Odisha University of Health Sciences
Dhanwantari Bhavan, Bhubaneswar, Odisha

LOG BOOK
For
POST GRADUATE STUDENTS

Department of: ANATOMY

Name of the Institution: _____

Prepared by:
Log book Committee (Broad Specialties) 2023
OUHS, Bhubaneswar

ODISHA UNIVERSITY OF HEALTH SCIENCES, DHANWANTARI BHAVAN, BHUBANESWAR.

LOG BOOK
for
POST GRADUATE STUDENTS

Department of: ANATOMY

Name of the Institution: _____

CERTIFICATE

This is to certify that, this logbook contains bonafide work of

Dr. _____ a Post-Graduate

student of the Department of **ANATOMY** of

_____, Odisha for the session

_____.

Date:

Post Graduate Guide   **Head of the Department**

Dean & Principal

GENERAL INSTRUCTIONS:

This log book is intended to be a record of all the activities of Postgraduate students, as they perform and participate in the course, including training.

1. It shall solely be the responsibility of the student to ensure that, the desired entries are made in day-to-day basis and relevant documents if any are kept.
2. It shall be the responsibility of the HOD to ensure that, all students maintain their log books in an orderly manner.
3. Each student shall enter his/her leave record in the concerned section immediately after returning from leave.
4. The learners feedback form should be filled up before submitting the log book for the University Examination. It is expected that, students should give their feedback with all seriousness and help the University in improving and strengthening the Postgraduate education.
5. Submission of Logbook: The up-to-date log book is a pre-requisite for fill up of forms for the University Examination and hence the completed Logbook shall be submitted to the department when the same is asked for.
6. INSTRUCTIONS FOR FILLING THE LOG BOOK:

Please Note: All assessments would be in Likert's 5-point scale/score:	
Score	Interpretation
0	Poor
1	Below average
2	Average
3	Good
4	Very good

a. All entries should be properly entered and duly signed from the Supervisor / Unit In charges / Guide / HOD, as required.
b. Under Instructions from the Head of Department, suitable corrections can be incorporated.
c. Research participation pertaining to Conferences, Poster / Oral presentation and publication shall be entered directly in a Consolidated form.
d. At the end of training, it's mandatory to fill up the feedback form and submit it to Postgraduate Office.
e. It is an integral part of practical evaluation in the University examination.
f. After the practical examination it shall be returned back to the student.
g. There would be periodic evaluation regarding maintenance of log book by Postgraduate education office, and in case of any deficiency, the student would be responsible and suitable action may be taken against them for the same.
h. Additional pages [if required] can be added.

PERSONAL PROFILE OF THE STUDENT:

Name:		**Paste your PP size Photograph**
Address:		
E-mail ID:		
Phone No.:		
DOB (dd/mm/yy):		
Blood group:		
Vaccination status:		

Registration Number:	Name of the Medical Council:	Valid up to:

OUHS Registration Number:	

Qualification Details	College	University	Month & Year of completion
MBBS			

Experience before joining:

Designation	Department	Institution	From	To

Date: **Signature of the PG student**

COURSE DETAILS:

Degree / Diploma			
Date of Joining		Date of completion	

Details of Postings [as per Curriculum by NMC]:

Unit / Specialty / Section	Year of PGT	From	To	Duration

PARTICIPATION IN RESEARCH METHODOLOGY TRAINING:

Name of the Institution	From	To	Signature of the Guide / HOD

PARTICIPATION IN BCBR COURSE

Name of the institute	Date of registration	Date the examination	Date of publication of result	Signature of the HOD

PARTICIPATION IN BCME TRAINING:

Name of the Institution	From	To	Signature of the HOD

PARTICIPATION IN BCLS / ACLS TRAINING:

Name of the Institution	From	To	Signature of the HOD

LEAVE RECORD:

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Total No. of Leaves				

Signature & Seal of the Head of Department

SI. No.	Date	Name of the Academic Program	International / National / State / Institutional Event	Organized by	Nature of participation [Delegate / Presentation if any]	Initials of the HOD
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DETAILS OF PARTICIPATION IN ACADEMIC PROGRAMS:

PUBLICATIONs	
Title:	
Authors:	
Name of the journal:	
Indexed in [NMC approved agency only]:	
Status of publication:	
Citation if published:	
Title:	
Authors:	
Name of the journal:	
Indexed in [NMC approved agency only]:	
Status of publication:	
Citation if published:	
Title:	
Authors:	
Name of the journal:	
Indexed in [NMC approved agency only]:	
Status of publication:	
Citation if published:	

Internal Assessment Results:

Year		Theory [100]	Practical/Clinical/Oral [100]	Total out of 200 [%]
1ST	I			
	II			
	III			
2ND	I			
	II			
	III			
3RD	I			
	Prelims			

Date:

Signature & Seal of the Head of Department

DETAILS OF THE DRP SCHEDULE [AS PER CURRICULUM BY NMC]:

Name of the Institution	Year of PGT	From	To	Duration

Sl. No.	Day / Date	Place of work	Nature of work	Activity learnt [Should include: 1. Patient care / Diagnostic services as per the subject. 2. Health care Management activities both HR & Logistics, Communication skill. 3. Team work	Level of participation [Observation / Performs under observation / Performs independently]	Signature of the DRPC
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REFLECTIONS

CERTIFICATE OF COMPLETION OF DISTRICT RESIDENCY PROGRAM

It is certified that Dr. _____has

satisfactorily completed the District Residency program w.e.f. _____to

_____. During his/her District Residency Program training at

_____ District, his / her performance has been reported to be

_____.

Department:
Date:
Place:

Signature of Guide / Mentor   **Signature of Head of Department**

Signature of the District Residency Program Coordinator

Signature of the Medical Superintendent

Signature of the CDM PHO

STRUCTURED TRAINING PROGRAM:

Teaching learning methods:
1. Lectures: at least 20 per year.
2. Journal club: once in 1 – 2 weeks.
3. Student Seminar [Topic]: once in 1 – 2 weeks.
4. Group discussion: once in 1 – 2 weeks.
5. Interdepartmental colloquium [other department/s on topics of current/common interest]: once monthly.
6. Rotational clinical / community / institutional postings:

Sl. No.	Section / Subject	Duration in weeks
1	Surgery	2
2	Radiology	2
3	Pathology	2
4	ENT	1
5	Ophthalmology	1
6	Obstetrics & Gynecology	1
7	Pediatrics	1
8	MEU	1
Total		**11**

7. UG Teaching: 12 hours / week.

Suggested outline for the course:

First year:

Teaching	Should get involved in teaching of Gross Anatomy/applied to first year MBBS students during dissection hours on all working days	12 hrs/week
	Should get involved in small group teaching session– teaching of bones and microscopic slides of histology– demonstration classes	Osteology: 4hrs/week Histology: 4hrs/week
Learning	Should be posted in departments of Medical and Surgical Disciplines and in Cytogenetics to acquire surgical anatomy skills and knowledge of clinically oriented problems	About one month in each department
Laboratory Skill	Should assist and guide first year MBBS students in the dissections of the cadaver.	12 hrs/week
	Should assist and guide in identification of general & systemic histology slides of various tissues and organs for MBBS students	Histology4hrs/week
	Should acquire knowledge and be acquainted with the knowledge of various types of microscopes their configuration and applications.	
	Should acquaint him/herself with and necessary training in computer operations for data retrieval and power point	

	presentations etc. for teaching & research.	
Research	Should get involved in preparation of research protocol for PG dissertation work– selection of problem, literature search, application of methods, selection of material, methods of analysis of data and hypothesis. Discussion with Supervisor/Guides&Coguides	2 hrs/week

Second year:

Teaching	Should get involved in teaching of Gross Anatomy/applied to first year MBBS students during dissection hours on all working days	12 hrs/week
During second year, the Students are encouraged to undergo special postings for learning new advanced techniques / procedure / skills in institutions of higher repute where the requisite facilities are available without affecting the duties of the parent department.		
	Should get involved in small group teaching sessions– teaching of bones and microscopic slides of histology– demonstration classes	Osteology: 4hrs/week Histology: 4hrs/week
	Should be involved in correction work/assessment by Periodic Notified Test conducted for the first year MBBS students– both in theory and practical including viva voce.	
Learning	Communication skills and knowledge through seminars and journal clubs	2 hrs/week
Laboratory Skill	In addition to the above, candidate should acquire the necessary training in 1. embalming of cadavers of all types 2. tissue processing viz. fixation, dehydration, clearing and embedding 3. staining– routine hematoxilin and eosin staining 4. special staining for epithelium, connective tissue, muscle, gland & nervous tissue 5. museum technique – mounting of specimens for museum both wet and dry, making of various type of models, injection corrosioncast & 6. plastination techniques. 7. Cytogenetics techniques– cell culture, harvesting and processing blood samples for karyotyping. Various types of banding techniques. *Optional*(<u>If facilities available</u>) Automated karyotyping using software	
Research	Maintenance of work book/logbook pertaining to dissertation work undertaken and the same to be documented in electronic format. Discussion with Supervisor/Guides & Co-guides	2 hrs/week

Third year:

Teaching	Should get involved in teaching of Gross Anatomy/applied to first year MBBS students during dissection hours on all working days	12 hrs/week
	Should get involved in small group teaching session–teaching of bones and microscopic slides of histology–demonstration classes	Osteology: 4hrs/week Histology 4hrs/week
	Should be involved in correction work / assessment of Periodic Notified Test conducted for the first year MBBS students– both in theory and practicals including viva voce.	
	Should be involved in organizing/delivering lectures for first year MBBS students on selected topics of interest in Gross Anatomy, Human Embryology & Medical GeneticsLearning programmes.	12 hrs/week
Learning	Should obtain the necessary skills in delivering lectures through computer assisted teaching – Power point presentation	
Laboratory Skill	Should have equipped appropriately with the guidelines required to undertake and perform embalming procedures. Should be aware of—Anatomy Act Other Techniquestissue processing viz. fixation, dehydration, clearing and embedding, staining– routine hematoxilin and eosinspecial for epithelium, connective tissue, muscle, gland & nervous tissue museum technique – injection corrosion cast, resin cast of organs and plastination technique.	Minimum of two cadavers Should submit a minimum of five H&E slides and at least one model of any one among the procedures stated.
Research	Discussion with Supervisor/Guides & Co-guides to achieve the following: Analyze the data of dissertation work and present it comprehensively in the required format Should attend and present the work done on dissertationin Scientific bodies – either in the regional or at national conferences. Should be aware of ethical issues related to human and animal investigative procedures.	In the scheduled time

Minimum one paper

2 hrs/week |
| | | |

Evaluation of STUDENTS SEMINAR PRESENTATION:

Guidelines for evaluation of Seminar Presentation

SI. No.	Points to be considered
1	Whether other relevant publications consulted
2	Whether cross references have been consulted
3	Completeness of preparation
4	Clarity of Presentation
5	Understanding of subject
6	Ability to answer questions

*Corollary Grading in all checklists: Poor-0, Satisfactory-1, Average-2, Good-3, Very Good-4.

SI. No.	Date	Seminar Topic	Presented / Participated	Average Grade*	Name of the Moderator	Initials of the Moderator
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Evaluation of JOURNAL REVIEW PRESENTATION:

Guidelines for evaluation of Journal Review Presentation

SI. No.	Points to be considered
1	Article chosen is relevant and appropriate
2	Extent of understanding of scope & objectives of the paper by the candidate
3	Whether understood the Material, methods, Observation and statistical analysis
4	Whether cross references have been consulted
5	Ability to respond to questions on the paper / subject
6	Ability to analyse the paper and co-relate with the existing knowledge
7	Ability to defend the paper
8	Clarity of presentation

*Corollary Grading in all checklists: Poor-0, Satisfactory-1, Average-2, Good-3, Very Good-4.

SI. No.	Date	Journal Topic	Presented / Participated	Average Grade*	Name of the Moderator	Initials of the Moderator
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Evaluation of GROUP DISCUSSION:				
Guidelines for evaluation of Group Discussion				
SI. No.	Points to be considered			
1	Knowledge of the subject matter			
2	Communication and language skills			
3	Teamwork abilities			
4	Leadership and problem-solving capabilities			
5	Attitude and behavior during the discussion			
*Corollary Grading in all checklists: Poor-0, Satisfactory-1, Average-2, Good-3, Very Good-4.				

SI. No.	Date	Topic	Average Grade*	Initials of the Moderator
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Record of INTERDEPARTMENTAL COLLOQUIUM:

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Evaluation of UG Teaching Skills:

Guidelines for evaluation of UG Teaching skills:

SI. No.	Points to be considered
1	Communication of the purpose of the talk
2	Evokes the interest of audience in the subject
3	Introduction & Sequence of ideas
4	Speaking style [enjoyable / monotonous etc., specify]
5	Attempts audience participation
6	Answer the questions asked by the audience
7	Summary of the main points at the end
8	Rapport of speaker with his audience
9	Effectiveness of the talk
10	Use of AV aids appropriately

*Corollary Grading in all checklists: Poor-0, Satisfactory-1, Average-2, Good-3, Very Good-4.

SI. No.	Date	Topic of teaching	Class / Practical / Clinics / Demos	Average Grade*	Name of the Supervising faculty	Initials of Guide/ Faculty
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THESIS

(To be submitted for registration of the Thesis topic within six months from the date of joining the course.)

Title of the Topic:

Name of the Guide:

Name of the Co-guide(s) if any:

Guidelines for evaluation of Thesis [Synopsis]	
SI. No.	**Points to be considered**
1	Interest shown in selecting a topic
2	Appropriate review of literature
3	Discussion with guide and other faculty
4	Quality of protocol
5	Preparation of proforma

*Corollary Grading in all checklists: Poor-0, Satisfactory-1, Average-2, Good-3, Very Good-4.

Evaluation of Thesis [Synopsis]:

SI. No.	Date	Average Grade*	Name of the Faculty & Designation	Initials of the Faculty

Signature of the Candidate: **Signature of the Guide**   **Signature of the HoD:**

THESIS WORK

(To be filled before submitting the dissertation to the University & retained in this book)

Name of the Topic:

Name of the Guide(s):

Date of Registration of Thesis Topic:

Date of approval of the Thesis:

Date of Submission of Thesis:

PERIODIC EVALUATION OF THESIS WORK

Guidelines for periodic evaluation of Thesis	
SI. No.	Points to be considered
1	Periodic consultation with guide / co-guide
2	Regular collection of case material
3	Discussion with guide / co-guide
4	Departmental presentation of progress of work
5	Assessment of final output
6	Others

*Corollary Grading in all checklists: Poor-0, Satisfactory-1, Average-2, Good-3, Very Good-4.

Evaluation of Thesis:

Date of the review	Average Grade*	Name of the members of the review committee	Initials of the Guide
12th month			
18th month			
24th month			
30th month			

Signature of the Candidate: **Signature of the Guide**   **Signature of the HoD:**

COMPETENCIES TO BE LEARNT:

Sl. No.	Competency	Perform under supervision/perform Independently/ Observation only
1.	Identify, locate and demonstrate surface marking of clinically important structures in the cadaver and correlate it with living anatomy	Independently
2.	Acquire mastery in dissection skills including window dissection of important regions	Independently
3.	Acquire mastery in embalming the human body	Independently
4.	Prepare tanks for preserving bodies	Observation
5.	Tissue preparation for histology and staining techniques	Independently
6.	Honing and Stropping of microtome knives, including sharpening by automatic knife sharpener	Independently
7.	Preparation of common fixatives embalming fluid 10% formalin, Bouin's fluid etc.	Independently
8.	Demonstrate the mounting of specimen in the museum	Independently
9.	Locate and identify clinically relevant structures in dissected cadavers.	Independently
10.	Locate, identify and demonstrate cells & tissues under the microscope.	Independently
11.	Identify the anatomical structures visualized by imaging techniques, specifically radiographs, computerized tomography (CT) scans, MRI and ultrasonography in normal individuals	Independently
12.	Demonstrate various movements at the important joints and actions of various groups of muscles in the human body.	Independently
13.	Demonstrate anatomical basis of common clinical procedures expected to be performed by a basic medical doctor.	Under supervision
14.	Demonstrate different methods of teaching-learning and assessments. Independently	Independently
15.	Make presentations of the subject topics for teaching and research outputs. independently	Independently
16.	Prepare buccal smear for sex chromatin. independently	Independently
17.	Prepare Human chromosome from peripheral blood and karyotyping. Under supervision	Under supervision
18.	Demonstrate Banding techniques (G and C) and Chromosomal Analysis Under supervision	Under supervision
19.	Demonstrate use of different anthropological instruments	Under supervision

Sl. No.	Competency addressed	Nature of Activity	Level of competency achieved			Signature of the Faculty
			O	PS	PI	
O – Observed, PUS – Performed under supervision, PI – Performed independently						
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FEEDBACK BY THE STUDENT

(To be filled up at the time of filling up of forms for University Examination. The filled up form is to be sent in a sealed envelope addressed to the Vice-Chancellor, OUHS, Bhubaneswar. It will be opened only after the student has passed.)

Name of Student:

Department:

Period of study: From_____ to _____

Due date of examination:

Date of submission of Thesis/Topic:

Name of Guide:

Name of H.O.D.:

i.   Do you think that, your goal of pursuing post-graduate education in the subject is achieved: Yes/No

ii.   Do you think that, you have been trained adequately by the department in:

a.	Professional experience	Yes/No
b.	Academic teaching	Yes/No
c.	Recent advances	Yes/No
d.	Exposure to specialist from outside the institution	Yes/No
e.	Interaction with the patients	Yes/No
f.	Interaction with the colleagues	Yes/No
g.	Interaction with seniors	Yes/No
h.	Thesis/Research	Yes/No
i.	Article preparation	Yes/No
j.	Workshop	Yes/No
k.	Conferences	Yes/No
l.	C M E	Yes/No

iii.   Do you think that, you have been trained as a fairly competent consultant: Yes/No

iv.   Were you harassed by your guide during the training period: Yes/No, if yes Name &Type:

v.   What was the attitude of HOD?:

vi.   What was attitude of other staff members:

vii.   Were you forced for anything by anybody: Money/Tuition/Gifts/Other/None, if yes then by Whom:

_____

viii.   Any comment about interaction with other depts./colleague:

 ix.   Hostel:

  x.   Extra-curricular activity

       a.   Sports

       b.   Cultural

 xi.   Teaching aids:

xii.   Library:

       a.   Central

       b.   Department

xiii.   Work place safety:

xiv.   Deficiencies you would like to point out particularly:

 xv.   Brief comments:

Signature & Date

	Elements	Less than Satisfactory			Satisfactory			More than satisfactory			Comments
		1	2	3	4	5	6	7	8	9	
1	**Scholastic aptitude and learning**										
1.1	Has knowledge appropriate for level of training										
1.2	Participation and contribution to learning activity (e.g., Journal Club, Seminars, CME etc)										
1.3	Conduct of research and other scholarly activity assigned (e.g Posters, publications etc)										
1.4	Documentation of acquisition of competence (eg Log book)										
1.5	Performance in work based assessments										
1.6	Self-directed Learning										
2	**Work related to training**										
2.1	Practical skills that are appropriate for the level of training										
2.2	Respect for processes and procedures in the work space										
2.3	Ability to work with other members of the team										
2.4	Participation and compliance with the quality improvement process at the work environment										

Title spanning top: **Student appraisal form for MD in Human Anatomy**

2.5	Ability to record and document work accurately and appropriate for level of training										
3	**Professional attributes**										
3.1	Responsibility and accountability										
3.2	Contribution to growth of learning of the team										
3.3	Conduct that is ethically appropriate and respectful at all times										
4	**Space for additional comments**										
5	**Disposition**										
	Has this assessment pattern been discussed with the trainee?	Yes	No								
	If not explain.										
	Name and Signature of the assesse										
	Name and Signature of the assessor										
	Date										