

Guideline
for
Clinical fellowship acknowledgement/registration
with
Nepal Medical Council



2023 January 1

Guideline For Clinical fellowship registration with Nepal Medical Council

All academic and non-academic institutions should follow the provisions in this guideline to get registration of clinical fellowship with Nepal Medical Council (NMC). The guideline is based on NMC notice published on 2077.02.20 BS (2020 June 02 AD) and full house decisions of 2079.01.26 (2022 May 09), 2079.05.06 (2022 Aug 22), 2079.07.22 (2022 Nov 08). This guideline shall be effective from 2079.09.17 (2023.01.01). Fellowship enrollment before 2023.01.01 shall be evaluated based on NMC notice published on 2077.02.20 BS (2020 June 02 AD).

1. **Definition:** For the purpose of discussion and understanding, the fellowship means any structured training in an academic institute or in a hospital setting, not leading to the award of postgraduate degree. Any degree with title fellow fulfilling the criteria of postgraduate degree is not included in this guideline.
2. **Duration of fellowship:** Must be at least of 1 year (by date).
3. **Subject affiliation:** Only subjects or subspecialties, stemming off the main specialty will be considered. Fellowship in a clinical subject after a postgraduate degree in nonclinical stream will not be entertained.
4. **Aims and objective:** The aims and objective of fellowship should be mentioned clearly with expected outcome after the completion of the training.
5. **Fellowship committee and faculties:** Details of the fellowship committee and faculties involved must be listed and all the faculties involved must be registered with Nepal Medical Council. The degree of faculties, current designation, work experience and all other experiences should be mentioned.
6. **Minimum requirement for faculty:**
 - a. **Junior faculty:** Should have a postgraduate degree in the specified specialty with at least 3 years of working experience in the subject/discipline or has worked as Assistant Professor in an academic institution.
 - b. **Faculty:** Should have a postgraduate degree in the specified specialty with at least 6 years of working experience in the subject/discipline or has worked as Associate Professor in an academic institution
 - c. **Senior Faculty:** Should have a postgraduate degree in the specified specialty with at least 10 years of working experience in the subject/discipline or has worked as Professor in an academic institution
7. **Faculty set requirements for a fellowship program:**
 - a. 1 senior faculty (SF), 1 faculty (F) and 1 junior faculty (JF) OR
 - b. 1 Senior faculty (SF), and 2 junior faculties (JF) OR
 - c. 2 faculties (F) and 2 junior faculties (JF) OR

Allocation will be as follows:

1SF + 1F + 1JF = 2 students per year.
1SF + 1F = 1 student per year.
1SF + 2JF = 1 student per year.
2 F + 2 JF = 1 student per year.
8. **Institution and Training Site:**

- a. The clinical fellowship site must have a mixed multi-specialty hospital with at least one hundred beds capacity and/or subspecialty hospital with at least fifty beds capacity functioning for more than three years (university, academy or institute or hospital running structured program will be considered). The training site should be affiliated to an academic institution or have approval from national regulatory agency for the fellowship training.
 - b. The training site must be providing the specified specialty service for 5 consecutive years. The training site must have adequate patients flow adequate for clinical exposure during the training.
 - c. The training site must take necessary approval from Nepal Medical Council (NMC) prior to the commencement of fellowship program. NMC can send an inspection team to make sure of the appropriateness of the fellowship training.
 - d. The training institute should submit a detailed proposal including description of the training structure, course curriculum, faculties, existing clinical services, administrative and academic management, entry and exit criteria, evaluation of the trainee and the training program proposed.
 - e. Online training shall not be valid.
9. **Entry criteria:** The candidate must be registered with NMC in the specific specialty and must fulfill the pre-requisite knowledge, skills, qualifications, and other requirements with at least one year experience in related subject/discipline that without which, admission in the programme would be denied. The fellow must have a recognized mainstream specialty postgraduate degree
 10. **Selection criteria:** The admission in the fellowship program must be advertised in public news portal with provision of entrance examination (written or oral or both) for selection of the candidate.
 11. **Learning outcomes: Institute should mention about the learning outcome.** A Learning outcome is a statement that a participant is expected to know, understand and be able to perform/demonstrate by the end of the learning period. It is therefore concerned with the achievements of the learner including communicating skills, knowledge, understanding, clinical skills and technical know how.
 12. **Logbook and records:** A logbook should be maintained with details of the academic competency, clinical competency, skills obtained and other related activities. The details of the clinical competencies should be mentioned with minimum number of cases, procedures, presentations and journal club meeting. The logbook should be maintained with detailed statement outlining the content, structure and timetable of the programme. Each topic and subtopic should be given with a reference used by presenter and facilitator to reflect the topic.
 13. **Job description, post and salary:** Details about the duties, responsibilities and salary of the fellow must be mentioned and explained before enrollment in the program.
 14. **Clinical rotations and leave:**
 - a. The posting in various unit and duration should be mentioned with core specialty/subspecialty not less than 8 months out of the 12 months rotation. Remaining duration can be used in elective posting, research and related supporting disciplines with the duration of each not more than 1 month.

- b. Minimal requirements and criteria in each individual discipline can be developed or modified, if felt necessary, with prior permission to the licensing authority.
- c. The annual leave should not exceed more than 15 days in a year not exceeding 7 days in one stretch. Leave taken more than 15 days should be compensated to consider the program duration valid.
- d. A minimum of two 24-hour duty in a week time is expected but not more than three 24-hour duty in a week. 24-hour duty is exempted during last two weeks of fellowship program.
- e. The details of attendance, leave and clinical rotations must be recorded in the logbook.

15. Method of assessment and evaluation:

- a. There should be at least two formal internal assessment during one-year clinical rotation in three months apart.
- b. After completion of one year of clinical fellowship training, a final exit examination MUST be taken that includes written examination (minimum three hours, 100 marks, to be corrected by external examiner) and clinical examination with at least one external and one internal examiner (long case, short case, OSCE and viva with total 100 marks)
- c. Candidates MUST secure 50% in theory and 50% in clinical exam to pass the final fellowship Examination and shall be awarded Clinical Fellowship Certificate by the organizing institution.

16. Certification from NMC: The fellow can apply to NMC for registration of the fellowship with final examination results and certificate provided. After verification of all documents NMC shall acknowledge the fellowship training in a separate letter head and this additional training listed as area of interest in the specialty registered with NMC.

17. Inspection fee: Rs. fifty thousand per institution visit and additional Rs. five thousand for per subject

Additional requirements for dental implant fellowship:

- a. Faculty requirements remain same (mentioned above)
- b. The training site/centre should have its own OPG machine and CBCT (radiodiagnosis facilities)
- c. The training site/centre should have performance record of minimum 30 implants per month.
- d. Faculties of oral and maxillofacial surgery, periodontics, prosthodontics and Master of Dental implantology shall be considered for dental implant fellowship.

Additional requirements for other dental specialty fellowship:

- a. Faculty requirements remain same (mentioned above)
- b. Number of dental chair- 10
- c. Monthly outpatient load 100 or more per day.

Note:

NMC shall acknowledge the fellowship of one year or more duration from abroad provided the course and the candidate is registered with regulating authority of the respective country.

फेलोसीप दर्ता सम्बन्धि सूचना

Guidelines for recognition of Fellowships by Nepal Medical Council (NMC)

(Full-house decision of meeting held on 2077.02.20 BS /2020 June 02 AD)

Definition:

For the purpose of discussion and understanding, the 'fellowship' means any structured training in an academic institution or a hospital setting, but NOT leading to the award of a postgraduate degree. Any degree with a title of 'fellow' and meets the criteria of a postgraduate degree are not included in this guideline.

Duration of Fellowship:

NMC shall recognize a fellowship of at least one year. Fifteen days of leave of absence with permission is acceptable at any stage of the training, provided the certificate is provided for the full year.

Training Site:

Only the training completed in an academic institution (university, academy or institute) or hospitals running structured training programs will be considered. *The training site should be affiliated to an academic institution or have approval from a national regulatory agency for the fellowship training.*

Subject affiliation:

Only subjects or sub-specialties, *stemming off the main specialty* will be considered. Fellowship in a clinical subject after a PG degree in a non-clinical stream will not be entertained.

For example: fellowship in rheumatology after MD in internal Medicine shall be ACCEPTABLE and fellowship in cardiology after MD/MS anatomy shall NOT be ACCEPTABLE.

Eligibility letter for the fellowship:

NOT required

Certification:

NMC will, after verification of all the documents, *acknowledge the additional training and provide its documentation in a separate letter head*, BUT will not add in the main specialty certificate. This additional training will be listed as an area of interest of the specialist.

Note:

Formal training programs of equal to, or more than 3 years leading to award of a postgraduate degree, recognized as a specialist by the official accrediting body of the respective country, regardless of the name or title, will be considered for a specialist registration, as per the NMC guidelines. (for example: FRCS, MRCP, FRCSC, FRCSA, US ACGME certified residencies). These degrees may need additional thesis writing or a publication in an indexed Journal as per NMC regulations.

