

PROSPECTUS
FOR
FELLOWSHIP IN HIV MEDICINE
2015-2016



Maulana Azad Medical College, New Delhi-110002
INDIA

Collaborating Institutions:

1. Maulana Azad Medical College and Associated Hospitals, New Delhi
2. National Institute of Tuberculosis and Respiratory Diseases, & L.R. S. Hospital, New Delhi
3. Delhi State AIDS Control Society, Delhi

Technical Partners:

Christian Medical College, Vellore, Tamil Nadu
School of Tropical Medicine, Kolkata & Medical College, Kolkata
National AIDS Control Organisation, Government of India

COURSE FACULTY & COORDINATORS MAMC, NEW DELHI

**Course Co-ordinators: Dr. Suneela Garg, Dir. Professor, Dept. of Community Medicine
Dr. V.K.Gupta, Dir. Professor, Dept. of Community Medicine**

Head of the Co-ordinating Deptt: Dr. G.K. Ingle ; Dir. Professor, Dept. of Community Medicine

Chief Co-Ordinator: Dr. D.K. Tempe, Dean Maulana Azad Medical College New Delhi India

Department of Medicine

Dr. Richa Dewan, Dir-Professor
Dr. Naresh Gupta, Dir. Prof. & Head
Dr. P.Kar, Professor

Dr. H.S.Hira, Professor
Dr. M.K.Daga, Professor
Dr. R.S.Ahlawat, Professor
Dr. Sandeep Garg, Professor
Dr. Sunita Agarwal, Asstt. Prof.

Core Members for Course :

Dr. Suresh Kumar, Professor, Medicine

Dr. S. Anuradha, Professor, Medicine
Dr. M.M.Singh, Professor, Community Medicine
Dr. Y.M.Mala, Professor, Obst. & Gynecology
Dr. K.Rajeshwari, Professor, Pediatrics
Dr. Ashwini Khanna, Chief Medical Officer

Department of Community Medicine

Dr. G.K. Ingle, Dir- Professor & Head
Dr. G. S. Meena, Dir. Professor
Dr. S.V. Singh, Professor
Dr MM Singh, Professor

Department of Pediatrics

Dr. A.P. Dubey, Dir. Professor & Head

Department of Obs & Gynaecology

Dr. Reva Tripathi, Dir. Prof. & Head

Department of Microbiology

Dr. C.P. Baweja, Dir. Prof. & Head
Dr. Preena Bhalla, Dir-Professor
Dr. Beena Uppal Dir. Professor
Dr. Anita Chakraborty, Professor & Head
Dr. Ravinder Kaur, Professor
Dr. Vinita Kashyap, Asstt. Prof.

Department of Pharmacology

Dr. Uma Tekur, Dir. Professor
Dr. Vandana Rpy, Professor

Department of Dermatology & STD

Dr. Vijay Kumar, Dir. Professor & Head
Dr. Kabir Sardana, Assistant Professor

Department of Psychiatry

Dr. R.C. Jiloha, Director-Professor & Head

Deptt. Of Ophthalmology

Dr. Ritu Arora

Department of Radiology

Dr. Anjali Prakash, Professor

Occupational Health Centre

Dr. T.K. Joshi, Director

Blood Bank

Dr. Suneeta Meena, Blood Transfusion Officer, M.O.

Training officer: Ms. Indu Arora

Training Attendant : Mr. Birender Singh

National Institute of TB and Respiratory Diseases & LRS Hospital

1. Dr. Rohit Sarin, Director & Chief Coordinator

3. Dr. Sushil Kumar Munjal, Chest Physician
4. Dr. Rupak Singla Chest Physician
5. Dr. Anand Jaiswal, Chest Physician
6. Dr. M.M.Puri, Chest Physician
7. Dr. R.K. Dewan, Thoracic Surgeon
8. Dr. Ashvini Kumar, Anaesthetist
9. Dr. Sangeeta Sharma, Paediatrician
10. Dr. Kumud Gupta, Pathologist
11. Dr. S.B. Singh, Chest Physician
12. Dr. Sanjay Gupta, CMO
13. Dr. Anil Jain, CMO
14. Dr. Khalid
15. Dr. Vikram Vohra, CMO
16. Dr. Upasana Agarwal, Medical Specialist
17. Dr. Rajnish Gupta, Chest Physician
18. Dr. Devesh Chauhan, Radiologist
19. Dr. Amit Sharma, CMO
20. Dr. P. Bhalla Senior Research Fellow, Microbiology
21. Mr. M.B.Naidu, Health Education Officer

Visiting Faculty

Consultants from RML, NACO, WHO, PHFI, UNFPA DNIP CARE

INTRODUCTION:

Even though globally HIV epidemic is stabilizing, India continues to be in the category of concentrated epidemic. India has largest number of people (2.1 millions) living with HIV. The need for HIV clinical services continues to grow keeping in mind the number of AIDS cases along with the stigma and discrimination.

Currently, in India there are 407 (April, 2013) Antiretroviral Therapy (ART) Centres and 10515 Integrated Counselling and Testing Centres and 300 Community Care Centres (CCC). Still around 40% do not know their status.

According to NACO estimates, the number of persons tested in these centres increased from 73.7 lakhs in 2007 to 106 lakhs in Dec. 2010. The total number of HIV positive people on ART was 3,61,889 (Dec. 2010-11). In the same period 42,565 HIV-TB co-infected patients were diagnosed.

ICTCs also provide PPTCT services to pregnant women. 21,483 pregnant women were found to be HIV positive and a total of 18,492 mother-baby pairs were given prophylaxis dose of Nevirapine. While 79,719 Children Living with HIV/AIDS (CLHAs) have been ever registered, 22837 CLHAs were receiving free ART as on Dec. 2010. 47.91 lakh mothers were counseled and tested at ICTC till 2010.

The Roll out of Second line ART began from January 2008, and was initially started on a pilot basis. Now there are 10 centres of excellence and 7 regional paediatric centres. Voluntary blood donation increased from 56.4% in July 2007 to 83.5 % in December 2012 (www.naco.gov.in- Dec. 2012)

To address the need for HIV Prevention, control and care of PLHAs, a group of trained health professionals equipped to take care of HIV patients is required. However for most practicing doctors today, HIV medicine was not a part of the curriculum at the time of their training. Also, knowledge and practices in this field are steadily changing requiring constant updating. Currently there are very few training programmes suited to the needs of practicing doctors for upgrading their knowledge and skills in HIV care.

One year Fellowship in HIV Medicine at Maulana Azad Medical College (MAMC) and Associated Hospitals, New Delhi is the response to address these deficiencies. Keeping in mind the time constraints of practicing doctors, this course consists of distance education, projects at the candidates' organization and 6 weeks of contact at the center, in four short parts. Our approach is to select doctors who are already interested and involved in HIV care, upgrade their knowledge and skills in this field and to work with them to improve the capacity of their hospitals to care for HIV affected patients.

MAMC and Associated hospitals have been engaged in HIV/AIDS care since 1989. The institution has been conducting training courses in HIV/AIDS since 1992. MAMC has also been a Regional Center for Counseling in HIV /AIDS. The institution is providing outdoor, indoor and counseling services including laboratory support for HIV and opportunistic infections. Antiretroviral therapy (ART) clinic was established at L.N hospital, MAMC on 1st April 2004 under 3 by 5 initiative and over 3000 patients have been enrolled for ART. The institution imparts HIV/AIDS training in undergraduate and postgraduate courses. The institution has been recognized as training centre for Anti-Retroviral Therapy (ART). The Microbiology department is a regional sentinel surveillance center for HIV/AIDS. The institution is also a training centre for standardized guidelines of RTIs/ STIs. The institution has been involved in conducting community based and hospital based research for HIV/AIDS and STDs in collaboration with NACO, WHO, UNFPA, Population Council etc. Many postgraduate and PhD students are undertaking research work in the area of HIV/AIDS.

From MAMC, 80 students from different parts of the country have successfully completed the course over the past 8 years of the course. The eighth batch will complete their fellowship in April 2014. In all batches, students have completed their projects for developing or strengthening HIV care in their respective institutions.

SCOPE OF THE TRAINING COURSE

- To enable the participants to improve their knowledge and skills in HIV care
- To enable the participants to have practical development of an accessible and high quality HIV clinical services in their own health care settings
- To provide the participants with better future opportunities in HIV care

EDUCATIONAL APPROACH

By a judicious combination of contact programmes, distance courses and project work, the course is designed to allow participants to continue their regular work and learn within the context of their own practice. Detailed work plans will be designed for each participant, according to his or her own time constraints and work schedules. The faculty will guide and support the participants through regular e-mails and telephonic contacts. Learning resources for the projects will be provided as part of the training.

THE OBJECTIVES OF THE TRAINING COURSE

- (i)** To improve the health care of HIV individuals and those suffering from opportunistic infections
- (ii)** To enhance the skills of health care workers in HIV care
- (iii)** To strengthen the skills of candidates to deal with special groups viz., IDUs, MSMs, trans-genders, truckers etc.,
- (iv)** To make the participants well versed with objectives of NACP IV.

ELIGIBILITY CRITERIA

- (i)** MBBS with or without postgraduate qualification. The candidates with post graduate qualification will have an added advantage.
- (ii)** Employed in a secondary hospital (small or medium size hospital or clinic) in India; doctors working with NGOs and in community care projects will also be considered. Doctors from both non-governmental and governmental organizations are eligible.
- (iii)** Participants should have demonstrated an active interest in HIV care. Preference will be given to those already involved in HIV care.
- (iv)** Commitment to develop and implement an operational project in their hospital/Institution. (The candidates have to submit their broad plans for such a project

as Part B of the application form. Participants will be guided in developing and implementing this project during the course.)

- (v) Support from the administration of the hospital/organization for undertaking the course and implementing the project. The Medical Superintendent or Senior Administrator/Physician of the hospital must nominate the candidate.
- (vi) Participants are required to identify a local project guide within their institution or from nearby who will provide local guidance during the project planning and implementation.

SELECTION

The candidates will be selected on the basis of the information in their application, according to the following criteria: (a) experience and academic qualification of applicant; (b) applicant's interest in HIV care; (c) capacity of the institution to undertake HIV care; (d) quality of the project outline; and (e) administrative support from the institution.

COURSE DURATION: 12 months (May 2015- April 2016)

STRUCTURE OF COURSE

1. First Contact Course (CC-I) at the centre of 6 days duration for all participants
2. Distance Learning Programme (DC) of 13 modules.
3. Second Contact Course (CC-II) at the centre of 2 weeks duration
4. In-service training (CC-III) at the centre of 2 weeks duration
5. Project Implementation Phase (PP) of 6 months
6. Fourth Contact Course (CC-IV) of 3 days duration in Mar-April 2016

CONTACT COURSES

CC-I: Course orientation, basic clinical skills training, introduction to distance learning, computer skills, accessing educational resources, project management skills and role of an HIV physician and development of the outline of the project proposal.

CC-II: Development of clinical skills through practical exposure to clinical care at the centre; development of project proposals along with course faculty.

CC-III: Hands-on clinical training as a registrar in the in-patient and outpatient service. The student will have an individualized curriculum plan to meet their training needs. This will include a requisite number of patient work-ups, case presentations, procedures and clinical conditions seen.

CC-IV: Presentation of projects, end-of course practical and theory assessments, discussion of future plans and networking between participants.

The Candidates have to bear the cost of stay during the contact courses by themselves.

NOTE: Attendance in all the Contact Courses is compulsory failing which no candidate will be allowed to sit for the examination at the end of the course.

THE DISTANCE LEARNING PROGRAMME

This consists of 13 modules on the topics listed below and aims at the development of requisite knowledge for clinical care of HIV infection at a secondary level. Each module is carefully designed to facilitate active learning through solving of case based problems, reflection on practice and regular feedback.

- | | |
|--|-----------------------------------|
| 1. HIV: Basic Science and Laboratory Testing | 8. Anti Retroviral Therapy |
| | 9. Safe Blood Banking |
| | 10. HIV & Gastrointestinal System |
| | 11. Psychological Care in HIV |
| | 12. HIV & T.B. |
| | 13. HIV & Fever |

- | | |
|---|---------------------------------|
| 2. HIV and the Respiratory System infection | 10. Psychological care of HIV |
| 3. HIV and Nervous System | 11. Anti-retroviral treatment |
| 4. HIV & Women | .HIV and the respiratory system |
| 5. HIV: RTIs & STIs | |
| 6. HIV and Children | |
| 7. Infection Control & Exposure Prevention | |

Each module will consist of:

- Case based activities
- A tutor marked assignment
- Reading and references

Each module will require about 6 hours of work and has to be completed within one week. They will be sent to the participants in advance. Participants will work through the module and submit a tutor-marked assignment by post at the end of the week. The submission of the assignment will be an essential requirement for completion of the module.

PROJECT PHASE (duration 6 months)

The objective of including a project in this course is to strengthen and supplement the HIV care services in the participants' hospital/institution. By the end of the course, there would be available for the hospital/institution an adequate and functioning system with the following minimum components, appropriate to the local context:

- | | |
|-------------------|--|
| Outpatient clinic | Inpatient care |
| HIV testing | Infection control and exposure prevention system |
| Counselling | Staff education |

The basic project plan must aim at ensuring these facilities.

Depending on the level of care and local health needs, the project may also include:

- | | |
|--|------------------------------|
| Networking with local health care providers | Education of GPs |
| Setting up of an HIV team | Development of an HIV policy |
| Networking with community organizations involved in HIV care | Home based care |
| | Needle exchange programme |

The basic outline of the project must be submitted as part of the application. Faculty members will guide the participants in project planning and implementation. The participant will submit the detailed project outline at the end of CC-I, and the detailed project proposal during CC-II. The project proposals will be reviewed and approved. The participant would implement the project during the project phase. The supervising faculty will provide on-going guidance. The student will submit two interim reports during the project phase and one final project report during CC-IV.

REQUIREMENTS FOR COURSE COMPLETION:

- a) Completion of requirements of the contact and distance courses;
- b) Implementation of a Operational project; and
- c) Satisfactory performance in theory and practical assessments at the end of the course.

TIME COMMITMENTS:

Participants are required to attend CC-I, CC-II, CC-III and CC-IV at the centre. The total time requirement for contact is a total of 6 weeks. In addition they will need to spend about 6 hours every week for course related work during the entire period of the course. During the last month of the course they may require additional time at their local institutions to prepare their final project report and prepare for the theory and clinical examinations.

OUTCOMES:

- a. The participants who fulfill the requirements of course completion will be awarded the Fellowship in HIV Medicine from the regional training centre certifying their proficiency in HIV care.
- b. They will have the knowledge and skills to develop a comprehensive clinical care service.
- c. The HIV clinical care service of the participant's hospital would have been significantly enriched through the project implemented as part of the course.
- d. They would become part of a mutually supportive HIV care network through the contacts developed.

PROGRAM FEES

The course fees for the Fellowship in HIV Medicine is Rs 15,000/- (as per new norms of Delhi Govt.) for the complete academic year. The amount has to be paid in one installment before the commencement of the course and is not refundable.

IMPORTANT DATES:

Applications must reach the centre by:

Interviews at MAMC, New Delhi: **May 2015**

Commencement of course : **May 2015**

**APPLICATION FORM FOR
FELLOWSHIP IN HIV MEDICINE: (2015-2016)
MAULANA AZAD MEDICAL COLLEGE &
ASSOCIATED HOSPITALS, NEW DELHI –110 002
INDIA**

CALENDER FOR SELECTION OF FHM STUDENTS FOR THE YEAR 2014

1. Last date for receiving completed applications: **15th May 2015**
2. Interviews at MAMC, New Delhi: **May 2015**

3. Commencement of course: **May: 2015**

ALL CORRESPONDENCE/COMMUNICATION SHOULD BE ADDRESSED TO:

**Course Coordinator
Office of Regional Training Centre
Room no. 362, Third Floor, Pathology Block
Fellowship in HIV Medicine
Deptt. Of Community Medicine
Maulana Azad Medical College
BSZ Marg
New Delhi 110002**

Tel: 011-23234939, 011-23239271 Ext.220

FAX: 011-23234939

Contact Person:

Training Officer: Ms. Indu Arora (M: 07838215640)

E-mail: hivmedicine_mamc@yahoo.co.in;

Email (cc): balaindu47@yahoo.com;

COMPLETED APPLICATIONS SHOULD BE SENT BY REGISTERED POST OR COURIER TO THE COURSE COORDINATOR BY THE LAST DATE. APPLICATIONS RECEIVED AFTER THE LAST DATE, INCOMPLETELY FILLED APPLICATIONS AND APPLICATIONS WITHOUT PROPER DOCUMENTS ATTACHED WILL BE AUTOMATICALLY REJECTED.

Please read the following instructions carefully before filling in the application form

- 1) Complete, typed applications, along with all supporting documents, must be received by 30th April 2014 .
- 2) If you prefer to work on a word processor, the application form may be downloaded (WORD format available), completed on your computer and then printed out. Electronic submission through e-mail is also advised; however, this should be followed by completed application by registered post.
- 3) Ensure that your name and hospital's address are printed on each sheet in the space provided.
- 4) The application form has four parts and the details of which are given below. Candidates will be short listed for the interview based on the information given in the application form. Ensure that all parts are completely filled. Incomplete applications will not be considered.

Part A- Basic information about the applicant including academic qualifications and work experience.

Part B - Description of the hospital/ institution where the candidate is currently working, with special reference to HIV related services offered by the hospital and specific mention of applicant's role in the same.

Part C – Project work is an important part of the course. Each candidate is required to undertake a HIV related project during the course period. All the applicants are required to provide an outline of a project that they wish to undertake during the course period.

Part D – This part of the application should be filled in by the hospital superintendent/ director / administrative officer assuring required administrative support for sanctioning leave to attend the contact courses at MAMC, New Delhi and support for the candidate's project work.

Note : If you are working alone as a general practitioner, Part D may be omitted. If you are the Senior Administrative Officer, your next senior colleague may fill Part D of the application.

CHECK LIST:

Use the following check list to verify that all the sections are completely filled and all the required documents have been attached.

1. Part A – completely filled and signed
2. Part B
3. Part C
4. Part D to be attached in a sealed envelope
5. Curriculum Vitae
6. Photocopy of degree certificates and supporting documents for workshops, conferences and trainings participated in or conducted.
7. Photograph of the applicant affixed in the space provided.

Completed application forms along with the necessary documents should reach the office on or before 15th May 2015

APPLICATION FORM

PART – A

1. Applicants full name: (in capital letters):

(First name)

(Middle name)

(Family name)

2. Date of Birth

DD	MM	YYYY

& Age: _____ years.

3. Sex: M / F:

4. Name of the Hospital/ Clinic/ Project (that you are currently working in):

5. Complete mailing (postal) address of your work place including pin code:

6. Telephone numbers:

a. Land line:

b. Mobile number:

Affix passport size photograph

7. Permanent address of applicant:

8. E-mail address: _____

How did you come to know about the course? (Can tick multiple responses)

- * Letter from MAMC, New Delhi () * Internet ()
- * Newspaper advertisement () * E-group message ()
- * Magazine advertisement ()
- Others (please specify) _____
- Informed by - (Friend / colleague/
SACS/ HIV/AIDS network

Alumni of FHM course)

– provide details.

Name:

Hospital & Place: _____

9. WORK EXPERIENCE:

Please provide details of your work experience with the last three hospitals/organizations that you have worked for, starting with the present organization. In case you are currently working in more than one hospital (part time), please specify.

	Name of the institution/hospital	Position	From	To
1				
2				
3				
4				
5				

10. DETAILS OF ACTIVITIES AND RESPONSIBILITIES IN YOUR CURRENT JOB:

NOTE: Please provide details of your weekly work schedule including private practice and part time consultations. Also mention all the activities related to HIV /AIDS clinical care.

	HOSPITAL / INSTITUTION	ACTIVITIES/ RESPONSIBILITIES
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
SATURDAY		
SUNDAY		

Name: _____

Hospital & Place: _____

11. Describe your role/involvement in HIV/AIDS clinical care (give details of how long you have been involved, describe **all HIV related activities** including clinical care, staff training, organizing programmes, administrative responsibilities and networking with NGOs as appropriate.)

12. EDUCATIONAL QUALIFICATIONS:

S.No	DEGREE	UNIVERSITY	Month & Year	
			From	To

Name: _____

Hospital & Place: _____

13. OTHER HIV RELATED ACADEMIC ACTIVITIES:

Type of activities includes – Conferences, Workshops, Trainings, CMEs & others - to be specified.
Your involvement could be as participant, resource person, organizer or any others - to be specified.

S.NO	TYPE OF ACTIVITY	YOUR INVOLVEMENT	DATES

14. Why do you want to undertake the Fellowship in HIV Medicine course? How will it benefit yourself and your organization / hospital?

15. Is there a possibility that you might be transferred / change job during the period of the course?

Declaration: The information submitted in this application and all supporting documents is complete and true.

Signature of the Applicant:

Date:

Name: _____

Hospital & Place: _____

PART B –

Description of hospital /organization / clinic
(If your facility does not have in-patient bed, omit the related questions)

1. Which **level of care** does your organization/ hospital best fit into: (Circle appropriately).

a. Primary care – Only doing outpatient care (e.g.: GP clinic)	b. Secondary care – Small hospital with in-patient beds & basic laboratory facilities.
c. Tertiary care – large hospital with specialty services & advanced investigation facilities	d. Exclusive Community based programme. e.g., home based care, community based prevention program etc.,
e. Others – please explain	

2. Is your hospital/ institution a **teaching hospital/ training centre**?
If yes, please explain the courses/ trainings offered:

3. Which **sector** are you working in: circle appropriately?

- | | |
|--|--|
| a. Government / Quasi government | b. Private clinic/ Nursing home/
Private Hospital |
| c. Non Governmental Organization (NGO) | d. Mission – Christian Mission
Organizations |
| e. Others, specify _____ | |

4. **Bed strength:**

a. Total number of beds available: _____

b. Average bed occupancy in the last 6 months: _____%

5. List various departments in your hospital:

Name: _____

Hospital & Place: _____

6. **Facilities available** in your hospital/clinic: Circle the appropriate option for each of the item given below:

Operation theatre	yes	no
labour room	yes	no
lab facilities	yes	no
x-ray	yes	no
ultrasound	yes	no
CT- Scan	yes	no
pharmacy	yes	no
library	yes	no
computers	yes	no

7. **Service utility:**

- Average number of total out patients per day /month:
- Total inpatients in the last year:
- Total number of major surgeries conducted last year:
- Total number of deliveries conducted in the last year

8. **Staff details:**

Please provide details of staff strength of your hospital as requested below.

Staff category	Number
MBBS doctor	
Specialist/Consultant (PGs) doctors	
Others (homeo/ ayurveda ...)	
Nurses – graduate	
Nurses – certificate	
Lab technicians	
X- ray technicians	
Physiotherapists	
Counselors	
Social workers	
Other support / maintenance staff	

Name:

Hospital & Place: _____

9. The hospital/ organization/ clinic was started by _____ (name of the individual/ organization/ mission agency / others) in the year _____.
What was the purpose for which your institution was started?

10. The hospital/organization /clinic is presently owned by:

Administered by:

11. Does your hospital/organization/clinic have any special focus in the type of patients it attempts to take care of ?

12. How is your hospital funded?

Name: _____

Hospital & Place: _____

f. Do you have organized clinical care activities for any of the following:
If yes, please give details.

I. HIV clinic :

II. Voluntary Counselling and Testing Center (VCTC):

III. Prevention of Parent To Child Transmission (PPTCT):

IV. Patient support group (PLWHA groups):

V. Others, please specify

14. Which department(s) sees HIV patients?

15. Please provide details of staff involved in HIV /AIDS care. If there is a team involved, please give details of the composition and activities of the team and your role in it .

16. Does your hospital/organization/clinic organize HIV related community based programs?
If yes, please provide details.

Name:

Hospital & Place: _____

PART C

Project outline

Project work (of six months duration) is an essential and important part of the course. We would like you to choose a need based project that will improve HIV services to the patients accessing your hospital/organization/clinic. Towards this we request you to outline a project of six months duration that you would like to undertake during the course.

(to see sample projects of previous students, go to website; < www.fhmindia.org.in > and click on projects)

1. Mention the specific gaps/needs in providing HIV care at your hospital that you would like to address through this project.

2. Based on these gaps, write down a few specific objectives for the project:

Name: _____

Hospital & Place: _____

3. Write down the main project activities/steps/methods necessary to achieve these objectives :

4. How will you evaluate whether your project is effective?

Name: _____

Hospital & Place: _____

PART D

NOMINATION & CONFIDENTIAL EVALUATION
BY SENIOR ADMINISTRATIVE OFFICER

To the senior administrative officer nominating the applicant:

Please provide answers to **questions 1-4** listed in separate pages below. Insert **Part D** into a sealed envelope and sign across the seal. *Your confidential evaluation should be mailed along with the application form.*

1. Please review Parts A & B of the application regarding the applicant and the hospital. Please indicate whether you agree with these general descriptions provided by the applicant. Also indicate your own opinions or changes if any.

2. **OVERALL EVALUATION AND RECOMMENDATION**
 - a. Please provide your overall assessment of the applicant. Indicate whether you would consider the individual suitable for the course?

 - b. Is it possible that the candidate might be transferred/ change job during the course period?

 - c. Do you think that she/he would continue to work in your hospital /organisation / clinic after completing the course? Please indicate if you have any reservations?

Name: _____
Hospital & Place: _____

3. HIV PROJECT

Note: Project work is an important part of the course and each candidate is required to do a project either to initiate or improve the already existing HIV related clinical services in the hospital /organization/clinic.

- a. Please review the project plan (Part C; page nos 10 & 11 of the application) and indicate whether you feel the project will be beneficial to your hospital / organisation / clinic and the patients accessing it .

- b. Do you think that the applicant will be able to implement the plan?
Please explain mentioning specific reasons.

Name: _____

Hospital & Place: _____

4. SUPPORT FROM THE HOSPITAL

- a. The course includes **6 weeks** of contact classes spread over a period of one year. (Details given in the prospectus). Please indicate if you would be willing to send the applicant for all the contact courses without fail. Please explain if you have any reservations.

- b. How supportive would your organization be towards the proposed project? In what way would you be able to provide support for the project and help the applicant in implementing it (time, resources, administrative support and manpower)?

Name: _____

Hospital & Place: _____

- c. Would your organization be able to provide financial support for:
i. Travel and accommodation for the contact courses and

ii. Project:

Full Name of the applicant :

Name of the nominating officer:

Designation of the applicant:

Designation of the nominating officer:

Name of the Hospital :

Contact details of nominating officer :

Mobile :

Tel No. :

Full address of the Hospital:

Signature of the Applicant

Date:

Signature of the Nominating Officer

Date:

