Government of India (Bharat Sarkar)
Ministry of Railways (Rail Mantralaya)
(Railway Board)

RBE No. 206/2019

No. E(MPP)2019/3/51 **New Delhi, Dated 27.11.2019**

The General Managers,
All Indian Railways/PUs,
Metro Railway/Kolkata
Railway Electrification/Allahabad
DG/RDSO/Lucknow
CAO/DMW/Patiala
CAO/COFMOW/New Delhi
ED/CAMTECH/Gwalior

DG/NAIR/Vadodara
The Directors,
IRITM/Lucknow
IRIEEN/Nasik
IRIMEE/Jamalpur
IRICEN/Pune
IRISET/Secunderabad

Sub: Revised Training Module of Non-Gazetted Staff of Medical Department.

Ref: Chairman/Railway Board's letter No. E(MPP)/2016/3/20 dated 28.11.2018 and Board's letter dated 06.12.2018

Vide Board (CRB) letter No. E(MPP)/2016/3/20 dated 28.11.2018, DG/NAIR had been authorized as the Head of the Academic Council of all CTIs to develop Training Modules of all categories of Non-Gazetted staff. Accordingly, training module of Medical Department was finalized and sent to this office.

2. Ministry of Railways (Railway Board) has reviewed the above Training Modules proposed and submitted by DG/NAIR. Board (DG/Health & MS) has approved the revised training module.

3. The revised module prepared have been scanned and uploaded under **E(MPP) Training Circulars** and can be viewed or downloaded from **railnet.**

4. General Manager/PHOD shall identify and decide the locations for conducting training of staff on the above revised module in their respective Zones.

5. Kindly acknowledge receipt.

(Alka Arora Misra)
Principal Executive Director/MPP
Railway Board.

रेल मंत्रालय
Ministry of Railways
रेलवे बोर्ड/Railway Board
अनुलग्नक सहित जारी
issued with Enclosure
हस्ताक्षर
Signature.....
जारी की तिथि
Date of issue.....

C/C

No.E(MPP)2019/3/51 New Delhi, dated: 27-11-2019

Copy to:

1) The General Secretary, NFIR, 3 Chelmsford Road, New Delhi for information with 35 spares
2) The General Secretary, AIRF, 4 State Entry Road, New Delhi for information with 35 spares.
3) The Secretary General, FROA, R.No.256-A, Rail Bhavan, New Delhi for information with 5 spares.
4) The Secretary General, IRPOF, R.No.268, Rail Bhavan, New Delhi for information with 5 spares.
5) All Members, Department Council & Secretary Staff side National Council 13-C, Ferozeshah Road, New Delhi with 90 spares.
6) The Secretary General, AIRPF Association, Room No.256-D, Rail Bhavan, New Delhi with 5 spares.
7) General Secretary, All India SC & ST Railway Employees Association, 171/B-3, Basant Lane Railway Colony, New Delhi (15 copies).

For Secretary/Railways

No.E(MPP)2018/3/51 New Delhi, dated: 27-11-2019
Copy to:

i) PS & ED(PG) to MR, MSR(A) & MSR(K)
ii) PSO/Sr.PPS to CRB, FC, ML, ME, MM, MS, MT, DG(RHS) & DG(RPF)
iii) Sr.PPS/PPS/PS to AM(Budget), AM(CE), AM(C&IS), AM(Comml.), AM(Elect), AM(Fin), AM(Mech.), AM(Plg.), AM(Project), AM(PU), AM(Sig.), AM(Staff), AM(RS), AM(T&C), AM(Tele), AM(Traffic), AM(Works), Adv.L(RS), Adv(Vig.), Adv.Fin(Exp), Adv(IR), Adv(Safety), LA, OSD(MIS).
iv) ED(Plg.), ED(Accts.), EDF(BC), EDCE(B&S), EDCE(G), EDCE(Plg.), ED(CHG), ED(CC), ED(C&IS), ED(E&R), EDEE(Dev), EDEE(G), EDE, ED(RRB), EDE(N), EDE(Res), EDF, EDF€, EDF(S), EDF(B), EDF(RM), EDF(X)I, EDF(X)II, ED(H), EDLM, ED(MIS), EDE(GC), ED(T&MPP), EDME(Chg.), EDME(Fr.), EDME(Tr.), EDME(TOT), EDME(Dev.), EDME(W), ED(PC)I, ED(PC)II, ED(PP), ED(Project), ED(Project)/DMRC, EDRE, ED(Safety), JS, JS(C), JS€, JS(P), IG./RPF(Hqs), IG/RS, ED(S9g.), ED(Stat&Econ.), EDRS(C), EDRS(G), EDRS(P), EDRS(S), EDRS(W), ED(TD), EDTT(M), EDT(MC), EDT(P), ED(T&C), EDCE(P), ED(PM), ED(PG), EDTC-I, EDTC(FM), EDTT(F), EDTT(FM), EDTT(S), EDV(A), EDVE, EDV(T), ED(W).
v) Chief Commissioner of Railway Safety, Lucknow.
vi) E(Trg.), E(NG)I, E(NG)II, E(G), F(E)I, F(E)II, F(E)III, E(SCT)I, E(SCT)II branches of Railway Board.

Department: Medical (MED 1)

Activity Centre: All
Designation: All

Stage: Induction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./N.P.S. No. .....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Hours Certification
M/001	Introduction to Railways & Functions of other Departments	02
M/002	Establishment/Foundation *Rights, Privileges & Responsibilities *Vigilance *Audit *DAR * Mission statement	02
M/003	Office Procedure, Noting & Drafting and Maintenance of Records	01
M/004	Computer Familiarity, Source of important documents,circulars	02
M/005	Family Welfare Activities	02
M/006	First Aid Basic life support,	06 01
M/007	Fire Prevention, Reporting & Fighting Drill	03
M/008	Personal Hygiene & Environmental Cleanliness	02
M/009	Office cum Hospital AIDS – Use & Repair Procedure	04
M/010	Ergonomics of Working Health Hazards	02
M/011	Patient-Para Medical relationships & Aspects	04
M/012	Sepsis & Asepsis	02
M/013	Railway accidents & Disaster Management-Roles of Para Medical Staff	02
M/014	Community Health & Health Education, Self care healthy living.	02
M/015	Gender Sensitization	01
	Total	38

Department: Medical (MED 2)
Activity Centre: Hospital
Designation: Safaiwala

Stage: Induction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./N.P.S. No. .....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	**Description**	**Days Certification**
	Literacy	-
M/021	Duties & Responsibilities, Working of Hospital/Sanitation, Techniques of Sweeping & Mopping, Disinfectants, Disposal of Refugs and not burning waste, Mech. Cleaning & Night soil, Collection of samples, Basics of Solid waste Management rule, Bio-medical waste- segregation & local transport, Asepsis, handwashing & self immunization , Cleaning of bed pans & Urine pots & Soiled linens	02
	BLS	One Hour

Department: Medical (MED 3)
Activity Centre: Hospital
Designation: Attendants

Stage: Induction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./N.P.S. No. .....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Hours Certification
M/041	General duties & responsibilities	3 ½
M/042	Reception and Transport of patients, Prevention of falls/accidents	2 ½
M/043	Infection control and sepsis & care of patients, Precaution in isolation ward,B.M.Waste Basic & Care of very sick patients.	3
M/044	Pre & Post-operative care	2
M/045	Maintenance of equipments and ward materials	2 ¾
M/046	ARME and its functions, For divisional hospital and POMKA, communication with patient & empathy.	5
	BLS	One Hour

Department: Medical (MED 4)
Activity Centre: Hospital
Designation: Dresser

Stage: Induction/Promotion

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./N.P.S. No. .....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	Med 1	6
M/061	Dressing, Sepsis & Asepsis, Sterilization, Pre & Post operation preparation, Drains, Catheters & their management, Splints & plasters,Use of neck splint, care of Tracheostromy, care of amputed part.	12

Department: Medical (MED 5)
Activity Centre: Hospital
Designation: O. T. Dresser

Stage: Induction/Promotion

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./N.P.S. No. .....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/081	Surgical Equipment, Sterilization auto claving, Counter & suction machine, O.T. cables & O.T table, Anesthesia trolley & gas cylinders, Tourniquet, Positions of patients for different operations, Storage & Handling of Endoscopic instrument.	12

Department: Medical (MED 6)
Activity Centre: Hospital
Designation: Store Keeper

Stage: Induction/Promotion

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./N.P.S. No. .....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/101	Duties & Responsibilities, Material Management, Medical Stores, Procurement & Purchasing, Inventory Control, Packing & Storage, Drugs & its Purity aspects, Computer appreciation	6

Department: Medical (MED 7)
Activity Centre: Hospital
Designation: Radiographer

Stage: Induction/Promotion

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./N.P.S. No. .....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	**Description**	**Days Certification**
	MED 1	6
M/121	General Radiographer, Special Investigation, Ultrasonography, C.T. Scan & Other Imaging modalities, Fundamentals of patient care, Radiation, Protection, Procurement of Stores, Maintenance, Record Keeping, Radiation Hazards.	6

Department: Medical (MED 8)
Activity Centre: Hospital
Designation: Midwife

Stage:

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./N.P.S. No. .....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	**Description**	**Days Certification**
	MED 1	6
M/141	Gynecological disease, Family Welfare, Care of pregnant mother, Care of Neonatal, importance & components of ANC, Immunizations, Exclusive breast feeding, weaning, maternal & child nutrition. BMW & Solid waste management	2

Department: Medical (MED 9)
Activity Centre: Hospital
Designation: Pharmacist

Stage: Introduction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./N.P.S. No. .....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/161	General Pharmacy, Physiology of CNS & Drug action, Drug therapy, Antibiotics & Anti-Inflammatory drugs, Managing & Certification, Train accidents & ARME, Pharmacist & Patient counseling, Indenting, Storage & Issue of Medicines, Manual of Record Keeping, sources of information on drugs and then adverse reaction. Procurment and procedures for emergency purchase , SOP	12

Department: Medical (MED 10)
Activity Centre: Hospital
Designation: Lab. Staff

Stage: Introduction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./NPS NO.....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/181	General Lab techniques & apparatus, management of lab, conducting various investigations, general microbiological & parasitology, automation, lab quality control, blood bank & transfusion, water analysis, latest eqpt./tests, reports & material management. Lab Waste Management, Infection control, Bio-safety & Bio-hazard. BMW management.	6

Department: Medical (MED 11)
Activity Centre: Hospital
Designation: Physiotherapist

Stage: Promotional

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./NPS NO.....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/201	Principles of Physiotherapy, evaluation & Assessment of motor functions, traction, self health exercises, splints, prosthetics, ultrasonic therapy, hydrotherapy, active & passive exercises, various equipments, Elderly/bed-ridden patients- P.T. case, Prevention of trophic ulcers or pressure sores.	6

Department: Medical (MED 12)
Activity Centre: Hospital
Designation: Nurses (ICCU)

Stage: Induction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./.NPS NO.....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/221	Cardiac theatre & post operative ICU (at recognized	30
M/222	Cardiac catherisation lab (at recognized centres)	12
M/223	Medical ICU General surgical ICU & General Operation Theatre,CPR, use of equipments of ICU, Care of serious patients, patient party grievance counseling, asepsis Care of ET & Tracheostomy tubes.	12

- Total number of days may be reduced.

Department: Medical (MED 13)
Activity Centre: Hospital
Designation: Nurses (Neonatal)

Stage: Induction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./NPS NO.....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/241	Care of new born, management of high risk new born, common diseases, birth injuries, neonatal emergencies in labour room, identification of a sick baby, Nutrition – EBF Endotracheal entubation & neonatal resuccitation.Training of mothers for breast feeding.	6

Department: Medical (MED 14)
Activity Centre: Hospital
Designation: Nurses (Dental)

Stage: Induction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No./NPS NO.....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/261	Dentistry, Dental diseases, various instruments, Dental, Dressing, Temp. filling, Dental X-Ray, First Aid for Dental emergencies, Post Operative Bleedings, Preventive Aspect & Artificial Dentures Management of anaphylaxis	6

Department: Medical (MED 15)
Activity Centre: Hospital
Designation: Nurses (Trauma)

Stage: Induction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No/NPS NO.....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/281	Outline of Traumalogy, General management of Trauma, emergency management of injured patient, basic concept of Arthoplasty Training in Operation Theatre and Wards	12

Department: Medical (MED 17)
Activity Centre: Hospital
Designation: Nurses (Burn & PS)

Stage: Induction

Name..... ....
(Surname) (Middle) (First Name)

P.F. No/NPS NO.....

Date of Birth.....
Day Month Year

Academic Qualification.....

Module No.	Description	Days Certification
	MED 1	6
M/321	Epidemiological information, Mgt of Burn units, Dynamics of NCDS in burn unit, Mgt. of burns, Life line of Fluids & Electrolytes, Mgt. Of Pain, Complications of Burns, Nutrition & Feeding in Burn, Need for Plastic Surgery, Reconstructive Plastic Surgery, Cosmetic Surgery, use of Antibiotics, Preventive management of Burns/Trauma	12

(MED 18)

DEPARTMENT : MEDICAL
ACTIVITY CENTRE : HOSPITAL
DESIGNATION : NURSES (NEPHROLOGY & DIALYSIS)

STAGE : INDUCTION

NAME - -- - -- - - - - -- - - -- --
(SUR NAME) (MIDDLE) (FIRST NAME)

P.F. No./NPS NO. -- - - - --

DATE OF BIRTH ----------
DAY MONTH YEAR

ACADEMIC QUALIFIACTION-

MOD.NO.	DESCRIPTION	DAYS	CERTIFIATION
	MED 1	6	
M/341	INTERPRETATION OF RENAL FAILURE, ACUTE & CHRONIC RENAL FAILURE, MFT. OF FLUIDS, TECHNIQUES OF RENAL BIOPSIES, DIALYSIS PARITONEAL & HAEMO, SUB-CLAVIAN CATHETERS AND FISTULAS, MAINT. OF DIALYSIS MACHINE, RENAL TRANSPLANTS, MONITORING OF BIOCHEMICAL PARAMETERS, LEMINAR FLOW, IMMUNO SUPRESSIVE DRUGS, TISSUE MATCHING, DIALYSIS UNI, NURSING CARE DELEVERY SYSTEM, KIDNEY FUNCTION, RENAL END STAGE DISEASE, BODY THERAPY,MEDICAL MGT. OF DIALYTIC PATIENT, COMLICATION OF DIAYTIC THERAPY, INFECTION CONTROL,PATIENT COUNSELLING ON DIET,FISTULA/CATHEDER CARE, IMMUNIZATION.	12	

(MED 19)

DEPARTMENT : MEDICAL
ACTIVITY CENTRE : HOSPITAL
DESIGNATION : NURSES (RADIOLOGY)

STAGE : INDUCTION

NAME - --- -- - - - -- - - -- --
(SUR NAME) (MIDDLE) (FIRST NAME)

P.F. No./NPS NO. -- - - - --

DATE OF BIRTH -- - - - - - - - - - - -
DAY MONTH YEAR

ACADEMIC QUALIFIACTION-

MOD.NO.	DESCRIPTION	DAYS	CERTIFIATION
	MED 1	6	
M/361	PRINCIPLES OF RADIOLOGY, ASEPSIS IN RADIOLOGY & IMAGING, C- ARM & THEIR MAINT., PRINCIPLES OF DEVP, X-RAYS, RADIO OPAQUE MATERIALS, PRINCIPLES OF IMAGING, ULTRASONOGRAM MACHINES, PREPARATION OF PATIENT FOR X-RAY, ULTRASONOGRAPHY IN OBSTERICS, PRINCIPLES OF RADIO-THERAPY, PRINCIPLES OF C.T. SCAN, PRINCIPLES OF M.R.I. SCAN, RADIO-ACTIVE ISOTOPE, PRINCIPLES OF MAMOGRAPHY	6	

(MED 20)

DEPARTMENT : MEDICAL
ACTIVITY CENTRE : ALL
DESIGNATION : HEALTH INSPECTOR

STAGE : REFRESHER

NAME - --- -- - - --- -- - -- --
(SUR NAME) (MIDDLE) (FIRST NAME)

P. F. No./NPS NO. -- - - - - --

DATE OF BIRTH -- - - - - - - - - - - - -
DAY MONTH YEAR

ACADEMIC QUALIFIACTION-

MOD.NO.	DESCRIPTION	HOURS	CERTIFIATION
M/381	INTRODUCTION TO RLYS. DUTIES & FUNCTIONS OF VARIOUS DEPTTS.	2	
M/382	POTABLE WATER SUPPLY & ITS QUALITY MONITORING	8	
M/383	ENVIRONMENTAL HYGIENE,MONITORING OF VECTOR DENSITY,VECTOR CONTROL, SCIENTIFIC APPARATUS TO SOLID WASTE MANAGEMENT, COMPOSTING	8	
M/384	NATIONAL HEALTH PROGRAMMES	6	
M/385	HEALTH EDUCATION	2	
M/386	FOOD AND NUTRITION	8	
M/387	ESTABLISHMENT MATTERS	8	
M/388	STORES, RELEVANT LAWS & RULES, BMW, SW RULES-2016, NGT RULES,MANNUAL SCAVANGING ACTS, ENVIRONTEAL LAWS.	2	
	BLS	1	
		45	

(MED 21)

DEPARTMENT : MEDICAL
ACTIVITY CENTRE : ALL
DESIGNATION : HEALTH INSPECTOR

STAGE : ONE DAY PROGRAMME

NAME - - - - - - - - - - - - - - - - - -
(SUR NAME) (MIDDLE) (FIRST NAME)

P. F. No./NPS No. - - - - - - - -

DATE OF BIRTH - - - - - - - - - - - - - - - - - -
DAY MONTH YEAR

ACADEMIC QUALIFIACTION-

MOD.NO.	DESCRIPTION	HOURS	CERTIFIATION
M/401	INTRODUCTION TO RLYS. DUTIES & FUNCTIONS OF VARIOUS DEPTTS.	3/4	
M/402	POTABLE WATER SUPPLY & ITS QUALITY MONITORING	1	
M/403	ENVIRONMENTAL HYGIENE	1	
M/404	NATIONAL HEALTH PROGRAMMES	1	
M/405	HEALTH EDUCATION	1/2	
M/406	FOOD AND NUTRITION	1	
M/407	ESTABLISHMENT	1	
M/408	STORES	3/4	
M/409	PRACTICAL TRAINING	1	
	BLS	1	
		9	

(MED 22)

DEPARTMENT : MEDICAL
ACTIVITY CENTRE : HOSPITAL
DESIGNATION : PHARMACISTS

STAGE : ONE DAY CME PROGRAMME OF PHARMACISTS

NAME ---- -- - ---- --- --
(SUR NAME) (MIDDLE) (FIRST NAME)

P.F. No./NPS NO. ----- --

DATE OF BIRTH -- ------ - --- -
DAY MONTH YEAR

ACADEMIC QUALIFIACTION-

MOD.NO.	DESCRIPTION	HOURS	CERTIFIATION
M/421	GENERAL INFORMATION & IMPORTANCE OF RLY. PHARMACOPIA	1	
M/422	HANDLING AND STORAGE OF MEDICINES	1/2	
M/423	MAITENANCE OF VARIOUS REGISTERS	1/2	
M/424	DRUG INTERACTION	3/4	
M/425	DRUG ABUSE – CHEWING DEPENDENCE	1/2	
M/426	LEGAL ASPECTS OF PHARMACY	1/2	
M/427	ISSUE OF MEDICAL CERTIFICATES & MEDICAL EXAMINATION CERTIFICATES	1/2	
M/428	NEWER DRUGS - UPDATE	1	
M/429	COMPUTERISATION OF MEDICAL STORES	3/4	
M/430	CARDES SYSTEM OF MAINTENANCE OF STORES	1/2	
M/431	Drug Inventory control, ABC & VED analysis	1/2	
		7 1/2	

COURSE CONTENTS

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M / 021

SAFAIWALA

DESCRIPTION	DURATION
DUTIE & RESPONSIBILITIES, WRKG OF HOSPITAL/ SANITATION, SWEEPING & MOPPING, DISINFECTANTS, DISPOSAL OF REFUGES, MECH CLEANING & NIGHT-SOIL, COLLECTION OF SAMPLES, CLEANING OF BED PANS, URINE POTS & SOILED LINENS.	2 DAYS

CONTENTS

1. Consideration/courtesy towards patients
2. Attending to bed ridden patients and their daily personal needs i.e. natures calls i.e. keeping and cleaning of bed pans, urinals, spittoons.
3. Principles and techniques involved in mopping and swabbing of floors, cleaning of toilets, urinals, wash basins, sanitary mirrors, glass panes etc.
4. Knowledge on environmental and personal hygiene.
5. Knowledge on different disinfectants used in mopping and cleaning, cleaning of bed pans, toilets and urinals, Precautions to be observed against possible hazards while using disinfectants/chemicals.
6. *Laws related to handling of biomedical waste and segregation and handling of same. Types of colour coded bins and bags*
7. Collection and disposal of waste like used cotton, swabs, refuse, excreta, viscera, plancetae and other waste products in a hygienic manner.
8. Educating the patients on proper use of toilets/ wash basins/urinals.
9. Primary knowledge on hazards of smoking, use of alcohol and other drugs of addiction.
10. Proper disposal of excreta/sewage/refuse i.e. knowledge of compositing, incinerating and trenching.
11. Role of Safaiwala at the time of Railway accidents at accident sites.

12. Cleaning of rubber gloves, thermometers, collection of urine and stool samples and transportation of urine and stool samples to lab. With proper labels.

13. Importance on wearing of uniform (liveries), discipline and sound/decent habits and interpersonal skills.

14. Leave and Pass Rules, PF & Loan etc.

15. Attending to Telephone calls in the wards when other staffs are away/busy with some other urgent matters.

16. *Human rights / Sexual harrassement / role of various committee. Role of individual in Railway and in community in general / loyalty to organization*

17. BLS, Fire safety, Communication & behavior skills

M / 021A

CONSERVANCY SAFAIWALA

DESCRIPTION	DURATION
DUTIES & RESPONSIBILITIES, WRKG OF HOSPITAL/ SANITATION, SWEEPING & MOPPING, DISINFECTANTS, DISPOSAL OF REFUGES, MECH CLEANING & NIGHT- SOIL, COLLECTION OF SAMPLES, CLEANING OF BED PANS, URINE POTS & SOILED LINEENS.	2 DAYS

CONTENTS

1. Attending to surface sanitation:

a) Sweeping of platforms, circulating area, tracks, waiting, retiring rooms, public paces, offices etc. in stations.

b) Sweeping of roads, public places, Railway compounds, colonies etc.

c) Picking of night soil and its disposal from tracks, circulating areas, Railways compounds, colonies etc. Fecal borne diseases, cautions against the same. Removal and transport of refuse/night soil for final disposal by either conservancy carts or mechnised motor lorries.

d) Lifting and disposal of carcasses from Railway colonies.

e) Washing of cement concrete aprons of tracks, platform and toilets. Cleaning of the area where spittoons are kept in stations. Principles of maintenance of spittoons.

2. Control/eradication of pests/insects e.g. cockroaches, bed bugs, mosquitoes, dogs, bandicoots and rats etc. and disease control measures.

3. Personal hygiene, hazards on smoking, use of alcohol and other drug addiction.

4. Dealing with Railway population and general travelling public while attending surface sanitation.

5. Knowledge and use of new mechanized equipments like rubber squeezers, vaccum cleaners, fogging machines etc.

6. Preparation of insectide solutions for the disinfestations work and precautions toi be observed against possible hazards while use of disinfectants/chemicals.

7. Principles of composting, soakage pit, controlled tipping and trenching, septic tanks i.e. proper disposal of excreta/sewage/refuse.

8. Temporary sanitary arrangements for camps, fairs and festivals.

9. Importance of wearing uniforms (liveries).

10. Importance of discipline and sound/decent habits and interpersonal skills.

11. BLS, Fire safety, Communication & behavior skills

M / 041

HOSPITAL ATTENDENT

DESCRIPTION	DURATION
GENERAL DUTIES & RESPONSIBILITIES	3 ½ HOURS

CONTENTS

1. Introduction.
2. Courtesy and manners towards and smart turnouts.
3. Importance of wearing uniforms and smart turnouts.
4. Importance of discipline and good interaction with others.
5. Maintaining professional relationship with superiors and bedside manners.
6. Making beds and changing of clothes of patients.
7. Answering of telephone calls & conveying of messages.
8. Dusting and cleaning the wards/furniture and equipments.
8. *Handling of biomedical waste, laws regarding same,*
9. BLS, Fire safety, Communication & behavior skills

M / 042

HOSPITAL ATTENDENT

DESCRIPTION	DURATION
RECEPTION AND TRANSPORT OF PATIENTS	2 ½ HOURS

CONTENTS

1. How to receive a patient in emergency.
2. Transport of patients in wheel chair or stretcher.
3. Transport of patients in Ambulance.
4. Registration of patients.
5. Packaging and transport of dead bodies and keeping of dead bodies in mortuary, making available of death certificates.

M / 043

HOSPITAL ATTENDENT

DESCRIPTION	DURATION
INFECTION CONTROL AND SEPSIS & CARE OF PATIENTS, PRECAUTION IN ISLOATION WARD	3 HOURS

CONTENTS

1. Cause of infection – Bacteria, Virus, etc.
2. Spread of infection and preventive measures.
3. Precautions in handling of patients in Isolation ward.
4. Importance of personal and food hygiene and environmental sanitation.
5. Removal and disposal of waste.

M / 044

HOSPITAL ATTENDENT

DESCRIPTION	DURATION
PRE-OPERATIVE AND POST-OPERATIVE CARE	2 HOURS

CONTENTS

1. Assistance for pre-operative preparation.
2. Post-operative care and transport of patients.
3. Working in operation theatre and carrying of biopsy specimens.
4. Handling of patients inside operation theatre.

M / 045

HOSPITAL ATTENDENT

DESCRIPTION	DURATION
MAINTENANCE OF EQUIPMENTS AND WARD MATERIALS	2 ¾ HOURS

CONTENTS

1. Care of common ward equipments and materials.
2. Care of equipments used for invasive producers/tests.
3. Handling of costly and sophisticated equipments.
4. Sterilization/auto calving of common surgical instruments and materials.

M / 046

HOSPITAL ATTENDENT

DESCRIPTION	DURATION
ARME AND ITS FUNCTIONS	5 HOURS

CONTENTS

1. Contents of ARME Scale I & II.
2. Care and safety of equipments in ARME.
3. Periodical inspection.
4. Moving of ARME to accident sites and assisting doctors at the spot.
5. Care of patients in the accident sites.
6. Accompanying doctors on line.
7. First-Aid to the injured.
8. BLS

M / 061

DRESSERS

DESCRIPTION	DURATION
DRESSING, SEPSIS & ASEPSIS STERLIZATION PRE & POST OPERATION PREPARATION DRAINS, CATHETERS & THEAIR MANAGEMENT, SPLINTS & PLASTERS.	12 DAYS

CONTENTS

1. Different dressing medicaments, dressing material & equipments..
2. Sepsis & Asepsis-different varieties of wounds and their dressing.
3. Sterilization of instruments-basic principles.
4. Pre – operation preparation of patients.
5. Post – operation, dressing, removal of stitches etc.
6. Different types of drains, catheters and their management.
7. Management of intercostals drains.
8. Splints, plaster & their application.

M / 081

O. T. DRESSERS

DESCRIPTION	DURATION
SURGICAL EQUIPMENT, STERLISATION AUTO CLAVING, COUNTER & SUCTION MACHINE, O.T. CABLES & O.T. TABLES, ANESTHESIA TROLLY & GAS CYLINDERS, TOURNIQUET, POSITIONS OF PATIENTS FOR DIFF. OPT., STORAGE & HANDLING OF ENDOSCOPIC INSTRUMENTS.	12 DAYS

CONTENTS

1. Good knowledge of surgical equipments.
2. Through knowledge of sterilization & Autoclaving of different varieties of equipments.
3. Knowledge of working of Cautery machine and suction machine.
4. Handling and fixing of O.T. Tables for different operations Image-intensifier etc.
5. Proper adjustment of O.T. Tables for different operations.
6. Knowledge & use of Anaesthesia trolley and gas cylinders.
7. Use of tourniquet for operations, method & application.
8. Positioning of patients for different operations.
9. Proper shifting of patients after operation & management of postoperative emergencies.
10. Storage & handling of Endoscopic instruments.

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PHARMACIST

DESCRIPTION	DURATION
GENL. PHARMALOGY, PHYSIOLOGY OF CNS & DRUG ACTION, DRUG THERAPY, ANTIBIOTICS, ANTIDIARRHOCALS, ANALGESTICS & ANTI-INFLAMATORY DRUGS, MANAGING HOSPITAL PHARMACY MED EXAM & CERTIFICATION, TRAIN ACCIDENTS & ARME, PHARMACITS & PATIENT COUSELLING, INDENTING, STORAGE & ISSUE OF MEDICINES, MANUAL OF RECORD KEEPING	6 DAYS

CONTENTS

1. General Pharmacology.

1.1 Introduction of Subject.

1.2 Source, Nature and Nomenclature of drugs.

1.3 Routes of drug Administration.

1.4 Absorption and Bio-availability of a drug.

1.5 Mechanism of Action of drug.

1.6 Drug interaction, Adverse Reactions and Prevention of Adverse reactions (Handouts).

2. Physiology of C.N.S. and drugs action on C.N.S.

2.1 Anatomy of C.N.S.

2.2 Drug-Abuse-Addiction.

2.3 Drug Action on C.N.S.

3. Drug-Therapy in some chronic and significant diseases and emergencies.

3.1 Diabetes.

3.2 Myocardial infraction & Hypertension.

3.3 Leprosy and Tuberculosis.

3.4 Medical and Surgical emergencies.

3.5 Cancer.

4. Anti-biotics.

4.1 Role of anti-biotics.

4.2 Mechanism of action of various Anti-biotics.

4.3 Newer Anti-biotics.

4.4 Hazardous and precautions.

4.5 Anti-diarrheal, Analgesics and Anti-inflammatory drugs.

4.5.1 Classification

4.5.2 Mode of action

4.5.3 Untoward effects

4.5.4 Precautions

5. Managing a Hospital Pharmacy.

5.1 Organization and functions.

5.2 Pharmaceutical services in O.P.D. and I.D.

5.3 Management and supervision.

5.4 Drug-distribution system and maintenance of Records.

5.5 Legal Aspects of Pharmacy.

6. Medical Certification & Medical Education (Recruitment & Periodical).

6.1 Types of Certificates and their formalities and Numbers.

6.2 Rules & regulations.

6.3 Legal & Vigilance angles of Medical Certificates.

7. Role of Pharmacists in Train Accidents and maintenance of ARME.

7.1 Rail Accidents-Definition, Nature Dimensions etc.

7.2 Classification of Injuries-Transportation of patients.

8.3 Maintenance of ARME as a whole and role of Pharmacists.

8.4 Supervision and Routine inspections and Schedule of inspections of MS/CMS/CMO.

9. Pharmacist and Patient Counseling.

8.1 Factors responsible for compliance or non-compliance of medical prescription and Advice.

8.2 Identification of problem areas and need for counseling.

8.3 Methods of Counseling and skill of communication.

8.4 Barriers in counseling.

8.5 Conduct Rules.

9. Indenting, Storage & Issue of Medicines.

9.1 Need of sending samples for Drug Analysis.

9.2 Expiry Date.

9.3 Storage of Sera & Vaccines and some special drugs.

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LAB STAFF

DESCRIPTION	DURATION
GENL. LAB TECHNIQUES & APPARATUS, MANAGEMENT, OF LAB, CONDUCTING VARIOUS INVESTIGATIONS, GENERAL MICROBIOLOGICAL & PARASITOLOGY, AUTOMATION, LAB QUALITY CONTROL, BLOOD BANK & TRANSFUSION, WATER ANALYSIS, LATEST EQPT./ TESTES, REPORTS & MATERIAL MANAGEMENT	6 DAYS

CONTENTS

1. General Laboratory Technique and apparatus..

1.1 Principles and Medical ethics in the Laboratory work.

1.2 Infection, disinfection and Methods of sterilization..

1.3 Principles, precautions and maintenance of various apparatuses.

1.4 Manipulation of Microscope.

1.5 Preparation of stains and proper staining methods.

2. Management of Laboratory.

2.1 Proper collection, reception and recording of specimens.

2.2 Storage of culture media, dangerous compounds and gases.

2.3 Laboratory Planning.

2.4 Cataloging, indexing and maintenance of laboratory records.

3. Fundamentals & Specific tasks in conducting investigating in various important disciplines.

3.1 Haematology – Blood examination.

3.2 Coagulations Testing-Blood serology-Blood chemistry..

3.3 Urine, Faces, Sputum, Cavity fluids, Cerebro-spinal fluid.

3.4 Examination of sores and skin.

3.5 Gastric Fluid, seminal fluid.

4. General Microbiology and Parasitology.

4.1 Collection of materials and handling of specimens-staining methods.

4.2 Culture media.

4.3 General and supplementary knowledge about microbes.

4.4 Methods of diagnosis of Principal protozoan parasites, Homatodes, costodes and Trematodes.

5. Automation

5.1 New sophisticated electronic Analysers used in Haemotological and Bio-chemical Investigations.

5.2 Conceptual knowledge and Principles of application of Computer in record-keeping in laboratory.

6. Principles and Methods of Laboratory Quality Control.

6.1 Defining Quality Control.

6.2 Principles of Quality Control including knowledge of Standards, Controls, Replicates and other checks and use of proper terminology.

6.3 Suggested methods of Quality Control in different Laboratory Areas.

6.4 Supervision.

7. Blood Bank and Blood Transfusion Techniques.

7.1 Organisational principles, staffing-pattern of Blood Bank, Physical and Communication facilities.

7.2 Blood Grouping – Principles of blood groups and antigen-antibody reactions -collection of samples.

7.3 Blood preservation and storage.

7.4 Blood transfusion technique, screening of donors, transfusion reactions.

7.5 The factor of Aids and its significance.

8. Water Analysis.

8.1 Standards of Drinking water.

8.2 Laboratories facilities for Examination of water.

8.3 Approved methods for Examination of water, Bacteriological, chemical and Biological.

8.4 Collection of sample, Transport of sample.

9. Recent Advances in Medical Laboratory Technique, Equipments and improvised/New tests.

9.1 Advances in Bacteriological and Parasitological Techniques.

9.2 Advances in Haematology and Blood transfusion Techniques.

9A Recent Advances.

9A.1 Advance in Chemical pathology techniques.

9A.2 Advances in Histo-pathological techniques.

10. Accurate Reporting.

10.1 Significance of Accurate Reporting.

10.2 Problems and Source of errors.

10.3 Anticipatory management.

10.4 Remedial measures.

10.5 Feedback system.

11. Material-Management.

11.1 Indentify of chemicals/material.

11.2 Storage of material.

11.3 Identification of material and proper Stock arrangement.

11.4 Maintenance of Records.

12. Cytology.

13. Histopathology.

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PHYSIOTHERAPISTS

DESCRIPTION	DURATION
PRINIPLES OF PHYSIOTHERAPY, EVALUATION & ASSESSMENT OF MOTOR FUNCTIONS, TRACTION, SELF HEALTH EXERCISES, SPLINTS, PROSTHETICS, ULTRASONIC THERAPY, HYDROTHERAPY, ACTIVE & PASIVE EXRECISES, VARIOUS EQUIPMENTS.	6 DAYS

CONTENTS

1. Principles of physiotherapy – Heat)
   Diathermy) Direct
   Electrical) alternate
   Muscle)
   Stimulator)
2. Modern concepts of physiotherapy.
3. Evaluation & assessment of motor functions.
4. Various kinds of tractions to various organs working system of traction equipment in relation to : Anatomy & Physiology.
5. Self Health exercises.
6. Splints, prosthetics.
7. Ultra-sonic therapy.
8. Hydrotherapy.
9. Active and passive exercises.
10. Reception of patients – Documentation & reporting.
11. Workshop on Physiotherapeutic practices.
12. Care of the paralytics, paraplegics & Hemiplegics (with minimum help they can attend to their personal needs)
13. Planning, procurement and maintenance of equipment including prosthetic aids & implants.

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NURSES (ICCU)

DESCRIPTION	DURATION
MEDICAL ICU, GENL SURGICAL ICU & GENL OPERATION THEATRE	12 DAYS

CONTENTS

1. Principles of Cardiac resuscitation including external massage/mouth to mouth breathing.
2. Principles of Ventilators..
3. Maintenance of Ventilators and Scopes..
4. Familirisation with the various monitors both single and multi channel.
5. The principles of pressure recording and their basic interpretations.
6. The use of sophisticated machines like Disinfusa to regulate the flow of fluids.
7. Composition of various I.V. infusions.
8. Blood Gas and their interpretation.
9. Principles of Angiography.
10. Basic principles of Cardiac bypass surgery.
11. Common drugs used and their doses.
12. Principles of Heart Lung Machine.
13. Respiratory function tests and their interpretation.
14. Internal and External pacing.
15. Interaction with patients relatives.
16. Basic bed side procedures.
17. Gastric incubation.
18. Lavage.
19. Bowl wash and enema.
20. Intake output charts.

21. Care of tracheotomy.
22. Oxygen therapy.
23. Respiratory care.
24. Care of coma patients.
25. Labeling and dispatch of samples.
26. Basic dietary principle.
27. Care of comatose.
28. Care of head injury.
29. Acute poisoning cases.
30. Management of Aonphy pactic shock.
31. Resuscitation including CPR.

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NURSES (NEONATAL)

DESCRIPTION	DURATION
CARE OF NEW BORN, MANAGEMENT OF HIGH RISK NEW BORN, COMMON DISEASES, BIRTH INJURIES, NEONATAL EMERGENCIES IN LABOUR ROOM	6 DAYS

CONTENTS

1. Care of new born..
2. Management of high risk new born cases.
3. Common diseases of the new born.
4. Birth injuries and their management.
5. Neonatal emergencies in Labour Room.
6. Basic bed side procedures.
7. Gastric incubation.
8. Lavage.
9. Bowl wash and enema.
10. Intake output charts.
11. Care of tracheotomy.
12. Oxygen therapy.
13. Respiratory care.
14. Care of coma patients.
15. Labeling and dispatch of samples.
16. Basic dietary principle.
17. Management of Aonphy pactic shock.
18. Resuscitation including CPR.

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NURSES (DENTAL)

DESCRIPTION	DURATION
DENTISTRY, DENTAL DISEASES, VARIOUS INSTRUMENTS, DENTAL DRESSING, TEMP. FILLING, DENTAL X-RAY, FIRST AID FOR DENTAL EMERGENCIES, POST OPERATIVE BLEEDINGS, PREVENTIVE ASPECT & ARTIFICIAL DENTURES.	6 DAYS

CONTENTS

1. General knowledge of dentistry
2. Dental Diseases
3. Instruments used in dental clinic
4. Maintenances of instruments and sterilization
5. Dental dressings
6. Temporary fillings
7. Dental x-rays
8. First –aid for dental emergencies
9. Post operative bleedings
10. Medicines used in dental clinics
11. Preventive aspects of dental diseases
12. Artificial dentures
13. Practical demonstration on dental surgery
14. Basic bed side procedures
15. Gastric incubation
16. Lavage
17. Bowl wash and enema
18. Intake output charts
19. Care of tracheotomy
20. Oxygen therapy
21. Respiratory care
22. Care of coma patients
23. Labeling and dispatch of samples
24. Basic dietary principle
25. Management of Aonphy pactic shock
26. Resuscitation including CPR

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NURSES (TRAUMA)

DESCRIPTION	DURATION
OUTLINE OF TRAUMALOGY, GENERAL MANAGEMENT OF TRAUMA, EMERGENCY MANAGEMENT OF INJURED PATIENT, BASIC CONCEPT OF ARTHOPLASTY, TRAINING IN OPERATION THEATRE AND WARDS.	6 DAYS

CONTENTS

1. Outline of Traumatology.
2. General management of Trauma.
3. Emergency management of injured patient.
4. Basic concept of Arthoplasty.
5. Operation theatre training.
   (a) Basic training about asepsis in operation theatre.
   (b) Theatre preparation.
   (c) Knowledge of general and specialized orthopedic instruments and implants.
   (d) Changing and washing up for operations.
   (e) Preparation and draping of patients.
   (f) Proper co-ordination with surgeon during operation.
   (g) Availability of required instruments and implants on the table during surgery.
   (h) Maintenance of records of operations.
   (i) Maintenance of records of implants.
   (j) Disposal of used implants.
   (k) Supervision of transfer of patient to recovery room and then to ward.
6. Training in wards-
   (a) Care of injured patient
   (b) Knowledge of different tractions, dressings etc.
   (c) Pre-operative preparation of patient and shifting to operation theatre.
   (d) Maintenance of Indoor cases papers.
   (e) Maintenance of equipments in wards.
   (f) Emergency Management
   (g) Post operative care of patient.
   - Continuous careful supervision during post operative period.
   - Close monitoring of general condition, vital parameters, I.V. fluids, succution drainage, wound sockage, Neurovascular impediment etc.
   - Basic training of Physiotherapy
7. Basic bed side procedures.
8. Gastric incubation
9. Lavage
10. Bowl wash and enema
11. Intake output chart

12. Care of tracheotomy
13. Oxygen therapy
14. Respiratory care
15. Care of coma patients
16. Labeling and dispatch of samples
17. Basic dietary principle
18. Management of Aonphy pactic shock
19. Resuscitation including CPR

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NURSES (BURN & PS)

DESCRIPTION	DURATION
EPIDEMIOLOGICAL INFORMATION, MGT. OF BURN UNITS, DYNAMICS OF NCDS IN BURN UNIT, MGT. OF BURNS, LIFE LINE OF FLUIDS & ELECTROLYTES, MGT. OF PAIN, COMPLICATIONS OF BURNS, NUTRITION & FEEDING IN BURN, NEED OR PLASTIC SURGERY, RECONSTRUCTIVE PLASTIC SURGERY, COSMETIC SURGERY, USE OF ANTIBIOTICS, PREVENTIVE MANAGEMENT OF BURNS/TRAUMA	12 DAYS

CONTENTS

1. Disseminating epidemiological informations.
1.1 The problem of Burns, Causation – Accidental/Homicidal/Industrial/Domestic.
1.2 Determinants of disease prevalence and Seasonal variations of burn trauma.
2. Organisation and Application of Managerial principles in Burn Units.
2.1 Design, Location, Layout, Planning, Physical and communication facilities.
2.2 Staffing pattern – Critical mass concept, identifying knowledge, skills and attitudinal needs of staff assigned.
2.3 Defining functions and essential tasks, emphasing the objective and goals of training programme and their relevance to work performance.
2.4 Job-descriptions : Role & Responsibilities.
3. Dynamics of Nursing care delivery system in Burn Unit.
3.1 General Principles of Nursing care.
3.2 Professional preparation for special deliberations.
(- pre-operative and post-operative nursing care.
Care (-care of children with burns.
of (-care of patients with burns of special areas
wound (-psycho-social support and education.
3.3 Supportive role of Nurses in Surgical manipulations and skin grafting.
3.4 Material Management in Burn units.
4. Management of Burns:
4.1 Assessment of the extent and depth. Of Burn injuries.
"Rule of 9" and early management.
4.2 Nursing care of patients on admission in acute and late period in OPD and Ward.
4.3 Tetanus and antibiotics prophylaxis.
4.4 Care of an passage – Tracheotomy.
4.5 Drug Therapy.

5. Life – Line of Fluid and Electrolytes.
5.1 Conceptual knowledge of distribution of body fluid and principles governing the Functions of fluids and the electrolytes.
5.2 Various situation producing fluid and Electrolyte Imbalance.
5.3 Fluid and Electrolyte therapy.
5.4 Role of Nurses in "Fluid and Electrolyte therapy."
6. Management of Pain.
6.1 Genesis and mechanism of pain and Neurogenic shock.
6.2 Patho-Physiology of Burn trauma.
6.3 Local and systemic changes.
6.4 Considerations about Analgesia and Sedation.
6.5 Dressing Techniques and Cardinal principles.
7. Complications of Burns.
7.1 Respiratory.
7.2 Gastro-intestinal.
7.3 Infection – Septicemia.
7.4 Anemia.
7.5 Post Burn confractures, disfiguoment and disabilities
7.6 Psychological disorders.
8. Nutrition and Feeding in Burns.
8.1 Calorie Intake.
8.2 Dietary supplements and Vitamins.
9. Infection control in Burn Unit.
9.1 Source of Infection – Exogenous and Endogenous.
9.2 Controlling the source of Infection.
9.3 General measures of infection control.
9.4 Sterilization. Apparatus and Instruments.
9.5 Recommended disinfection procedures.
9.6 Role of nurses in controlling infection.
9.7 Supervision.
10. Indications and Identifications of need for Plastic Surgery.
10.1 Congenital Anomalies.
10.2 Causes, Incidence and prevention; genetic Counseling.
10.3 Reconstruction of Congenital abnormalities.
10.4 Nursing Problems in reconstructive management.
10A Reconstructive Plastic Surgery of other areas.
10A.1 Reconstruction of disabilities & detormities.
10A.2 Reconstruction of defects as a result and their redressal.
10A.3 Dressing of wounds.
11. Cosmetic Surgery.
11.1 Selection of Cases.
11.2 Objectives of Plastic Surgery.
11.3 Methodology.
11.4 Role of Nursing Care.

12. Use of Anti-biotics.
12.1 Role of Anti-biotics.
12.2 Nature and Mechanism of action of various antibiotics.
12.3 Newer Anti-biotics.
12.4 Hazards and precautions.
12.5 Drug-resistance.
13. Promoting Preventive Management of Burn-trauma.
13.1 First-aid in Burns – Recent concept.
13.2 Transportation of Burns – patients.
13.3 Community Education.
13.4 Recommending Safety measures.

Institutes for observational visit and may act as resource for improving and Modifying training activities.

1. Wadia Children Hospital, Bombay.
2. J.J. Hospital, Bombay.
3. Saifee Hospital, Bombay.

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NURSES (NEPHROLOGY & DIALYSIS)

DESCRIPTION	DURATION
INTERPRETATION OF RENAL FAILURE, ACUTE & CHRONIC RENAL FAILURE,MGT. OF FLUIDS, TECHNIQUES OF RENAL BIOPSIES, DIALYSIS PARITONEAL & HAEMO, SUB-CLAVIAN CATHETERS AND FISTULAS, MAINT. OF DIALYSIS MACHINE, RENAL TRANSPLANTS, MONITORING OF BIOCHEMICAL PARAMETERS, LEMINAR FLOW, IMMUNO SUPRESSIVE DRUGS, TISSUE MATCHING DRUGS UNIT, NURSING CARE DELIVERY SYSTEM, KIDNEY FUNCTION, RENAL AND END STAGE DISEASE, BODY FUID & ELECTROLYSIS, DIALYTIC PATIENT, COMPLICATION OF DIALYTIC THERAPY, INFECTION CONTROL.	12 DAYS

CONTENTS

1. Interpretation of renal failures.
2. Management of acute and chronic renal failures.
3. Management of fluids, the renal failure and their importance.
4. Techniques of renal biopsies.
5. Techniques of Dialysis – Peritoneal & Haemo.
6. Management of sub-calving catheters and Fistulas.
7. Cleaning and maintenance of the Dialysis machines.
8. Principles of renal transplants.
9. Monitoring of basic bio-chemical para meters.
10. The principles of Laminar flow in sterility in operation Theatre and Post Operative Ward with or without Renal Transplants.
11. Principles of Immune-suppressive drugs.
12. Basic idea of tissue matching of donors in related donors.
13. Organisation aspect and Application of Managerial concept in dialysis Unit.

13.1 Design, Location, Layout, Planning, Physical and communication facilities.

13.2 Staffing pattern – Critical mass, identifying knowledge, skills and attitudinal needs of staff assigned to Unit.

13.3 Defining functions and essential tasks: Stating the objectives and goals of training programme and their relevance to work performance.
13.4 Job-descriptions: Role and responsibilities.
14. Dynamics of Nursing Care delivery system in Dialysis Unit.
14.1 General Principles of Nursing care.
14.2 Professional preparations for effective working in Unit.
14.3 Acquaintance with Machines, equipments and surgical instruments.
14.4 Supporting role of nurses Surgical and Dialystic procedures.
14.5 Material Management of Unit.
15. Conceptional and Scientific Back-ground knowledge of kidney functioning.
15.1 Anatomy and Physiology.
15.2 Normal and Abnormal functioning of kidney.
15.3 Disorders of Renal functioning.
16. Acute Renal failure.
16.1 Mechanism involved in initiation and perpetuation of acute renal failure – Patha - Genesis.
16.2 Clinical presentation.
16.3 Laboratory and Investigatory approach.
16.4 Treatment.
17. Chronic Renal failure leading to Renal End Stage disease.
17.1 Clinical presentation.
17.2 Laboratory and Investigatory approach.
17.3 Complications.
17.4 Line of treatment.
18. Significance and concept of Body fluid and Electrolytes
18.1 Distribution of body fluid and principles governing functions of fluids and the electrolytes.
18.2 Various situation producing fluid and electrolytic Imbalance.
18.3 Importance of Fluids-Management.
19. Dialytic Therapy in the Management of Chronic Renal.
19.1 Recommendations and indications of Dialytic therapy.
19.2 Principles of Dialysis, Types of Dialysis.
19.3 Dialysis and Machines used in Dialysis.
19.4 Techniques of Dialysis.
19.5 Choice of Dialysis methods.
20. Medical Management of the Dialysis patient.
20.1 Bodyweight, Blood pressure control, prevention of heart-failure.
20.2 Diet and fluid-Restriction
20.3 Managing diabetic patient.
20.4 Taking care of Anemia, Calcium, phosphorus.
20.5 Drug-dose modification.
20.6 Psychological support, education in Rehabilitation.
20.7 Mortality and morbidity pattern in Dialysis patient.

21. Complications of Dialytic Therapy

21.1 Access complications.
21.2 Procedure complications.
21.3 General complications
22. Indications and patient selection for transplantation.
22.1 Evaluation of Recipient and Donor.
22.2 Preparation for transplantation, surgical aspects and post-transplant care.
22.3 Complications of transplantation. (Early, Late)
22.4 Rehabilitative Education.
23. Infection control in dialysis Unit
23.1 Source of infection – Exogenous and endogenous.
23.2 Controlling the sources of Infection.
23.3 General measures of Infection.
23.4 Sterilization – Apparatus and Instruments.
23.5 Recommended disinfection procedures.
23.6 Role of Nurses in controlling infection.
23.7 Supervision.
24. Basic bed side procedures.
25. Gastric incubation.
26. Lavage
27. Bowl wash enema
28. Intake output charts.
29. Care of tracheotomy.
30. Oxygen therapy.
31. Respiratory care
32. Care of coma patients
33. Labeling and dispatch of samples.
34. Basic dietary principle
35. Management of Aonphy pactic shock
36. Resuscitation including CPR

Institute for observational visits and may act as resource for improving and modifying training activities.

1. K.E.M. Hospital, Bombay.
2. C.M.C. Hospital, Vellore.
3. Apollo Hospital, Madars.
4. Institute of Kidney Diseases, Ahmedabad.
5. All India Institute of Medical Sciences, New Delhi.

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NURSES (RADIOLOGY)

DESCRIPTION	DURATION
PRINCIPLES OF RADIOLOGY, ASSEPSIS IN RADIOLOGY & IMAGING, C-ARM & THEIR MAINT., PRINCIPLES OF DEVP. X-RAYS, RADIO OPAQUE MATERIALS, PRINCIPLES OF IMAGING, ULTRASONOGRAM MACHINES, PREPARATION OF PATIENT FOR X-RAY, ULTRASONOGRAPHY IN OBSTERICS, PRINCIPLES OF C.T. SCAN, PRINCIPLES OF M.R.I.SCAN, RADIO ACTIVE ISOTOPE, PRINCIPLES OF MANAGEMENT	6 DAYS

CONTENTS

1. Principles of Radiology, various types of x-ray machines and their maintenance.
2. Asepsis in Radiology & Imaging.
3. C-ARM and their maintenance.
4. Principles of developing x-Rays.
5. Various radio opaque materials- Their advantages and disadvantages.
6. Principles of imaging.
7. Maintenance of Ultra sonogram machines.
8. Common interpretation of Ultra sonogram.
9. Preparation of patients for X-Ray like I.V.P., Ba, Myelogram & Angiograms
10. Ultrasonography in Obstetrics
11. Principles of Radiotherapy.
12. Principles of CT. Scan.
13. Principles of M.R.I. Scan.
14. Principles of Radio-active Isotope and their use.
15. Principles of mammography.
16. Basic bed side procedures.
17. Gastric incubation
18. Lavage
19. Bowl wash and enema
20. Intake output charts
21. Care of tracheotomy
22. Oxygen therapy
23. Respiratory care
24. Care of coma patients
25. Labeling and dispatch of samples

26. Basic dietary principle
27. Management of Aonphy pactic shock
28. Resuscitation including CPR

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HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
STORES	3/4 HOUR

CONTENTS

Method of indenting, maintenance including consumables stores, care of money valued books.

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HEALTH INSPECTORS

DESCRIPTION	DURATION
INTRODUCTION	2 HOURS

CONTENTS

Introduction to Railways and functions of various Departments.

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HEALTH INSPECTORS

DESCRIPTION	DURATION
POTABLE WATER SUPPLY AND ITS QUALITY MONITORING	8 HOURS

CONTENTS

1. Water borne diseases and management.
2. Water sources and purification.
3. Chlorination devices.
4. Drinking water quality standards.
5. Water quality monitoring and surveillance, role of medical and engineering depts.
6. Estimation of chlorine demand.
7. Determination of residual chlorine (practical training)
8. Method of collection and dispatch of water samples for bacteriological and Chemical analysis (practical training).

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HEALTH INSPECTORS

DESCRIPTION	DURATION
ENVIRONMENTAL HYGIENE	8 HOURS

CONTENTS

1. Environmental sanitation, proper collection and disposal of excreta/sullage/refuge.
2. Sewage treatment – techniques and principles.
3. Temporary sanitary arrangements for fairs and festivals with special reference to surveillance and prevention of communicable diseases and fly control.
4. Disinfection.
5. Conducting colony committee meetings and noting the progress made.
6. Pest & Rodent' control/Eradication measures.
7. Planning for new assets, yardsticks of staff certification of sanitary facilities.
8. Knowledge and use of Modern Mechanised Equipment like Vacuum Machine, Cleaners clean sweep, Foffing Machines, Mechanical sweepers etc. (Practical Training)

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HEALTH INSPECTORS

DESCRIPTION	DURATION
NATIONAL HEALTH PROGRAMMES	6 HOURS

CONTENTS

1. Prevention & control of communicable diseases.
2. Prevention, control and treatment of Malaria with special reference to anti-larvae & mosquito measures.
3. Various National Health Programmes & Celebration of World Health Day.
4. Immunization schedules & cold chain.
5. Performance of Railways on F.W. Methods – role of His – Rules.
6. Blood Smear collection and Inoculation. (Practical Training)

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HEALTH INSPECTORS

DESCRIPTION	DURATION
HEALTH EDUCATION	2 HOURS

CONTENTS

1. Imparting health education on community health – health promotion.
2. Liaison with local Public Health Staff.

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HEALTH INSPECTORS

DESCRIPTION	DURATION
FOOD AND NUTRITION	8 HOURS

CONTENTS

1. Food Hygiene, food safety, common adulterants, health hazards due to adulteration of food articles.
2. Condemnation of food articles, role of HIs.
3. PFA Act & its implementation, arranging license for food establishments, quality control.
4. Demonstration of procedure for lifting/sealing/dispatch of food samples to quality control Lab & Public health Lab. Simples tests to detect common adulterants. (Practical Training)

M / 387

HEALTH INSPECTORS

DESCRIPTION	DURATION
ESTABLISMENTS MATTERS	8 HOURS

CONTENTS

1. Rights, privileges & responsibilities, vigilance, adult, DAR & hours of employment regulations.
2. Inter-personal skills, Management of staff – Disaster Management.
3. Report & Periodical returns.
4. Maintenance of diaries of Inspection & submission of advance tour programmes.

M / 388

HEALTH INSPECTORS

DESCRIPTION	DURATION
STORES	2 HOURS

CONTENTS

Method of indenting, procurement, issues, maintenance including consumables, care of money valued books.

M / 401

HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
INTRODUCTION	3/4 HOUR

CONTENTS

Introduction to Railways and functions of various Departments.

M / 402

HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
POTABLE WATER SUPPLY AND ITS QUALITY MONITORING	1 HOUR

CONTENTS

1. Water borne diseases and management.
2. Water quality monitoring and surveillance , water quality standards.

M / 403

HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
ENVIRONMENTAL HYGIENE	1 HOUR

CONTENTS

1. Proper collection and disposal of excreta/sullage/refuge, temporary sanitary arrangements for fairs had festivals, disinfection, and fly control measures.

M / 404

HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
NATIONAL HEALTH PROGRAMMES	1 HOUR

CONTENTS

Prevention & control of communicable diseases with special reference to Malaria, Anti-Larvea and Mosquito measures.

M / 405

HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
HEALTH EDUCATION	1/2 HOUR

CONTENTS

Imparting health education on community health- health promotion, liaison with local public health staff .

M / 406

HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
FOOD AND NUTRITION	1 HOUR

CONTENTS

Food Hygiene, food safety, common adulterants, health hazards of common adulterants, simple test to detect common adulterants, contamination of food stuffs.

M / 407

HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
ESTABLISHMENT MATTERS	1 HOUR

CONTENTS

Rights, privileges & responsibilities, vigilance, audit and DAR.

M / 408

HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
STORES	3/4 HOUR

CONTENTS

Method of indenting, maintenance including consumables stores, care of money valued books.

M / 409

HEALTH INSPECTORS

ONE DAY PROGRAMME

DESCRIPTION	DURATION
PRACTICAL TRAINING	1 HOUR

CONTENTS

Maintenance of cold chain and immunization, estimation of chlorine demand, determination of residual chlorine, blood smears collection, lifting and dispatch of food and water samples.