

SCHEDULE-IV

(see regulation 14 and 18)

**MINIMUM ESSENTIAL STANDARDS: REQUIREMENT OF HOSPITAL STAFF IN THE
ATTACHED TEACHING HOSPITAL**

Serial No.	Department/Section/Unit	Minimum Requirement of Hospital Staff (Intake capacity wise)	
		sixty student's intake capacity	
(1)	(2)	(3)	
Administrative Zone			
1	Medical Director	Principal or Dean or Director as per the clause (b), sub regulation (9) of regulation 14.	
2	Medical Superintendent	1	Dr. Farha Rizwan Sikalgar Full-time regular incumbent other than the teaching staff. Qualification as per the clause (c), sub regulation (9) of regulation 14.
3	Deputy Medical Superintendent	1	Dr. Islamuddin Mohammad Full-time regular incumbent other than the teaching staff. Qualification as per the sub-clause (i), clause (d), sub regulation (9) of regulation 14.
4	Administrator	1	Majeed Mulla Qualification as per the clause (e), sub regulation (9) of regulation 14.
5	Consultants (All Unani clinical staff)	Dr. A.H farooqui, Dr. Ahmad Mehfooz, Dr, Sayyed Ayesha , Dr, Zakir Khan, Dr. Tausif Khan, Dr. Maherosh Khan, Dr. A.H chaoudhary, Dr. Manzoor Ahmad, Dr. Moazzam Ali, Dr. Jasmeen Ara, Dr. Sharique Khan, Dr. Asma R. Chaudhary, Dr. R.A Choudhary, Dr. Bashayer Khan, Dr. Faseeha Waseem, Dr. Siraj Ahmad, Dr. Fauziya Farooqui, Dr. Rafe Akhlaque, Dr. Nahida Aqeel, Dr. Fehmeen Khan, Dr. Farha Rizwan Sikalgar, Dr. Ejaz Shaikh, Dr. Nallamandu Imtiyazi, Dr. Salimunnisa Yusuf, Dr. Farha Ansari	
6	Resident Medical Officer-Admin	Dr. Abu Zaid.	
7	Matron or Nursing Superintendent	1	Tabassum Pathan Qualification as per the clause (h), sub regulation (9) of regulation 14.
8	Assistant Matron	1	Shaila Wilson Salvi Qualification as per the clause (i), sub regulation (9) of regulation 14.
9	Office Superintendent (Graduation with five-year administrative experience)	1	Salahuddin Makbul Shaikh
10	Clerical staff (Graduation with computer knowledge) or Account staff (B. Com or M. Com with computer knowledge)	1	Miss Fiza Sayyed
11	Storekeeper (Minimum 12 th Standard)	1	Fahmeeda Shafi Rangrej
Modern Medical Staff (physical presence of modern medical staff is not mandatory for inspection or visitation)			
12	Medical specialist	One (full time or part time or on contract basis)	


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13	Surgical specialist		Dr. Sameer badami
14	Obstetrician or Gynaecologist		Dr. Bushra Sayyed
15	Pathologist (MD pathologist)		Vacant
16	Radiologist		Dr. Ranidra Patil
17	Anaesthesiologist		Dr. M. N Zaidi
18	Ophthalmologist		Dr. Pranov Patil
19	ENT specialist		Dr. Rohit Jadhov
Reception and Registration Zone			
20	Receptionist cum Telephone Operator (Graduate with computer knowledge and communication skill)	1	Erum Anjum
21	Registration cum Billing Clerk (Graduate with computer knowledge and communication skill)	1	Asif Yusuf Khan
22	Medical Record Technician (with graduate degree) (Medical Record Technician-not required in case of fully computerised hospital)	1	Aameenuddin Abdul Rahman Shaikh
Out-Patient Department Zone			
23	Emergency Medical Officer	2	Dr. Asiya Mankar Dr. Hafeez
		Qualification as per the clause (f), sub regulation (9) of regulation 14.	
24	Resident Medical Officer	1	Dr. Athar
		Qualification as per the clause (f), sub regulation (9) of regulation 14.	
25	Nursing staff (01 for Qabalat wa Niswan Out-Patient Department and 01 for Isabat)	2	Sangeeta Sachin Shinde Sarika Baban Lade
		Qualification as per the clause (j), sub regulation (9) of regulation 14.	
26	Pharmacist (Dispensary or Pharmacy or Drug Store)	2	Sajid Marghoob Husnain Ahmad Sayed Kausar Sameer Shaikh
		Qualification as per the clause (l), sub regulation (9) of regulation 14.	
27	Out-Patient Department Attendant (with minimum 10 th standard)	1	Sadique Dastageer Attar
Diagnostic Zone			
28	Lab Technician	2	Yasmeen mazhar Shaikh Wasima Aqeel Khan
		Qualification as per the clause (k), sub regulation (9) of regulation 14.	
29	Lab Attendant (with minimum 10 th standard)	1	Sultana Sharad
30	X-Ray Technician	1	Ashpak Bashir Shaikh
		Qualification as per the clause (n), sub regulation (9) of regulation 14.	
31	Dark room Assistant with minimum 12 th standard.	1	Mubarak Saipan Jamadar


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	Preference should be given to candidate having Certificate course of Dark Room assistant (In case of non-digital x-ray unit)		
32	Nursing staff for Ultrasonogram (USG) and Electrocardiogram (ECG)	1	Kalpna Vijay Suryavanshi
		Qualification as per the clause (j), sub regulation (9) of regulation 14.	
In-Patient department Zone			
Medical In-Patient department Section			
33	Resident Medical Officers (RMO)	2	Dr. Abid Shaikh-PG student Dr. Ammara-PG student
		Qualification as per the clause (f), sub regulation (9) of regulation 14.	
34	Nursing staff (one for every ten beds)	4	Ayesha Mohsin Shaikh Divya Deepak Patole Karuna Sanjay Kamble Manjusha Raju Jadhov
		Qualification as per the clause (j), sub regulation (9) of regulation 14	
35	Ward boy or Ayah (one for every 20 beds)	2	Raisa Shabbir Shaikh Nazir Manyar Gulam Muzaffar Sameena Habib Kazi Rohini pawar Fatima Gaus
Surgical In-Patient department Section			
36	Resident Surgical Officer (RSO)	2	Dr. Mujtaba-PG student Dr. Zaki-PG students
		Qualification as per the clause (f), sub regulation (9) of regulation 10.	
37	Nursing staff (one for every ten beds)	2	Kavita Mangesh Inamke Nanaware Shubhangi Raju
		Qualification as per the clause (j), sub regulation (9) of regulation 10.	
38	Ward boy/Ayah (one for every 20 beds)	1	Rajesh Solanki
Procedural Management Zone			
Ilaj bit Tadabeer Procedure Section			
39	IBT Specialists	Teachers of Ilaj bit Tadabeer Department	
40	Nursing staff	1 (female)	Priyanka Chandrakant Kamble

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		Qualification as per the clause (j), sub regulation (9) of regulation 10.	
41	Therapist	4 (2 male+ 2 female)	Ganesh Shashikant Gaikwad Komal Shailendra Salunke Zeenat Shaikh
		Qualification as per the clause (o), sub regulation (9) of regulation 14.	
42	Attendant (minimum 10 th standard)	1	Yasmeen Kadar Shaikh
43	Receptionist cum clerk	1	Ayaz Khateeb
44	House Officer or Clinical registrar or Senior Resident (with Bachelor of Unani Medicine and Surgery Degree)	1	Dr. Abid Bagwan
Masrah Amaliya (Operation Theatre and Minor Operation Theatre)			
45	Jarahat and Ain Uzn Anaf Halaq wa Asnan Specialists	Teachers of Jarahat and Ain Uzn Anaf Halaq wa Asnan Departments	
46	Nursing staff (Female)	1	Seema Rajkumar Aygole
		Qualification as per the clause (j), sub regulation (9) of regulation 14.	
47	Operation theatre Technician	1	Vijay Vinode Chouhan
		Qualification as per the clause (p), sub regulation (9) of regulation 14.	
48	Operation theatre Assistant	1	Almas mehmoood Patel
		Qualification as per the clause (q), sub regulation (9) of regulation 14.	
49	Operation theatre Attendant (minimum 10 th standard and trained)	1	Hameed Surma
50	Dresser (minimum 10 th standard and trained)	1	Kavita Chandale
Ghurfatul Wilada (Labour room and Maternity Operation Theatre)			
51	Qabalat wa Niswan Specialists	Teachers of Qabalat wa Niswan Department	
52	Nursing staff	1	Shakshi Ganesh Manve
		Qualification as per the clause (j), sub regulation (9) of regulation 14.	
53	Ayah	1	Rahmat Latif Mulani
	Physiotherapy Unit		



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54	Physiotherapist (Minimum BPT)	1	Sanjeev Singh
		Qualification as per the clause (g), sub regulation (9) of regulation 14.	
55	Attendant (Minimum 10 th standard and trained)	1	Sajid Shaikh
Service Zone			
56	Ghiza Makhsosa (Specific diet)-cook	1	Shahana Kazi
57	Multitasking worker (Minimum 10 th standard)	1	Savita Shankar Kamble
	Total	65(NCISM-MSER) 57(actual on counting)	
<p>Note: Security guards, electrician, plumber, sanitary workers, washer man, gardener, driver, housekeeping staff, attendant/peon, cook, gardener, maintenance staff, central sterile services department technician, information technology technician etc. may be obtained by outsourcing.</p>			

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CONSULTANT LIST			
S.No.	Name of the Doctors	Qualification	Departments
1	Dr. Arti Lokhande	MBBS,D.A.,IDCCM	Medical Specialist
2	Dr. Sameer Badami	MBBS,MS	Surgical Specialist
3	Dr. Sayeda Bushra Fatima	MBBS,MD	Obsterician and Gyane.
4	Dr. Manisha Bijlani	MBBS	Anaesthesiologist
5	Dr. Subhash Bijlani	MBBS,MS	Ophthalmologist
6	Dr. Wasim kazi	MBBS,MD,DNB	Paediatrician
8	Dr. Ravindra Patil	MBBS	Radiologist
9	Dr. Afshan Maniyar	MBBS,MS	Gynacologist
10	Dr. Sanju Singh	B. PTH., MPTH	Physiotherapist
11	Dr. Imran Shaikh	MBBS,MD,DNB	Medicine
12	Dr. Rohit Jadhav	MBBS	ENT
13	Dr. P.R. Shetty	MBBS	Skin


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Minimum Essential Requirements of Non-Teaching Staff for Postgraduate departments in Undergraduate College or Institution

[In addition to the non-teaching staff specified for the undergraduate department as per the student intake capacity in the NCISM- UG MES Regulations, 2023, the following requirements also shall be fulfilled]

Sl. No	Department or Section or Unit and Required Non-Teaching Staff	Required Numbers	Name of Staff
I	Postgraduate Departments		
01	Tahaffuzi wa Samaji Tib (Preventive and Social Medicine)		
	Multi-tasking staff	One	Asma Ashfak shaikh
	b) Nutrition Laboratory		
	Lab Assistant	One	Shanoor Yusuf Shaikh
	Lab Attendant	One	Irfan Khatri
02	Moalajat (Medicine)	One multi-tasking staff	Sara Ilyas Hujre
03	Jarahat (Surgery)	One multi-tasking staff	Shahjahan Barkatullah Shaikh
04	Qabalat wa Niswan (Obstetrics and Gynaecology)	One multi-tasking staff	Altaf Zakir Hussain Sayyed
05	Integrative and Translational Research		
	Clerical staff (graduate with computer knowledge)	Two	1. Salma Aziz Irani 2. Fehmida Abdulsamad Shaikh
	Multi-tasking staff (with minimum 10 th standard)	One	Shek Abdul Latif
06	Quality Testing Laboratory		
	In-Charge (Faculty member of Ilmul Advia and Ilmul Saidla)	One	
	Clerical staff	One	Jasmeen Zameer sayyed
07	Central Research Laboratory		
	In-charge (Faculty member of any department, well-versed with laboratory and analytical equipment)	One	
	Lab Technician (B.Sc Chemistry or B.Sc Botany)	One	vacant
	Lab Attendant	One	Nabiha Rahmatullah Khan
08	Animal House and Animal Experimentation Laboratory		MOU
	In-charge (Faculty member of Department of Ilmul Advia and Ilmul Saidla)	One	NA
	Lab Technician (B.Sc Zoology)	One	
	Animal House and Lab Attendant	One	
09	Clinical Research Cell		
	Clinical Research Coordinator (BUMS degree with Postgraduation or Diploma in Clinical Research or Master of Public Health)	One	
	Clerical staff	One	Zamil Altaf Molla
	Multi-tasking staff	One	Sadique Saleem
10	Internal Quality Assurance Cell		
	Coordinator (with MBA in quality management)	One	
	Clerical staff	One	Shaista Junaid Maniyar
	Multi-tasking staff	One	Sudheer
11	Clinical Registrar/RSO/MO	(44 beds)	Dr. Saima, Dr. Adil,



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			Dr. Danish(PG)
12	Nursing Staff	5	Sunita Ambadas Gore
13	Ayas/ Ward boys	3	Ayesha Gaffar khan Gaffar Abdul Sattar Khan Haseena Musa Shaikh

Note: 1. Additional staff like sweeper, attendant, lifter, data entry operator, security guards, electrician, plumber, carpenter, driver, multi-tasking staff, etc may be appointed by outsourcing based on the requirement.

2. Skilled professionals trained by any of the skill development agency under the Ministry of Skill Development and Entrepreneurship shall be given preference to the extent of availability while appointing the non-teaching staff.

Minimum Essential Requirements of Hospital Staff

[In addition to the hospital staff specified for undergraduate institution as per student intake capacity in the NCISM-UG MES Regulations, 2023]

Sl. No	Required Staff	Required Numbers
(1)	(2)	(3)
1	Nursing staff	One for every ten beds in in-patient departments; Two nurses for Qabalat wa Niswan Operation Theatre; One nurse for each Intensive Care Unit (ICU) bed in Moalajat Department; and 2 nurses for Neonatal Intensive Care Unit in <u>Ilmul Atfal Department</u> .
2	Clinical Registrar or Senior Resident or Resident Doctor	One for every twenty beds
3	Ayah	One for every twenty beds

- Note:**
1. Nursing staff numbers may be increased as per the shift in a day.
 2. Number of therapists may be increased in accordance with number of patients for Ilaj bit tadabeer.
 3. Paediatric therapist, occupational therapist and speech therapist may be appointed on a part-time basis for Department of Ilmul Atfal.
 4. Postgraduate students may be appointed as clinical registrar or senior resident or resident doctor, provided the students shall be paid stipend or salary.
 5. Security guards, electrician, plumber, sanitation workers, washer man, gardener, driver, housekeeping staff, cook, maintenance staff, multipurpose worker, if additionally needed, may be obtained by out-sourcing.
 6. Skilled professionals trained by any of the skill development agency under the Ministry of Skill Development and Entrepreneurship shall be given preference to the extent of availability while appointing the hospital staff.

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ii. The timeline to comply additional minimum essential standard requirements by Postgraduate institutions or departments established before notification of these regulations. - (1) Separate Postgraduate departments shall be established in the departments in which Postgraduate programmes are conducted within twelve months period from the date of notification of these regulations.

(2) The timeline to comply additional requirements by Postgraduate institutions or departments established before notification of these regulations as per the Table below. -

Table
Timeline to comply with additional minimum essential standards requirements by the Postgraduate institutions (where undergraduate programme is in existence) established before notification of these regulations.

Sl. No	Standard or Unit or Section or Facility	Available / Not Available
01	Advanced poison detection facility (Department of Tahaffuzi wa Samaji Tib)	
02	Postgraduate Department wise Seminar halls and common Seminar hall	
03	Central library requirements for Postgraduate students and Departmental library requirements	
04	Digital library facilities for Postgraduate students	
05	Postgraduate Department specific additional requirements in Clinical Skill or Simulation laboratory	
06	Common room for Postgraduate students (boys and girls separately)	
07	Common room for Postgraduate students (boys and girls separately)	
08	Clinical Skill or Simulation Laboratory (Postgraduate Department requirements)	
09	Department of Integrative Health and Translational Research	
10	Facilities in Central Research Laboratory	
11	Additional instruments and equipments in Quality Testing Laboratory for Postgraduate teaching, training, and research	
12	Facilities in Animal House and Animal Experimentation Laboratory	
13	Clinical Research Cell with all facilities	
14	Plagiarism Scrutiny Cell with all facilities	
15	Attached therapy/ procedure room in Postgraduate out-patient departments as applicable	
16	Human resources	

Note: 1. The above-mentioned timelines are for developing physical infrastructure and acquiring equipment and instruments. However, the constitution of committees and functions of various units or cells shall be started within a month.

2. All other new standards or additions or expansions prescribed in this regulation for Postgraduate education, teaching, training, and research (as applicable) shall be fulfilled.

3. All other new standards or additions or expansions specified for campus, college, hospital in the NCISM- UG MES Regulations, 2023 in accordance with student intake capacity shall be fulfilled as per the timeline provided in the said regulations including building infrastructure.

(3) The timeline provided in sub-regulation (1) and (2) is the maximum and no relaxation shall be given thereafter.



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