

Rules, Regulations, Guidelines and Curriculum for Travelling Fellowship

Under the aegis of

Cochlear Implant Group of India

Section I

Statement of Goals, Objectives, Eligibility and Organization

Goals

The goal of the CIGI fellowship program is to hone professional skills in the fields of Surgery / Audiology / (Re)habilitation of children with hearing loss by imparting focused training in Institutions that have specialized in these fields over a stipulated period. These specialists will be capable of providing subsequent such care in the community. They shall recognize the health needs of the community and carry out professional obligations ethically and in keeping with the objectives of the national health policy.

Objectives

After completing the training, the fellow will be able to -

1. Demonstrate acquisition of information and experience necessary to manage patients with hearing loss requiring Cochlear Implants.
2. Develop an understanding of the principles management of hearing loss.
3. Demonstrate the ability to utilize the medical literature and understand the application of clinical research with respect to the care of patients with Hearing Loss.
4. Demonstrate acquisition of appropriate teaching skills that can be used in the area of hearing loss.
5. Exhibit communication skills of high order and demonstrate compassionate attributes towards patients in the field of hearing loss.
6. Become an independent researcher with the ability to write proposals and obtain funding for further research in the area of hearing loss.

Eligibility and Organization

Fellow:

Any life member of CIGI is eligible for this fellowship program. Preference would be accorded to candidates with a Post-Graduate Degree. Then a Bachelor in Audiology & Speech, Special education / Diploma in ENT qualified candidate may be selected for the course . Candidates with prior experience in CI will be given preference.

The course tenure would be 3 months.

At the time of application, the trainee would have to produce:

- 1) Photocopies of the certificate of the degree from the University concerned

- 2) Certificate of registration with the Rehabilitation Council of India or Medical Council of India
- 3) Curriculum vitae
- 4) Letter of reference from two referees who are Life Members of CIGI

Institution:

The institution that wishes to take up the Fellowship program should be able to fulfil the following criteria in both essential areas (i) Faculty; (ii) Patient care facilities

(i) Faculty

1. Supervision of fellows must be provided by members of the teaching staff who are skilled in the field.
2. At least two fulltime or honorary staff members who have a minimum of ten years of post-graduate practice in a tertiary care advanced institution of national repute
3. All persons involved in training the Fellow should be life members of CIGI
4. Availability of library/e-library
5. In addition, availability of consultant faculty in related disciplines will be welcomed.

(ii) Patient care facilities

1. There must be an adequate volume and variety of patients ranging in age from young children through adulthood.
2. The following patient care facilities should be available at the institution:
 - a. An outpatient facility for appropriate evaluation and care of patients.
 - b. An inpatient facility in case of Surgical Fellowship with full services and support services including comprehensive diagnostic facilities.

Recognition, selection and allotment of seats will be based on assessment of the institutes by an assessment team. The EC of CIGI reserves all the rights to decide the allotment of fellowship seat and their decision will be final.

Section II

Course Content

Since the fellows are to be trained with the aim of practicing as independent specialists, this course content will be mainly a guideline. They have to manage all types of cases and situations and seek and provide consultation. The emphasis shall therefore be on the practical management of the problem of the individual cases and the community within the available resources.

A. Academic topics

- Basic sciences
- Audiology
- Diagnostics
- Guidelines
- Rehabilitation
- Epidemiology
- Surgery

Section III

Teaching, Learning methods and Activities

Learning in fellowship program shall be essentially autonomous, self-directed and the entire fellowship period shall be in service training program based on the concept of learn as you work principle. The following organized learning experiences should be provided to the students.

1. Discussion of case management plans and protocols. with the faculty members of the department.
2. Outcomes audit: This will be done once a month by the fellow, who is expected to analyse & discuss the cases allotted to him/her.
3. Preparation and presentation of a research project: Every fellow will be required to carry out research project under the supervision of his guide as identified by the institution.
4. The guide shall maintain a log book of all the activities carried out by the trainee and by the end of Training, complete the Log and submit the same to the Governing Council for certification

Appendix I

Evaluation form for fellow on completion of fellowship (To be filled by the Institute and sent to the Secretary CIGI)

Full Name of Fellow: _____

Date of Joining Fellowship Program: _____

Date of filling evaluation form: _____

Guidance for Scoring:

Poor	Below Average	Average	Above Average	Very Good
1	2	3	4	5

Evaluation form for fellow:

Clinical Work: Score: ()

1. Punctuality
2. Regularity of attendance
3. Quality of Ward Work
4. Maintenance of case records
5. Presentation of cases during rounds
6. Investigations work-up
7. Bedside manners
8. Rapport with patients

Log (Performance record book)

Maintenance of performance record Logbook is mandatory. Certified and assessed copy should be made available at the time of practical examination for review by examiners

Participation in Research Activity: Name of project, Duration

Conferences / Workshop attended / Paper presentation

Publications

Signature of Head of Institute / Mentor

Appendix II

Technical information relating to CIGI fellowship program

1. The CIGI fellowship program is endorsed by the GB of CIGI. A Sub committee of the EC was formed to develop the guidelines. The proposed guidelines were discussed and finalized by EC of CIGI.
2. This selection of institute will be based on the credentials + location + teaching facility + infrastructure of the institute. All applicant institutes will be assessed by assessment team designated by the EC of CIGI. The institutes will apply for fellowship through the institute head on institute letterhead. The application will be addressed to the Secretary of CIGI. The institute should be registered with the local authorities and the registration number and certificate should be attached with the application.
3. All teachers who are directly involved with the training programme and are ENT Surgeons / Audiologists and / or Habilitationists at the Institute must be life members of CIGI. The CIGI life membership number of the above must be mentioned in the application form.
4. CIGI or the institute that conducts the fellowship program will advertise the positions as widely as possible to receive applications from all parts of the country and then choose the best candidates based on a system of evaluation.
5. Each institute can register candidate/candidates as fellows (as per allotment by the EC of CIGI). Institutes are encouraged to enrol Masters Qualified Candidates whenever possible. In the absence of such a candidate, a Graduate / Diploma qualified candidate can be selected.
6. Candidates will commence the fellowship before 01 Dec of the calendar year in which the fellowship is awarded
7. Institutes will inform the EC of CIGI about change of fellowship coordinator's name, if and when that happens. Institutes will also inform the EC of CIGI about any change in teaching faculty.
8. Each candidate is eligible for a Fellowship Stipend fixed at Rs. 50,000.00 per month. The CIGI will impart one fellowship each to a Surgeon, Audiologist and (Re)habilitationist per year.
9. The institution is not required to pay a stipend to the fellow. Accommodation may be provided if available.
10. Any dispute between the institute and candidate will be resolved between themselves. CIGI will not be responsible for conflict resolution. In case of premature termination of fellowship due to any reason both the candidate and the institute will immediately inform CIGI accordingly.

Appendix III

Letter for enrolment of Institutes for CIGI fellowship Program.

The letter must be typed on the letterhead of the Institute

Date: _____

To,

The Secretary

CIGI

Address: _____,

_____.

Dear Sir / Madam,

We would like to apply for recognition of our Institute as a centre for fellowship in Surgery / Audiology / Rehabilitation by CIGI. We fulfil the criteria for recognition laid down by the EC of CIGI, detailed in the attached sheet on eligibility criteria. Our institute is registered with the local health authority, the registration number being _____. The relevant certificate is attached.

We have the following fulltime /honorary teaching staff associated with our institute. Their qualifications and work experience are mentioned below:

1) _____

2) _____

3) _____

The relevant certificates are attached.

We request you to please consider our centre for conduct of CIGI fellowship. We welcome an inspection of our institute. We will arrange for the travel and boarding of inspectors arranged by the chapter. We understand that our centre may not necessarily be selected for the program. We have read and understood the guidelines for the fellowship program.

Thank you. Truly,

Institute head / Dean / Fellowship program coordinator

APPLICATION FORM FROM CANDIDATE FOR CIGI FELLOWSHIP

Colour
Passport size
photo

Name of candidate: _____

Date of Birth: _____ Age: _____ years Gender: M / F

Mailing address: _____

Contact numbers: _____

Email id: _____

Qualifications: _____

Qualification details: (Please attach copies of Marks sheet, Degree passing certificates, and Council registration certificates)

Professional Degree	Year of passing	Marks obtained	% of Marks	Institute / University	Certificate attached? Y / N
Any other					

MCI / RCI Registration

Past professional experience:

S. No	Institute's name, location	Position held	Tenure in months	Year of working	Teacher's name	Certificate attached? Y / N

Awards:

Papers Presented / Published in Indexed Journals / Books / Other Publications:

Candidate's Signature

List of Certificates and other documents attached

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____