SRI LANKA MEDICAL COUNCIL
ACCREDITATION UNIT

EVALUATION FORM FOR REVIEW TEAM
(To be completed by evaluators following SER and site visit as the basis for the Accreditation Report)

ADMINISTRATIVE INFORMATION

- **Name of Medical School:**

- **Name of University that awards the medical qualification:**

- **Name of qualification for which accreditation is sought from SLMC:**

- **Language of instruction in the Medical School:**

- **Second language of instruction, if applicable:**

- **Date of submission of SER:**

- **Date of site visit:**

- **Contact information of medical school:**

- **Year of establishment**:

- **Type of institution:** State/Private

INSTRUCTIONS FOR SCORING

- **Scale:** *Very Satisfactory (8-10), Satisfactory (5-7) and Unsatisfactory (0-4)*

- **Each standard to be scored from the above scale**

- **Calculate the average score for each Section (Total for standards/Number of standards)**

- **Score should be awarded based on the following:**

  o **Evaluation of the level of completion of SER with the requested information and quality and relevance of such information**

- o **Evaluation of the level of completion of annexes with the requested information and quality and relevance of such information**

- o **Evaluation of the level of completion of supporting documents with the requested information and the quality and relevance of such information**

- o **Evaluation of the requested information at meetings and quality and relevance of such information**

- o **Evaluation of the requested information at the site visit and quality and relevance of such information**

- o **Matching the information provided with the Minimum Standard Regulations of SLMC when relevant**

- o **Matching the information provided with the WFME requirement when relevant**

SECTION A. GENERAL INFORMATION

A1. Entry criteria for Students (present or future students) from Sri Lanka

Sri Lankan GCE Advance Level (AL)	Yes ☐ No ☐
Subjects of Biology, Chemistry and Physics	Yes ☐ No ☐
Minimum 2C's and 1S pass in above subjects	Yes ☐ No ☐
London AL (i.e., Cambridge, Pearson Edexcel AL)	Yes ☐ No ☐
Subjects of Biology, Chemistry and Physics	Yes ☐ No ☐
Minimum 2B's and 1C pass in above subjects	Yes ☐ No ☐
Any other subjects/grades of Sri Lankan or London AL	Yes ☐ No ☐
Provide Details (Name of AL, Names of subjects and Grades)	
Any other examination used for entry other than Sri Lankan and London AL	Yes ☐ No ☐
Provide Details	

Highest Grades of the candidates selected in the recent intake:

Lowest Grades of the candidates selected in the recent intake:

Please note: Request for details of student intake of last 5 years during site visit with summary of AL results

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Entry criteria for medical students are transparent and match the minimum standards defined by the SLMC in all instances.			

A2. Legal and administrative (government) authority with oversight of Medical School and University that awards qualification:

Name of authority: University Grants Commission

Address of relevant authority:

Telephone and Email:

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The medical school is governed by an authority with adequate legal and regulatory backing.			

A3. National Professional Regulatory Body which recognizes/accredits the degree for registration of medical professionals to qualify to practice in the country:

Complete with supporting documents: Yes ☐   No ☐

Name of Regulatory Body: Yes ☐   No ☐

Current period of accreditation: From

(dd/mm/yyyy)   (dd/mm/yyyy)

Score for the standard:

3

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The medical school has been accredited/recognized by a national regulatory body established for the said purpose.			

A4. Accreditation by an overseas independent body of another country/countries (Ex: UK GMC, etc.)

Yes ☐   No ☒

If yes details of countries:

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The medical school has received accreditation/recognition from a recognized overseas accreditation body			

A5. The total number of students last 5 years for each year (Local and Overseas):

Please note: Request for details of student intake of last 5 years during site visit

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The total number of students admitted during the last 5 years matches the resources available at the medical school.			

Note: Please refer E2.1 and G when marking this standard

A6. Total duration of the programme of study if mandatory internship is not a requirement to award the degree:

OR

Total duration of the programme of study if mandatory internship is a requirement to award the degree:

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Total duration of the study programme is adequate and utilised optimally to train a competent doctor.			

Note: Please refer C when marking this standard

AVERAGE SCORE FOR SECTION A (Total score for standards/6):

COMMENTS ON STRENGTHS & WEAKNESSES (please use additional space)

SECTION B. VISION AND MISSION

Write the VISION and MISSION statements of the Medical School.

B1. Process followed when developing the Vision and Mission statements is adequate?

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The process followed in developing the vision and mission statements complies with expected practices for an academic higher education institution.			

B2. Vison and mission statements address the needs and expectations of the stakeholders and the country and fulfil the Minimum Standards of Medical Education in Sri Lanka.

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Vision and mission statements address the needs and expectations of the stakeholders and the country and fulfil the Minimum Standards of Medical Education in Sri Lanka			

B3. Vision and Mission statements used for planning, delivery, management, and quality assurance of the curriculum.

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Vision and Mission statements are used for planning, delivery, management, and quality assurance of the curriculum			

Note: Please refer to Section C1 when marking this standard

AVERAGE SCORE FOR SECTION B (Total score for standards/3):

COMMENTS ON STRENGTHS & WEAKNESSES (please use additional space)

SECTION C. EDUCATIONAL PROGRAMME

C1.1 Principal learning outcomes, how the programme learning outcomes were developed and their alignment with the Vision and Mission of the Medical School are described in detail (Request for evidence during site visit)

C1.2. The curriculum model, along with the underpinning principles of curriculum design from which the model is derived, described in attached Curriculum (Annex C1)

C1.3 Model and its underpinning principles capable of achieving the Vision and Mission of the programme

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Vision, Mission, curriculum model and principal learning outcomes have been appropriately developed.			

C2. Overall organizational structure of the programme of study offered by the Medical School, leading to award of the medical qualification

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The curriculum organizational structure is appropriate.			

C3. Year / years of the medical curriculum that the listed subject areas are taught have been adequately listed in the table

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The listed subject areas are appropriately taught in the relevant years.			

C4. The teaching and learning methods used are comprehensive, adequate and fulfil the educational needs and requirements

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Teaching and learning methods are appropriate to address educational needs.			

C5. Specify the total number of hours that every student is expected to spend in planned and guided skills training/learning of all subjects in C6.

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The total number of hours that every student is expected to spend in planned skills training and learning in a hospital-based clinical setting or a community-based setting, related to given subjects, is adequate and complies with the minimum standards.			

C6. Number of hours that every student is expected to spend in planned skills training and learning in a hospital-based clinical setting or a community-based setting, related to the following subjects in the table below. (*Any type of laboratory-based training NOT considered*)

Clinical disciplines	Minimum Hours of learning			Minimum require hours
	In hospital based clinical setting	In community based clinical setting	Total Hours	
I. Internal medicine and related subspecialties (including cardiology, dermatology, neurology and venereology / sexually transmitted infections)				800
II. Surgery and related subspecialties (including anesthesiology, ophthalmology, orthopaedic surgery, oto-rhino-laryngology)				800
III. Obstetrics & Gynaecology				400
IV. Paediatrics				400
V. Psychiatry				200
VI. Forensic Medicine				50
VII. Community Medicine				200
VIII. Family Medicine				Hours given by the Medical School if any

Please note:
a. There are no minimum hours in Family Medicine listed in the "Minimum Standards Regulation Gazette". However, in calculating the **total planned skills training and learning** in a hospital-based clinical setting or a community-based setting for clinical subjects, the **number of hours in Family Medicine, if available, shall be included**

b. The community-based clinical training must not exceed 20% of the total hours.

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The subject-wise number of hours per student for planned guided skills training allows for gaining of these skills.			

C7. 7.1. Year students begin their clinical skills training: ....

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Introduction to clinical skills training is compatible with the overall curriculum structure.			

7.2. How many students are allocated per group for hospital clinical skills rotations?

Minimum: ....
Maximum: ....

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Students allocated to each group during clinical rotations allow for optimum clinical exposure and interaction between students, and between students and the tutor/teacher.			

C8. Are the clinical skills provided in Annex C8.1 ~~are~~ adequate and comprehensive?

Score for the standard:

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	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Clinical skills, the competency level for each clinical skill defined by the medical school and the way that they are taught and learnt are adequate and comprehensive.			

C9. Do students have to undergo a mandatory internship/final year training before the award of the degree certificate? If 'yes', provide details such as the specialities and durations.

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Mandatory internship/final year training when present contributes to and complements the overall clinical learning appropriately and does not limit opportunities to gain an overall clinical exposure.			

AVERAGE SCORE FOR SECTION C (Total score for standards/10):

COMMENTS ON STRENGTHS & WEAKNESSES (please use additional space)

SECTION D. ASSESSMENT OF STUDENTS

D1.1 Tools used for assessment (Annex D1.1.)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school utilizes appropriate tools for student assessment			

D1.2 Criteria for pass marks, grade boundaries, allowed re-takes, etc. (Annex D1.2)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Criteria set for pass marks, grade boundaries, allowed re-takes, etc. complies with best practices for undergraduate medical education.			

D2. Alignment of assessments and learning outcomes, in the curriculum "Blueprint"

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
There is alignment between learning outcomes and assessments.			

D3. Results of assessments guide decisions about the progress of the student to different stages of the training programme described in the curriculum as per submitted Regulations and By-Laws?

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Results of assessments guide decisions about the progress of the student to different stages of the training programme described in the curriculum as per submitted Regulations and By-Laws			

D4. Procedures to avoid conflict of interest (Annex D4)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The medical school implements robust mechanisms to avoid conflicts of interest during student assessments.			

D5. Scrutiny of assessment/examination/evaluation procedures by external experts

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Assessment/examination/evaluation procedures are scrutinized by external experts in line with acceptable best practices.			

D6. Procedures adopted to ensure confidentiality and integrity of examination results

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school has adopted procedures that ensure confidentiality and integrity of examination results.			

D7. Feedback system adopted to provide strengths and weaknesses of students at assessments described above (Feedback forms)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school implements a system for providing feedback to students following assessments regarding their strengths and weaknesses.			

AVERAGE SCORE FOR SECTION D (Total score for standards/8):

COMMENTS ON STRENGTHS & WEAKNESSES (please use additional space)

SECTION E. STUDENTS

E1. The admission policy of the Medical School and the selection process for admission of medical students from Sri Lanka if any [Other than the minimum results of the AL Examination given in A6 above].

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The admission policy of the Medical School and the selection process for admission of medical students from Sri Lanka are acceptable and are in line with the minimum standards published by the SLMC.			

E2.1 Student numbers (Last 5 years)

Details provided satisfactorily ☐

Details not provided satisfactorily ☐

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Student numbers provided match with the available resources of the medical school.			

E2.2 International students in school

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school has been able to attract international medical students for its courses.			

Note: Please consider the percentage foreign students and the policy of the school to attract foreign students.

E3. Student transfer policy

	Score for the standard:		
	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The student transfer policy adopted by the Medical School is transparent and in line with the best practices in higher education.			

E4. Facilities for counselling students and provide feedback following examinations

   (Annex E4)

	Score for the standard:		
	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school has established a mechanism to counsel and provide feedback to students following examinations.			

E5. Facilities available for counselling of students (such as student counselling units, counsellors, mentors, etc.) regarding their academic, and other problems, including available hours and available staff in the Medical School?

	Score for the standard:		
	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school has enough facilities and staff to provide counselling for students (such as student counselling units, counsellors, mentors, etc.) regarding their academic, and other problems.			

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AVERAGE SCORE FOR SECTION E (Total score for standards/6):

COMMENTS ON STRENGTHS & WEAKNESSES (please use additional space)

SECTION F. ACADEMIC STAFF

F1. Policies for recruitment and promotion of staff (Annex F1)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The policies for recruitment and promotion of staff in the medical school have been clearly defined and allows recognition for academic excellence.			

F2. Responsibilities of different grades of academic staff (Annex F2)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Responsibilities assigned to different grades of academic staff members facilitate efficient delivery of the curriculum.			

F3. Details of academic staff, qualifications, and designations (Annex F3)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Designations and qualifications of the academic staff are appropriate to deliver the curriculum effectively.			

F4. Details of adjunct / extended faculty such as in hospitals and community settings

(Annex F4)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Adjunct / extended faculty associated with the medical school are adequate in terms of number of competencies to effectively train a medical student.			

F5. Student: staff ratio equal to or better than 14:1

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Student: staff ratio maintained by the medical school meets with the minimum standards requirement.			

F6. Details of non-academic staff (Annex F6)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school employs non-academic staff members adequate to conduct its day-to-day operations including training and assessments, providing the necessary support to academic staff and students, and to ensure effective administrative functioning.			

F7. Availability of staff development training programs/courses (name, duration, frequency, etc.) for academic and other staff in the Medical School (Annex F7)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school provides adequate opportunities for staff development for academic and non-academic members of the school.			

F8. Medical education department/unit and trained staff dedicated to curriculum development and medical education

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school has established a dedicated unit with trained staff to support curriculum development and medical education.			

F9. Senior academic staff number with medical education qualifications

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The number of staff members with medical education qualifications are adequate to provide the medical school with in-house capacity to develop, review and implement curriculum effectively.			

F10. Processes to enhance knowledge and skills on the curriculum among all academic staff

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The medical school has established a well-defined process to enhance knowledge and skills on the curriculum among all academic staff.			

AVERAGE SCORE FOR SECTION F (Total score for standards/10):

COMMENTS ON STRENGTHS & WEAKNESSES (please use additional space)

SECTION G. EDUCATIONAL RESOURCES

G1. Lecture halls

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The lecture halls available for the medical school are adequate to fulfil the needs of all students.			

G2.1. Tutorial / discussion rooms

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Tutorial and discussion rooms allow accommodating all students in groups of appropriate size simultaneously in delivering the curriculum and its activities.			

G2.2. Examination hall(s)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school is in possession of examination halls that facilitate evaluation of all students of a single batch simultaneously without disrupting the academic activities of other students.			

G3. Museums and laboratories for teaching

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The medical school has established museums and laboratories for teaching purposes fitting the needs of all students.			

G4. Clinical skills laboratory/Centre with essential equipment (Annex G4)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The medical school has established clinical skills laboratory (ies)/centre (s) with essential equipment required for such training of a medical student.			

G5. Medical school library

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The medical school library is able to cater to the learning needs of all students through physical/online educational material at any given time.			

G6.1. Teaching hospital/s (Annex G6)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school is able to provide adequate training in teaching hospitals for all its students eligible for such training at any given time.			

G6.2. Clinical specialties covered by teaching hospital(s) – Annex G6

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Teaching hospitals affiliated with the medical school cover all relevant clinical specialties required to train a medical student.			

G6.3. Bed strength and occupancy rate – Annex G6

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Teaching hospitals affiliated with the medical school generate enough patient turnover to facilitate student learning.			

G7. Field practice area for Community Medicine

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical students are provided with adequate opportunities to learn community medicine through the named field practice settings.			

G8. Facilities for training in clinical forensic medicine and forensic pathology

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical students are provided with adequate exposure to forensic medicine and forensic pathology during their training in line with the minimum standards defined by the SLMC.			

G9. ICT facilities (Annex G9)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school offers ICT facilities adequate to support student learning at any given time.			

G10. Residential (hostel) facilities

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical students are provided with hostel facilities complying with adequate quality and safety standards fulfilling the basic needs of the students including water, electricity, sanitary facilities, recreation, internet, etc.			

Note: Some of the above facilities will have to been verified at the site visit, as this may not be evident in the SER.

G11. Medical treatment facilities for students

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical students are provided with basic medical and nursing care through a medical			

centre staffed and equipped adequately by the medical school or its governing authority.			

G12. Cafeteria facilities

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical students are provided with basic meals and refreshments in keeping with the required hygienic standards by the medical school.			

G13. Recreational facilities

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical students are provided with recreational facilities adequate for them to maintain a high level of physical, mental, social and spiritual wellbeing.			

Note: Please verify mental, social and spiritual wellbeing at the site visit, as this may not be evident in the SER.

AVERAGE SCORE FOR SECTION G (Total score for standards/16):

COMMENTS ON STRENGTHS & WEAKNESSES (please use additional space)

PART H. PROGRAMME EVALUATION & QUALITY ASSURANCE

H1. Quality Assurance (QA) system that the Medical School follows and how it is implemented (Annex H1)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school has established a robust quality assurance system capable of addressing quality concerns related to the medical curriculum, training and other academic and non-academic affairs.			

H2. Regular feedback from students and staff (Annex H2)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school has established a mechanism that will allow students and staff members to provide regular feedback on various aspects related to teaching, learning and administration without any room for adverse repercussions.			

H3. Comprehensive evaluation/review of the degree programme within the past 10 years (Annex H3)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The medical school has undergone a comprehensive evaluation/review of its degree programme within the past 10 years in a satisfactory manner.			

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H4. Analysis of performance of cohorts of students and graduates in relation to the mission, intended educational outcome, training programme and assessments (Annex H4)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Analysis of performance of cohorts of students and graduates in relation to the mission, intended educational outcomes, training programme and assessments has been performed satisfactorily.			

AVERAGE SCORE FOR SECTION H (Total score for standards/4): 6

COMMENTS ON STRENGTHS & WEAKNESSES (please use additional space)

PART I. GOVERNANCE AND MANAGEMENT

I1. Organogram of governance structure (Annex I1)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The organizational structure of the medical school is well demarcated and provides opportunity for effective governance.			

I2. Assignment of responsibilities for management of degree programme

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Responsibilities related to the management of the degree programme have been defined and delegated appropriately to relevant staff members.			

I3. Administrative staff employed (Annex I3)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Number and variety of administrative staff employed allow the medical school to govern the degree programme effectively.			

I4. Assurance of adequate financial and material resources for educational activities

(Annex I4)

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school is in a position to ensure adequate financial and material resources for educational activities.			

Note: Some of the material (e.g., equipment used for teaching purposes) available at the departments should be verified at the site visit.

I5. Student involvement in the decision-making process

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
Medical school has provided opportunities for the students to involve in the decision-making process alongside the medical school governing bodies without intimidation or influence.			

I6. How the institutional Strategic Plan is used in the governance and management of the Medical School

Score for the standard:

	Very satisfactory (8-10)	Satisfactory (5-7)	Unsatisfactory (0-4)
The institutional strategic plan has been used effectively in the governance and management of the medical school.			

AVERAGE SCORE FOR SECTION I (Total score for standards/6) :

COMMENDATIONS AND RECOMMENDATIONS
(Please use additional space)

COMMENTS ON STRENGTHS & WEAKNESSES (please use additional space)

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STANDARDS AND SCORING SYSTEM FOR EVALUATION *TO ENHANCE* OBJECTIVITY IN THE JUDGEMENT
[SCORE CARD FOR ACCREDITATION UNIT ONLY]

Section Number	Name of Section	Number of Standards	Total Evaluation Score	Average (Total/ Number of Standards)	Weight	Actual Weighted Score
A	General information	6			10	
B	Vision and mission	3			10	
C	Educational programme	10*			40	
D	Assessment of students	8			30	
E	Students	6			20	
F	Academic staff	10			30	
G	Educational resources	16**			30	
H	Programme evaluation and Quality assurance	4			20	
I	Governance & management	6			10	
Total 09				Total	200	(maximum total weighted score = 2000
			Percentage of Weightage Score			

* considered as 10 due to multiple ratings in C7
** considered as 16 due to multiple ratings in G2 and G6

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STANDARDS AND GRADE OF AVERAGE SCORE FOR EACH STANDARD
[SCORE CARD FOR INFORMATION OF THE FACULTY]

Section Number	Name of Section	Number of Standards	Grade of Average Score for Each Standard (Total Score/ Number Standards)
A	General information	6	
B	Vision and mission	3	
C	Educational programme	10 (9)	
D	Assessment of students	8	
E	Students	6	
F	Academic staff	10	
G	Educational resources	16	
H	Programme evaluation and Quality assurance	4	
I	Governance & management	6	
Total 09	Grade of Average Score		
Grade of Percentage of Weighted Score			

The scale for grading:

Grade for Average Score : Very Satisfactory (8-10), Satisfactory (5-7) and Unsatisfactory (0-4)

Grade for Percentage of Weighted Score : Good (≥70), Satisfactory (≥60), Unsatisfactory (<60%)

STANDARDS AND GRADE OF AVERAGE SCORE FOR EACH STANDARD
[SCORE CARD FOR INFORMATION OF THE FACULTY]

Following table illustrates a completed table using hypothetical "Average Score for Each Standard" in the previous table to determine the "Grade of Average Score for Each Standard". Please use this as an example to complete the table in previous page with the "Actual Average Score for Each Standard" decided at the review visit.

Section Number	Name of Section	Number of Standards	Grade of Average Score for Each Standard (Total Score/ Number Standards)
A	General information	6	
B	Vision and mission	3	
C	Educational programme	10	
D	Assessment of students	8	
E	Students	6	
F	Academic staff	10	
G	Educational resources	16	
H	Programme evaluation and Quality assurance	4	
I	Governance & management	6	
Total 09	Grade of Average Score		
Grade of Percentage of Weighted Score			

The scale for grading:

Grade for Average Score : Good (8-10), Satisfactory (5-7) and Unsatisfactory (0-4)

Grade for Percentage of Weighted Score : Good (≥70), Satisfactory (≥60), Unsatisfactory (<60%)

DECISION ON EACH REQUIREMENT AND FINAL JOINT JUDGEMENT OF REVIEW TEAM

REQUIREMENTS TO GRANT ACCREDITATION

(Below is for information of the Accreditation Unit only. The faculty will be informed only the Joint Judgement (Accreditation granted or not).

i. Minimum acceptable entry criteria
   AND
ii. A minimum average section score of =>6 (Grade – Satisfactory) for at least 5 out of nine sections each
   And
iii. A percentage of weighted score of **=>60%** (Grade – Satisfactory)
   And
iv. Completion of **all 'Mandatory Training *Indicators'** *(Hospital Based Clinical Training of 7 specialities – C.6i to C6.vii)*
v. *Minimum* **total mandatory clinical hours** *of 7 specialities =>3000*

JOINT DECISION OF REVIEWERS ON REQUIREMENTS

REQUIREMT	YES	NO	IF "NO" DETAILS
i. Minimum acceptable entry criteria			
ii. A minimum average section score of =>6 (Grade – Satisfactory) for at least 5 out of nine sections each.			
iii. A percentage of weighted score of **=>60%** (Grade – Satisfactory)			
IV. Completion of **all 'Mandatory Training *Indicators'** *(Hospital Based Clinical*			
V. *Minimum* **total mandatory clinical hours** *of 7 specialities =>3000*			

JOINT JUDGEMENT

Accreditation: Recommended/Not Recommended

REVIEWERS

Name Reviewer 1:

Signature of Reviewer 1: …………………………………………….. **Date:** ………………………………

Name Reviewer 2:

Signature of Reviewer 2: …………………………………………….. **Date:** ………………………………

Name Reviewer 3:

Signature of Reviewer 3: …………………………………………….. **Date:** ………………………………

Name Reviewer 4:

Signature of Reviewer 4: …………………………………………….. **Date:** ………………………………

Name Reviewer 5:

Signature of Reviewer 5: …………………………………………….. **Date:** ………………………………

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