



**FACULTY OF MEDICAL SCIENCES
UNIVERSITY OF DELHI**

**GUIDELINES FOR
INTERNSHIP TRAINING PROGRAMME**

INTERNSHIP

1. GENERAL OBJECTIVES:

Internship is a phase of training wherein a graduate is expected to conduct actual practice of medical and health care and acquire skills under supervision so that he/she may become capable of functioning independently.

2. SPECIFIC OBJECTIVES:

At the end of the Internship Training, the student shall be able to:

- (i) Diagnose and manage clinically common disease conditions encountered in Clinical practice and make timely decision for referral to higher level.
- (ii) Use discretely essential drugs, infusions blood or its substitutes and laboratory services.
- (iii) Manage all type of emergencies – Medical, Surgical Obstetric, Neonatal and Paediatric.
- (iv) Monitoring the National Health Programmes and Schemes, oriented to provide promotive, preventive, curative and rehabilitative health care services to the community.
- (v) Develop leadership qualities to function effectively as a leader of the health team organized to deliver the health and family welfare services in existing socio-economic, political and cultural environment.
- (vi) Render services to chronically sick and disabled (both physical and mental) and to communicate effectively with patient and the community.
- (vii) Acquire adequate communication skills for proper interactions with:
 - (a) Patients and Attendants
 - (b) Seniors
 - (c) Peer Group
 - (d) Other paramedical workers
- (viii) Acquire ability, to judiciously select appropriate investigation as per clinical situation, properly collect samples for analysis and, to interpret common clinical and laboratory data.
- (ix) To fill appropriate hospital forms and certificates.
- (x) To carry out day to day ward procedures and treatment.

3. **INTERNSHIP – TIME DISTRIBUTION:** As per Medical Council of India, vide notification No. MCI-7(1)/2008-Med.Miswc/3309 dated 22 November, 2008, gazette Notification No. MCI-34(41)2008-Med./29527 dated 20.10.2008.

Compulsory

Community Medicine	2 Months
Medicine including 15 days of Psychiatry	2 Months
Surgery including 15 days Anaesthesia	2 Months
Obstt./Gynae. including Family Welfare Planning	2 Months
Paediatrics	1 Month
Orthopaedics including PMR	1 Month
ENT	15 days
Ophthalmology	15 days
Casualty	15 days
Elective Postings (1 x 15 days)	15 days

Subjects for Elective posting will be as follows:

- i) Dermatology and Sexually Transmitted Diseases
- ii) Tuberculosis and Respiratory Diseases
- iii) Radio-Diagnosis
- iv) Forensic Medicine
- v) Blood Bank
- vi) Psychiatry

4. **OTHER DETAILS:**

- a. Every student will be required after passing the final MBBS examination to undergo Compulsory Rotational Internship to the satisfaction of the College Authorities and University of Delhi for a period of 12 months so as to be eligible for the award of the Degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) and full registration.
- b. ✓ All parts of the Internship shall be done in the institution from where the student has been enrolled for his MBBS studies.
- c. No Intern will be permitted to do externship in hospitals within the NCR of Delhi.
- d. In case a student desires to do internship from other institutions within India, in any institution/hospital recognized by MCI for the purpose, permission must be taken from the Institute as well as University of Delhi at the beginning of the internship programme. However, permission may be granted by the University at any time considering the exigencies and merit on case to case basis.

- e. The University shall issue a provisional MBBS pass certificate on passing the final examination.

5. **DUTIES:**

- (i) The Intern shall participate as a team member in total health care programme of an individual including appropriate follow-up and social rehabilitation. The Intern will work as a Doctor undergoing training and is expected to work for the well being of the patients under his case.
- (ii) The Intern shall be entrusted with clinical responsibilities under supervision of a Medical Officer. He/she shall not work independently.
- (iii) Ordinarily, an intern is not required to transport samples or collect reports of the patients. In the event of emergency situation, he may be required to do so.
- (iv) Interns will not issue a Medical Certificate or a Death Certificate or a medico legal document under his/her signature.
- (v) Intern will participate in total patient care by maintaining patients records, participating in ward rounds and other academic activities of the department posted.
- (vi) Notwithstanding any of the above, the Intern will be required to carry out any work assigned by the Unit In charge during exigencies.
- ✓(vii) The Intern shall not work consecutively for a period 24 hours.

6. **ASSESSMENT**

- (i) Interns shall maintain a Record Book which shall be verified and certified by the Unit In charge under whom he works, during his internship period.
- (ii) Responsibility of safe custody of the Record Book rests on the Intern.
- (iii) The Record Book provides proforma in various specialties which indicates skills to be acquired during the specific posting.
- (iv) The last page provided for the leave record. All leave taken must be entered and signed under seal by Head of the Departments/Units.
- (v) An objective evaluation of his knowledge, skill and attitude during the training will be recorded by the Unit In charge/Centre In charge and a score of 0 to 5 would be used for scoring. A satisfactory completion shall be a score of 3 or above.

- a) Proficiency of knowledge required for each case Score 0-5
- b) The level of competence attained to manage cases in relation to:
 - i) Management of cases independently
 - ii) Assistance in procedures
 - iii) Observation of Procedures Score 0-5
- c) Responsibility, punctuality, work up of case, involvement in treatment, follow-up reports. Score 0-5
- d) Capacity to work in a team (Behaviour with colleagues, nursing staff and relationship with paramedical) Score 0-5
- e) Initiative participation in discussion, research aptitude Score 0-5

Very Poor / Poor / Below Average / Average / Good / Very Good and above
 0 1 2 3 4 5

A score of less than 3 in any of the above items will represent unsatisfactory completion of Internship.

- vi) On completion of a period of posting in any department the report must be signed by the Unit In charge alongwith his stamp and should be submitted through the Head of the Department to the academic cell.
- vii) Based on the record of work and evaluation, the Dean/Principal shall issue certificate of satisfactory completion of training, following which the University shall award the MBBS Degree or declare him eligible for it.
- viii) Internship should be completed within the stipulated period of 1 year and not later than 2 years after passing the final year examination. University of Delhi may permit Internship beyond this period under extraordinary circumstances.

7. NO DUES:

To avoid any unnecessary delay in clearance, a signed 'No Dues' Certificate should be taken by the Intern at the end of each posting from the concerned department.

8. REPEATING INTERNSHIP:

An Intern must ordinarily complete his/her Internship during the scheduled period of **1st January to 31st December** for Regular Batch and **1st April to 31st March** (next year) for the Supplementary Batch.

Stipulation for repeat posting:

- i) Unsatisfactory performance.
- ii) Prolonged illness, Medical Certificate must be validated by a Medical Board set up by the Institution, where rotatory internship is being undertaken.
- iii) To prevent Interns from prolonging the internship period due to extraneous reasons other than the above (i) and (ii) and taking extra leave beyond permitted leave, the repeat posting will be done after 1st April depending upon the availability of seat(s) in the Department of the Institution.
- iv) No Hostel accommodation shall be provided for the repeat period. However, in extra ordinary circumstances the institute may provide accommodation only if it is available.

INTERNSHIP

Ordinarily rotatory internship must be undertaken in the institution where the student has enrolled. However, a student can do internship in MCI approved hospital/institution for which the following guidelines may be followed:

Externship in India:

- i) A student must apply for permission to do internship outside Delhi on the annexed proforma alongwith the desired documents. Before considering the student's application to do internship in another hospital / medical college he/she will be required to produce the following documents:
 - a. Permission from the institutions where the student wishes to do internship
 - b. Certificate from MCI that the hospital/institution is recognized for undergoing internship training
 - c. Permission from the University of Delhi
 - d. Documentary proof of the reason for doing internship from outside Delhi
- ii) All students intending to do internship outside must submit duly completed application to the concerned authorities at the beginning of the internship programme not later **15th January**. However, an exception may be made on merit of the case.
- iii) Each institution will constitute a committee to recommend such cases. The committee must include the Academic In charge and Registrar Academic of the Institute and Heads of the following Departments:

- (a) Medicine
 - (b) Surgery
 - (c) Obstt. and Gynae.
 - (d) Community Medicine
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- iv) No externship can be for less than two months.
 - v) Rotatory Internship in Community Medicine must be completed within the institution enrollment.
 - vi) A certificate of satisfactory completion of training should be submitted to the Institution duly signed and stamped by the administrative authorities of the Hospital/District Centre, where the student has undergone externship.
 - vii) Externship in multiple institutes will not be permitted.
 - viii) Externship in India once done in a particular institution/hospital recognized by MCI is not repeated in parent institution. Only the records of satisfactory completion of training, duly certified Medical Office alongwith assessment report/evaluation report, meeting the objectives of training are submitted, so that once externship is done outside the institution, will not be repeated there.

Externship outside India:

- i) Externship outside India: "Clerkship/Elective" will be allowed for a period of maximum one month. The period of elective posting combined with 12 days of Casual Leave will give the student a period of approximately one month.
- ii) "Clerkship/Elective" must include good hands-on experience, student should be allowed to do physical exams, touch the patients besides taking histories, case presentations and lab-result followups. No Observership will be allowed while availing the externship under any circumstances.
- iii) The permission for the "Clerkship/Elective" will have to be taken from the University. This would, however, be without any commitments on the part of the University, financial or otherwise.
- iv) The student will fill up a proforma provided by the Faculty of Medical Sciences which will have to be signed by the Dean of the University where the student wishes to do his/her Clerkship. After completion of the Clerkship the students will have to submit a certificate of satisfactory from the institute where Clerkship was done.

10. **Guidelines for outside candidates wishing to do Internship in medical Institutions under University of Delhi**

The prime responsibility and commitment of the institution is to train its own Under-graduates during their rotatory internship period. However, it has been seen that students from outside apply for rotatory internship training to the medical institutions under University of Delhi.

- (i) Ordinarily the capacity and infrastructure of the institutions is to train only the number of students that they have enrolled. The students may apply if there is a clear cut vacancy in the institution provided the following certificates / documents are produced:
 - (a) Application of the students giving reasons to do internship and documentary proof thereof.
 - (b) No Objection Certificate from his/her parent institution clearly stating that institution is recognized by MCI and that during the course of his/her training from admission to his/her passing out, the college was not derecognized by MCI at any time.
 - (c) Permission of the University to which the above college is affiliated.
- (ii) Certificate from MCI that Medical College/Institution where the student is at present studying has been recognized by the MCI from the year the student was admitted in that institution to the year of his/her passing out.
- (iii) Certificate of provision registration by MCI.
- (iv) Certificate of good character and conduct of the student from the parent college/institution.
- (v) Permission of Delhi University.
- (vi) Permission of concerned State Government.
- (vii) An undertaking that the student is prepared to do internship without any pay, stipend or honorarium:
 - a. That he/she would follow the Internship Programme of the University of Delhi.
 - b. That he/she would maintain good conduct, discipline and decorum of the institution and the authorities of the University have the right to expel him/her on misconduct, indiscipline and unsatisfactory work.

Vacancy Position: Vacancy position can be determined only after 1st April when results of Supplementary Examinations have been announced. No outside candidate will be accepted for internship beyond the number of students enrolled in each institution.

How to select: If there is more than one applicant wishing to do internship at the institutions, they will be selected strictly on the basis of merit. While making the list, consideration will be given to all the three/four University Examinations and from the total marks 5% marks deducted for each additional attempt. Candidates who did not avail the chance of University Examination when it was due should not be considered a failure in that subject/s and it should be counted as first attempt and marks should not be deducted. Also, 5% extra marks will be allotted for distinction or medal in any subject.

When to apply: All applications of internship alongwith relevant documents should be made between 1st to 15th April to the institutions concerned as per MCI guidelines.