



INSTITUTE OF LIVER & BILIARY SCIENCES

DEEMED TO BE UNIVERSITY

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## Content

### Introduction

The Institute of Liver and Biliary Sciences (ILBS) has been established by the Government of the Nation Capital Territory (NCT) of Delhi as an Autonomous Institute, under the Societies Registration Act - 1860, at New Delhi. ILBS has been given the status of Deemed University by the University Grants Commission (UGC) of India.

The mission of the Institute is to become a dedicated international center of excellence for the diagnosis and management of liver and biliary diseases and to provide advanced training and research in the field of Hepato-biliary Sciences.

Institute focuses on patient care of excellent quality, training of international standards and health research of social relevance.

### Academic Programs

<b>Degree Courses</b>			
<b>S. No.</b>	<b>Name of Course</b>	<b>Duration</b>	<b>Seats</b>
1	DM Hepatology	3 years	4 seats
2	DM Organ Transplant Anaesthesia and Critical Care	3 years	1 seat
3	DM Paediatric Hepatology	3 years	1 seat
4	M. Ch Hepato-Pancreato-Biliary Surgery	3 years	3 seats
5	MD-PhD	5 years	4 seats
6	PhD in Biomedical Sciences	5 years	5 seats
7	PDCC in Liver Transplant Anaesthesia	1 Year	2 seats
8	PDCC in HPB Interventional Radiology	1 Year	2 Seats
9	PDCC in Pediatric Hepatology	1 Year	2 Seats (One sponsored)
10	PDCC in Hepatopathology	1 Year	2 Seats (One sponsored)
11	PDCC in Renal Replacement Therapy	1 Year	2 Seats (One sponsored)
12	Certificate Course in Renal Replacement Therapy	6 Months	2 Seats (One sponsored)
<b>Short Courses</b>			
<b>S. No.</b>	<b>Name of Course</b>	<b>Duration</b>	<b>Seats</b>
1	Short Term Training in HVPG & TJLB	3 months	2 seats every 3 months
2	Short Term Training in Research Department	1-6 months	Variable
3	Short Term Training in Clinical Virology	3 months	2 seats every 3 months
4	Short Term Training in Hepatopathology	6 months	2 seats every 6 months
5	Short Term Training in Hematology (for technical grade)	3 months	2 seats every 3 months
6	Short Term Training in Hematology (for MD/DCH)	3 months	1 seat every 3 months
7	Short Term Training in Biochemistry (Automation in Diagnostics)	3 months	2 seats every 3 months
8	Short Term Training in Biochemistry (Immunological Techniques)	3 months	2 seats every 3 months

9	Short Term Course in Hepato-Pancreato-Biliary Radiology	3 months	2 seats every 3 months
10	Short Term Training in Transient Elastography	2 weeks	2 seats / course
11	Short Term Training in Endoscopic Ultrasound	3 months	2 seats every 3 months

### Qualifications Required for Degree/Diploma Courses

#### DM Hepatology

MD in General Medicine or Pediatrics from an Indian University recognized by the Institute or Diplomat of National Board in General Medicine / Pediatrics or any other examination approved by the Institute for this purpose from time to time.

The candidates should have passed the MD exam prior to the date of entrance examination failing which they will not be allowed to appear for the entrance examination. In case the candidate is waiting for the results, unable to enclose the pass certificate, he / she can mention the same in the application and will have to submit the pass certificate compulsorily to the Associate Dean/Assistant Registrar prior to departmental assessment.

#### DM Organ Transplant Anaesthesia and Critical Care

MD in Anaesthesia or Diplomat of National Board in Anaesthesia or any other examination approved by the Institute for this purpose from time to time.

The candidates should have passed the MD exam prior to the date of entrance examination failing which they will not be allowed to appear for the entrance examination. In case the candidate is waiting for the results, unable to enclose the pass certificate, he / she can mention the same in the application and will have to submit the pass certificate compulsorily to the Associate Dean/Assistant Registrar prior to departmental assessment.

#### DM Paediatric Hepatology

MD in Paediatrics or Diplomat of National Board in Paediatrics or any other examination approved by the Institute for this purpose from time to time.

The candidates should have passed the MD exam prior to the date of entrance examination failing which they will not be allowed to appear for the entrance examination. In case the candidate is waiting for the results, unable to enclose the pass certificate, he / she can mention the same in the application and will have to submit the pass certificate compulsorily to the Associate Dean/Assistant Registrar prior to departmental assessment.

#### M. Ch Hepato-Pancreato-Biliary Surgery

MS in General Surgery from an Indian University recognized by the Institute or Diplomat of National Board in General Surgery or any other examination approved by the Institute for this purpose from time to time.

The candidates should have passed the MS exam prior to the date of entrance examination failing which they will not be allowed to appear for the entrance examination. In case the candidate is waiting for the results, unable to enclose the pass certificate, he / she can mention the same in the application and will have to submit the pass certificate compulsorily to the Associate Dean/Assistant Registrar prior to departmental assessment.

#### MD-PhD

MBBS or any other recognized medical qualification included in the first or second schedule or part-II of the Schedule (other than licentiate qualifications) of the Indian Medical Council Act, 1958. Holders of educational qualifications Included in part-II of the Third Schedule should also fulfill the conditions stipulated in subsection (3) of section 13 of the Indian Medical Council Act, 1956.

The candidates should have passed the MBBS exam prior to the date of entrance examination failing which they will not be allowed to appear for the entrance examination. In case the candidate is waiting for

the results, unable to enclose the pass certificate, he / she can mention the same in the application and will have to submit the pass certificate compulsorily to the Associate Dean/Assistant Registrar prior to departmental assessment. PhD (Biomedical Sciences)

A candidate seeking admission to the Ph. D course must possess at least one of the following qualifications of recognized University/Institutes:

- A degree of Master of Sciences or Master's degree in any subject allied to Bio Medical Sciences with at least 60% marks or Master of Surgery or Doctor of Medicine or an equivalent degree or Diploma of the National Board of Examinations.
- MBBS degree with a minimum of 55% aggregate marks in the professional examinations.

### **PDCC (Liver Transplant Anaesthesia, HPB Interventional Radiology, Pediatric Hepatology, Hepatopathology and Renal Replacement Therapy)**

MD in respective disciplines from an Indian University recognized by the Institute or Diplomat of National Board or any other examination approved by the Institute for this purpose from time to time.

The candidates should have passed the MD exam prior to the date of entrance examination failing which they will not be allowed to appear for the entrance examination. In case the candidate is waiting for the results, unable to enclose the pass certificate, he / she can mention the same in the application and will have to submit the pass certificate compulsorily to the Associate Dean/Assistant Registrar prior to departmental assessment.

### **Eligibility for Short Term Courses**

<b>S. No.</b>	<b>Name of Course</b>	<b>Eligibility</b>
1	Short Term Training in HVPG & TJLB	For Indian candidates: 1. DM in Gastroenterology, or 2. MD in Radiology with three years experience in Intervention Radiology For overseas candidates: 1. Fellowship in Gastroenterology / Hepatology, or 2. Radiologist with three years experience in Intervention Radiology
2	Short Term Training in Research Department	M.Sc. or MBBS
3	Short Term Training in Clinical Virology	MD Microbiology or MD Lab Medicine
4	Short Term Training in Hepatopathology	MD Pathology
5	Short Term Training in Hematology (for technical grade)	D.MLT or B.Sc
6	Short Term Training in Hematology (for MD/DCH)	MD (Medicine / Pediatrics / Pathology) or DCH
7	Short Term Training in Biochemistry (Automation in Diagnostics)	MD Biochemistry or MD Lab Medicine
8	Short Term Training in Biochemistry (Immunological Techniques)	MD Biochemistry or MD Lab Medicine
9	Short Term Course in Hepato-Pancreato-Biliary Radiology	MD Radiology
10	Short Term Training in Transient Elastography	DM Gastroenterology / Hepatology or MD Radiology
11	Short Term Training in Endoscopic Ultrasound	DM Gastroenterology / Hepatology

## Admissions Notification

The Institute of Liver and Biliary Sciences, New Delhi is a fully residential complex. All residents have to reside in the campus compulsorily. For admissions to the degree and certificate courses notification shall be issued in press by the Institute inviting applications from the eligible candidates to appear for entrance test to various courses. For admissions to the short courses the notifications would be posted in the ILBS website ([www.ilbs.in](http://www.ilbs.in)) from time to time.

## Application

Candidates may download the application forms and prospectus from ILBS website [www.ilbs.in](http://www.ilbs.in). Candidates must ensure their eligibility from the prospectus before applying. Candidates should submit their application online at the ILBS website (<http://www.ilbs.in>). The applications for in-service candidates for sponsored seat must be routed through proper channel. The application fee is Rs. 2500/- for Sr. No. 1 to 4 and 6 to 11 and Rs. 500/- for Sr. No.5. The fee must be paid by net banking/debit/credit cards. The application fee once paid will not be refunded even in case of his/her application is rejected.

### Instructions for Filling the Application Form

Before submitting the application it is the responsibility of the candidate to ascertain whether they possess the requisite qualification for admission. Having been called for the entrance test does not mean acceptance of eligibility. Selection of the candidate will not be final unless the original certificates are verified and found correct and the fees are paid.

Application form should be filled up carefully by the applicant and no column should be left blank or incomplete. Defective applications will be rejected.

Full name of the candidate as seen in the school records should be given in the application and all other related forms should also be enclosed and specify the correspondence address and contact phone numbers.

All information given in the application form should be correct. Any false information or suppression of any factual information in the application would be a disqualification. In case any false information is furnished or that suppression of any factual information comes to the notice during any time of the course, he/she would be liable for appropriate disciplinary action including termination.

## Upper Age Limit

**For Degree and PDCC Courses:** Forty years (as on 31<sup>st</sup> July , 2014), relaxable by 5 years for SC/ST candidates.

**For Short Courses:** Fifty five years (as on 31<sup>st</sup> July, 2014), relaxable by 5 years for SC/ST/overseas candidates.

## Method of Selection for DM/M.Ch/PDCC/Certificate Course in RRT

Selection of candidates for DM/M.Ch/PDCC/Certificate Course in RRT will be on merit based on entrance test.

- Objective test (weightage 70%) for grading aptitude and merit. The test would be of 90 minutes duration comprising of 100 multiple-choice questions. The qualifying criteria for entrance examination is minimum 50% marks. To qualify for the departmental assessment for DM /M.Ch, the candidate should have secured minimum 50% marks in theory entrance examination.

The weightage of the objective questions is detailed below:

50% question from the basic sciences related to respective disciplines

50% question from the clinical sciences related to the respective disciplines

- Departmental assessment and final interview (weightage 30%)
- Directors Interview
- Declaration of Final Result

### **Breaking Tie**

The following criteria shall be adopted for fixing the merit of the candidates in case two candidates get equal marks in the entrance test in the following sequence:

- A candidate who passed MD/MS/DNB/MBBS with minimum number of attempts will be given preference.
- Candidate who secures higher marks in MD/MS/DNB examinations will be given preference.
- Candidate who secures higher marks in Final MBBS examinations will be given preference.
- Candidate who secured higher marks in Medicine in MBBS examination in respective specialties. Elder in age will be preferred.

**Note: - Candidates have to enclosed their MBBS/MS/MD mark sheet along with application to break tie.**

### **Method of Selection for MD-PhD**

Selection of candidates for MD-PhD program will be done through written competition followed by interview. Since this course is in collaboration with the Indian Council of Medical Research (ICMR), a nominee from ICMR would oversee the selection process.

### **Method of Selection for PhD**

Selection for Ph.D. registration will be made through 2-stage performance evaluation as under:

- **Stage I:** Candidates fulfilling the minimum requirements would be invited for a competitive written qualifying test conducted in New Delhi. The question paper will consist of 100 multiple choice questions covering the syllabus relating to subject till the masters level. The total marks for the written test will be 100. To qualify in the entrance examination candidate has to secure minimum 50% marks. Only those candidates will be called for departmental assessment that had scored minimum 50% marks in written entrance examination. The number of available seats will determine the number of students who will be called for interview. The interview ratio will be up to 1:5. The written exam serves only as a qualifying exam for interview/department assessment.
- **Stage II:** The shortlisted candidates will be called for a round of interview to be held at ILBS. Total marks will be 100 and are distributed as follows:
  - Students who have cleared NET examination (CSIR/UGC/ICMR/DBT/equivalent) and possess their valid JRF fellowship - 30 marks
  - Students with prior research experience (min. 6 months) - 20 marks
  - Research (interest) presentation, 10 minutes - 10 marks
  - Interaction with the faculty followed by interview - 40 marks

### **Other Information**

- The Entrance Test shall be conducted by ILBS, New Delhi.
- The candidates appearing for entrance test will not be paid any dearness / traveling allowance.
- The marks obtained by the candidates in the entrance test shall be displayed on the specified date.
- The selected candidate has to undergo a medical fitness examination conducted by the Institute. Candidates not found medically fit will have to forgo their admission, and the seat will be offered to the next candidate on the merit list.
- The selected candidates shall join the course by the date prescribed. In case the selected candidate does not report by the date, the next candidate in the order of merit will be selected in his/her place. No extension of time will be entertained. The candidate will forfeit the claim of admission if he/she does not report on the date prescribed.

- The courses are full time courses. The candidate shall be full time resident and they shall reside in Hostel of the Institute within the campus. No postgraduate is allowed to do any private practice or consultation.
- The candidate seeking admission under sponsored category should apply through proper channel. The candidates are not permitted to register for any other Degree/Diploma courses and continue the studies, unless specifically permitted by the Institute.
- Duties and responsibilities of students joining the academic courses shall be fixed by the Institute from time to time. They will be required to pursue such works that may be needed in the legitimate interest of patient care in the hospital.
- The performance of the candidates joining the course will be evaluated at the end of every six months by a committee constituted for the purpose and in case of unsatisfactory performance, the Institute has the right to take appropriate action to extend the period of training or detain the candidate and make him/her ineligible for appearing for final examination including the removal of the name of the candidate from the rolls of the Institute.
- The candidate has to submit their thesis proposal cleared by the Institutional Ethics Committee to the Academic Cell within six month of the joining. Candidate has to ensure that final thesis should be submitted atleast six month before of the final examination (i.e. batch starting academic session on August 1<sup>st</sup> the thesis proposal submission should be completed on or before 30<sup>st</sup> January of each year and batch appearing in the final examination should also submit their completed thesis on or before January 31<sup>st</sup>, each year),
- The candidate shall maintain a log book. There shall be entry of various procedures, operations performed, academic presentations done etc., by the candidate during the study period certified by the head of the department. This shall be submitted to the examiners at the time of practical and viva voce.
- The candidates admitted to degree courses, before being permitted to appear for the final examination shall be required to furnish proof of having undertaken research in the form of two papers in publishable format (one of them as first author).

### **Attendance**

Every candidate has to secure a minimum of 75% attendance. However, in exceptional cases the attendance requirement may be relaxed, but not below the minimum of 67%, in the following cases only:-

- a) Students who have participated in University sponsored/approved activities for which necessary attendance will be given for the days of absence (i.e., number of classes) and the attendance will be calculated accordingly.

**Note:** Students are required to submit approved Academic Leave forms along with copy of invitation, abstract and copy of article within a week before the activity. No Academic Leave will be considered subsequently.

- b) In case of serious ailments when a student has to be admitted as an in-patient in a clinic/hospital as recognized by the University. In such approved cases, the number of classes missed will be deducted from the total classes held and attendance calculated accordingly.

### **Note:**

- (i) In exceptional genuine cases, where the hospitalization is not necessary, the Institute will accept Medical Certificate from a qualified Medical Practitioner.
- (ii) The decision of the Examination Committee on the acceptance or otherwise of the Medical Certificate produced by the candidate shall be final.
- (iii) The eligibility for medical leave arises only in case the candidate has more than 67% of attendance but less than 75%.

- (iv) Candidates are required to submit medical leave forms along with medical record within a week of returning from the leave. No medical leave will be considered subsequently.

In case it is found that any medical certificate submitted is false or not from the qualified authority / hospital, the matter will be referred to Disciplinary Committee.

After all these exceptions, if any candidate falls short of attendance, he/she will ~~NOT BE ALLOWED~~ for the Examination.

### Stipend

Monthly stipend as per the rules of the Institute will be paid to the candidates admitted to the DM/M. Ch course for 36 months, PDCC for 12 months, and PhD for 12 months after taking their monthly attendance into consideration. Students enrolled for the certificate course renal replacement therapy six month course will receive the stipend as applicable for the Junior Residents as per policy of ILBS.

### Hostel Accommodation

The Institute of Liver and Biliary Sciences, New Delhi is a fully residential Institute. All residents have to reside in the Hostel compulsorily available within the campus.

Fees - DM/M Ch/PDCC:

**Selected candidate has to pay the following fees on the day of admission:**

Sl. No.	Fee Particulars	Amount
1	Tuition fees	Rs. 36,000 per annum
2	Library fees	Rs. 3,000 per annum
3	Caution deposit (refundable)	Rs. 10,000

**Fees – PhD / Certificate Course in Renal Replacement Therapy:**

**Selected candidate has to pay the following fees on the day of admission:**

Sl. No.	Fee Particulars	Amount
1	Tuition fees	Rs. 3,000 per annum
2	Library fees	Rs. 3,000 per annum
3	Caution deposit (refundable)	Rs. 10,000

### Bond

The candidates admitted to the degree courses (DM, M Ch and PDCC ) shall execute a bond (annexure I) on a stamp paper (non-judicial) of Rs.100/- value along with two sureties undertaking that in the event of the candidate discontinuing the studies at any time during the course, he/she shall be bound to pay a sum of Rs. 5,00,000/- (Rupees Five lakh only).

### Closure of Admission

The admissions stand closed by the prescribed date and courses shall commence from the notified date i.e 01<sup>st</sup> August, 2014. Due to unforeseen reasons if a seat falls vacant the candidates next in order of merit as per the rules will be considered for admission within the time frame schedule of MCI. If a seat falls vacant for the sponsored seat, it will be filled from the general category.

The original certificates of the candidates shall not be returned till they complete the course of study and appear for the final examinations unless they discontinue the studies and fulfill the conditions of bond. Hence, they are advised to keep sufficient Xerox copies of certificates for their future use.



### **Powers of Dean/Associate Dean/ Assistant Dean**

Notwithstanding anything contained in these rules, the Dean/Associate Dean/ Assistant Dean , ILBS may at any time before completion of the academic course, either on his/her own motion or on the application of any person after due and proper enquiry and after giving the person two weeks time from the date of receipt of the show cause notice to submit the written explanation and on personal hearing, order the cancellation of an admission to the course, if in his/her opinion such candidate had furnished incorrect particulars/false information in the application or in the documents attached thereto or in the statement made either before the authority in charge of admission or the Dean / Associate Dean /Assistant Dean, or any other manner. Against any such order of the Dean / Associate Dean /Assistant Dean, the appeal shall lie with the Director, ILBS, New Delhi.

### **Important Contacts**

<b>Designation</b>	<b>Name of the Officer</b>	<b>Email address</b>
Director	Prof. S K Sarin	<a href="mailto:shivsarini@gmail.com">shivsarini@gmail.com</a>
Associate Dean	Prof. C. K. Pandey	<a href="mailto:ceekeypandey@gmail.com">ceekeypandey@gmail.com</a>
Assistant Dean	Dr. Seema Alam	<a href="mailto:seema_alam@hotmail.com">seema_alam@hotmail.com</a>
Assistant Registrar	Dr Archana Rastogi	<a href="mailto:drarchanarastogi@gmail.com">drarchanarastogi@gmail.com</a>
Assistant Registrar	Ms. Vandna Talwar	<a href="mailto:aracademics.ilbs@gmail.com">aracademics.ilbs@gmail.com</a>
Sr. Executive	Ms. Jayanti Rawat	<a href="mailto:ilbs.academics@gmail.com">ilbs.academics@gmail.com</a>

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**Email: [ilbs.academics@gmail.com](mailto:ilbs.academics@gmail.com)**

## Annexure 1

SPECIMEN FORM OF BOND TO BE EXECUTED BY THE CANDIDATE JOINING D.M./M.Ch/PDCC Courses

(To be submitted on non Judicial Stamp Paper worth Rs.100/-)

This bond is executed on this \_\_\_\_\_ day of \_\_\_\_\_ (2013) by me, Dr. \_\_\_\_\_ S/o./D/o. \_\_\_\_\_ Resident of \_\_\_\_\_ here after called as ~~STUDENT~~ in favour of the Registrar, Institute of Liver & Biliary Sciences, New Delhi, hereafter called as ~~ILBS~~

WHEREAS I am selected for the course of \_\_\_\_\_ at ILBS for the academic year 2014-2015.  
WHEREAS the ILBS institution has prescribed / stipulated the conditions in admission regulations that the student selected for the course have to execute bond for Rs. 5,00,000 (Rupees Five Lakh only) in favour of the Registrar, ILBS promising that he/she will complete the course. In case of cancellation / discontinuation of the said course, I undertake to pay to ILBS the said bond amount and the amount received from ILBS by way of Stipend etc, I have agreed to said conditions and executing this bond. The bond will come into force from 01/01/2014.

Date : \_\_\_\_\_

Signature of the student

This bond is executed in the presence of the following witnesses:  
Signature & Address:

- 1.
- 2.

## ASSESSMENT SYSTEM

The candidates are required to maintain a logbook detailing about the clinical cases. The overall internal assessment process is based on performance in patient care, performance in academic programme, logbook maintenance and achievement of research requirements. At the end of the course the assessment would be pooled and a percentage would be derived. This will be added to the theory marks of the final examination and constitute 10% of the total final marks.

### **Theory paper (Total Marks: 400)**

Paper I: Basic Sciences	100 marks
Paper II: Clinical	100 marks
Paper III: Recent advances	100 marks
Paper IV: Liver Transplant	100 marks

### **Practical Examination (Total Marks: 100)**

Components of Practical Examination

Component	Marks
Clinical cases	60
Pathology	10
Radiology	10
Equipment	10
General viva	10

### **Total weightage for final results**

Internal Assessment	10% of total evaluation
Theory	30% of total evaluation
Practical	60% of total evaluation

To be successful a candidate will be required to obtain at least 50% marks separately in theory and practical.

### **Examiners**

There will be two internal and three external examiners. Qualification and experience of the examiners shall be as per MCI recommendation.