



Ref. No: _____

JOINING REPORT

I, Dr. _____ S/o, D/o, W/o _____
_____ R/o _____
PMDC No. _____ selected for FCPS Training starting from August, 2016,
submit my joining in _____ in _____
on _____ at _____.

2. I will abide by the rules and regulations of the Postgraduate Training Program of the Punjab Government notified Vide Notification No. S.O. (ME) 7-6 / 2016 (CIS), dated 04th August, 2016.

Signature of the Candidate

Signature of the Head of the Institution

TOP PRIORITY - IMMEDIATE - THROUGH FAX/EMAIL



No. S.O. (ME) 7-6 / 2016 (CIS)
GOVERNMENT OF THE PUNJAB
HEALTH DEPARTMENT

Dated Lahore the 4th August, 2016

To

1. The Vice Chancellor, King Edward Medical University, Lahore
2. The Vice Chancellor, Fatima Jinnah Medical University, Lahore
3. The Vice Chancellor, University of Health Sciences, Lahore
4. The Chairman and Dean, Shaikh Zayed Medical Complex, Lahore
5. All the Principals of Autonomous Medical Institutions in Punjab
6. The Principal, College of Ophthalmology and Allied Vision Sciences, Lahore
7. All the Medical Superintendents of Teaching Hospitals in Punjab
8. All the Deans / Heads of Specialized Healthcare Institutions in Punjab
9. The Administrator, Shaikh Zayed Hospital, Lahore

Subject:

REGULATIONS FOR THE POST GRADUATE TRAINEES INDUCTED THROUGH THE PG TRAINING PROGRAM OF THE PUNJAB GOVERNMENT.

Kindly refer to the subject cited above.

2. I am directed to state that Government of the Punjab has assigned a very high priority to medical education in development agenda for improving quality and coverage of health services. Government has established quality infrastructure in all Teaching Institutions to impart training to under-graduate and post-graduate trainees. The Government of Punjab has also made a significant increase in the post-graduate training slots in the past years, and currently, more than 4,500 PG Training Seats are available in the public sector teaching hospitals in Punjab. The aim behind increasing number of PG Training Seats was to give more opportunities to the doctors for career progression as well as to overcome shortage of specialists in medical profession.

3. The Government of Punjab has been devising policy / criteria from time to time for the selection of post-graduate trainees at all the public sector healthcare institutions imparting post-graduate training. The previous policy was notified on 16th June, 2015 reflecting general guidelines, eligibility criteria including initial and final merit determination. However, the post-graduate trainees were selected at institution level. With the mutual consensus of relevant stakeholders including Vice Chancellors of medical universities, Principals of Teaching Institutions, Health Roadmap Consultants, and leading representative organizations of doctors community, the Specialized Healthcare & Medical Education Department devised a comprehensive transparent, system generated merit-based post-graduate induction policy named "**Punjab Post-Graduate Training Program**". After unanimous consensus from all stakeholders, it was implemented for admissions to all Post-Graduate Training Courses for the doctors.

4. In order to facilitate the institutions and aspiring doctors, the competent authority has been pleased to devise following regulations for the Post Graduate Trainees, for implementation at all levels:

- i. The total duration of course will be as per stipulated period of the program chosen, out of which contract for one year will be granted which is extendable on yearly basis subject to satisfactory performance;
- ii. The PG Trainee will be entitled to draw stipend as fixed by the Government as admissible under the rules and subject to availability of stipendiary seat in the respective specialty in the respective institute where he / she is placed;
- iii. No official accommodation will be provided to the PG Trainee during the period of training. However, a non-furnished room on single or share-basis will be provided to the PG Trainee(s) subject to payment of utility charges/ room rent and availability in the hospital / hostel. The provision of hostel accommodation is purely made to ensure round-the-clock availability of PG Trainee in the hospital / ward

- iv. The PG Training is full-time residential job. The PG Trainee shall perform duty in the department / ward as per duty roster defined by the Head of the Department / Institution;
- v. PG Trainee will not be entitled for private practice or second job at any other hospital / institution during training period;
- vi. The working hours of PG Trainee will be fixed as prescribed by the PMDC / Government / University / Institution / CPSP whichever are more. However, the duty hours can be changed by the head of the concerned department / Academic Council in accordance with the needs of the hospital and demand of training program;
- vii. A PG trainee will be entitled for leave as admissible under the PMDC / University Regulations. Maternity leave is admissible twice during entire course;
- viii. A PG Trainee once dropped or leaves the course incomplete, will not be eligible to rejoin the course until decided by the Hardship Committee;
- ix. The PG Trainee shall be required to maintain proper discipline and satisfactory progress of the work (including minimum attendance as fixed by the University / Institution / CPSP);
- x. The contract of PG Trainee can be terminated at any time during the training period in case of violation of contract agreement, misconduct, absentee or poor performance as per disciplinary rules;
- xi. The PG Trainee will not be allowed to be the part of any political party or member of medical or dental wing of any political organization during the entire period of training. The Principal / Head of the Institution will have powers to terminate the contract of such PG Trainee without serving any prior notice;
- xii. The PG Trainee shall not be allowed to change his / her course at any stage during the study for which he / she was initially recommended by the Joint Admission Committee (JAC);
- xiii. In case any hardship, a PG Trainee may apply to the “**Hardship Committee**” constituted by the Government for the purpose to resolve their hardships, if any. The Hardship Committee will meet twice a year preferably during March and December;
- xiv. The admission will be cancelled in case any incorrect information / document(s) provided by the PG Trainee are found to be fake or fabricated.

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

NO & DATE EVEN.

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

1. Khawaja Salman Rafique, Advisor to Chief Minister on Health, Punjab.
2. Secretary to Chief Minister, Punjab.
3. Secretary to Government of Pakistan, Ministry of National Health Services, Regulations and Coordination, Islamabad.
4. Secretary to Government of the Punjab, Primary & Secondary Healthcare Department.
5. Chairman, Higher Education Commission, Islamabad.
6. President, Pakistan Medical and Dental Council, Islamabad.
7. President, College of Physicians and Surgeons of Pakistan, Karachi.
8. Additional Secretary (Staff) / PSO to Chief Secretary, Punjab.
9. P.S.O. to Additional Chief Secretary, Punjab.
10. Additional Secretary (Staff) to Secretary to Government of the Punjab, Specialized Healthcare and Medical Education Department.
11. All the Additional Secretaries to Government of the Punjab, Specialized Healthcare and Medical Education Department.

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