



भारतीय दन्त परिषद
Dental Council of India



AMC DENTAL COLLEGE

Khokhra, Ahmedabad 380008

Affiliated to Gujarat University

SELF STUDY REPORT (CYCLE 1) 2022-2023

CRITERIA: 6: Governance, Leadership & Management

KEY INDICATOR: 6.3: Faculty Empowerment Strategies

METRIC: 6.3.2: Average percentage of teachers provided with financial support to attend conferences/workshops towards membership fee of professional bodies during last five years.



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Data



Policy Documents



Date : 27/06/2011

Dean N.H.L. Medical College
Dean A.M.C. Medical College
Dean A.M.C Dental College
Medical Supretendant V.S General Hospital
Medical Supretendant Shardaben General Hospital
Medical Supretendant L.G. Hospital
Medical Supretendant Nagari Eye Hospital

932
27/6/11

Subject : Regarding medical teachers leave and C.R. report

Under the above subject it should be stated that medical teachers working in hospitals affiliated to the college are required to claim various types of leave and submit their personal report forms. In this regard, for the purpose of uniformity it is request to send the details in the form as mentioned below.

- 1) E.L. A copy of the form is enclosed. The medical teachers have to fill the details in that form and send it to the Medical Superintendent through the head of the department and the Medical Superintendent has to send the form to the Dean along with his recommendation.
- 2) Sick leave Corresponding Medical Teacher has to send his application along with medical certificate to Dean through Medical Superintendent and present fitness certificate along with present report while appearing on sick leave. If the medical certificate is not presented at the time of taking leave, the unfit and fit certificate must be presented along with the present report.
- 3) Foreign leave A copy of the Form is enclosed here with. The medical teachers should fill the details in the form and send it to the Medical Superintendent through the head of the department and the Medical Superintendent will send the form to the Dean with his recommendation.

Handwritten notes and signatures at the bottom of the page, including "C/o" and "Medical Education Trust".



4) Leave for conference /seminar/exam The copy of registration done by concerned Medical Teacher along with his application should be sent to the Medical Superintendent through the Head of the Department along with the copy of the letter from the University about taking the examination and the Medical Superintendent has to send his recommendation to Dean

5) Casual leaves

Casual leaves of medical teachers shall be approved by the Medical Superintendent and a record of the same shall be maintained in the hospital as well as a note of the same in the attendance sheet.

6) Annual confidential Report

A copy of the A.C.R. Form is enclosed here with. The details have to be filled and sent as mentioned in it.

The medical teachers of the dental college have to send their report to the dean through the head of the department.

It is requested to strictly implement the above instructions and bring this matter to the attention of the officer in charge of your hospital.

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A.M.C. MEDICAL EDUCATION TRUST