

**SHRI VINOBA BHAVE INSTITUTE OF PARAMEDICAL
SCIENCE, SILVASSA**

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I. ADMISSION PROCESS:

- ❖ Date of Notification : 14/08/2018
- ❖ Availability of application forms : 16/08/2018
- ❖ Last date for submission of application forms : 31/08/2018
- ❖ Expected date for declaration of Merit : 06/09/2018
- ❖ Allotment of seats by counseling : 13/09/2018
- ❖ Last date of admission : The date as mentioned in the allotment order of the candidate.
- ❖ Merit list will be available on the website (www.vbch.dnh.nic.in & www.daman.dnh.nic.in)
- ❖ Cost of Application form: Rs. 500/- for General and OBC categories. For SC/ST Categories is Rs.300/-.

Help desk Support

Telephone numbers: 0260-2460180/0260-2640104

E-mail address: paramedical.sil@gmail.com

Telephonic and e mail support will be available between 9am to 5pm on all 7 days till the completion of the examination.

II. PROFILE:

Shri Vinoba Bhave Civil Hospital, Silvassa earlier known as Cottage Hospital was started in the year 1952 with minimum OPD services and Indoor facility. This hospital after renovation is named as “Shri Vinoba Bhave Civil Hospital, Silvassa, and rededicated to the people on 01/07/1999. It is a 316 bedded multi specialty hospital which caters the health needs of population in Dadra & Nagar Haveli and surrounding areas of Gujarat and Maharashtra. The hospital is being upgraded to 650 bedded teaching hospital.

Shri Vinoba Bhave Civil Hospital along with Directorate of Medical and Health Services took an initiative of starting a Para Medical courses in Union Territory of Dadra and Nagar Haveli with affiliation to BSS – ‘Bharat Sevak Samaj’. Bharat Sevak Samaj (BSS) is a National Development Agency, promoted by Planning Commission, Government of India in 1952.

The Bharat Sevak Samaj offers various Allied health Education Courses. Allied health professions are health care professions distinct from nursing, medicine and pharmacy. They work in health care teams to make the health care system function by providing a range of diagnostic, technical, therapeutic and direct patient care and support services that are critical to the other health professionals they work with and the patients they serve.

MISSION:

The Paramedical Science course is to prepare students to contribute to a global society and a diverse workforce as productive, responsible and engaged citizens and as well educated health care professionals. This is accomplished by improving teaching, research and service student-centered, culturally rich and dynamic learning atmosphere. The institution extends its mission on quality improvement through systematic assessment and evaluation of program outcomes.

VISION:

To recognize ourselves in the leadership position among the best centre for excellence in education, training, practice and research to meet the challenges concerned to the human health.

AIM:

The institute aims to provide trained, qualified, technical personnel in the field of Paramedical Science to support the medical profession. The emphasis of the Paramedical Science education programme is on developing a cadre of professionals, especially girls, women, socially backward groups (SCs, STs) and rural youth. This programme conceived as “Total Employment Training for Total development”, focuses on the concept of turning the unskilled to the skilled.

III. OBJECTIVES:

1. To support rural and remote area people with affordable education.
2. To provide effective representation, promotion and communication of allied health interests in the development and implementation of policies.
3. To provide national leadership on shaping and supporting the contribution made by allied health to health and wellbeing.
4. To strengthen the delivery with qualified candidates
5. To promote and support allied health workforce.

IV.DETAILS OF COURSES:

List of Courses offered

Sl. No.	Course Name	Duration	Course code
Certificate Courses			
1	ECG Technician	Six Months	AHE008
Diploma Courses –One Year			
1	CT Scan Technician	One Year	AHE009
2	MRI Technician	One Year	AHE010
3	Dental Technician	One Year	AHE012
4	Ortho & Trauma Care Technician	One Year	AHE020
5	Medical Equipment Technician	One Year	AHE026
6	Post Diploma in Sanitary Health Inspector	One Year	AHE038
7	ICU Technician	One Year	AHE042
8	Dental Hygienist	One Year	AHE049
9	Audio-Metry Technician	One Year	AHE053
10	BSS Diploma in Sanitary Health Inspector	One Year	AHE061
11	BSS Diploma in Anesthesia Technician	One Year	AHE063
Diploma Courses –Two Year			
1	BSS Diploma in Medical Laboratory Technology	Two Years	AHE001
2	BSS Diploma in X-Ray Technology	Two Years	AHE003

3	BSS Diploma in Operation Theatre Technology	Two Years	AHE005
4	BSS Diploma in Optometry	Two Years	AHE016
5	BSS Diploma in Radiology & Imaging Technology	Two Years	AHE018
6	BSS Diploma in Trauma care & Causality Technology	Two Years	AHE024
7	BSS Diploma in Dialysis Technology	Two Years	AHE025
8	BSS Diploma in Medical Equipment Technology	Two Years	AHE031
9	BSS Diploma in Accident & Emergency Technology	Two Years	AHE032
10	BSS Post Diploma in patient Care Management	Two Years	AHE034
11	BSS Diploma in Ophthalmic Assistant	Two Years	AHE065
12	BSS Diploma in Medical Record Sciences	Two Years	AHE066

A. Admission Criteria:

- He/She is an Indian National.
- He/She must have Completed age of 17 years on or before 31st December of the year of his/her admission to the 1st year Paramedical courses.
- Minimum educational requirements shall be the passing of Senior School Certificate Examination (10+2), Pre-degree Examination (10+2) OR an equivalent with 12 years schooling from a recognized board or university.
- Implementation of changes with regard to admission process/selection criteria etc. will be incorporated as per Directorate of Medical and health Services notification issued from time to time.
- The upper age limit for applicants is 20 years as on 31st December 2018.

- The allotment of the seats will be made as follows:

[1] **First Priority:**

- Applicant(s) whose parents/ guardian (in case Father and/or Mother is not alive) have Domicile Certificate of U.T. of Dadra & Nagar Haveli/or Daman/Diu issued by the Mamlatdar Silvassa/Khanvel.
- The applicant(s) should have continuously studied for at least 5 years i.e from Class 8th to 12th in any of the recognized schools of U.T. of Dadra & Nagar Haveli/or Daman/Diu.

[2] **Second Priority:**

- If the seats remain vacant after allotment to the first priority applicant(s), then the applicants falling in the following condition will be consider in second priority:-
- Applicant(s) whose parents/ guardian (in case Father and/or Mother is not alive) have Domicile Certificate of U.T. of Dadra & Nagar Haveli/or Daman/Diu issued by the Mamlatdar of the respective U.T/District.

[3] **Third Priority:**

- If the seats remain vacant even after allotment to the first and second priority applicant(s), then the applicants falling in the following condition will be consider in third priority:-
- Applicant(s) whose parents/ guardian (in case Father and/or Mother is not alive) are employees (regular/deputation/transfer) of this U.T. Administration of Dadra & Nagar Haveli/or Daman/Diu (Govt. Servant/ Central Government/ State Govt./Nationalized Bank /Cooperative Bank employees), who has continuously served in this Administration for minimum 5 years at the time of application.
- The applicant(s) should have continuously studied for at least 3 years i.e. from 10th to 12th Class in any of the recognized Schools of U.T. of Dadra & Nagar Haveli/or Daman/Diu.

- In case of Bank employee their Headquarter shall be in Dadra & Nagar Haveli/or Daman/Diu.

[4] Fourth Priority:

If the seats remain vacant even after allotment to the First, Second and Third priority applicant(s), then all the other eligible applicants will be consider in Fourth priority.

Documents Required for Filling Application:

- a. Matriculation mark sheet and Passing Certificate of high school including the page which mentions the date of birth
- b. Mark sheet and passing certificate of (10+2) / Intermediate/ICSC/ Pre degree examination (10+2) or an equivalent 12 years schooling from a recognized board or university
- c. Recent color passport size photograph (5)
- d. Signature of the candidate
- e. Caste certificate if applicable
- f. Recent Non creamy layer certificate for OBC candidate
- g. Domicile certificate for Dadra & Nagar Haveli and Daman &Diu candidates
- h. Medical certificate for physically handicapped candidates.
- i. Evidence to be produced by applicants whose parents/Guardian have been/are employees of U.T. Administration of Dadra & Nagar Haveli or Daman/Diu.

B. Payment of Fees:

Sl. No.	Particular	Certificate Course (6 months)	Diploma Course	
			1 Year course	2 Year course
1	Tuition Fee	2500/-	5000/-	5000/-
2	Security / caution money (interest free refundable after successful training, one-time payment)	1000/-	1000/-	1000/-
3	Registration Fee (Only at the time of admission)	500/-	1000/-	-

C. Counseling and Admission Details:

- Counseling for admission of all courses at Shri Vinoba Bhave College of Nursing, DNH.
- List of candidates for the counseling will be displayed on institution web site (www.vbch.dnh.nic.in & www.daman.dnh.nic.in) and Shri Vinoba Bhave College of Nursing notice board.
- If the candidates fail to report for counseling on the given date, the admission stands cancelled. No further communication in this regard will be entertained.
- Each candidate is responsible to see the selection list put up on the college notice board or institution web site (www.vbch.dnh.nic.in & www.daman.dnh.nic.in) as per the date listed below.

- **The counseling will be held on: 13/09/2018**

- Parents and selected candidates will report to the office of Shri Vinoba Bhave College of Nursing, Silvassa at **9.00 am** on the day of counseling. The candidate has to appear with all the original documents at the time of counseling.
- The candidates on the waiting list if selected based on the availability of vacant seats will attend the counseling in the college office as per the date and time mentioned in the call letter. The seats, if available, shall be offered to the candidates on waiting list.
- The list of candidates for the second counseling if any will be called from the waiting list which will be displayed on institution web site (www.vbch.dnh.nic.in & www.daman.dnh.nic.in) and notice board.

- **Classes will be commencing in the 17/09/2018**

❖ **Admission**

Candidates would be admitted on the day of counseling. The selected candidates need to pay the fees and submit their original documents on the day of counseling itself, failing which his/her selection will be treated as cancelled and seat will be offered to the next candidates based on the merit/waiting list.

❖ **Joining Time**

Selected candidates must join their respective course on the said date(s) of counseling. No extension in joining shall be granted. **The selection of those candidates who fail to join by the stipulated date shall automatically stand cancelled and no correspondence shall be entertained in this regard.** The institute takes no responsibility of intimating the cancellation of seats.

❖ **Medical Examination**

Medical fitness will be pre-condition for admission for all candidates. The candidates will be also medically examined by a Medical Board, constituted by the Institute to determine their medical fitness.

V. INFRASTRUCTURE

Top class infrastructure plays a prominent role in the success of any educational institute in these days. The institute has a large four storied building fulfilling the educational needs of the students in the region of Dadra & Nagar Haveli.

a. Class Rooms

Classrooms are spacious, well ventilated and air conditioned with comfortable seating arrangements. Classrooms are equipped with adequate teaching aids like white board, OHP, LCD projector with display board. Seating capacity of each room is sixty. The theory classes will be conducted in the Dr. APJ Abdul Kalam College, Silvassa and practical classes will be conducted in Shri Vinoba Bhawe Civil Hospital, Silvassa, from 9.00 am to 4.00 pm and as per the requirement.

b. Laboratories

The institute has laboratories with fully equipped instruments as per BSS Standards.

c. Library

The institute has well furnished spacious library with adequate number of books and journals with E- learning. The online journal of J.Gate facilities are available for the students within the campus to facilitate production & dissemination of knowledge, information, insights & intellectual contribution in all areas of education.

d. Computer Lab

Well established computer lab has been developed within the institute exclusively for the students.

f. Other Facilities

The electricity and water supply is constant round the clock. The institute has power generator to ensure uninterrupted power supply and safe drinking water supply through Aqua guards and water coolers.

VI. FACULTY:

The institution has a team of highly experienced, qualified & dedicated faculty with reputation in the areas of specialization. Apart from this, we have team of faculties from hospital which comprises of medical faculty and Paramedical Professionals to bridge the gap between theory and practice.

VII. RULES AND REGULATIONS

1. Students must follow the norms prescribed by the Institute for dress, both for summer and winter.
2. An identity card will be issued to all the students and they supposed to have it along with them during all the working days .Duplicate card can be issued against payment of Rs 100/-
3. Progress report of each student will be sent to his/her parents/guardian after every interval test and result of the final examination will be sent by post.
4. All the students have to fulfill the minimum criteria of attendance. Students who will be absent for more than three days on account of sickness, should submit a medical certificate from a registered medical practitioner.

5. A student has to attend classes and practical's (Clinical) from 9:00am to 4:00pm with the break from 1:00pm to 2:00pm. The timings, however, can be changed as per the institution policy. Duration of the course in terms of credits as follows:

SI. NO	COURSE	DURATION	CREDITS
1	Certificate course	6 months	16 credits
2	Diploma course	1 year	32 credits
		2 years	64 credits

NOTE: For full time course 01 credit is equal to 15 Hours. All courses must have 40% of theory and 60% of practical.

VIII. VACATION AND HOLIDAYS:

The Institute will remain closed on all holidays observed by the Central Government. The vacation dates will be intimated to the students through notice board.

IX. DISCIPLINE:

Punctuality, regularity and proper uniform, polite behavior and good conduct are expected from all the students. This Institute maintains absolute discipline. Violation of rules will result in severe disciplinary action. The disciplinary action will be taken for the following indiscipline/misconduct:

- Any physical assault or even threat to use physical force against any student or any other member of the Institute (both teaching or nonteaching) within the Institute's premises.
- Carrying of weapons or threat of using them.
- Any violation of the provision of the Protection of Civil Rights, 1976.
- Any gesture, posture or verbal remark, which is otherwise derogatory to women.

- Any attempt to bribery for illegal gains or any other corruption of any means.
- Willful destruction of damage to or defacing of institute's property or causing any disruption in any manner to the normal functioning of the Institute.
- Creating ill-will or intolerance on religious, political or communal grounds.
- Smoking, use of alcohol/ drugs is strictly prohibited inside the campus and hostel. The student found indulging in such acts would be immediately struck-off from the institute.
- The name of any student absenting himself/herself, without any valid reason or without written permission from concerned authorities will be struck-off from the Institute roll. However he/she will be permitted to attend the classes by paying re-admission charges as applicable from time to time. Students are liable to have his/her name struck-off from the Institute if they:
 - Are irregular in attendance
 - Fails to show anticipated progress or no diligence in academics.
 - Are habitual non-performer.
- The Institute reserves the sole discretion of re-admission. In such cases, the recommendation of respective class teacher/H.O.D's for additional coaching to the students would solely lie with the Institute or its designated officers. It would be mandatory for the student to undergo such recommended extra coaching and show required results.
- The progress of the student will be communicated to their parents/guardian regularly by the medium of their choice.
- All students will necessarily attend their internal exams conducted by the Institute. Parents/Guardians are requested to pay regular and proper attention to the progress of their children and must meet Principal or any other designated officer as and when called for.
- The students will attend Institute in the uniform code given in the prospectus. It is mandatory for the students to attend the Institute in the

uniform. Defaulters in this regard would be penalized according to the rules framed from time to time.

- Any misconduct or misbehavior in the campus of the institute shall be viewed seriously. Display of any kind of notice or poster by the students within the institute or defacing its property is not entertained. The students are forbidden to communicate with any outside authority directly or indirectly regarding matters of institute. All such communications must be submitted through the Principal then will be forwarded to the office of the director.
- The Institute does not hold itself responsible for any debts or financial deals struck by the students or their parents/guardians.
- The students are not allowed to loiter around without purpose in the institute's premises. They are advised to avail the library facility during their free hours.
- If students lose or damage any library property either they have to replace it with new one at their own cost within 1 month of the loss or pay double the price of the book.
- Students will have to pay for all damages caused by them to the books, equipments, instruments or any other Institution's property.
- Students are advised to maintain the decorum of the Institution in the real spirit.
- Students are not allowed to use the Institute/office telephone for private purpose.
- Ragging in any form is strictly prohibited, both within and outside the premises of the Institute. Collective act or practice of ragging constitutes gross indiscipline shall be dealt with strictly.
- Mobile phones shall not be allowed in the academic block, clinical block, administrative block and library.
- Matter not covered by the above rules will fall entirely within the absolute discretion of the management of the Institute only

X. ALLOCATION OF SEATS:

Courses	Regions	ST	SC	OBC	General	Total
BSS COURSE	DNH	52 (43%)	02 (02%)	06 (05%)	60 (50%)	120
BSS COURSE	DD	11 (9%)	04 (3%)	32 (27%)	73 (61%)	120

- If sufficient number of candidates is not available to fill up the seats reserved for SC, the same seats will be filled-up by ST candidates. Similarly, if sufficient numbers of candidates are not available to fill-up the seats reserved for ST, the same seats would be filled-up by SC candidates. Thereafter, in case of non availability of suitable candidates of SC/ST, the same seats will be filled-up from merit list of General category. Similarly, if sufficient candidates are not available to fill the seats reserved for OBC, then said seats will be filled in by merit list candidates from General category.

- If seats are not filled from the DNH can be filled with DD candidates Vice versa, and the remaining vacant seats would be given to the Open Category candidates.