patients				
In – Patient Departments (IPD)		900		1650	
1.	Kayachikitsa Male Ward	Available / Not available		Available / Not available	
2.	Kayachikitsa Female Ward				
3.	Panchakarma Male Ward				
4.	Panchakarma Female Ward				
5.	Shalya Male Ward				
6.	Shalya Female Ward				
7.	Shalakya Tantra Ward				
8.	Prasooti evum Stri Roga Ward				
9.	Kaumar Bhritya (Balaroga) Ward				
10.	Doctors' duty room one for each department				
11.	Nursing staff duty rooms, one in each ward				
12.	Store room for linen, etc.				
Operation Theaters Block		150		250	
1.	Major Operation Theatre	Available /		Available /	
2.	Minor Operation Theatre				
3.	Shalakya Operation Theatre				
4.	Labour Room with attached toilet and bath				

Signature of Visitors with date

Signature of Principal with date

room	Not available		Not available	
5. Neonatal care room				
6. Central sterilisation/autoclave unit				
7. Scrub room				
8. Two Recovery room				
9. Doctor's duty room with attached toilet and bath room				
10. Interns/house officer/resident doctors room with attached toilet and bath room				
11. Nursing staff room with attached toilet and bath room				
Panchakarma Block	200		350	
1. Snehana Kaksha (Male)				
2. Snehana Kaksha (Female)				
3. Swedana Kaksha(Male)				
4. Swedana Kaksha(Female)				
5. Shirodhara Kaksha(Male)				
6. Shirodhara Kaksha(Female)				
7. Vamana Kaksha(Male)				
8. Vamana Kaksha(Female)				
9. Virechana Kaksha(Male)				
10.Virechana Kaksha(Female)				
11.Basti Kaksha(Male)	Available / Not available		Available / Not available	
12.Basti Kaksha(Female)				
13.Rakta Mokshana, Jalaukavacharana, Agnikarma, Pracchanna etc Kaksha				
14.Panchakarma therapist/Physician's room				
15.Panchakarma store room				
16. Four attached toilet-baths for males and four for females with wash basin and geyser facility in each. These will be in addition to the toilets of wards.				
Physiotherapy Unit	75		150	
1.Physiotherapy Room	Available / Not available		Available / Not available	
2.Physiotherapist room				
Central Laboratory:	100		150	
Well equipped and spacious area of two hundred square meter with separate sections for Pathology, Biochemistry and Micro-biology. Attached toilet shall be there for collection of urine samples. Other diagnostic tools for ECG or TMT etc. shall be provided.	Available / Not available		Available / Not available	
Radiology or Sonography Section :-	50		100	
Radiologist chamber, X-ray room, Dark room, film drying room, store room, patients waiting and dressing room, reception or registration or report room.	Available / Not available		Available / Not available	
Hospital Kitchen and Canteen:	100		150	
Stores/Mortuary:	25		50	

Sitting arrangement for interneers/students in Various Out Patient Department	Available/ Not Available	
--	---------------------------------	--

Signature of Visitors with date

Signature of Principal with date

II) REQUIREMENT OF AN AYURVEDIC COLLEGE HOSPITAL STAFF

Sl.No.	Post	Required Numbers as per M.S.R.	Available Number
1.	Hospital Superintendent	01 (With not less than the qualification of the professor.)	
2.	Deputy Medical Superintendent	01 (Other than the teaching staff.)	
3.	Consultants	Teachers of clinical departments including Swasthavritta and Yoga	
4.	Emergency Medical Officers	02	
5.	Resident Medical Officers or Surgical or Medical Officer (RMO or RSO or MO)	05 (01 Kayachikitsa, 02 Prasuti Striroga, 01 Shalya, 01 Kaumarbhritya)	
6.	Matron or Nursing Superintendent	01	
	Asst. Matron	01 each for 50 additional beds	
7.	Staff Nurses for In Patient Department	01 for every 10 beds	
8.	Ward Boy or Ayah	01 for every 20 beds	
9.	Pharmacists	02	
10.	Dresser	02	
11.	Store Keeper	01	
12.	Office Staff (for registration, record maintenance, data entry etc.)	02	
13.	Dark-Room Attendant	01	
14.	Operation Theater Attendant	01	
Modern Medical Staff			
15.	Medical Specialist	01 Part time / Contract	
16.	Surgical Specialist	01 Part time / Contract	
17.	Obstetrician and Gynecologist	01 Part time / Contract	
18.	Pathologist	01 Part time / Contract	
19.	Anaesthesiologist	01 Part time / Contract	
20.	Ophthalmologist	01 Part time / Contract	
21.	Pediatrician	01 Part time / Contract	
22.	Radiologist	01 (Postgraduate in Allopathic Radiology on contract or Vikiran Vigyan of Ayurvedic discipline) from teaching department of Shalya	
23.	Dentist	01 Part time / Contract	
24.	X-Ray Technician or Radiographer	01	
Staff for Panchkarma Therapy Section for Out-Patient Department and In-Patient Department			
25.	Panchkarma Specialists	Teachers of Panchkarma teaching Department	
26.	House Officer or Clinical Registrar or Senior Resident (Ayurvedic)	01	
27.	Panchkarma Nurse	01 (In addition to the nurses indicated at serial no. 7)	
28.	Panchkarma Assistant	02 Male, 02 Female	
29.	Yoga teacher or expert	01 (from Swasthavritta & Yoga Department)	
Staff of Operation Theatre and Ksharsutra Therapy Section			
30.	Shalya and Ksharsutra Therapy Specialists	Teachers of Shalya Department	
31.	Operation Theatre Attendant	01	
32.	Nurses	01 (In addition to the nurses indicated at serial no. 7)	
Labour Room			
33.	Prasooti evum Stri Roga Specialists	Teachers from Prasooti evum Stri Roga Department	
34.	Midwife	01	
Clinical Laboratory			
35.	Laboratory Technicians	02	

Signature of Visitors with date

Signature of Principal with date

36.	Peon or Attendant	01	
Teaching Pharmacy and Quality Testing Laboratory			
37.	Pharmacy Manager or Superintendent	Teachers of Rasa Shastra & Bhaishajya Department	
38.	Peon or Attendant	01	
39.	Workers	02 (Need base more number)	
40.	Analytical Chemist (Part time)	Lab Technician staff in the Deptt.	
41.	Pharmacognosist (Part time)	Lab Technician staff in the Deptt.	

Note:- 1. For hospital with more than 60 beds, two incumbents each as Resident Medical Officers, Resident Surgical Officers, Assistant Matrons and Pharmacists shall be additionally required.*

2. Detailed information of hospital staff be furnished as per Annexure-VI

III) NUMBER OF PATIENTS ATTENDED OPD (from 1st Jan 2013 to 31st Dec 2013)

S. No.	Month	Name of the Departments								
		Kaya chikitsa	Pancha karma	Shalya	Shalaky		Prasuti & Stri Roga	Kaumar bhrittya-Bal Roga	Swastha vritta & Yoga	Aatyayika (Casualty)
					Netra	Mukh, Nasa & Dant				
1.	January									
2.	February									
3.	March									
4.	April									
5.	May									
6.	June									
7.	July									
8.	August									
9.	September									
10.	October									
11.	November									
12.	December									
Total										
Grand Total										

Note:- Patients of Medical Camp conducted outside the campus should not be included.

IV) DETAILS OF IPD PATIENTS (from 1st Jan 2013 to 31st Dec 2013)

S. No.	Month	Kayachikitsa (Rasayan & Manasroga etc)		Shalya	Shalaky	Prasuti & Stri Roga	Kaumarbhritya (Balrog)	Total
		Kayachikitsa	Panchkarma					
1.	January							
2.	February							
3.	March							
4.	April							
5.	May							
6.	June							
7.	July							
8.	August							
9.	September							
10.	October							
11.	November							
12.	December							
Total								
Grand Total								

Signature of Visitors with date

Signature of Principal with date

V) DETAILS OF TOTAL BED DAYS OCCUPIED (from 1st Jan 2013 to 31st Dec 2013)

S. No.	Month	Kayachikitsa (Rasayan & Manasrog etc)	Panchkarma	Shalya	Shalakya	Prasuti & Stri Roga	Kaumarbhrittya (Balrog)
1	January						
2	February						
3	March						
4	April						
5	May						
6	June						
7	July						
8	August						
9	September						
10	October						
11	November						
12	December						
Total							
Grand total							
Bed Occupancy in %							

Note:- To calculate total number of bed days occupied of the months please calculate the date wise total number of patients, remained on bed at midnight.

VI) DETAILS OF BED DISTRIBUTION

S. No.	Name of the Department	% of Required Bed Distribution For UG as per CCIM Norms	No. of Existing beds for UG	Additional Bed For existing PG(Clinical Dept) : bed ratio 1:4	Total
1.	Kayachikitsa (Panchkarma Rasayan & Manasrog etc.)	40%			
2.	Shalya	20%			
3.	Shalakya	10%			
4.	Prasuti & Stri Roga	20%			
5.	Kaumarbhritya (Balrog)	10%			
Total Number of Existing Beds on the day of visitation					
Total Number of Beds Existed in Jan to Dec 2013					

INFORMATION ABOUT VARIOUS SECTIONS IN THE HOSPITAL

VII) LABOUR ROOM

Facilities for Neonatal Care, equipments, instruments (Details of equipments, instruments be furnished as per annexure-XI B)	Available
Number of Deliveries performed from 1 st Jan 2013 to 31 st Dec 2013	

Signature of Visitors with date

Signature of Principal with date

VIII) OPERATION THEATRE

Details of available equipments, instruments and other facilities in Operation theatre XI C)	Available
Total number of operations done from 1 st Jan 2013 to 31 st Dec 2013	
Total number of patients treated by Kshar sutra application from 1 st Jan 2013 to 31 st Dec 2013	

IX) CENTRAL LABORATORY

S.No.	Investigation done in the from 1 st Jan 2013 to 31 st Dec 2013	Number
1.	Hematological Tests.	
2.	Bio-Chemistry Tests.	
3.	Serology Tests.	
4.	Microbiology Tests.	
5.	Total number of Investigations carried out	

Other Investigations	Number
X-rays	
Total number of X-ray done from 1 st Jan 2013 to 31 st Dec 2013	
ECG	
Total number of ECG done from 1 st Jan 2013 to 31 st Dec 2013	
USG	
Total number of USG done from 1 st Jan 2013 to 31 st Dec 2013	
AMBULANCE	Available/ Not

X) INFORMATION OF PANCHKARMA DEPARTMENT

S.No.	Name of the Instruments	Number of Instruments Available
1.	Droni	
2.	Basti yantra	
3.	Avgahan yantra	
4.	Swedan yantra	
5.	Shirodhara yantra	
6.	Others	

XI) DETAILS OF KARMAS CARRIED OUT from 1st Jan 2013 to 31st Dec 2013

S. No.	Patients	Snehan	Swedan	Vaman	Virechan	Basti	Nasya	Raktmo kshan	Shirod hara	Shirobasti	Others
1.	From O.P.D.										
2.	From I.P.D.										
3.	Total										

Signature of Visitors with date

Signature of Principal with date

XII) DETAILS OF MEDICAL CAMPS CONDUCTED BY COLLEGE IN THE YEAR 2013

S.No.	Nature of the camp	Date	Place	General/Specific Disease	Number of Patients
1.					
2.					

Note:- * If required additional sheet be attached in the prescribed format.

SECTION – D**OTHER ALLIED INFRASTRUCTURE REQUIREMENTS OF AN AYURVEDIC COLLEGE****I) DETAILS OF HOSTEL**

Hostel	Area (sq.mtr.)	Own / Rented	No. of Rooms	Capacity	Mess facility (available/not available)	Warden (available/not available)
Boys						
Girls						

II) HERBAL GARDEN

S.No.	Particulars	Requirement as per CCIM Norms		Available
		upto 60 intake	61 to 100 intake	
1.	Area	2500 sq.mt	4000 sq.mt	
2.	Total number of Medicinal plants with name (List to be enclosed)			
3.	Total number of species with name (List to be enclosed)	250	250	
4.	Irrigation facility – available/not available			
5.	Demonstration Room Area			

III) SPORTS AND GAMES FACILITY

Sports and Games Facility – available / not available	
---	--

IV) TRANSPORT FACILITY

Transport facility – available/not available	
--	--

V) DETAILS OF TEACHING PHARMACY

Quality Testing Laboratory - Available/ not available	
Number of medicine prepared from 1 st Jan 2013 to 31 st Dec 2013	

VI) DETAILS OF MEDICINES PREPARED (from 1st Jan 2013 to 31st Dec 2013)

S. No.	Name of Medicines Prepared	Quantity of Medicines Prepared
1.		
2.		
3.		
4.		

Note- If required additional sheet be attached in the prescribed format.

Signature of Visitors with date

Signature of Principal with date

VII) PROGRESS MADE BY THE INSTITUTION IN LAST TWO YEARS ON SALIENT POINTS

S. No.	Important Information of College	Progress made by college
1.	Construction of college and hospital building	
2.	Appointment of Teaching staff	
3.	Appointment of Non-Teaching staff	
4.	Appointment of Paramedical and other Hospital staff	
5.	Expansion of various departments of college	
6.	Expansion of Herbal Garden, Plantation of New Plants	
7.	Development of Pharmacy	
8.	Hospital OPD	
9.	Hospital IPD	
10.	Any national/international/state level seminars, ROTP, CME etc.	
11.	Publication by college and teaching staff	
12.	Research activities if any	
13.	Awards won by teaching staffs and students	

VIII. Declaration of Principal of Govt. & Private College

I, _____ s/o Shri _____ Principal, _____
 _ (name of the College) solemnly writing that if any information provided by me in proforma and **Annexures** found false, I shall be held responsible in the matter. I shall have no objection if any legal action is taken by the CCIM against me.

Signature of Principal

Dated _____

Place: _____

Name with Stamp

IX. Declaration of Secretary/President of the Trust / Society of the Private College

I, _____ s/o Shri _____ Secretary/President,
 _____ (name of the Society) solemnly state that, looking after the management of the college & hospital. The information provided by the Principal in the proforma and **Annexures** are true. If any information provided by the Principal found false the undersigned has no objection for any legal action initiated by the CCIM against the Principal and me.

Signature of Secretary/President

Dated _____

Place: _____

Name with Stamp

Signature of Visitors with date

Signature of Principal with date

LIST OF ANNEXURES TO BE SUBMITTED BY COLLEGE

S.No.	Annexure Number	Name of the Annexure
1.	Annexure-I	Details of students admitted in Under Graduate course for the year 2011-12, 2012-13 & 2013-14.
2.	Annexure-II A	Details of students admitted in Post Graduate course for the year 2011-12, 2012-13 & 2013-14.
3.	Annexure-II B	Details of Post Graduate students allotted to individual guide for the year 2011-12, 2012-13 & 2013-14.
4.	Annexure-II C	Details of students admitted in Post Graduate Diploma course for the year 2011-12, 2012-13 & 2013-14.
5.	Annexure-III	Proforma to furnish the details of Teaching Staff
6.	Annexure-IV	Notarized Affidavit to be filled up by Newly Appointed Teachers after last visitation (For 13-C of the IMCC Act) in the given format
7.	Annexure-V	Proforma to furnish the details of Non-Teaching & Other Staff
8.	Annexure -VI	Proforma to furnish the details of Hospital Staff
9.	Annexure -VII	Details of Drug distribution in OPD & IPD (Jan. to Dec. 2013)
10.	Annexure -VIII	Department wise Details of Outdoor patients of the Hospital.
11.	Annexure -IX	Department wise Details of the Indoor Patients of the Hospital
12.	Annexure -X	Details of Equipment & Instruments for various sections of College
	A)	Dissection Hall
	B)	Physiology (Kriya Sharir) Laboratory
	C)	Rasashastra and Bhaishajya Kalpana Laboratory (Teaching) Pharmacy Lab)
	D)	Pharmacognosy Laboratory (Dravyaguna)
	E)	Rog-Vigyan Laboratory (Pathology Laboratory)
	Annexure XI	Details of Equipment & Instruments for various sections of Hospital
	A)	Out Patient Department
	B)	Labour Room
	C)	Operation Theatre
13.	Annexure XII	Soft copy (in CD/DVD) and hard copy group photographs with Teaching staff and non-teaching staff of College and Medical, Paramedical and other staff of Hospital with the visitors separately. The name of each staff member should be mentioned on the bottom of the photograph.
14.	Annexure XIII	Soft copy (in CD/DVD) of Annexure-III (Details of Teaching Staff) in MS Excel (.xls or .xlsx) format

Signature of Visitors with date

Signature of Principal with date

ANNEXURE-I

DETAILS OF UNDER GRADUATE STUDENTS ADMITTED IN THE YEAR 2011-12, 2012-13 & 2013-14

S. No	Name of Student	Father's Name	Date of Birth	Fee Receipt number and date	Residential address	Govt./ Management Quota	% of PCB in 10+2	Category (Gen./SC/ ST/ OBC/ others)

ANNEXURE-II A

DETAILS OF POST GRADUATE STUDENTS ADMITTED IN THE YEAR 2011-12, 2012-13 & 2013-14

S.No.	Name of PG Subject	Students admitted by order of AYUSH Deptt. (GOI)/Court order number.....dated.....	Number of Admitted Students
1.	Ayurved Samhita & Siddhanta		
2.	Rachana Sharir		
3.	Kriya Sharir		
4.	Dravyaguna Vigyan		
5.	Rasa Shastra & Bhaishajya Kalpana		
6.	Prasuti & Stree Roga		
7.	Kaumar Bhritya – Balrog		
8.	Swasthavritta & Yoga		
9.	Kayachikitsa		
10.	Rasayan & Vajikaran		
11.	Manovigyana evam Manas Roga		
12.	Rog Nidan evam Vikriti Vigyan		
13.	Chhaya evam Vikiran Vigyan		
14.	Shalya – Samanya		
15.	Shalya – Kshar Karma evam Anushastra Karma		
16.	Sangyahaarana		
17.	Asthi-Sandhi & Marmagata Roga		
18.	Shalakya – Netra Roga		
19.	Shalakya – Shiro-Nasa – Karna evam Kantha Roga		
20.	Shalakya- Danta evam Mukha Roga		
21.	Panchakarma		
22.	Agad Tantra evam Vidhi Vaidyaka		
GRAND TOTAL			

ANNEXURE-II B

DETAILS OF POST GRADUATE STUDENTS ALLOTTED TO INDIVIDUAL GUIDE FOR THE YEAR 2011-12, 2012-13 & 2013-14

S. No.	Name of guide with designation	Department	Number of Students allotted			Total Number of Students
			2011-12	2012-13	2013-14	

Signature of Visitors with date

Signature of Principal with date

ANNEXURE-II C

DETAILS OF POST GRADUATE DIPLOMA STUDENTS ADMITTED IN THE YEAR 2011-12, 2012-13 & 2013-14

S.No.	Name of PG Diploma Subject	Students admitted by order of AYUSH Deptt. (GOI)/Court order number.....dated.....	Number of Admitted Students
1.	Panchakarma		
2.	Kshar Karma		
3.	Ayurvedic Pharmaceutics(Rasashastra & Bhaishajya Kalpana)		
4.	Ayurvedic Cosmetology & Skin Disease		
5.	Ayurvedic Dietetics		
6.	Swasthavritta and Yoga		
7.	Prasuti Evum Striroga		
8.	Balroga		
9.	Ayurvedic Pharmacognosy & Standardization (Dravyaguna Vigyan)		
10.	Manasik Swasthya Vigyan		
11.	Netraroga Viigyan		
12.	Rasayan and Vajikaran		
13.	Ayurvedic Sangyahan		
14.	Chhaya evum Vikiran Vigyan		
15.	Marma evum Asthi Chikitsa (Orthopaedics)		
16.	Rog Nidan Vidhi (Diagnostic techniques)		
GRAND TOTAL			

Signature of Visitors with date

Signature of Principal with date

ANNEXURE IV**NOTARISED AFFIDAVIT TO BE FILLED UP BY NEWLY APPOINTED TEACHERS AFTER LAST VISITATION (FOR 13-C OF THE IMCC ACT) IN THE GIVEN FORMAT**

Pass Port Size Photograph (To be attested by Principal)
--

S. No.	Information of Teacher	To be filled up by Teacher			
1.	Name of the Teacher (Sur Name- First Name- Middle Name)				
2.	Change of Name (if Applicable after marriage)				
3.	Date of Birth (dd / mm / yyyy) (xx/xx/xxxx)				
4.	UG Qualification (University & year)	Year			
		Name of the University			
5.	PG Qualification with subject (University & year) of completion	Subject			
		Year			
		Name of the University			
6.	Ph.D (if applicable)	Subject			
		Year			
		Name of the University			
7.	Post wise details of Experience in chronological order (* Date, Month and Year wise experience should be mentioned)	Duration (dd/mm/yyyy) to (dd/mm/yyyy)	Department (Subject)	Designation	Name of the college
8.	Present working Department (Subject)				
9.	Present Designation				
10.	Nature of present appointment (regular/contractual/deputation)				
11.	Name of present working college				
12.	Permanent Residential Address				
13.	Local Residential Address				
14.	State Board/ Council Registration detail	Registration Number			
		Name of State Board			
15.	Bank detail	Salary Account Number			
		Name and Branch of Bank			
16.	Contact Number	Mobile Number			
		Residence Number			
		Email ID			

I hereby solemnly affirm that the above information is correct as per my record and knowledge. I further affirm that if any information given in this affidavit is found to be incorrect/ false, I shall be liable to be any disciplinary action.

Date:

Signature of Deponent/ Teacher

I hereby solemnly affirm that the above information is correct as per my record and knowledge. I further affirm that if any information given in this affidavit is found to be incorrect/ false, I have no objection for any disciplinary action against the concerned teacher and myself.

Date:

Signature of Principal with Stamp

Signature of Visitors with date

Signature of Principal with date

ANNEXURE-V

PROFORMA TO FURNISH THE DETAILS OF NON – TEACHING & OTHER STAFF

S.No.	Name of Employee	Father's Name	Qualification	Date of Appointment	Nature of Appointment (regular/ contractual/ Part time)	Designation	Name of working department	Pay Scale

ANNEXURE-VI

**PROFORMA TO FURNISH THE DETAILS OF HOSPITAL STAFF
(Including Part Time Modern Medical Staff)**

S.No.	Name of Employee	Father's Name	Qualification	Date of Appointment	Nature of Appointment (regular/ contractual/ Part time)	Designation	Name of working department	Pay Scale

ANNEXURE-VII

DETAILS OF DRUG DISTRIBUTION IN OPD & IPD (from JAN. 2013 to DEC. 2013)

S.No.	Name and Quantity of Drugs obtained from own Pharmacy	Name and Quantity of Drugs purchased from market		Name and Quantity of utilized Drugs along with balance			
		Ayurvedic Drugs	Modern Drugs	Ayurvedic Drugs		Modern Drugs	
				Utilized	Balance	Utilized	Balance
1.							
2.							
3.							
4.							

Note:- *If required additional sheet be attached in the prescribed format.

Signature of Visitors with date

Signature of Principal with date

ANNEXURE-VIII

DETAILS OF OUTDOOR PATIENTS OF THE HOSPITAL

S. NO.	OPD SECTIONS	TOTAL NUMBER OF PATIENTS ATTENDED OPD		
		PRIOR TO 15 DAYS OF VISITATION	PREVIOUS DAY OF VISITATION	DAY OF VISITATION
01.	KAYACHIKITSA			
02.	SHALYA			
03.	SHALAKYA			
04.	PRASUTI & STRI ROGA			
05.	BAL ROGA			
06.	PANCHKARMA			
07.	SWASTHAVRITTA EVUM YOGA			
08.	AATYAYIKA (EMERGENCY)			

Signature of Visitors with date

Signature of Principal with date

ANNEXURE -IX

DETAILS OF THE INDOOR PATIENTS OF THE HOSPITAL

A. TOTAL NUMBER OF BEDS AVAILABLE ON THE DAY OF VISITATION									
B. TOTAL NUMBER OF IPD PATIENTS ON THE DAY OF VISITATION									
C. DEPARTMENT WISE DETAILS OF IPD PATIENTS AVAILABLE ON THE DAY OF VISITATION:-									
S.No.	OPD Registration Number	IPD Registration Number	Name of Patients	Age	Sex M/F	Bed Number	Diagnosis	Date of Admission	Name of treating Doctor
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									
16.									
17.									
18.									

Note:-*Details of IPD patients of each department shall be annexed separately. If required additional sheets be attached in the prescribed format.

Signature of Visitors with date

Signature of Principal with date

Annexure - X

DETAILS OF EQUIPMENT AND INSTRUMENTS FOR VARIOUS SECTIONS OF COLLEGE

A) DISSECTION HALL

S. No.	Essential Instruments and Equipments	Number of Instruments and Equipments available
1.	i) Tank with a capacity to preserve 2 to 4 bodies	
	ii) Preservative Chemicals	
2.	Dissection Tables Sets	
3.	Dissecting Table	
	i) Full size with steel top or marble top stainless	
	ii) Half size with steel top or marble top stainless	
4.	Miscellaneous	
	i) Bone cutter of the number $\frac{3}{4}$, $\frac{1}{2}$, $\frac{1}{4}$, $\frac{1}{8}$ - fine pointed Chisel bone dissector	
	ii) Bucket and Mug	
	iii) Gloves powder	
	iv) Surgical gloves	
	v) Surgical Blade	
	vi) Soap	
	vii) Disposable syring - 20cc, 10cc, 5cc	
	viii) Towels	
	ix) Dustbin	
5.	Furniture and other equipment	
	i) Stools preferably of metal	
	ii) Wash basin	
	iii) Machines for bones and brain sectioning	
	iv) Over Head Projector	
	v) X-ray viewing box or panels	
	vi) Glass jars of different sizes	

B) PHYSIOLOGY (KRIYA SHARIR) LABORATORY

S. No.	Essential Instruments and Equipments	Number of Instruments and Equipments available
1.	Microscopes with oil immersion	
2.	Westergren's pipette for ESR	
3.	Haematocrit Tube	
4.	Sahli's Haemoglobinometer	
5.	Haemocytometer	
6.	Sphygmomanometer	
7.	Stethoscope	
8.	Clinical Thermometer	
9.	Knee Hammer	
10.	Tuning forks	
11.	Electrocardiograph	
12.	Stop watches	
13.	Water Distillation still	
14.	Thermometers, Balances, Microslides	
15.	Cover slips, glassware	
16.	Centrifuge with speed control	
17.	Colorimeter (Photoelectric)	
18.	pH Meter (Electric)	
19.	pH Comparator with disc in a batch	
20.	Refrigerator	
21.	Newton's colour wheel in a batch	
22.	Spirometer	
23.	Tonometer	
24.	Hydrometer	
25.	Viscometer	
26.	Osmometer	
27.	Sterilizer	

Signature of Visitors with date

Signature of Principal with date

C) RASASHASTRA AND BHAISHAJYA KALPANA LABORATORY (TEACHING)

S.No.	Essential Instruments and Equipments	Number of Instruments and Equipments available
1.	Khalva Yantra-	
(i)	Small	
(ii)	Medium	
(iii)	Porcelain	
(iv)	Tapta khalva yantra	
2.	Heating Device-	
(i)	Gas Stove	
(ii)	Electric stove	
(iii)	Hot plate	
(iv)	Chulla (Charcoal)	
3.	Vessels-	
(i)	Frying Pan	
(ii)	Steel Vessel	
(iii)	Spatula	
(iv)	Ladles & Spoons	
(v)	Knife	
(vi)	Plates	
(vii)	Samdamsa Yantra(Tongs)	
4.	Measuring Equipments Different Size (Glass)	
5.	Big Vessels & Containers-	
(i)	Brass	
(ii)	Copper	
(iii)	Steel etc.	
6.	Balance (Different Capacities)	
(i)	Physical	
(ii)	Chemical	
7.	Pounding Apparatus (Ulukhala Yantra)	
8.	Sieves (Assorted Numbers & Size)	
9.	Wet Grinder	
10.	Mixi	
11.	Juice Extractor	
12.	Putas (Different kind)	
13.	Pyrometer	
14.	Thermometer	
15.	Pressure Cooker	
16.	Moosha (Crucibles)	
17.	Koshti with Blower	
18.	Refrigerator	
19.	Jars(Porcelain) Fermentation Purpose	
20.	Yantras	
(i)	Dola Yantra	
(ii)	Valuka Yantra	
(iii)	Pithara Yantra	
(iv)	Bhudhara Yantra etc.	
21.	Distillation Apparatus & Arka Yantra	
22.	Enamel Trays	
23.	Spirit Lamp	
24.	Microscope	
25.	Earthen Vessels-Pots	
26.	Kupipakva Bhatti	
27.	Almiras & Racks for storage	

Signature of Visitors with date

Signature of Principal with date

D) PHARMACOGNOSY LABORATORY [DRAVYAGUNA]

S.No.	Essential Equipment and Instruments	Available Number
1.	Field magnifier	
2.	Compound microscope	
3.	Dissecting Microscope	
4.	Microscope	
5.	Slides box with cover slips,	
6.	Blotting/filter papers	
7.	Electronic balance	
8.	Dissection Box	
9.	Enamel Trays	
10.	Reagents	
a.	Chloroform	
b.	Alcohol.	
c.	HCL	
d.	Sulphuric acid	
e.	Sodium, potassium hydroxide	
f.	Benedict solution	
g.	Sodium nitrate	
h.	Potassium nitrate	
i.	Citric acid	
j.	Iodine	
k.	Ethyl Alcohol	
l.	Potassium Iodide	
m.	Xylol/pure xylene (slide preparation)	

E) DETAILS OF EQUIPMENT AND INSTRUMENTS REQUIRED FOR ROG-VIGYAN (PATHOLOGY LABORATORY)

S.No.	Essential Instruments and Equipments	Number of Instruments and Equipments available
1.	Binocular microscope	
2.	X-ray view box	
3.	Sterile disposable lancet/needle	
4.	Sahli's Square tube	
5.	Hb pipette	
6.	Dropper	
7.	Glass rod	
8.	WBC Pipette	
9.	Improved Neubauer chamber	
10.	Cover slip	
11.	Red cell pipette	
12.	Cleaned slides	
13.	Incubator	
14.	Wintrobe's tube	
15.	Pasteur's pipette	
16.	Centrifuge Graduate machine	
17.	Westergrens pipette	
18.	Rubber teat	
19.	Westergrens's stand	
20.	Litmus paper	
21.	pH indicator paper strips	
22.	Urinometer	
23.	Multi stix	
24.	Bunsen burner	
25.	Test tube	
26.	Test tube holder	

*Signature of Visitors with date**Signature of Principal with date*

27.	Filter paper	
28.	Steel almirah	
29.	Steel rack	
30.	Glass Jars with lid of different sizes	
31.	Glass view rack	
32.	Magnifying lens	
33.	Autoclave	
34.	Water bath	
35.	Separating funnels of various sizes	
36.	Stop watch	
37.	Ultraviolet lamp	
38.	Monocular microscope with oil emersion lens20(e)	
39.	Capillary Tubes	
40.	Hot air oven	
41.	Microscope with oil immersion	
42.	Refrigerators	
43.	Sterile vessels/bottle to collect samples	
44.	BP Apparatus	
45.	Stethoscope	
46.	Thermometer	
47.	Tongue depressor	
48.	Torch	
49.	Knee hammer	
50.	Measuring Tape	
51.	ENT examination set	
52.	Reflectors(Mirrors)	
53.	Weighing machine	
54.	Tuning Forks	
55.	Nasal speculum	
56.	Laryngoscope	
57.	Catheters	
58.	Probes	
59.	Disposable Gloves	
60.	Physical balance	
61.	Syringe needle destroyer	
62.	HBs Ag kit	
63.	HIV kit - Tridot (method by T Mitra)	
64.	CT and BT kit	
65.	Cell counter (haemoautoanalyser)	
66.	Renal profile, LET kit, Lipid profile, Blood Sugar kit	

Signature of Visitors with date

Signature of Principal with date

Annexure - XI

DETAILS OF EQUIPMENT AND INSTRUMENTS FOR VARIOUS SECTIONS OF HOSPITAL
A) DETAILS OF EQUIPMENT AND INSTRUMENTS FOR VARIOUS SECTIONS OF OUT PATIENT DEPARTMENT

S. No.	Name of the OPD	Equipments, Instruments, Furniture	Number of Equipments and Instruments available
1.	Kayachikitsa	X-Ray View Box	
		BP Apparatus	
		Stethoscope	
		Examination Table	
		Thermometer	
		Tongue depressor	
		Cotton balls	
		Torch	
		Measuring tape	
		Weight and height measuring stand	
		Knee Hammer	
		Washbasin	
2.	Shalya Tantra	Hand washing facility	
		Drainage facility	
		Minor OT	
		Instruments for anorectal examination	
		Examination Table	
		BP Apparatus	
		Thermometer	
		Surgical Blades	
		Cotton balls	
		Gauze pieces	
		X-Ray Viewing Box	
		Stethoscope	
		Cheetle's forceps	
Torch			
3.	Shalakya Tantra	Tuning forks	
		Ophthalmoscope/ fundoscope	
		Auroscope	
		Examination Table	
		X-Ray Viewing Box	
		BP Apparatus	
		Stethoscope	
		Thermometer	
		ENT kit	
		Torch	
Bull`s lamp			
4.	Prasuti Tantra & Stri Roga	Weighing machine	
		Sim's speculum	
		Thermometer	
		Cusco's speculum	
		Examination Table	
		Lamp stand	
		Torch	
		X-Ray Viewing Box	
		BP Apparatus	
		Stethoscope	
		Measuring tape	
Washbasin			

Signature of Visitors with date

Signature of Principal with date

5.	Bal Roga	Scale	
		Weighing machine	
		Torch	
		View Box	
		Thermometer	
		BP Apparatus	
		Stethoscope	
		Examination Table	
6.	Panchkarma	As per Kayachikitsa	
7.	Yoga Section (Swas-tha Rakhshan)	Facilities available (Equipment, Instrument, Furniture etc)	
8.	Casualty	Facilities available (Equipment, Instrument, Furniture etc)	

B) LABOUR ROOM

S.No.	Essential Equipments and Instruments	Number of Equipments and Instruments available
1.	Shadowless Lamp	
2.	Suction Machine (Neonatal)	
3.	Oxygen Cylinder and Mask	
4.	Foetal Toco Cardiograph	
5.	Radiant Warmer	
6.	Phototherapy Unit	
7.	Weighing Machine (Paediatric)	
8.	Patient trolley	
9.	Anaesthesia trolley	
10.	Infantometer	
11.	Vacuum extractor	
12.	Foetal Doppler	
13.	Low cavity forceps	
14.	Steriliser	
15.	Macintosh rubber sheet	
16.	Catguts and Thread	
17.	Speculum – Sim's -Cuscos	
18.	Instruments for labour and Episiotomy (Scissors, forceps, needle, holder etc.)	
19.	Baby tray	
20.	Draw Sheets	
21.	Plastic Aprons	
22.	HIV kit for emergency patients	
23.	Plain and Hole towels	
24.	Gloves	
25.	Nebuliser	
26.	Foetoscope	
27.	Autoclave	
28.	Drums	
29.	Instrumental Trolley	
30.	OT tables with head up and head low facility	
31.	Double dome Shadowless lamp	
32.	Pulse Oxymeter	
33.	Oxygen Cylinder	
34.	Resuscitation kit	
35.	Boyle's apparatus	
36.	Electrocautery	

Signature of Visitors with date

Signature of Principal with date

37.	MTP Suction Machine	
38.	Anaesthesia Kit	
39.	Blunt and Sharp Curettes	
40.	Dilators set (Hegar's, Hawkins)	
41.	Sim's Speculum	
42.	Anterior Vaginal Wall retractor	
43.	Cusco's Speculum	
44.	Uterine sound	
45.	Volsellum	
46.	MTP Suction Curette	
47.	Needles	
48.	Needle holders	
49.	Sponge holding forcep's	
50.	Towel Clips	
51.	Retractors abdominal (Doyne's etc.)	
52.	Green armytage forceps	
53.	Uterus holding forceps	
54.	Kocher's forceps	
55.	Artery forceps (Long, short, Mosquito)	
56.	Scissors- different sizes	
57.	Forceps obstetrics	
58.	Tongue depressor	
59.	Endotracheal tubes	
60.	B.P. apparatus	
61.	HSG Cannula	
62.	Cord Cutting appliances	
63.	I.U.C.D. removing hook	
64.	Bladder Sound	

C) OPERATION THEATRE

S.No.	Essential Equipment and Instruments	Number of Equipments and Instruments available
I	Shalya:	
1.	Spot light (Shadowless ceiling fitted)	
2.	Needle holding Forceps (big- medium-small)	
3.	Dressing drums of Assorted size	
4.	Drum stand	
5.	IV Stand	
6.	X-ray View Box (double)	
7.	Surgeon's gown	
8.	Mask and caps	
9.	Gauze, cotton and bandage	
10.	Gloves of different size	
11.	Cheetles Forceps	
12.	Towel Clips	
13.	Mosquito forceps	
14.	Scissors straight (Tailor)	
15.	Scissors curved of different sizes	
16.	Stich removal scissors	
17.	Dissection forceps	
18.	Sinus Forceps	
19.	Probes - Assorted size	
20.	Pointed scissors	
21.	Gastric and Intestinal clamps (occlusive and crushing)	
22.	Abdominal Retractors	

Signature of Visitors with date

Signature of Principal with date

23.	Tissue Forceps	
24.	Bob Kock's Forceps	
25.	Kocher's Forceps	
26.	Urethral Dilators	
27.	Rubber catheters of Assorted size	
28.	Metal Catheters	
29.	Corrugatedrubber drain	
30.	Suturing Needle (straight/curved) of Assorted size	
31.	Surgical Thread	
32.	Sponge holding forceps	
33.	Right Angle cholecystectomy Forceps	
34.	Stone holding forceps	
35.	Allies Forceps small	
36.	Allies Forceps Big	
37.	Artery Forceps small	
38.	Artery Forceps big	
39.	Artery Forceps Medium	
40.	Sigmoidoscope Rigid/flexible	
41.	Barron Pile's Gun	
42.	Laryngoscope Pediatric/Adult	
43.	Boyles Apparatus	
44.	Multiparameter Monitor	
45.	Ambu Bag	
46.	Suction machine Electrical or Manual	
47.	Emergency power back up facility	
48.	Emergency light	
49.	Fire Extinguisher	
50.	Skin grafting knife with handle	
51.	Surgical blades of different size	
52.	BP Handle of different size	
53.	Vertical BP Instrument	
54.	Self-Retaining Retractor	
55.	Bone Drill Machine	
56.	Bone cutter	
57.	Giggly Saw	
58.	Scoop	
59.	Periosteum elevator	
60.	Maggler Forceps	
61.	High Pressure Autoclave	
62.	Fumigator	
63.	Refrigerator	
64.	Nitrous Oxide Cylinder	
65.	Hydrolic Operation Table	
66.	Shadow less lamp ceiling	
67.	Boyle's Appratus	
68.	Instrument Trolley	
69.	Endotracheal Tube	
70.	Proctoscope with or without illumination	
71.	Revolving Stool	
72.	Gabrial Syringe	
73.	Strecher with trolley	
74.	Mosquito forceps	
75.	Needle holder	
76.	BP Apparatus	
77.	Suction Machine	
II	Shalakya: Ophthalmic Equipment or Instruments for Operative Surgery	

Signature of Visitors with date

Signature of Principal with date

78.	Ophthalmic Operation table with Head rest	
79.	Sterilizing box/case with matts	
80.	Lens insertion Forceps	
81.	Keratome	
82.	Desmarres lid retractors	
83.	Cat-paw lacrimal retractor	
84.	Mueller lacrimal sac retractor	
85.	Dastoor iris retractor	
86.	MeyrhoefChalazioncurrete	
87.	Sinsky lens manipulating hook	
88.	IOL Manipulator	
89.	Foreign body spud	
90.	Lewis lens loop (vectis)	
91.	Cystotome and spoon	
92.	Mule Evisceration spoon	
93.	Iris repository (double-ended)	
94.	Jameson muscle hook	
95.	Wills cautery with copper ball-point	
96.	Langs lacrimal sac dissector	
97.	Kelly Glaucoma punch	
98.	Elevator (double ended)	
99.	Nasal speculum adult/child	
100.	Wilder punctum Dilator	
101.	Bowman lacrimal probes	
102.	Towel clamp	
103.	Hartman mosquito forceps	
104.	Colibri forceps 1*2 teech	
105.	Mc. person corneal forceps with tying platform	
106.	Dressing forceps, serrated	
107.	Moorfieldconjuctival forceps	
108.	Fixation forceps	
109.	Beer cilea (epilation) forceps	
110.	Arruga capsular forceps	
111.	SnellenEntropion clamp	
112.	Chalazion clamps	
113.	Vannas straight scissors	
114.	Barraquer needle holder	
115.	Air injection cannula	
116.	Healon aspirating cannula	
117.	AC was cannula	
118.	Lacrimal cannula	
119.	Hydrodialysis cannula	
120.	J-loop cannula (Right/Left With silicon tubing)	
121.	Simcok direct I/A cannula with silicon tubing	
122.	Irrigating aspirating handle	
123.	Lens dialer	
124.	Superior Rectus forceps	
125.	Eye wash glasses (for Tarpana Karma)	
126.	Swimming Goggles (for Tarpana Karma)	
III	ENT-Surgical or Operative Procedural Instruments	
127.	Aural Syringe	
128.	Jobson's Aural Probe	
129.	Eustachian Catheter	
130.	Mastoid Retractor	
131.	Mastoid Gouge	
132.	Mallet	
133.	Nasal Foreign Body hook	

Signature of Visitors with date

Signature of Principal with date

134.	Nasal packing forceps	
135.	Nasal Snare	
136.	Bayonet Shaped gouge	
137.	Walshman's forceps	
138.	Laryngeal forceps	
139.	Tongue plate with throat suction	
140.	Tonsil holding forceps	
141.	Tonsillar suction	
142.	Adenoid curette with cage	
143.	Peritonsillarabcess draining forceps	
144.	Fuller's Tracheostomy Tube	
145.	Cheatel's Forceps	
146.	Other consumable articles like gloves, syringes, bandages, sutras, etc.".	

Signature of Visitors with date

Signature of Principal with date

CENTRAL COUNCIL OF INDIAN MEDICINE, NEW DELHI

Guidelines/Instructions for Colleges regarding Visitation

1. College may download the updated visitation proforma (Part I) from website of CCIM and may use it to expand the tables wherever necessary. Annexure-III (**MS-excel format**) should be separately downloaded from CCIM website, duly filled & sent along with the visitation proforma. Hard copy of visitation proforma (Part I) is enclosed for ready reference.
2. Any change in the prescribed format will not be accepted by CCIM.
3. Read the proforma carefully before filling up.
4. College should keep ready three sets of Visitation proforma duly signed on each page by the Principal/ Dean/ Director along with all annexure for visitors.
5. A soft copy of the details of teaching staff as per Annexure-III should be submitted along with the visitation report.
6. New teacher appointed after visitation of the college will not be considered/counted in the faculty list of the concerned college.
7. Any data / documents submitted by the college after visitation will not be accepted by the central council.
8. College shall bear the whole responsibility of typographical errors in the OPD/IPD data and experience of teachers. In previous years, due to incomplete information and typographical errors in the visitation proforma, colleges have to face the Hearing. Therefore, college is advised to submit all the relevant information and fill the proforma in proper manner as per the given guidelines.
9. Page-wise Index of all annexure should be provided.
10. Attested copy of UG & PG Certificates, Experience Certificates, Joining Report Relieving letter and Affidavit (As per Annexure-IV) of newly appointed teachers after the last visitation should be attached.
11. Teachers of Govt. colleges/ constituent colleges of University should also submit the affidavit of newly appointed teachers after the last visitation.
12. If false affidavit/ false experience is submitted by any teacher or if teacher is found in duplicity, then legal action will be initiated by the central council against the concerned teacher and Principal of the college.
13. Copy of Form No. 16 issued for purpose of income tax should be submitted in respect of all the teaching staff. (Not admissible for Govt./ constituent colleges of University).
14. Financial information should be filled as per enclosed proforma.
15. College should make arrangement of videographer and photographer during visitation of CCIM team for preparing CD and group photographs with Teaching staff and non-teaching staff of College and Medical and Paramedical staff of Hospital with the visitors separately. The name of each staff member should be mentioned on the bottom of the photograph. It is to be noted that without CD & Photograph, the visitation report will not be accepted by CCIM.
16. If college has any queries/ doubt/ other information required regarding the visitation proforma, you are requested to contact telephonically or send an email to the central council on the given mail-ID, i.e. **indiaccim@gmail.com**.
17. The filled up visitation proforma shall be typed and submitted in a separate CD to the visitors.

Signature of Visitors with date

Signature of Principal with date

ANNEXURE-III

PROFORMA TO FURNISH THE DETAILS OF TEACHING STAFF

S. No.	Name of the Teacher			Father's Name	Date of Birth	UG Qualification (University & year)	PG Qualification with subject (University & year)	Date wise details of Experience in chronological order (1 st appointment to till date)			Department (Subject of)	Nature of present appointment (regular/ contractual/ deputation/ part time/ adhoc)	Local Residential Address	Permanent Address	Name of State Board & Registration Number	Salary Account Number , Name of Bank& Branch	Telephone Number & Mobile Number of Teacher	Photograph of Teacher (Attested by the Principal)	Signature of Teacher (At the time of visitation)
	Sur Name	First Name	Middle name					Duration (dd/mm/yyyy)	Designation	Name of the college									

Note: Please download a copy of Annexure III in MS Excel Format (.xls) from the Website of CCIM i.e. www.ccimindia.org and fill up the details and annex the same as softcopy in the form of CD/DVD as Annexure XIII. Enclose a Printed / hard copy of the same as **ANNEXURE III** and attach the certified copies of UG, PG & Registration Certificates, experience certificates, joining Report, Relieving Order, Form No. 16 and all other relevant documents and original notarized affidavit (**Annexure-IV**) of newly appointed teachers after the last visitation.

If any teaching staff is promoted after submitting notarized affidavit he/she may submit a new affidavit along with necessary documents and get duly verified by the visitors.

*

Signature of Visitors with date

Signature of Principal with date

Signature of Visitors with date

Signature of Principal with date