



ABSTRACT

Tamil Nadu Medical Service – Senior Most Senior Resident/Assistant Professor/Tutor in the Government Medical Colleges to be designated as “Registrar” for improving academic activities in Government Medical Colleges - Orders – Issued.

HEALTH AND FAMILY WELFARE (B1) DEPARTMENT

G.O (Ms) No.152

Dated:03.05.2017
Thiruvalluvar Aandu – 2048
Heyvilambi, Chithirai 20

Read:

1. From the State Secretary, Tamil Nadu Government Doctor's Association, letter dated 06.11.2013, 04.02.2014, 31.03.2016.
2. Government Letter No.41472/B1/2013-1, Health and Family Welfare Department, dated 22.11.2013, 07.02.2014, 03.02.2015, 15.07.2015 and 02.05.2016.
3. From the Director of Medical Education letter No.91358/E3/2/2014, dated 17.12.2014 and 03.06.2015.
4. From the Director of Medical Education letter No.56692/E3/1/2014 dated:15.03.2016, 22.11.2016 and 20.01.2017.

ORDER:

The Tamil Nadu Government Doctor's Association in their letters 1st read above has requested to designate the senior most Assistant Professor/Senior Resident as “Registrar” for improving academic activities in Government Medical Colleges. The Association has also stated that for the betterment of academic knowledge, various CME (Continuing Medical Education) Seminars, Journal Club, Conferences and meetings are being conducted in all medical colleges. The Medical Council of India (MCI) insists that all doctors should attend a minimum of 30 hours of Continuing Medical Education every 5 years for renewal of registration and all medical teachers to publish papers in indexed journals for getting promotion as Associate Professors. Though many activities are going on in many colleges, the MCI requirement of publishing papers in indexed journals are not being done. The documentation work and the needed administrative thrust can be maintained only if a post/ person is identified in each departments. The resultant activities are more in institutions with Post Graduate courses. Hence, the Tamil Nadu Government Doctor's Association has requested to designate a senior most Senior Resident / Assistant Professor as Registrar who will do the following functions in the department.

- i. Co-ordinate all the academic activities in the department.
- ii. Will arrange to get the credited points from the Tamil Nadu Medical Council as mandated by the Medical Council of India.

- iii. Will arrange to publish papers in indexed journals.
- iv. Will co-ordinate to organize conferences/ meetings and other academic activities
- v. Will be exempted from 24 hours stay duty.

2. In their letters third read above, the Director of Medical Education has offered their views as follows:

- i. It is good to have a Registrar in each Under Graduate/Post Graduate teaching department.
- ii. He/She must be in-charge of all academic activities in the department.
- iii. Above all, the Registrar should work under the control and guidance of the Head of the Department.
- iv. If there are enough Assistant Professors with Master / Super Speciality Degrees (more than 2 Assistant Professors/ Unit) in the department, the senior most Assistant Professor may be appointed by the Dean & Head of the Department as Registrar according to the seniority.
- v. The eligibility, irrespective of the CML seniority is an active and interested and willing person (Tutor/ Assistant Professor / Senior Resident / Associate Professor) may be identified by the Head of Department to carry out the said duties.
- vi. All the academic activities including maintaining of attendance and duties, research work and paper presentation of both Under Graduate and Post Graduate students should be maintenance by the Registrar under the control of Heads of Department.
- vii. The various academic activities include Continuing Medical Education, Seminars, Journal club, Conferences, Meetings etc.
- viii. The Registrar must motivate the faculty to create more journal publications from the department.
- ix. Must co-ordinate with the Dean and the MCI Nodal Officer through the Heads of Department in equipping the department for satisfying the MCI norms with regard to the faculty, infrastructure etc.,
- x. All the University examinations concerned to Under Graduate and Post Graduate students will be conducted by the Registrar under the guidance and control of the Heads of Department.
- xi. As the term "Registrar" denotes the link with Academic activities, thrust will be more on the academic and Continued Medical Education (CME) activities etc., At the same time the patient care services should be tackled by the existing Medical Officers, Post Graduates and CRRIs. The Head of the Departments may in concurrence with consensus among the Assistant Professors in that department, may assign the willing, interested person as Registrar, and by this way it is felt that, the patient care services of the hospitals is not affected. If no consensus is reached then the CML seniority may be taken as criteria.
- xii. The Services of the Registrar is an ongoing continuous process, and hence there seems to be no necessity (or) the question of down grading the post of Registrar, does not arise. It may be clarified that if the person holding the post of Registrar, vacates the post by Retirement / Death / Voluntary

Retirement, etc., another person may be assigned as Registrar by the same manner. Moreover, this is not a promotional post.

3. The Director of Medical Education has stated among others that the following works may be assigned to the post of Registrar:

- a. Must be in-charge of all academic activities in the department.
- b. Maintenance of Attendance Registers of UGs, CRRIs and PGs.
- c. Allotment of Units to the Medical Officers, Post Graduates and CRRIs etc., in connection with Heads of Department.
- d. To conduct Clinical Examinations for the UGs and PGs.
- e. To motivate support and help the Medical Officers to publish more research articles in indexed journals and also encourage the UG and PG students in the research work and paper presentation.
- f. To motivate, support and help the Medical Officers to publicize the departmental activity through all types of media.
- g. To look after the regular routine college / hospital duties of the department including teaching, patient care services etc., also with a view to ensure the patient care services, it is felt appropriate that no exemption need be given to the Registrar from 24 hours stay duty.

4. The Director of Medical Education has further stated that the CML senior most Medical Officer in the cadre of Senior Resident/Assistant Professor in concerned speciality will be assigned as Registrar by the respective Heads of Department in consultation with the Dean. He will coordinate all the duties and responsibilities of all Post Graduates, CRRIs and UG students in all the units in concerned speciality. The experience of CML Senior Resident/Assistant Professor in the concerned department will be utilized for the smooth administration of the department in concurrence with the Heads of Department.

5. The Director of Medical Education has, therefore, requested the Government to issue necessary orders to designate the Senior Most Tutor/ Senior Resident / Assistant Professor as Registrar” for improving academic activities in Government Medical Colleges.

6. The Government have examined the request of the Tamil Nadu Government Doctor’s Association in the light of the recommendation of the Director of Medical Education and have decided to accept the same. Accordingly, the Government do and hereby direct that the senior most Tutor / Senior Resident / Assistant Professor be designated as “Registrar” for improving academic activities in Government Medical Colleges, subject to the following conditions:-

- a. To permit the Dean to nominate the Civil Medical List (CML) senior most Tutor/ Senior Resident / Assistant Professor in each department as Registrar in consultation with Head of Departments.
- b. If the senior most Tutor/ Senior Resident / Assistant Professor is not willing, irrespective of the CML seniority, an active, interested and willing person (Tutor/ Senior Resident / Assistant Professor) should be identified by the Head of Departments and appointed by the Dean as Registrar to carry out the said duties.
- c. If more than one person in each department is willing, the Dean may nominate the senior most as Registrar.

d. He is not eligible to claim higher scale due to more responsibilities. An undertaking should be obtained from the Medical Officer who is assigned the duties of Registrar that he cannot claim any extra allowances.

7. The following duties and responsibilities are assigned to the post of Registrar:

- i. The Registrar should work under the control and guidance of the Head of Departments.
- ii. He must co-ordinate with the Dean and the MCI Nodal Officer through the Heads of Department, in equipping the department for satisfying the MCI norms with regard to the faculty, infrastructure, etc.
- iii. He should maintain all the academic activities such as Continuing Medical Education (CME), Seminars, Journal club, Conferences, Meetings, conduct Clinical Exam for the Under Graduates and Post Graduates and maintenance of attendance and duties of Under Graduates / CRRIs / Post Graduates, research work and paper presentation of both Under Graduate and Post Graduate students and allotment of units to the Medical Officers, Post Graduates and CRRIs, etc in consultation with Heads of Department.
- iv. He must motivate the faculty to create more journal publications from the department.
- v. He must motivate, support and help the Medical Officers to publicize the departmental activity through all types of media.
- vi. He must look after the regular routine college / hospital duties of the department including teaching, patient care services etc.,
- vii. He can exercise all academic and administrative functions as may be assigned to him by the Heads of Department.

(BY ORDER OF THE GOVERNOR)

**J. RADHAKRISHNAN,
PRINCIPAL SECRETARY TO GOVERNMENT**

To
The Director of Medical Education, Chennai-10.

Copy to

The Deans of all Government Medical Colleges.

The Special Personal Assistant to Hon'ble Minister (Health), Chennai-9

The State Secretary, Tamil Nadu Government Doctor's Association, Government General Hospital Campus, Chennai-3

✓ The Health and Family Welfare (Data Cell) Department, Chennai-9.
SF/SCs.

// FORWARDED BY ORDER //

C. Mukthiyarajam
SECTION OFFICER.

2101
04/05/17