

**Circular Letter No. 84 / 2015**

My No. PGIM/EX/14/SE/PG/DMed/Edu/15  
Postgraduate Institute of Medicine,  
160, Norris Canal Road,  
Colombo 7.  
22<sup>nd</sup> September 2015

To : Director/NHSL, Colombo,  
Directors/MSS of Teaching/General Hospitals,  
Provincial Director / Health Services,  
Regional Directors of Health Services,  
Deans of Faculties of Medicine/Medical Sciences,  
Universities of Peradeniya/Colombo/Jaffna/Ruhuna/Kelaniya,  
Sri Jayewardenepura,

**ENROLLEMENT OF TRAINEES TO PG DIPLOMA IN MEDICAL EDUCATION TRAINING PROGRAMME – 2015**

01. The above training programme is scheduled to commence on 31<sup>st</sup> October 2015.
02. Applications are invited by me from medical officers possessing the following requirements for admission to the above training programme.

- a. A medical degree registered with the Sri Lanka Medical Council
- b. Completed an internship recognized by the Sri Lanka Medical Council
- c. Completed one year's work experience in Sri Lanka, after internship

Or

- d. A dental degree registered with the Sri Lanka Medical Council and completed two years' work experience in Sri Lanka after graduation

AND

- e. The Postgraduate Certificate Course in Medical Education conducted by the PGIM, University of Colombo, Sri Lanka

Note :- An applicant holding a Certificate in Medical Education from an overseas university may be exempted from Criterion (e). Exemptions will also be considered on a case by case basis and such exemptions will require approval of the Specialty Board, the Board of studies in Multidisciplinary Studies, and the Board of Management of the PGIM.

03. The maximum number of trainees will be decided by the Specialty Board in consultation with the Board of Management of the PGIM.

04. If the number of eligible applicants exceeds the number of training slots, priority will be given to those who have completed the Postgraduate Certificate in Medical Education (PGCME), conducted by the PGIM. Even after such prioritization if there are more eligible applicants than available training places, The applicants who have performed best at the PGCME (e.g. scored the highest grades) will be selected.
05. For all fulltime training programmers fulltime release from Ministry of Health is a prerequisite for enrollment. When relevant it may be necessary to sign a bond before such enrollment if such a requirement has been decided by the Ministry of Health or University.
06. The prescribed fees for the examination for candidates in the state sector are as follows:
  - (a) Registration fee - Rs. 4,000.00 (non refundable)

(Candidates from non-state sector will be charged 50% more of the above listed fees)
07. Eligible candidates should obtain the prescribed application forms from the Examinations Branch, Postgraduate Institute of Medicine on payment of Rs. 1000/- The application form also could be downloaded from our website [www.cmb.ac.l/pgim](http://www.cmb.ac.l/pgim) on payment of Rs. 1000/- The envelope should be marked “**Application for enrolment to the in-service training programme in PG Diploma in Medical Education**” at the top left hand corner.
08. Completed applications with **every cage duly filled** should be forwarded through the Head of Department, confirming that the applicants if selected would be released for postgraduate training in the PGIM. The applications should reach the Senior Asst. Registrar/Examinations, Postgraduate Institute of Medicine, 160, Norris Canal Road, Colombo 7 on or before 21<sup>st</sup> October 2015. **Incomplete applications and late applications will not be considered under any circumstances.**
09. The selected candidates should report to the training unit allocated to him/her within one month on receipt of the letter of selection to the training programme and allocation to the training unit.
10. Please bring the contents of the Circular Letter to the notice of all medical officers concerned in your department/division/faculty.
11. Please refer to the new regulations laid down by Ministry of Health regarding release of Medical Officers of Department of Health in PGIM website – [www.health.gov.lk](http://www.health.gov.lk)

Professor Senaka Rajapakse  
Acting Director, PGIM

- Copies
1. Secretary, Ministry of Healthcare & Nutrition
  2. Director General of Health Services
  3. DDGHS/Medical Services
  4. Commanders of Armed Forces
  5. Registrar, Sri Lanka Medical Council.
  6. Secretary of Specialty Board in Medical Education
  7. Hon. Secretary, GMOA