GOVERNMENT OF THE PUNJAB  
SPECIALIZED HEALTHCARE & MEDICAL EDUCATION DEPARTMENT

NOTIFICATION

NO. S.O. (ME) 7-6 / 2016 (CIS). The Government of Punjab has devised a Centralized Joint PG Induction System based on merit and academic performance of the doctors desiring to seek post-graduate training. The Policy has been devised keeping in view the needs of healthcare institutions / hospitals, improvement in standards of post-graduate training and uniform merit-based induction criteria.

2. The Policy for the selection of PG Trainees shall be implemented at all the Healthcare Institutions engaged in imparting PG Training, and shall be enforced immediately from July/August, 2016 PG Induction onwards.

3. The Centralized Joint PG Induction System is outlined as under:

**METHODOLOGY:**

- A uniform/common Central Examination shall be conducted for entrance to MD/MD/MDS Programs;
- There shall be no central examination / test for candidates having already passed FCPS Part-I, and aspiring for induction as PG Trainee for FCPS –II;
- There shall be Merit Determination Formula for the candidates: (Marks 50+35=85 marks);
- A Central Board namely “Board of Post-Graduate Medical Studies (BOPGMS)” shall be established. The BOPGMS shall have its permanent central office at KEMU, Lahore;
- Total number of PG slots shall be splashed specialty-wise in each institute by the Joint Admission Commission and the Specialized Healthcare & Medical Education Department collectively as per needs / demand;
- Each institute shall forward the detail of vacant slots to the Joint Admission Commission keeping in view the future plans of the Health Department and long-term healthcare needs;
• After receipt of vacancy position in each specialty, a single advertisement shall be made by the **Joint Admission Commission (JAC)** to seek applications for each all available programs. The advertisement will mention the closing date and the eligibility criteria for the post-graduate admission test;

• Application Form for the purpose of applying to post-graduate course prepared by the Joint Admission Commission shall be made available at the website of all the three medical universities (www.kemu.edu.pk, www.uhs.edu.pk and www.fjmu.edu.pk). A processing fee (to be determined by the Government) will be applicable with each admission form;

• Each institution along with available specialty-wise seats shall be mentioned in advertisement or made available at the website;

  The applicants shall fill the **Application Form On-Line**, and give options for Specialty as well as the Institution;

• The domicile for the purpose shall mean domicile availed at the time of admission to Medical / Dental Institution;

• The whole process of central induction shall be processed by PITB housed at Arfa Karim Tower, Lahore. Technical assistance in this regard shall be provided to PITB by the representatives of all three universities and Specialized Healthcare & Medical Education Department;

• The criteria for merit determination and allocation of stipend positions shall be notified and displayed prior to the last date of application submission period for a PG Trainee Induction;

• The Initial and Final Merit Lists shall be made available for public access.

• The candidates from other provinces / foreign countries shall be admitted against quota seats reserved by the Government @ 3% of the total allocated seats, at each university / institution.

**DETERMINATION OF MERIT:**

The Merit shall be determined as per following formula:

- **JCAT for MS, MD & MDS / FCPS Part-I Examination Marks** = 35
- **Academic and Experience Marks** = 50

**Entrance Test / Part-1 Examination of MS/MD/FCPS-1 Marks:**

- The applicants for MD/MS and MDS shall be separately dealt, while applicants for admission into FCPS-II shall be dealt separately;
- The marks obtained in qualifying examination for MD/MS/MDS shall be converted to 35 marks. If marks obtained in Entrance Test = X,
the \( \frac{X}{250} \times 35 = Y \), e.g. if candidate scores 200 marks out of 250, then he shall get \( \frac{200}{250} \times 35 = 28 \) marks;

- The candidates with FCPS-1 shall not undergo the entrance test and they shall be awarded 60% marks each out of 35. i.e. 21 out of 35 marks for all candidates;
- The candidates who secure equal marks but fall on merit, the preference shall be given to the candidate whose age is more than other candidate.

- **Academic and Experience Marks:**

It shall be calculated as under:

<table>
<thead>
<tr>
<th>Academic Component</th>
<th>Marks</th>
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<tbody>
<tr>
<td>Marks of all four / five Professional Examinations (For 1st Division, 3 marks and for 2nd Division, 2 marks)</td>
<td><strong>15 Marks (Maximum)</strong></td>
</tr>
<tr>
<td>Marks for attempts of professional examination</td>
<td><strong>05 Marks (maximum)</strong></td>
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<tr>
<td>One mark shall be awarded for passing each professional in first attempt. Attempts of NEB examination of PMDC for Foreign graduates. 1.666 marks shall be given for passing each step in first attempt</td>
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</tr>
<tr>
<td>Research Paper in an indexed /PMDC recognized medical journal (if any):</td>
<td></td>
</tr>
<tr>
<td>As First Author</td>
<td><strong>05 Marks (Maximum)</strong></td>
</tr>
<tr>
<td>As 2nd and 3rd Author</td>
<td>01 Mark</td>
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<tr>
<td>0.5 Mark</td>
<td></td>
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<tr>
<td>Service in the public Sector Primary &amp; Secondary Health Facilities shall be awarded 05 marks for</td>
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<tr>
<td>One year service at Basic Health Unit BHU) / Rural Health Center (RHC)</td>
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<tr>
<td>Two years’ service at THQ and DHQ Hospitals as well as Dispensaries located in Urban Areas</td>
<td></td>
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<tr>
<td>(Experience less than 06 months shall not be accepted)</td>
<td><strong>15 Marks (Maximum)</strong></td>
</tr>
<tr>
<td>Candidates of Public Sector Institutions of Punjab who have completed House job at attached hospitals of host institute</td>
<td><strong>05 Marks</strong></td>
</tr>
</tbody>
</table>
Graduates of public sector institutions, irrespective of place of house job, if opts for post-graduate training at the attached hospital of parent medical institution, shall also be awarded 05 marks

<table>
<thead>
<tr>
<th>05 Marks</th>
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<td>(Total: 10 marks)</td>
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**TOTAL 50 Marks**

**ELIGIBILITY CRITERIA:**

- All the Medical / Dental Graduates must fulfil the following Eligibility Criteria of the Government;
  - Basic Medical Qualification of MBBS / BDS or equivalent medical qualification recognized by Pakistan Medical & Dental Council (PM&DC);
  - Certificate of one year's House Job experience in institutions recognized by PMDC;
  - Valid certificate of permanent registration with PMDC.

- In addition to the above, Government employees eligible and wishing to pursue PG Training alongwith salary from the Government of Punjab are required to complete Two Years Government Service on Credit with the Punjab Health Departments (both Primary & Secondary Healthcare Department or/and Specialized Healthcare & ME Department);
  - The experience shall be counted from the date of joining the Government Service till last date of submission of applications as advertised by the Joint Admission Commission (JAC);

**ENTRY TEST:**

- There will be a “Joint Centralized Admission Test (JCAT)” for MD, MS and MDS Programs to be conducted through the “Joint Admission Commission (JAC)/Board of PG Medical Studies (BPGMS)”;
  - The Joint Admission Commission shall operate through a Board of Post-Graduate Medical Studies (BOPGMS) comprising of Controllers of Examinations of all three universities, a Professor to be nominated by each university and a nominee of the Specialized Healthcare & Medical Education Department, Government Punjab; (JAC will comprise of Vice Chancellors of all three universities)
  - The Controller of Examinations of KEMU shall act as Coordinator to the JAC and BOPGMS;
  - The Admission Test shall be conducted once a year in June / July;
  - Entry examination shall be valid for one year (for two inductions only i.e. for June / July and December / January);
• The JCAT shall be conducted according to the prevailing criteria of the university programs approved by the Government.

• DECLARATION OF RESULT OF ENTRY EXAMINATION:

  • Passing in JCAT / Entry Examination shall not automatically guarantee admission to training program which will be dependent on available slots in particular specialties and Institutions.

• ADMISSION PROCESS:

  • Admissions shall be made only against the vacant PG slots out of total PG seats allocated by the Government to each teaching institute;
  
  • All seats will be filled on open merit including reserved / quota seats;
  
  • The candidates selected as per admission criteria, and available PG slots;
  
  • It's purely competitive matching program and selection for training is limited to the slots available;
  
  • The slots available for each program will be decided by the GOVERNMENT IN CONSULTATION WITH Joint Admission Commission (JAC) taking into account the service delivery needs of the institutions / departments, and future needs of the Government;
  
  • All candidates shall opt for a specialty and preference in each institution from the list provided in the Application Form in order of preference;
  
  • The candidate will be matched for a slot in the specialty and training institution list, he/she has provided in his/her application;
  
  • No change in preference lists will be admissible;
  
  • The Joint Admission Commission shall determine the merit of the candidate based on the entry test / scoring system through a **Central Matching System** and allocate the institution where the candidate is to be placed for training;
  
  • This matching process will be carried out by the “**Joint Admission Commission (JAC)’’** taking into account of the available PG slots in each training institution. Each and every program will not be available at all the institutions. For the matching purposes, it is the responsibility of the candidate himself to make sure that the specialty he is opting for is available in that specific institute;
  
  • The training slots in any specialty will be dependent upon the available human resource, infrastructure, curriculum, track record of the program and other parameter;
  
  • The failure of a program as a result of poor track record will be referred to the appropriate forum for remediation / discontinuation of the program;
• The acceptance of offer of admission by the candidate is to be submitted to
the **Board of Post-Graduate Medical Studies (BOPGMS)**. The JAC shall
compile the list of recommended candidates indicating institution, course
name and duration, specialty / sub-specialty, and forward to the Technical
Wing of the Specialized Healthcare & Medical Education Department within 07
days for approval by the Competent Authority and issuance of orders;

- Vacant / un-occupied will go for another round of matching;

- The candidate shall report for joining at the institution within 07 days of the
receiving his / her orders of posting; at the joining institute for verification.
The admission committee in each institute will comprise of The Principal, MS
and HOD of each discipline. The committee will log into the central system of
admission and verify documents / experience certificates;

- Institution will direct the candidate to the concerned Supervisor for
acceptance / signatures on the proforma;

- Each **candidate (both private and government employee) shall sign a
Contract depicting Terms and Conditions of PG Induction with the
Institution.** The Institution shall forward the signed Contract (in original) to
the Government for record and implementation (Contract is attached);

- The candidate shall get the Joining Report Performa signed by the Supervisor
and submit it to the officer designate at the institution;

- A confirmation of joining will be issued by the institution mentioning the date
and time of joining of the candidate and send it to the Technical Wing of the
Specialized Healthcare & Medical Education Department and to the candidate
and to the administrator BOPGMS;

- Failure on the part of candidate to stick to the timelines will disqualify the
candidate and the seat will be declared vacant;

- In case of any grievances, appeal can be filed within three days before the
JAC for resolving. In case, the JAC could not solve the grievance of the
candidate, the matter shall be brought to the Competent Authority i.e.
Secretary to Government of the Punjab, Specialized Healthcare & Medical
Education Department for final decision. The decision so made, shall be final,
and cannot be challenged in any Court of Law / Forum;

- The Institution shall maintain a record of registration of all candidates;

- For MD/MS/MDS programs, the University will charge fee (non-refundable) for
the following components at the time of admission. The exact quantum of fee
may be decided and adjusted from time to time by the University after
approval from the Secretary to Government of the Punjab, Specialized
Healthcare & Medical Education Department:
  
  - Registration Fee
  - Four Mandatory Workshops Fee
• Yearly Tuition Fee to be deposited according to schedule (SOP's to be developed by the Academic Council in consultation with the Director Finance from time to time)
• Hostel Fee, if university accommodation is availed
• Utility charges (Electricity, Gas and water), if hostel accommodation is availed
• After a default of more than 30 days duration for the payment of any of the dues, the candidate will be expelled from the program except in special circumstances where it will be endorsed by the Dean's Committee.

GENERAL INSTRUCTIONS:
• The Stipendiary PG Trainee Seats allocated by the Government shall exclusively be reserved for private candidates only. No in-service doctor (government servant) shall be adjusted against these seats;

• NO ADMISSION ON HONORARY BASIS IN ANY CASE IS ALLOWED EXCEPT THOSE ALLOCATED BY THE GOVERNMENT AND WIDELY ADVERTISED. However, the candidates admitted through old scheme are allowed to complete their remaining period of training;

• The post-graduate admissions in all the medical universities, medical and dental colleges as well as at PGMI, Lahore shall be made through Centralized Admission Test and Matching System;

• The in-service employees shall also apply through Central Induction System. If selected on merit through Matching System, shall be admitted against the deputation seats reserved at PGMI, Lahore, UHS, Lahore, and KEMU, Lahore as per merit. At the institutions, where no deputation seats are allocated, the in-service candidates shall be placed according to the merit as determined by the Joint Admission Commission (JAC) through Central Matching System;

• No institution shall be allowed to grant admission to any candidate (both private and in-service) in any post-graduate course in violation of this policy;

• Migration / Re-Registration and Induction for private institute / hospital trainees at public sector institutions shall not be allowed at any stage. However, public institute Trainees shall be allowed to change supervisor by the respective Head / Principal of institution subject to fulfilment of CPSP / University requirements, and availability of paid slot only after ONE YEAR of training. The case shall be
presented before the Hardship Committee once a year for approval (The Hardship Committee to be notified separately);

• Only fresh applicants shall be allowed to apply for initial induction. Applicants already pursuing training or registered for training at any institute shall not be eligible to apply for fresh induction at other or same institute and they may be excluded from the merit list. If any applicant is found to have concealed earlier registration or training at the time of induction and subsequently identified, his/her enrolment /induction shall stand cancelled without any notice;

• The candidate shall opt for the sub-specialty at the time of submission of application for PG Training. The trainees inducted for two years preliminary training shall be automatically shifted to the subspecialties / departments of the same institute for final 3 years training without any procedural formality subject to availability of slot. No application of trainees of other public or private hospital /institute shall be entertained for induction at subspecialty level;

• Induction of PG Trainee shall be carried out against all programs (of University or CPSP) offered by the Government subject to accreditation and recognition by PMDC. Neither a program shall be preferred nor any program (MS/MD/MDS) ignored and left without induction. All the recognized programs (MD/MS/MDS//FCPS) offered by the Government shall be included in admission schedule. Admission and induction against unrecognized and unaccredited programs by PMDC is not allowed. In case of induction against un-recognized programs, the concerned head of institute shall be held responsible and shall be proceeded under disciplinary rules;

• The authority to grant admission into under-graduate, post-graduate medical, dental, nursing and allied health professionals is the Secretary to Government of the Punjab, Specialized Healthcare & Medical Education Department, Government of the Punjab only. Any reference made from any other administrative department / office / organization directly to admission board without approval of the Competent Authority, shall be considered illegal and violation of the approved policy;

• The Secretary to Government of the Punjab, Specialized Healthcare & Medical Education Department, Government of the Punjab shall be the final authority to amend / change any of the provisions of the policy.
4. All the PG induction Policies issued prior to this notification, are hereby **repealed** with immediate effect. However, the PG Induction Policy notified on 16th June, 2015 shall be applicable for admission in post-graduate Diploma Courses only offered by the PGMI, Lahore and IPH, Lahore till further decision of the Government.

**SECRETARY**
**TO GOVERNMENT OF THE PUNJAB**
**SPECIALIZED HEALTHCARE & MEDICAL EDUCATION DEPARTMENT**

**NO EVEN, Dated Lahore, the 30th June, 2016.**

Copy of the above is forwarded for information and necessary action to the:

- Advisor to Chief Minister, Punjab on Health.
- Parliamentary Secretary on Health.
- Chairman, Higher Education Commission, Islamabad.
- Chairman, Planning & Development Board, Punjab.
- Secretary to Chief Minister, Punjab.
- President, Pakistan Medical and Dental Council, Islamabad.
- President, College of Physicians and Surgeons of Pakistan, Karachi.
- All the Heads of Regional Offices of College of Physicians and Surgeons of Pakistan in Punjab.
- Secretary to Government of the Punjab, Higher Education Department.
- Secretary to Government of the Punjab, Primary & Secondary Healthcare Department.
- Secretary, Provincial Assembly of the Punjab.
- All the Administrative Secretaries to Government of the Punjab.
- Chairman, Punjab Information Technology Board (PITB), Arfa IT Tower, Ferozpur Road, Lahore.
- Registrar, Lahore High Court, Lahore.
- Secretary, Provincial Ombudsman, Punjab, Lahore.
- Vice Chancellor, King Edward Medical University, Lahore / Chairman, Joint Admission Commission (JAC).
- Vice Chancellor, University of Health Sciences, Lahore.
- Vice Chancellor, Fatima Jinnah Medical University, Lahore.
- Chairman & Dean, Shaikh Zayed Medical Complex, Lahore.
- All the Principals of Autonomous Medical Institutions in Punjab.
- All the Deans/Heads of Specialized Health Institutions in Punjab.
- Principal, Post-Graduate Medical Institute, Lahore.
- Dean, Institute of Public Health, Lahore.
- All the Medical Superintendents of Teaching Hospitals in Punjab.
- Additional Secretary (General) / Staff Officer to Chief Secretary, Punjab.
- Additional Secretary (Staff) to Secretary to Government of the Punjab, Specialized Healthcare & Medical Education Department.
• All the Additional Secretaries to Government of the Punjab, Specialized Healthcare & Medical Education Department.
• All the Deputy Secretaries to Government of the Punjab, Specialized Healthcare & Medical Education Department.
• Chief Planning Officer, Specialized Healthcare & Medical Education Department.
• All the Senior Planning Officers, Planning Officers and Section Officers, Specialized Healthcare & Medical Education Department.
• Incharge, ICT Cell, Specialized Healthcare & Medical Education Department for posting at official website.
• P.S.O. to Additional Chief Secretary, Punjab.
• P.S.O. to Special Secretary to Government of the Punjab, Specialized Healthcare & Medical Education Department.
• Section File.

(DR. NASIR MAHMOOD SHAKIR)
DEPUTY SECRETARY (ME)