

PHARMACY COUNCIL OF INDIA

STANDARD INSPECTION FORM

- PHARM.D
- PHARM.D. and PHARM.D (POST BACCALAUREATE)

General Information pertaining to :-

1. College and teaching hospital (Pharmacy Practice site)
2. Courses of Study leading to: -

PHARM.D. AND PHARM.D (POST BACCALAUREATE) COURSE

Name of Institution: MESCO College of Pharmacy

Place and Address: # 13-5-741, Mustaidpura, Karwan Road, Hyderabad 500006 (A.P)

Principal: Dr. V.H. Sastry

Tel. No. Off: 040-65307550 Res. 08008498657 Fax: 040-24820255

Mobile No. : 08008498657

**Email : mcp_2003@yahoo.co.in
mescomcp2003@gmail.com**

Name and address of Affiliating University: Osmania University, Hyderabad, 500 007, Andhra Pradesh, India.

Date: 24-08-2016

Signature of Dean/Principal

This form shall be precisely filled in, verified and signed by the Head/Principal, of the institution and forwarded in triplicate to the Secretary, Pharmacy Council of India. The entries should be as required under the PCI (Pharm.D.) regulations and norms.

Signature of the Head of the Institution

Signature of the Inspectors

PHARMACY COUNCIL OF INDIA

Standard Inspection Format (S.I.F) for

- Pharm. D. Programme

or

**- Pharm.D. and Pharm. D. (Post Baccalaureate)
Programmes**

**(To be filled and submitted to PCI by an organization seeking approval of the
course /continuation of the approval)**

(SIF-D)

To be filled up by P.C.I.

To be filled up by inspectors

Inspection No. :

Date of Inspection:

FILE No. :

NAME OF THE INSPECTORS: 1.

(BLOCK LETTERS)

2.

PART – I

A - GENERAL INFORMATION

A – I.1 Applicant is for Pharm.D. Pharm.D. and Pharm.D. (Post Baccalaureate) (Tick the relevant Box)	<input type="checkbox"/> <input checked="" type="checkbox"/>
A – I.2 1. Year of Establishment of the Institution	2010
A – I.3 Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail	MESCO College of Pharmacy, # 13-5-741 Mustaidpura, Karwan Road, Hyderabad - 500 006 040-6530 7550 040-24820255 mescomcp2003@gmail.com
A – I.4 Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society/Trust)	Private-Society Copy Enclosed Annexure I

Signature of the Head of the Institution

Signature of the Inspectors

<p>A – I.5 Name, address of the Society/Trust/ Management (attach documentary evidence) STD Code: Telephone No: Fax No: E-mail Web Site:</p>	<p>Muslim Educational Social and Cultural Organisation, 22-1-1037/1, MESCO Diagnostic Centre, Hyderabad Annexure - II 040-24576890 040-24411907 mescodc@hotmail.com</p>
<p>A – I.6 Name, Designation and Address of person to be contacted Name Designation Address STD Code Telephone No. Office Residence Mobile No. Fax No. E-Mail</p>	<p>Dr. Fakhruddin Mohammed Chairman, 22-1-1037/1, MESCO Diagnostic Centre, Hyderabad 040 24576890 24411907 66786768 9849007680 24411484 healthindiahospital@hotmail.com</p>
<p>A – I.7 Name and Address of the Head of the Institution</p>	<p>Dr. V. H. Sastry MESCO College of Pharmacy, # 13-5-741, Mustaidpura, Karwan Road, Hyderabad - 500 006</p>
<p>A – I.8 Name of the Examining Authority Complete Postal address: STD code Telephone No. Fax No. E-mail Website</p>	<p>Osmania University, Hyderabad-500007 040 040-27090020 040-27090020 vcou@osmania.ac.in www.osmania.ac.in</p>

Signature of the Head of the Institution

Signature of the Inspectors

A – I.9

APPLICATION FOR INSTITUTION SEEKING APPROVAL FOR PHARM. D. OR PHARM. D. AND PHARM.D. (POST BACCALAUREATE) PROGRAMME
(Tick appropriate box)

√

a. DETAILS OF INSPECTION/AFFILIATION FEE PAID

Name of the Course	Affiliation Fee/Inspection fee for/up to the year	D.D. No	Dated
(a) Pharm. D.	2017 – 2018	664409 Rs.50,000/-	13/06/2016
(b) Pharm. D. Post Baccalaureate	2017 – 2018		

b. APPROVAL STATUS OF THE INSTITUTION

Name of the Course	Approved up to	Intake Approved and Admitted	PCI	STATE GOVT	UNIVERSITY	Remarks of the Inspectors
D.Pharm		Approval Letter No. and Date	N/A			
		Approved Intake				
		Actually Admitted				
B.Pharm	2003-2004 To 2016-2017	Approval Letter No. and Date	32-376/2011 - PCI/38123-30,September 2014	G.O.RT. No. 622, 21-08-2012	1474/H/2012-13/Phar/Acad/IV-7, 05-11-2012	
		Approved Intake	60	60	60	
		Actually Admitted				

Note: Enclose relevant documents

Annexure - III

A – I. 10

Whether other Educational Institutions/Courses are also being run by the Trust / Institution in the same Building / campus? If yes, give status

Yes

A – I. 10 a

Status of the Pharmacy Institution:	
Independent Building	<input type="checkbox"/>
Wing of another college	<input type="checkbox"/>
Separate Campus	<input type="checkbox"/>
Multi Institutional Campus	<input checked="" type="checkbox"/>
Any Other, please specify	<input type="checkbox"/>

A – I. 10 b

Signature of the Head of the Institution

Signature of the Inspectors

STATUS OF APPLICATION / APPROVAL*

Course	Intake		Remarks
	Permissible	Proposed / Approved Intake	
Pharm. D.	30	30	
Pharm. D. (P.B)	10	10	

B - Details of the Institution

B -I .1			Dr. V. H. Sastry		
Name of the Principal/Head					
Qualification/ Experience	Qualification*		Teaching Experience Required	Actual experience	Remarks of the Inspectors
	M. Pharm	√	15 years	25 Years	
	PhD	√			

* Documentary evidence should be provided
Annexure-IV

B -I .2

For institution seeking extension of approval

Course	Date of last Inspection	Remarks of the last Inspection Report	Deficiencies rectified / Not rectified	Intake reduced/Stopped in the last 03 years*
(a) Pharm. D.	04 & 06-04-2016	Annexure-V	YES	N/A
(b) Pharm.D. Post Baccalaureate	04 & 06-04-2016	Annexure-V	YES	N/A

* Enclose Documents

B -I .3

Type of Institution	Government/Trust/Society/Individual/University
Details of the Governing Body	Enclosed - Annexure- VI
Minutes of the last Governing council Meeting	Enclosed - Annexure- VII

B -I .4 Pay Scales:

Staff	Scale of pay	PF	Gratuity	Pension benefit	Remarks of the Inspectors
Teaching Staff	AICTE /UGC/ <u>State Govt.</u> √Yes / No	Yes	No	Yes	
Non- Teaching Staff	AICTE /UGC/ <u>State Government</u> √ Yes / No	Yes	No	Yes	

B -I .5 Co – Curricular Activities / Sports Activities

Signature of the Head of the Institution

Signature of the Inspectors

Whether college has NSS Unit?	Yes
NSS Programme Officer's Name	Mr. Mohd Sirajuddin
Whether students participating in University level cultural activities / Co- curricular/sports activities	Yes
Physical Instructor	Available
Sports Ground	Available

C - FINANCIAL STATUS OF THE INSTITUTION

Audited financial Statement of Institute should be furnished

C –1.1 Resources and funding agencies (give complete list)

C –1.2 Please provide following Information

Receipts			Expenditure			Remarks of the Inspectors
Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount	
1.	Grants a. Government b. Others		CAPITAL EXPENDITURE			
2.	Tuition Fee	13,106,000.00	1.	Building	936,336.00	
3.	Library Fee	420,000.00	2.	Equipment	476,893.00	
4.	Sports Fee		3.	Others	5,533,671.00	
5.	Interest on FDR's Fee		REVENUE EXPENDITURE			
6.	Others	519,462.00	1	Salary	5,940,344.00	
			2.	MAINTENANCE EXPENDITURE		
				i	College	7,783,160.00
				ii	Others	
			3.	University Fee (If any)		
			4.	Apex Bodies Fee		
			5.	Government Fee		
			6.	Misc.Expenditure		
					13,723,504.0	
	Total	14,045,462.00	Total		0	

Note: Enclose relevant documents

Annexure - VIII

Signature of the Head of the Institution

Signature of the Inspectors

PART- II PHYSICAL INFRASTRUCTURE

1. a. Availability of Land for the Pharmacy College : 0.62 acres
 b. Building : **Own**
 c. Land Details to be in the name of Trust and Society
 i) Own – Records to be enclosed
 Sale deed/relevant document : **Enclosed-Annexure IX**
 d. Building:
 i) Approved Building plan, : **Enclosed-Annexure X**
 e. Total Built up Area of the college building in Sq.mts : 2597 sq.mts
 1540 sq.mts
 f. Amenities and Circulation Area in Sq.mts. 4137 sq.mts
 g. Additional Area provided for Pharm.D. Programs: 372.46 sq mts

2. Class rooms:

Total Number of Class rooms available and number provided for Pharm. D. or Pharm.D. and Pharm. D. (Post Baccalaureate) Programme

Class	Required	Available Numbers	Required Area for each Class Room	Available area in Sq.mts.	Remarks of the Inspectors
D.Pharm./B.Pharm.					
Pharm. D.	05	05	90 Sq.mts. each (Desirable) 75 Sq.mts. each (Essential)	375 Sq.mts.	
Pharm. D. Post Baccalaureate	01	01		26.75 sq.mts	

(* To accommodate 30 students for Pharm D and 10 for Pharm. D. Post Baccalaureate)

3. Laboratory requirement for both Pharm. D and Pharm.D (Post Baccalaureate) Programme*

Sl. No.	Infrastructure for	Minimum requirement as per Norms	Available No. & Area in Sq.mts.	Remarks of the Inspectors
1	Laboratory Area (8 Labs)	75 Sq.mts. each	8 600 sq mts	
	- Biopharmaceutics and Pharmacokinetics Lab	2	150 sq mts	
	- Life Science (Pharmacology, Physiology, Pathophysiology)	2	150 sq mts	
	- Phytochemistry or Pharmaceutical Chemistry	2	150 sq mts	
	- Pharmacy Practice	2	150 sq mts	
3	Preparation Room for each lab (One room can be shared by two labs, if it is in between two labs)	10 Sq.mts. (Minimum)	8 80 sq.mts	

* Year wise requirement will be considered.

Signature of the Head of the Institution

Signature of the Inspectors

4	Area of the Machine Room	80-100 Sq.mts	100 Sq.mts	
5	Central Instrument Room	80 Sq.mts with AC	100 Sq.mts	
6	Store Room – I	1 (Area 100 Sq mts)	100 Sq.mts	
7	Store Room – II (For Inflammable chemicals)	1 (Area 20 Sq mts)	20.7 sq.mts	
8	Hospital with teaching facility – (Please tick)	300 bedded hospital. (Tertiary Care Hospital desirable) Medicine (Compulsory) (Any three of the below)	√	
a)	Own <input type="checkbox"/>			
b)	Teaching Hospital approved by MCI* or University * <input type="checkbox"/>			
c)	Govt. Hospital * <input checked="" type="checkbox"/>	• Surgery • Pediatrics • Gynecology and Obstetrics • Psychiatry • Skin and VD • Orthopedics		
d)	Corporate type * <input type="checkbox"/>			
	* Attach a copy of MOU between institution & Hospital.			
9.	Dept. of Pharmacy Practice/Clinical Pharmacy in Hospital	3 Sq.mts. per student	120 Sq.mts	

† **The Institutions will not be permitted to run the above course in rented/leased building.**

1. All the Laboratories should be well lit & ventilated
2. All Laboratories should be provided with basic amenities and services like exhaust fans and fuming chamber to reduce the pollution wherever necessary.
3. All the laboratories should be provided with safety measures like fire safety, chemical exposure safety and bio safety.
4. The workbenches should be smooth and easily cleanable preferably made of non-absorbent material.
5. The water taps should be non-leaking and directly installed on sinks Drainage should be efficient.
6. Balance room should be attached to the concerned laboratories.

4. Administration Area:

Sl.No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms, in area	Available		Remarks of the Inspectors
				No.	Area in Sq .mts	
1	Principal's Chamber	01	30 Sq .mts	01	56.00 sq.mts	
2	Office – I – Establishment	01	100 Sq. mts	01	100.50 Sq.mts	
3	Office – II – Academics					
4	Confidential Room					

Signature of the Head of the Institution

Signature of the Inspectors

5. Staff Facilities:

Sl No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms in area	Available		Remarks of the Inspectors
				No.	Area in Sq. mts	
1	HODs for Pharm. D. and Post Baccalaureate Programme	Minimum 4	20 Sq mts x 4	4	85 sq.mts	
2	Faculty Rooms for Pharm. D. and Pharm.D. Post Baccalaureate Programme		10 Sq mts x n (n=No of teachers)	2	20 sq.mts	

6. Museum, Library, Animal House [should have approval of the Committee for the Purpose of Control and Supervision of Experiments on Animals (CPCSEA)] and other Facilities:

Sl No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms in area	Available		Remarks of the Inspectors
				No.	Area in Sq. mts	
1	Animal House	01	80 Sq. mts	01	80.58 sq.mts	
2	Library	01	150 Sq. mts	01	185 sq.mts	
3	Museum	01	50 Sq. mts (May be attached to the Pharmacognosy lab)	01	50 sq.mts	
4	Auditorium / Multi Purpose Hall (Desirable)	01	250 – 300 seating capacity		303.32 sq.mts	
5	Herbal Garden (Desirable)	01	Adequate Number of Medicinal Plants		50.00 sq.mts	

7. Student Facilities:

Sl. No.	Name of infrastructure	Requirement as per Norms in number	Requirement as per Norms in area	Available		Remarks of the Inspectors
				No.	Area in Sq. mts	
1	Girl's Common Room (Essential)	01	60 Sq. mts	1	61.31 sq. mt	
2	Boy's Common Room (Essential)	01	60 Sq. mts	1	60 sq.mt	
3	Toilet Blocks for Boys	01	24 Sq. mts	1	30 sq mt	
4	Toilet Blocks for Girls	01	24 Sq. mts	1	30 sq.mt	
5	Drinking Water facility – Water cooler (Essential).	01	-	2 (20 Lit)	Yes	
6	Boy's Hostel (Desirable)	01	9 Sq. mts/ Room Single occupancy	01	2000 sq.mt	

Signature of the Head of the Institution

Signature of the Inspectors

7	Girl's Hostel (Desirable)	01	9 Sq. mts / Room (single occupancy) 20 Sq mts / Room (triple occupancy)	01	2000 sq.mt	
8	Power Backup Provision (Essential)	01		1	--	

8. Computer and other Facilities:

Name	Required	Available		Remarks of the Inspectors
		No.	Area in Sq. mts	
Computer Room	100 Sq.mts.	1	105.742 sq.mts	
Computer (Latest configuration)	1 system for every 10 students	40		
Printers	1 printer for every 10 computers	4		
Multi Media Projector	01	3		
Generator (5KVA)	01	1		

9. Amenities (Desirable)

Name	Requirement as per Norms in area	Available		Not Available	Remarks of the Inspectors
		No.	Area in Sq. mts		
Principal's quarter	120 Sq. mts	1	-		
Staff quarters	16 x 80 Sq mts	8	-		
Canteen	100 Sq. mts	Yes	100 sq.mt		
Parking Area for staff and students		Yes			
Bank Extension Counter		-			
Co operative Stores					
Guest House	80 Sq. mts		100 sq.mt		
Auditorium			-		
Seminar Hall		Yes	120 sq.mt		
Transport Facilities for students			Yes		
Medical Facility (First Aid)			Yes		

10. A. Library books and periodicals

Signature of the Head of the Institution

Signature of the Inspectors

The minimum norms for the initial stock of books yearly addition of the books and the number of journals to be subscribed are as given below:

Sl. No.	Item	Titles (No)	Minimum Volumes (No)	Available		Remarks of the Inspectors
				Title	No.	
1	Number of books	150	1500 adequate coverage of a large number of standard text books and titles in all disciplines of pharmacy	1153 Pharm.D 280 B.Pharm 873	9155 Pharm.D 1586 B.Pharm 7569	
2	Annual addition of books		150 books per year		1887 Pharm.D 142 B.Pharm 1745	
3	Periodicals Hard copies / online		20 National 10 International periodicals		26 1+23 (E-Journals)	
4	CDs		Adequate Nos		140	
5	Internet Browsing Facility		Yes/No (Minimum ten Computers)		Yes	
6	Reprographic Facilities: Photo Copier Fax Scanner		01 01 01		Yes Yes Yes	
7	Library Automation and Computerized System (desirable)				Yes	
8	Library Timings			9.00 a.m. to 5.00 p.m.		

10. B. Subject wise Classification of books available:

Sl. No	Subject	Available		Remarks of the Inspectors
		Titles	Numbers	
1	Pharmacy Practice	10	52	
2	Human Anatomy & Physiology	18	232	
3	Pharmaceutics (Dispensing & General Pharmacy)	45	620	
4	Pharmacognosy	43	252	
5	Pharmaceutical Organic Chemistry	31	460	
6	Pharmaceutical Inorganic Chemistry	17	270	
7	Pharmaceutical microbiology	17	280	
8	Pathophysiology	18	132	
9	Applied Biochemistry & Clinical Chemistry	21	207	
10	Pharmacology	30	260	
11	Pharmaceutical Jurisprudence	16	207	
12	Pharmaceutical Dosage Forms	10	90	

Signature of the Head of the Institution

Signature of the Inspectors

13.	Community Pharmacy	06	65	
14.	Clinical Pharmacy	09	74	
15.	Hospital Pharmacy	08	152	
16.	Pharmacotherapeutics	09	112	
17.	Pharmaceutical analysis	21	340	
18.	Medicinal Chemistry	19	430	
19.	Biology	06	102	
20.	Computer Science or Computer Application in pharmacy	11	228	
21	Mathematics/Statistics	09/11	368	

10.C. Library Staff:

	Staff	Qualification	Required	Available	Remarks of the Inspectors
1	Librarian	M. Lib	1	1	
2	Assistant Librarian	B. Lib	1		
3	Library Attenders	10 +2 / PUC	2	2	

Signature of the Head of the Institution

Signature of the Inspectors

PART III ACADEMIC REQUIREMENTS

Course Curriculum:

1. Student Staff Ratio:

(Required ratio --- Theory → 30/40:1 and Practicals → 20:1) If more than 20 students in a batch 2 staff member to be present provided the lab is spacious.

Class	Theory	Practicals	Remarks of the Inspectors
Pharm. D – I yr	6	5 / 6	
Pharm. D – II yr	6	3	
Pharm. D – III yr	6	5	
Pharm. D – IV yr	6	4	
Pharm. D. Post Baccalaureate Programme	7	5	

2. Academic Calendar

Proposed date of Commencement of session / sessions for PHARM. D – I yr

Commencement	Completion
DD/MM/YY	DD/MM/YY
07/09/2015	16/07/2016

Proposed date of Commencement of session / sessions for PHARM. D – II yr

Commencement	Completion
DD/MM/YY	DD/MM/YY
21/09/2015	16/07/2016

Proposed date of Commencement of session / sessions for PHARM. D – III, IV & V yr

III Year		IV Year		V Year		VI Year	
Commencement	Completion	Commencement	Completion	Commencement	Completion	Commencement	Completion
DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY
21/09/2015	16/07/2016	21/09/2015	16/07/2016	21/09/2015	16/07/2016	21-01-2016	20-01-2017

3. Vacation for PHARM. D. :

Summer:

27

Winter:

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4. Total No. of working days for PHARM. D.:

(Requirement not less than 200 working days/year)

240

Signature of the Head of the Institution

Signature of the Inspectors

5. Date of Commencement of session for Pharm.D.
Post Baccalaureate:

Commencement	Completion
DD/MM/YY	DD/MM/YY
21/09/2015	16/07/2016

No of Days

No of Days

6. Vacation for Pharm.D. Post Baccalaureate: Summer:

27

Winter:

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7. Total Number of working days for Pharm.D. Post Baccalaureate
(Requirement not less than 200 working days/year)

240

8. Time Table copy Enclosed: (Tick \checkmark) Annexure - XI

a. Pharm. D. course

Yes

\checkmark

No

b. Pharm.D. Post Baccalaureate Course

Yes

\checkmark

No

Signature of the Head of the Institution

Signature of the Inspectors

10. Whether the prescribed numbers of classes per week are being conducted as per PCI norms.*

First year Pharm D:

Subject 1	No of Theory Classes		Practicals		Tutorials		Total No. of classes conducted No. of classes x hours per class	Remarks of the Inspectors
	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hrs 4	No of Hours Conducted 5	Prescribed No of Hrs 6	No of Hours Conducted 7		
Human Anatomy and Physiology	96	85	96	81	32	26		
Pharmaceutics	64	62	96	72	32	30		
Medicinal Biochemistry	96	73	96	54	32	18		
Pharmaceutical Organic Chemistry	96	78	96	66	32	20		
Pharmaceutical Inorganic Chemistry	64	60	96	45	32	20		
Remedial Mathematics/ Biology	96	85	96**	57	32	27		
Total hours	512	443	480	375	192	141		

* Write NA if not Applicable

** for Biology

Signature of the Head of the Institution

Signature of the Inspectors

Second Year Pharm D:

Subject 1	No of Theory Classes		Practicals		Tutorials		Total No. of classes conducted No. of classes x hours per class	Remarks of the Inspectors
	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hrs 4	No of Hours Conducted 5	Prescribed No of Hrs 6	No of Hours Conducted 7		
Pathophysiology	96	80	N/A	-	32	12		
Pharmaceutical Microbiology	96	85	96	72	32	24		
Pharmacognosy & Phytopharmaceuticals	96	75	96	45	32	16		
Pharmacology-I	96	82	N/A	-	32	25		
Community Pharmacy	64	40	N/A	-	32	17		
Pharmacotherapeutics-I	96	78	50	42	32	19		
Total Hours	544	440	242	159	192	113		

Signature of the Head of the Institution

Signature of the Inspectors

Third year Pharm D:

Subject 1	No of Theory Classes		Practicals		Tutorials		Total No. of classes conducted No. of classes x hours per class	Remarks of the Inspectors
	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hrs 4	No of Hours Conducted 5	Prescribed No of Hrs 6	No of Hours Conducted 7		
Pharmacology-II	96	80	96	57	32	23		
Pharmaceutical Analysis	96	74	96	69	32	17		
Pharmacotherapeutics-II	96	81	50	42	32	20		
Pharmaceutical Jurisprudence	64	45	N/A	-	N/A	-		
Medicinal Chemistry	96	75	96	54	32	25		
Pharmaceutical Formulations	64	52	96	54	32	19		
Total hours	512	407	434	276	160	104		

Signature of the Head of the Institution

Signature of the Inspectors

Fourth year Pharm D:

Subject 1	No of Theory Classes		No. of Hours of Practical/Hospital Posting		Tutorials		Total No. of classes conducted No. of classes x hours per class	Remarks of the Inspectors
	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hrs 4	No of Hours Conducted 5	Prescribed No of Hrs 6	No of Hours Conducted 7		
*Pharmacotherapeutics-III	96	81	50	42	32	19		
Hospital Pharmacy	64	52	50	42	32	16		
Clinical Pharmacy	96	81	50	42	32	19		
Biostatistics & Research Methodology	64	50	N/A	-	32	17		
Biopharmaceutics & Pharmacokinetics	96	80	96	72	32	17		
Clinical Toxicology	64	60	N/A	-	32	31		
Total hours	480	404	246	198	192	119		

***Pharm D (PB) students shall undergo Pharmacotherapeutics I and II subject as an additional subject in the FOURTH year of Pharm D programme as per the prescribed syllabus and scheme of examination.**

Signature of the Head of the Institution

Signature of the Inspectors

Fifth year Pharm D:

Subject 1	No of Theory Classes		No. of Hours of Hospital Posting *		Seminars		Total No. of classes conducted No. of classes x hours per class	Remarks of the Inspectors
	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hrs 4	No of Hours Conducted 5	Prescribed No of Hrs 6	No of Hours Conducted 7		
Clinical Research		57				28	Will be started in the month of October 2014 as per Osmania University Almanac	
Pharmacoepidemiology and Pharmacoeconomics		56				28		
Clinical Pharmacokinetics & Pharmacotherapeutic Drug Monitoring		44				28		
Clerkship *	-	-	-	-	64	84		
Project work (Six Months)			20 hrs/week	20 hrs/week	64	84		
Total hours								

* Attending ward rounds on daily basis.

11. Work load of Faculty members for Pharm. D. and Pharm.D. Post Baccalaureate

Sl. No	Name of the Faculty	Subjects taught	Pharm. D.		Pharm. D. Post Baccalaureate		Total work load		Remarks of the Inspector
			Th	Pr	Th	Pr			

Signature of the Head of the Institution

Signature of the Inspectors

Pharm D (PB) I Year:

Subject 1	No of Theory Classes		No. of Hours of Practical/Hospital Posting		Tutorials		Total No. of classes conducted No. of classes x hours per class	Remarks of the Inspectors
	Prescribed No of Hrs 2	No of Hours Conducted 3	Prescribed No of Hrs 4	No of Hours Conducted 5	Prescribed No of Hrs 6	No of Hours Conducted 7		
*Pharmacotherapeutics-I & II	96	79	50	40	32	18		
*Pharmacotherapeutics-III	96	81	50	42	32	19		
Hospital Pharmacy	64	52	50	45	32	16		
Clinical Pharmacy	96	81	50	42	32	19		
Biostatistics & Research Methodology	64	50	N/A	-	32	17		
Biopharmaceutics & Pharmacokinetics	96	80	96	72	32	17		
Clinical Toxicology	64	60	N/A	-	32	31		
Total hours	576	483	296	241	224	137		

***Pharm D (PB) students shall undergo Pharmacotherapeutics I and II subject as an additional subject in the FOURTH year of Pharm D programme as per the prescribed syllabus and scheme of examination.**

Annexure - XII

Signature of the Head of the Institution

Signature of the Inspectors

12. Work load of Faculty members per week for Pharm.D.

Sl. No	Name of the Faculty	Subjects taught	Pharm. D.										Pharm.D.	Total work load	Remarks of the Inspector
			I		II		III		IV		V				
			Th	Pr	Th	Pr	Th	Pr	Th	Pr	Th	Pr			
			Copy Enclosed												

13. Workload of Faculty members per week for Pharm.D. and Pharm.D. (Post Bacallaureate)

Sl. No	Name of the Faculty	Subjects taught	Pharm.D. and Pharm.D. (Post Bacallaureate)						Total work load	Remarks of the Inspector
			I		II		III			
			Th	Pr	Th	Pr	Th	Pr		
			Copy Enclosed							

14. Percentage of students qualified in GATE in the last Three Years

Details	Year 2011-12	Year 2012-13	Year 2013-14
No. of Students Appeared	NA	NA	NA
No. of Students Qualified			
Percentage			

15. Whether Professional Society Activities are Conducted (Enclose details)

Yes

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Signature of the Inspectors

PART IV - PERSONNEL**TEACHING STAFF.****1. Details of Teaching Faculty available with the institution for teaching for B.Pharm Courses to be enclosed in the format mentioned below:**

Sl No	Name	Designation	Qualification	Date of Joining	Teaching Experience	State Pharmacy Council Reg No.	Signature of the faculty	Remarks of the Inspectors
1	Dr. V. H. Sastry	Professor	M.Pharm, Ph.D	01/06/03	25 yrs	040171		
2	Dr. Faizan Sayeed	Associate Professor	M.Pharm (Ph.D)	07/09/07	11 yrs	15201		
3	Mr. Quazi Imaduddin	Assistant Professor	M.Pharm, (Ph.D)	15/07/08	12 yrs	666228		
4	Mr. D. Bhowmik	Assistant Professor	M.Pharm.	11/08/09	7 yrs	A10845		
5	Mrs. Sana Aslam	Assistant Professor	M.Pharm	01/08/10	7 yrs	56367/A1		
6	Ms. Mohammed Sabera Fathima	Assistant Professor	M.Pharm	01/04/16	2 yrs	-		
7	Mr. Abdul Hai	Part time Lecturer	M.Sc, (Ph.D)	03/12/12	17 yrs	N/A		
8	Mr. Mohd Yousuf	Part time Lecturer	MCA	01/01/15	11 yrs	N/A		
9	Mr. Firdous Fatima	Part time Lecturer	MBA	01/01/16	9 yrs	N/A		

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2. Details of Teaching Faculty exclusively available teaching for Pharm. D. Course to be enclosed in the format mentioned below:

Sl No	Name	Designation	Qualification	Date of Joining	Teaching Experience	State Pharmacy Council Reg No.	Signature of the Faculty	Remarks of the Inspectors
1	Dr. Javed Akhtar Ansari	Associate Professor	M.Pharm, (Ph.D)	04/09/08	8 yrs			
2	Ms. Syeda Rana Nikhat	Associate Professor	M.Pharm, (Ph.D)	03/08/05	11 yrs	37928/A1		
3	Dr. S. Areefullah Hussainy	Associate Professor	M.Pharm (Ph.D)	14/06/08	10 yrs	037659/A1		
4	Mr. V. Rajesh Babu	Assistant Professor	M.Pharm (Ph.D)	26/02/07	9 yrs	42693/A1		
5	Ms. Shaik Khaja Moinuddin	Assistant Professor	Pharm.D (PB)	01/04/16	02 yrs			
6	Ms. Fathima Iqbal	Assistant Professor	M.Pharm (Ph.D)	03/01/11	7 yrs	044601/A1		
7	Ms. Ayesha Mubeen Zubedi	Assistant Professor	Pharm.D	10/03/15	02 yrs			
8	Mr. S. Ahmed Hussaini	Assistant Professor	M.Pharm	23/03/15	3 yrs			
9	Mr. Abdul Sayeed	Assistant Professor	M.Pharm.	16/08/10	6 yrs	39928		
10	Ms. Jabeen	Assistant Professor	M.Pharm.	16/08/13	7 yr	74248 A1		
11	Dr. Md Avez Ali	Assistant Professor	Pharm.D (PB)	04/12/13	8 yr	0011		
12	Mr. Mohd Akram	Assistant Professor	M.Pharm.	16/09/13	9 yr			
13	Mr. Syed Shah Abdus Salaam	Assistant Professor	M.Pharm.	22/06/15	2 yrs			
14	Mr. Abdul Hai	Part time Lecturer	M.Sc, (Ph.D)	03/12/12	17 yrs	N/A		
15	Dr. Mohd Faqrudin	Assistant Professor	Pharm.D	18/2/15	01 yrs			
16	Dr. Muzammil	Assistant Professor	M.B.B.S	01/01/15	1 yrs			

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Signature of the Inspectors

3. Details of Teaching Faculty available for teaching for Pharm. D. and Pharm.D. (Post Baccalaureate) Course to be enclosed in the format mentioned below:

Sl No	Name	Designation	Qualification	Date of Joining	Teaching Experience	State Pharmacy Council Reg No.	Signature of the Faculty	Remarks of the Inspectors
1	Dr. Javed Akhtar Ansari	Associate Professor	M.Pharm, Ph.D	04/09/08	8 yrs			
2	Ms. Syeda Rana Nikhat	Associate Professor	M.Pharm, (Ph.D)	03/08/05	11 yrs	37928/A1		
3	Dr. S. Areefullah Hussainy	Associate Professor	M.Pharm Ph.D	14/06/08	10 yrs	037659/A1		
4	Mr. V. Rajesh Babu	Assistant Professor	M.Pharm (Ph.D)	26/02/07	9 yrs	42693/A1		
5	Ms. Shaik Khaja Moinuddin	Assistant Professor	Pharm.D (PB)	01/04/16	02 yrs			
6	Ms. Fathima Iqbal	Assistant Professor	M.Pharm (Ph.D)	03/01/11	7 yrs	044601/A1		
7	Ms. Ayesha Mubeen Zubedi	Assistant Professor	Pharm.D	10/03/15	02 yrs			
8	Mr. S. Ahmed Hussaini	Assistant Professor	M.Pharm	23/03/15	3 yrs			
9	Mr. Abdul Sayeed	Assistant Professor	M.Pharm.	16/08/10	6 yrs	39928		
10	Ms. Jabeen	Assistant Professor	M.Pharm.	16/08/13	2 yr	74248 A1		
11	Dr. Md Avez Ali	Assistant Professor	Pharm.D (PB)	04/12/13	2 yr	0011		
12	Mr. Mohd Akram	Assistant Professor	M.Pharm.		2 yr			
13	Mr. Syed Shah Abdus Salaam	Assistant Professor	M.Pharm.	22/06/15	2 yrs			
14	Mr. Abdul Hai	Part time Lecturer	M.Sc, (Ph.D)	03/12/12	16 yrs	N/A		
15	Dr. Mohd Faqrudin	Assistant Professor	Pharm.D	18/2/15	-			
15	Dr. Muzammil	Assistant Professor	M.B.B.S	01/01/15	2 yrs			

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4. Qualification and number of Staff Members

Qualification					
B. Pharm	M. Pharm	Pharm.D	PhD	Others	TOTAL
-	-	13	04	05	21 + 5 = 26

5. Staff Pattern for Pharm. D. or Pharm.D and Pharm. D. (Post Baccalaureate) courses department wise for full duration of course/courses*:

Department/Division	Name of the post	No. Required	Provided by the institution	Remarks of the Inspectors
Department of Pharmaceutics	Professor	1	2	
	Asst. Professor	1	2	
	Lecturer	2	4	
Department of Pharmaceutical Chemistry (Including Pharmaceutical Analysis)	Professor	1	0	
	Asst. Professor	1	1	
	Lecturer	3	3	
Department of Pharmacology	Professor	1	0	
	Asst. Professor	1	2	
	Lecturer	2	1	
Department of Pharmacognosy	Professor	1	0	
	Asst. Professor	1	1	
	Lecturer	1	1	
Department of Pharmacy Practice	Professor	1	1	
	Asst. Professor	2	4	
	Lecturer	3	0	
Total		22	22	

* Year wise availability will be assessed.

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Department / Division	Name of the post	Numbers Required						Provided by the institution						Remarks of the Inspectors
		I yr	II yr	III yr	IV yr	V yr	Total	I Yr	II yr	III yr	IV yr	V yr	Total	
Department of Pharmaceutics	Professor		1				2						2	
	Asst.Professor	1					1						2	
	Lecturer				1	1	2						4	
Department of Pharmaceutical Chemistry (Including Pharmaceutical Analysis)	Professor	1					1						0	
	Asst Professor			1			1						1	
	Lecturer	1		2			3						3	
Department of Pharmacology	Professor		1				1						1	
	Asst Professor	1					1						2	
	Lecturer			1	1		2						1	
Department of Pharmacognosy	Professor		1				1						0	
	Asst Professor	1					1						1	
	Lecturer		1				1						1	
Department of Pharmacy Practice	Professor			1			1						0	
	Asst Professor		1		1		2						3	
	Lecturer	1	1	1	-	-							1	
Total		6	6	6	3	1	24						24	

* For teaching Mathematics Part Time lecturer may be employed.

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6. Selection criteria and Recruitment Procedure for Faculty: Annexure-XIII

a.	Whether Recruitment Committee has been formed	Yes
b.	Whether Advertisement for vacancy is notified in the Newspapers	Yes
c.	Whether Demonstration Lecture has been conducted	Yes
d.	Whether opinion of Recruitment Committee Recorded	Yes

7. Details of Faculty Retention for:

Name of Faculty Member	Period	Percentage
1. Dr. V.H. Sastry	Duration of 15 yrs. And above	N A
1. Ms. S.R. Nikhat	Duration of 5 yrs. And above	32 %
2. Mr. Faizan Sayeed		
3. Mr. S. Areefullah Hussainy		
4. Mr. Rajesh Babu Vemula		
5. Mr. Quazi Imaduddin		
6. Mr. Syed Yousuf Hussain		

8. Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
	% of faculty retained in last 3 yrs	√	-	-	-

9. Number of Non-teaching staff available for Pharm. D. or Pharm.D. and Pharm.D (Post Baccalaureate course) for full duration of course/courses*.

Sl.	Designation	Required	Required Qualification	Available	Remarks of
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No.		Number		Number	Qualification	the Inspectors
1	Laboratory Technician	1 for each Dept	D. Pharm	6	M.Sc (Tausif Fatima), B.Pharmacy (Tabassum Jahan), Inter (Nishat Sultana), Inter (Hena Begum), Inter (Neha Fatima), Inter (Aliya Begum).	
2	Laboratory Assistants or Laboratory Attenders	1 for each Lab (minimum)	SSLC	2	SSC (Md Ghouse) Inter (Khaja Mohd Abdul Kareem)	
3	Office Superintendent	1	Degree	1	M.B.A (Sahab Basha Khadri.S)	
4	Accountant	1	Degree	1	M.Com (Syed Zakir Hussani)	
5	Store keeper	1	D.Pharm or a Bachelor degree recognized by a University or institution.	1	B.A, (Mohammed Abdul Wahed)	
6	Computer Data Operator	1	BCA or Graduate with Computer Course	1	B.Com Computer (Mohd Waliullah)	
7	Office Staff I	1	Degree			
8	Office Staff II	2	Degree			
9.	Peon	2	SSLC	1	SSC (Anjali)	
10	Cleaning personnel	Adequate	---	6		
11	Gardener	Adequate	---	1	Md Burhanuddin	

- Inspectors to verify whether the Non teaching staff requirements for D.Pharm., B.Pharm. and M.Pharm. courses conducted by the institution are complied with or not.

* Year wise availability will be assessed.

10. Scale of pay for Teaching faculty (to be enclosed):

Sl.	Name	Qualification	Designation	Basic	DA	HRA	CCA	Other		Bank	PAN	EPF	Total	Signature
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No				pay Rs.	Rs.	Rs.	Rs.	allowance Rs.	Deductions			A/C No	No	A/c no.		
									P T	TDS	EPF					

Annexure – XIV

11. Whether facilities for Research / Higher studies are provided to the faculty? Yes

(Inspectors to verify documents pertaining to the above)

12. Whether faculty members are allowed to attend workshops and seminars? Yes

(Inspectors to verify documents pertaining to the above)

13. Scope for the promotion for faculty: Promotions

Yes No

14. Gratuity Provided

Yes No

15. Details of Non-teaching staff members (list to be enclosed):

SI No	Name	Designation	Qualification	Date of Joining	Experience	Signature	Remarks of the Inspectors
1	Mrs. E. Radhika	Librarian	M.Li.Sc.	26/11/05	9 years		
2	Mr. Mohd Amair	Library Asst	S.S.C	07/09/13	4 year		
3	Mr. Mohd Waliullah	Office Incharge	B.Com. Computer	14/09/06	11 years		
4	Mrs. Tauseef Fatima	Lab. Technician	M.Sc.	01/01/04	12 years		
5	Mr. G.Q. Haqqani	Superintendent	M.A. L.L.B	23/07/16	35 years		
6	Mr. Mohammed Abdul Wahed	Store I/c	B.A	01/10/15	6 years		
7	Ms. Tabassum Jahan	Lab Technician	B.Pharmacy	01/10/15	2 year		
8	Ms. Nishat Sultana	Lab Assistant	Inter	01/04/16	4 month		

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9	Ms. Hena Begum	Lab Assistant	Inter	01/04/16	4 month		
10	Ms. Neha Fatima	Lab Assistant	Inter	01/04/16	4 month		
11	Ms. Aliya Begum	Lab Assistant	Inter	01/04/16	4 month		
12	Mr. Khaja Mohd Abdul Kareem	Lab Attender	Intermediate	01/04/16	2 years		
13	Mr. Mohd Ghouse	Lab Attender	SSC	03/07/13	17 years		
14	Ms. Anjali	Office Attender	S. S. C	02/01/13	4 year		
15	Mr. Md. Burhanuddin	Security I/c	SSC	18/11/03	13 years		
16	Mrs. V. Sharda	Sweeper	VII	07/07/03	12 years		
17	Mrs. Joythi	Sweeper	VII	21/10/04	11 years		
18	Mrs. Survana	Sweeper	V	10/02/05	11 years		
19	Mrs. Paralima	Sweeper	V	15/05/06	10 years		
20	Mrs. Padma	Sweeper	V	08/02/07	9 years		
21	Mrs. Rajeshwari	Sweeper	V	21/04/11	6 years		
22	Ms. Rukmani Bai	Sweeper	V	21/04/11	7 years		

18. Whether Supporting Staff (Technical and Administrative) are encouraged for skill up gradation programs. Yes

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PART V - DOCUMENTATION

Records Maintained: Essential

Sl. No	Records	Yes	No	Remarks of the Inspectors
1.	Admissions Registers	√		
2.	Individual Service Register	√		
3.	Staff Attendance Registers	√		
4.	Sessional Marks Register	√		
5.	Final Marks Register	√		
6.	Student Attendance Registers	√		
7.	Minutes of meetings- Teaching Staff	√		
8.	Fee paid Registers	√		
9.	Acquittance Registers	√		
10.	Accession Register for books and Journals in Library	√		
11.	Log book for chemicals and Equipment costing more than Rupees one lakh	√		
12.	Job Cards for laboratories	√		
13.	Standard Operating Procedures (SOP's) for Equipment	√		
14.	Laboratory Manuals	√		
15.	Stock Register for Equipment	√		
16.	Animal House Records as per CPCSEA	√		
17.	Institutional ethical Committee	√		
18.	Internship log book & rotation certificates issued by Preceptors	N/A		

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PART – VI

1. Financial Resource allocation and utilization for the past three years:
(Audited Accounts for previous year to be enclosed) **Annexure - XV**

Sl	Expenditure in Rs. 2011-12			Expenditure in Rs. 2012-13			Expenditure in Rs. 2013-14			Remarks of the Inspectors*
No.	Total budget sanctioned	Recurring	Non Recurring	Total budget sanctioned	Recurring	Non Returning	Total budget sanctioned	Recurring	Non Returning	

2. Total amount spent on chemicals and glassware for the past three years:

Sl	Expenditure in Rs. 2013-14			Expenditure in Rs. 2014-15			Expenditure in Rs. 2015-16			Remarks of the Inspectors*
No.	Sanctioned	Incurred		Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	309,675.00	309,675.00		Chemicals	360,000.00	271,622.40	Chemicals	320,000.00	302,708.80	
	Glassware			Glassware			Glassware			

3. Total amount spent on equipments for the past three years:
(Enclose purchase invoice)

Sl	Expenditure in Rs. 2013-14			Expenditure in Rs. 2014-15			Expenditure in Rs. 2015-16			Remarks of the Inspectors*
No.	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
	Equipment	717,000.00	439,982.00	Equipment	254832.00	340,102.40	Equipment	560,000.00	418,816.00	

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4. Total amount spent on Books and Journals for the past three years:

SI No.	Expenditure in Rs. 2013-14			Expenditure in Rs. 2014-15			Expenditure in Rs. 2015-16			Remarks of the Inspectors*
	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	Total budget allocated	Sanctioned	Incurred	
1	Books	231,000.00	116,663.40	Books	400,000.00	226,563.20	Books	400,000.00	274,168.00	
2	Journals	87,000.00	37,599.00	Journals	180,000.00	117,564.80	Journals	177,600.00	154,186.40	

*Last three years including this academic year till the date of inspection

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PART VII – EQUIPMENT AND APPARATUS

Department wise List of Minimum equipments required for Pharm.D. and Pharm.D. Post Baccalaureate

A. DEPARTMENT OF PHARMACOLOGY:

I. Equipment:

S.No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Microscopes	15	30	Yes	
2	Haemocytometer with Micropipettes	20	20		
3	Sahli's haemometer	20	25		
4	Hutchinson's spirometer	01	01		
5	Spygmomanometer	05 (desirable 10)	10		
6	Stethoscope	05 (desirable 10)	10		
7	Permanent slides for various tissues/organs -(Epithelial, Connective, Muscular,& Nervous tissues/ skin, kidney, pancreas, smooth muscle, liver etc.,)	One pair of each tissue Organs and endocrine glands One slide of each organ system	100		
8	Models for various organs	One model of each organ system	Available		
9	Specimen for various organs and systems	One model for each organ system	Available		
10	Skeleton and bones	One set of skeleton and one spare bone	3		
11	Different Contraceptive Devices and Models	One set of each device	Available	Yes	
12	Muscle electrodes	01	01		
13	Lucas moist chamber	01	01		
14	Myographic lever	01	01		
15	Stimulator	01	01		
16	Centrifuge	01	01		
17	Digital Balance	01	01		

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18	Physical /Chemical Balance	01	01	Yes	
19	Sherrington's Kymograph Machine or Polyrite	10	22		
20	Sherrington Drum	10	20	Yes	
21	Perspex bath assembly (single unit)	10	20	Yes	
22	Aerators	10	20	Yes	
23	Computer with LCD	01	01		
24	Software packages for experiment	01	01		
25	Standard graphs of various drugs	Adequate number	Yes		
26	Actophotometer	01	01	Yes	
27	Rotarod	01	01		
28	Pole climbing apparatus	01	01		
29	Analgesiometer (Eddy's hot plate and radiant heat methods)	01	01		
30	Convulsiometer	01	01		
31	Plethysmograph	01	01		
32	Digital pH meter	01	01		

II. Apparatus:

S.No	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Folin-Wu tubes	60	60	Yes	
2	Dissection Tray and Boards	10	10		
3	Haemostatic artery forceps	10	10		
4	Hypodermic syringes and needles of size 15,24,26G	10	10		
5	Livers, cannulae	20	20		

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

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B. DEPARTMENT OF PHARMACOGNOSY:

I. Equipment:

S.N o.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Microscope with stage micrometer	15	15	Yes	
2	Digital Balance	02	02		
3	Autoclave	02	03		
4	Hot air oven	02	02		
5	B.O.D.incubator	01	01		
6	Refrigerator	01	01		
7	Laminar air flow	01	01		
8	Colony counter	02	02		
9	Zone reader	01	01		
10	Digital pH meter	01	01		
11	Sterility testing unit	01	01		
12	Camera Lucida	15	15		
13	Eye piece micrometer	15	15		
14	Incinerator	01	01		
15	Moisture balance	01	01		
16	Heating mantle	15	15	Yes	
17	Flourimeter	01	01		
18	Vacuum pump	02	02		
19	Micropipettes (Single and multi channeled)	02	02		
20	Micro Centrifuge	01	01		
21	Projection Microscope	01	01		

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II. Apparatus:

S.No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Reflux flask with condenser	20	22	Yes	
2	Water bath	20	22		
3	Clavengers apparatus	10	10		
4	Soxhlet apparatus	10	10		
6	TLC chamber and sprayer	10	10		
7	Distillation unit	01	01		

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

C. DEPARTMENT OF PHARMACEUTICAL CHEMISTRY:

I. Equipment:

S.No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Hot plates	05	05	Yes	
2	Oven	03	03		
3	Refrigerator	01	01		
4	Analytical Balances for demonstration	05	05		
5	Digital balance 10mg sensitivity	10	10	Yes	
6	Digital Balance (1mg sensitivity)	01	01		
7	Suction pumps	06	06		
8	Muffle Furnace	01	01		
9	Mechanical Stirrers	10	10		
10	Magnetic Stirrers with Thermostat	10	10		
11	Vacuum Pump	01	01		
12	Digital pH meter	01	01		
13	Microwave Oven	02	02		

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II. Apparatus:

S.No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Distillation Unit	02	02	Yes	
2	Reflux flask and condenser single necked	20	20		
3	Reflux flask and condenser double/ triple necked	20	20		
4	Burettes	40	40		
5	Arsenic Limit Test Apparatus	20	20		
6	Nessler's Cylinders	40	40		

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

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D. DEPARTMENT OF PHARMACEUTICS:

I. Equipment:

S.No	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Mechanical stirrers	10	10	Yes	
2	Homogenizer	05	05		
3	Digital balance	05	05		
4	Microscopes	05	05		
5	Stage and eye piece micrometers	05	05		
6	Brookfield's viscometer	01	01		
7	Tray dryer	01	01		
8	Ball mill	01	01		
9	Sieve shaker with sieve set	01	01		
10	Double cone blender	01	01		
11	Propeller type mechanical agitator	05	05		
12	Autoclave	01	01		
13	Steam distillation still	01	01		
14	Vacuum Pump	01	01		
15	Standard sieves, sieve no. 8, 10, 12, 22, 24, 44, 66, 80	10 sets	10		
16	Tablet punching machine	01	01		
17	Capsule filling machine	01	01		
18	Ampoule washing machine	01	01		
19	Ampoule filling and sealing machine	01	01		
20	Tablet disintegration test apparatus IP	01	01		
21	Tablet dissolution test apparatus IP	01	01		
22	Monsanto's hardness tester	01	01		
23	Pfizer type hardness tester	01	01		

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24	Friability test apparatus	01	01	Yes	
25	Clarity test apparatus	01	01		
26	Ointment filling machine	01	01		
27	Collapsible tube crimping machine	01	01		
28	Tablet coating pan	01	01		
29	Magnetic stirrer, 500ml and 1 liter capacity with speed control	05 EACH 10	10		
30	Digital pH meter	01	01		
31	All purpose equipment with all accessories	01	01		
32	Aseptic Cabinet	01	01		
33	BOD Incubator	02	01		
34	Bottle washing Machine	01	01		
35	Bottle Sealing Machine	01	01		
36	Bulk Density Apparatus	02	02		
37	Conical Percolator (glass/copper/ stainless steel)	10	10		
38	Capsule Counter	02	02		
39	Energy meter	02	02		
40	Hot Plate	02	02		
41	Humidity Control Oven	01	02		
42	Liquid Filling Machine	01	01		
43	Mechanical stirrer with speed regulator	02	02		
44	Precision Melting point Apparatus	01	01		
45	Distillation Unit	01	01		

Signature of the Head of the Institution

Signature of the Inspectors

II. Apparatus:

S.No	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Ostwald's viscometer	15	15	Yes	
2	Stalagmometer	15	15		
3	Desiccator*	05	05		
4	Suppository moulds	20	20		
5	Buchner Funnels (Small, medium, large)	05 each	05		
6	Filtration assembly	01	01		
7	Permeability Cups	05	05		
8	Andreason's Pipette	03	03		
9	Lipstick moulds	10	10		

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

E. DEPARTMENT OF PHARMACEUTICAL BIOTECHNOLOGY:

S.No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Orbital shaker incubator	01	01	Yes	
2	Lyophilizer (Desirable)	01	No (Desirable)		
3	Gel Electrophoresis (Vertical and Horizontal)	01	01		
4	Phase contrast/Trinocular Microscope	01	01		
5	Refrigerated Centrifuge	01	01		
6	Fermenters of different capacity (Desirable)	01	No (Desirable)		
7	Tissue culture station	01	01		
8	Laminar airflow unit	01	01		
9	Diagnostic kits to identify infectious agents	01	01		

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10	Rheometer	01	01	Yes	
11	Viscometer	01	01		
12	Micropipettes (single and multi channeled)	01 each	01		
13	Sonicator	01	01		
14	Respinometer	01	01		
15	BOD Incubator	01	01		
16	Paper Electrophoresis Unit	01	01		
17	Micro Centrifuge	01	01		
18	Incubator water bath	01	01		
19	Autoclave	01	01		
20	Refrigerator	01	01		
21	Filtration Assembly	01	01		
22	Digital pH meter	01	01		

NOTE: Adequate number of glassware commonly used in the laboratory should be provided in each laboratory and department.

F. DEPARTMENT OF PHARMACY PRACTICE :

a. Equipment:

S.No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Colorimeter	2	02	Yes	
2	Microscope	Adequate	15		
3	Permanent slides (skin, kidney, pancreas, smooth muscle, liver etc.,)	Adequate	100	Yes	
4	Watch glass	Adequate	100	Yes	
5	Centrifuge	1	1	Yes	
6	Biochemical reagents for analysis of normal and pathological constituents in urine and blood facilities	Adequate	Adequate	Yes	
7	Filtration equipment	2	02	Yes	

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8	Filling Machine	1	1	Yes	
9	Sealing Machine	1	1		
10	Autoclave sterilizer	1	1		
11	Membrane filter	1 Unit	1 Unit	Yes	
12	Sintered glass funnel with complete filtering assemble	Adequate	Adequate	Yes	
13	Small disposable membrane filter for IV admixture filtration	Adequate	Adequate	Yes	
14	Laminar air flow bench	1	1	Yes	
15	Vacuum pump	1	1		
16	Oven	1	1		
17	Surgical dressing	Adequate	Adequate	Yes	
18	Incubator	1	1	Yes	
19	PH meter	1	1		
20	Disintegration test apparatus	1	1		
21	Hardness tester	1	1		
22	Centrifuge	1	1		
23	Magnetic stirrer	1	1		
24	Thermostatic bath	1	1		

NOTE:

- 1. Computers and Internet connection (Broadband), six computers for students with internet and staff computers as required.**

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b. Equipments/facilities required at the practice site in the hospital:

S.No	Name	Minimum required numbers	Available numbers	Working Yes/No	Remarks of the Inspectors
1.	Sphygmomanometer	05	05	Yes	
2.	Glucometer	05	05	Yes	
3.	Peak Flow Meter	05	05	Yes	
4.	Different inhalers and nebulisers	10	10	Yes	
5.	Insulin Pens	10	10	Yes	
6	Weighing Machine	05	05	Yes	
7	Spirometer	01	01	Yes	
8	Drug Information Softwares	Adequate	Adequate	Yes	
9	CDs on various diseases	Adequate	Adequate	Yes	
10	Charts on counseling aids	Adequate	Adequate	Yes	
11	Patient Information Leaflet	Adequate	Adequate	Yes	
12	Computers	Adequate	Adequate	Yes	
13	Internet Connection	Adequate	Adequate	Yes	
14	Printer	02	02	Yes	
15	Scanner	02	02	Yes	
16	Copier Machine	01	01	Yes	
17	LCD Projector	02	02	Yes	

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G. CENTRAL INSTRUMENTATION ROOM:

S.No.	Name	Minimum required Nos.	Available Nos.	Working Yes / No	Remarks of the Inspectors
1	Colorimeter	01	01	Yes	
2	Digital pH meter	01	01	Yes	
3	UV- Visible Spectrophotometer	01	01	Yes	
4	Flourimeter	01	01	Yes	
5	Digital Balance (1mg sensitivity)	01	01	Yes	
6	Nephelo Turbidity meter	01	01	Yes	
7	Flame Photometer	01	01	Yes	
8	Potentiometer	01	01	Yes	
9	Conductivity meter	01	01	Yes	
10	Fourier Transform Infra Red Spectrometer (Desirable)	01	No (Desirable)	-	
11	HPLC	01	01	Yes	
12	HPTLC (Desirable)	01	No (Desirable)	-	
13	Atomic Absorption and Emission spectrophotometer (Desirable)	01	No (Desirable)	-	
14	Biochemistry Analyzer (Desirable)	01	01	Yes	
15	Carbon, Hydrogen, Nitrogen Analyzer (Desirable)	01	No (Desirable)	-	
16	Deep Freezer (Desirable)	01	No (Desirable)	-	
17	Ion- Exchanger	01	01	Yes	
18	Lyophilizer (Desirable)	01	No (Desirable)	-	

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Signature of the Inspectors

H. Hospital Requirements for running Pharm D or Pharm.D and Pharm.D. (Post Bacculaureate) courses: -

Hospital Details

S.No.	Name/ Infrastructure	Minimum required Nos.	Provided	Remarks of the Inspectors
1	Hospital* with teaching facility Minimum 300 bedded Hospital	<u>Nature of Hospital</u> - Own - Teaching hospital recognized by MCI or University - Govt. Hospital not below the level of district Hospital - Corporate Hospital	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	
2	Place for Pharmacy Practice Department ⁺	Minimum carpet area of 3 sq. mts. per student along with consent to provide the professional manpower to support the programme (Minimum area requirement 120 sq. mts)	Available	
3	Available specialties ⁺⁺	Medicine (Compulsory-with minimum of 120 beds) (Any three of the following) <ul style="list-style-type: none"> • Surgery • Pediatrics • Gynecology and Obstetrics • Psychiatry • Skin and VD • Orthopedics 	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
4	Location of the Hospital Give details.	Within the same limits of Corporation or Municipality or Campus with Medical Faculty involvement as adjunct faculty		

* Approval letter of the Hospital Authority to be annexed along with MOU.

Annexure - XVI

⁺ Inspectors are required to personally verify the space provided at the hospital and meet the hospital administrators for interaction.

⁺⁺ To be certified by the Dean/Director/Medical Supdt. of the hospital.

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Signature of the Inspectors

Unit wise Medical Staff:

Unit _____

Bed strength _____

S. No.	Designation	Name with Date of Birth	Nature of employment Full time/part time/Hon.	UG/PG QUALIFICATION			<u>Experience</u> Date wise teaching/Professional experience with designation & Institution					
				Subject with Year of passing	Institution	University	Designation	Institution	From	To	Period	

Annexure - XVII

Signature of the Head of the Institution

Signature of the Inspectors

Other Ancillary staff available:

- Epidemiologist
- Statistician
- Physiotherapist

Available Clinical Material:

- Average daily OPD. 300
- Average daily IPD. 250
- Average daily bed occupancy rate: 80%
- Average daily operations: Major 10 Minor 10
- Year-wise available clinical materials (during previous three years).

Intensive Care facilities

I. ICU

- No. of beds 10
- Equipment
- Average bed occupancy 80%

II. ICCU

- No. of beds 10
- Equipment
- Average bed occupancy 80%

III. NICU

- No. of Beds 20
- Equipment
- Average bed occupancy 15

IV. PICU

- No. of beds 10
- Equipment
- Average bed occupancy 80%

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V. Dialysis

- No. of beds
- Equipment
- Average bed occupancy

Specialty clinics and services being provided by the department:

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Details for Pharm.D. student and faculty:

A. Accommodation

Facility	Area in Sq.mts. Minimum Requirement	Area in Sq.mts. provided
Pharmacy Practice Area	60	100
Faculty area	30	80
Drug Information Centre	30	50
Computer/Internet facility*	Computer Student intake Ratio of 1:4	120

* Internet Facility with a minimum broad band connection

B. Library – Departmental Library standard text and references Indexing and Abstracting services for DI services should be included as separate annexure.

Annexure - XVIII

C. Pharmacy Practice staff details at the hospital –

Name	Qualification	Signature of Faculty
Dr. Javed Akhtar Ansari	M.Pharm P.hD Pharmacology	
Ms. Syeda Rana Nikhath	M.Pharm (P.hD) Pharmacology	
Mr. Shaik Khaja Mohiuddin	Pharm.D (PB) - Pharmacy Practice	
Dr. Mohd Avez Ali	Pharm.D (PB)	
Mr. Mohd Faqrudin	Pharm.D	
Ms. Ayesha Mubeen Zubedi	Pharm D	

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Signature of the Inspectors

STANDARD INSPECTION FORM (Pharm.D.)**TEACHING PROGRAMME/INTERNSHIP PROGRAMME**

1. Prescribed mode of admission to Scheduled Pharm.D. Course
2. Academic Activities, please mention the frequency with which each activity is held.

- Case presentation.
- Journal Club. Weekly
- Seminar Monthly
- Subject Review Bimonthly
- ADR meeting Monthly
- Lectures (separately held for Pharm.D students)
- Guest lectures Monthly
- Video film Weekly
- Others.

3. Log book of Pharm.D. students: √ **Maintained**/ Not maintained.

4. Whether Pharm.D. students participate in bedside counselling or not? **Yes**

Summary of Inspection report – (check list) to be completed by the Inspector.

Date of inspection:-

Name of Inspector:-

1	Name of the institution	Name and other particulars of Institution (Principal/Head)	
			Qualification detail.
			Experience: Adequate/Inadequate
			Age

Signature of the Head of the Institution

Signature of the Inspectors

2	Name of the institution	Name and other particulars of Institution (Principal/Head)		
			Qualification detail.	
			Experience: Adequate/Inadequate	
			Age	
3	Date of last inspection of the institution :			
	Number of admission at B.Pharm.			
	Staff position for B.Pharm.		Sufficient/Insufficient	
	Other deficiency, if any		Yes/No	
4	Total Teachers in the Pharmacy Practice Department (with requisite qualifications & Experience)			
	Designation	Number	Name	Total Experience
	Professors			
	Asst. Professors			
	Lecturers			
<ul style="list-style-type: none"> - All teachers should be physically identified. - Detailed proforma (with photograph affixed) in respect of every teacher must be obtained signed by the concerned teacher, HOD and Head of institution - To ensure that staff is full time, paid and not working in any other institution simultaneously. 				
5	<u>Requisite important information of the Hospital</u>			
	Number of department in the Hospital			
	Teaching complement in each Dept.			Full/Partial
	Total number of beds Dept. wise			
	Instruments and other expected facilities			Adequate/Inadequate
	Bed side teaching			Yes/No
	Laboratory Technician			Number and Names
	Department Research Laboratory			Yes/No
	Departmental Library – Book/Journals			Adequate/Inadequate
	Central Library – Books/Journals pertaining to the department			
	6	Space for Pharmacy Practice Department at the Hospital		
Indoor wards (Units/Department) & OPD space			Adequate/Inadequate	
Offices for Faculty members			Adequate/Inadequate	
Class Rooms and seminar rooms			Adequate/Inadequate	
Dept. Library in the hospital supporting Drug Information Services				
Clinical Material			Adequate/Inadequate	
8	No. of publications from the department during 3 years			
9	Examination conduct			As per norms of PCI/Not as per norms of PCI
10	Standard of Examination			Satisfactory/Not satisfactory

Signature of the Head of the Institution

Signature of the Inspectors

10	Year-wise number of Pharm.D students admitted and available staff during the last 5 years	Year	No. of Pharm.D students admitted	No. of staff available
	2010	1	30	19
	2011	2	30	20
	2012	3	30	21
	2013	4	30	19
	2014	5	30	24
	2015	6	30	26
11	Other relevant facilities in the Institution			

12. **Specific remarks if any by the Inspector:** (No recommendations regarding permission/recognition be made. Give factual position only).

Signature of the Inspector

Note : Specific mention of required facilities as per PCI norms and commensurate with the degree under consideration must be made specifying whether these are Available/Not available.

Compliance of deficiencies reflected in last Inspection Report
Specific observations if not rectified

Observation of the Inspectors:

Signature of Inspectors:	1.
	2.

Note:

1. The Inspection Team is instructed to physically verify the details and records filled up by the college in the application form submitted by the college, which is with you now and record the observations, opinions and recommendations in clear and explicit terms.
2. The team is requested to record their comments only after physical verification of records and details.

Signature of the Head of the Institution

Signature of the Inspectors

Checklist for PCI Inspectors

S. No	Particulars	Enclosed/ Verified	Remarks of the Inspectors
1.	Document showing registration of the Society / Trust/ Management.		
2.	Approval and NOC / Affiliation orders from PCI / University showing academic year with intake for B.Pharm & Pharm.D programs.		
3.	Signed copy of MOU with a 300 bedded (minimum) hospital and its details.		
4.	Details of the Inspection/ Affiliation fee paid to PCI.		
5.	a. Building area details of the Institution for conducting existing courses.		
	b. Additional area provided for Pharm.D programs.		
6.	Pharmacy Practice department layout and location map in the hospital.		
7.	Constitution of GC/GB of the institution and minutes of the meetings held in the past 3 years.		
8.	Latest audited financial statement of the institute, Budget allocation and utilization.		
9.	Details of Academic calendar.		
10.	Pharm.D & Pharm.D Post Baccalaureate staff list and declaration forms with required documents.		
11.	List of books and journals specific for Pharm.D course and the numbers added in last three academic years.		
12.	Student hospital activity details like ward round participation, drug information service, patient counseling, and case presentation records, etc. Time table of theory /practical and hospital postings.		
13.	List of Preceptors at Hospital.		

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Signature of the Inspectors

14.	Statistics details showing hospital Bed occupancy rate.		
15.	Verification of essential records (as per SIF Part V documentation)		
16.	Examination results of the institution for the previous academic year.		
17.	Details of the CPE / Workshop / seminar programs conducted in the institution (For previous two years).		

Signature of the Inspectors

Signature of the Head of the Institution

Signature of the Inspectors