

My No. PGIM/EX/12/SE/MSc/Med/Ad (19)
Postgraduate Institute of Medicine,
160, Professor Nandadasa Kodagoda Mawatha,
Colombo 7.
18th July 2019

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

**SELECTION EXAMINATION FOR ENROLMENT TO THE IN-SERVICE TRAINING
PROGRAMME IN MSc (MEDICAL ADMINISTRATION)
- NOVEMBER 2019**

1. The above examination is scheduled to commence on **20 November , 2019**.
2. Applications are invited by me from medical / dental surgeons in the state and non-state sectors possessing the following requirements to sit the Selection Examination for enrolment to the in-service training programme in MSc (Medical Administration) in the year 2019.

2.1 Candidates who are Medical Graduates shall,

- (a) Have a medical degree registered with the Sri Lanka Medical Council;
- (b) Satisfactory completion of internship acceptable to the Sri Lanka Medical Council;
- (c) Satisfactory completion of three (03) years post-internship in Medical / Clinical practice in a university / public / private sector institution in Sri Lanka acceptable to the PGIM on the closing date of the application.

2.2 Candidates who are Dental Graduates shall,

- (a) Have a dental degree registered with the Sri Lanka Medical Council.
- (b) Satisfactory completion of five (05) years of full-time work in dental practice acceptable to the PGIM on the closing date of the application.

Note:

- The criteria prescribed in paragraph 2.1 (c) and 2.2 (b) must have been satisfied by the applicants as at the date of closure of applications, provided that where a short-fall has occurred due to any reasons including sick, maternity or other leave, the doctor concerned should complete such shortfall in order to become eligible to apply for the Selection Examination.
- Foreign nationals applying to register for selection examinations should possess a medical degree registrable with the Sri Lanka Medical Council.

- Foreign dental surgeons should possess one year of dental practice acceptable to the Board of Study.
3. The applicants to be eligible for enrolment to the training programme should pass the selection examination. The current format of the selection examination for the perusal of applicants is described in the Prospectus 2019.
 4. The selection examination shall consist of three components i.e.

Stage 1	(i)	Paper I – 5 Essay Questions of 3 hrs
	(ii)	Paper II – 20 Short Answer Questions of 2 hrs
Stage 2	(iii)	Oral Examination
 5. Stage 1 (Paper I & II) of the above examination scheduled to be held on **20 November 2019**. Only those who obtain 40% or more in each Paper I and Paper II will be allowed to proceed for the Oral examination. The Oral examination will be held on a subsequent date to be decided by the Board of Examiners.
 6. Candidates should obtain a total aggregate of at least 50% of the total available marks for the two papers and at least 40% for each paper in the Selection Examination to be eligible for the Stage 2.
 7. **25 candidates** from the **Ministry of Health (MOH)** who pass the Selection Examination will be enrolled in the training programme. Placements will be made purely in the order of merit. The details are available at the Examination Branch office of the PGIM and on the PGIM website under “General Regulations and Guidelines 2019”. **The 25th MOH candidate’s marks will be taken as a cut-off line and the candidates in sections 9, 10, 11 and 12 will have to obtain a mark similar to this or above to be offered a place in the training programme.**
 8. The final number of available training placements will be determined based on the total number of candidates above the cut-off line.
 9. All candidates attached to **Other Government Ministries** who are above the cut – off line will be enrolled in the training programme in order of the merit.
 10. All candidates from **State Universities** who are above the cut- off line will be enrolled in the training programme in order of the merit
 11. All candidates from the **Armed Forces (including Police)** who are above the cut- off line will be enrolled in the training programme in order of the merit.
 12. All **Non-State Sector** candidates who are above the cut- off line will be enrolled in the training programme. They will be placed below the order of merit for candidates from the MOH, State Universities and Armed Forces (including Police) based on the merit within the non-state sector category.
 13. **MSc training programme will be one year and six months training programme. The candidates who pass the Selection Examination should submit a letter to Director, PGIM from Secretary / Health to confirm the full-time release for enrollment. The candidates who fail to submit this letter shall not be enrolled / registered for the course.**

14. Following the examination and release of results the above numbers shall not be changed nor shall requests for such changes be entertained.
15. Each year only the scheduled Selection Examination in the approved examination calendar shall be held. **No repeat or additional examinations will be held.**
16. All selected candidates have to undergo three months orientation programme on management of health services prior to the commencing of the course.
17. When a candidate is selected, he/she should register in the same year. If this is not done another eligible candidate will be selected. And the candidate, who refused, will not be permitted to register in the programme in a subsequent year with the same results unless a valid medical certificate from a consultant acceptable to the PGIM is submitted.
18. For all fulltime training programmes 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.
19. The prescribed fees for the examination for candidates in the state sector are as follows:

(a) Registration fee	- Rs.	6,000.00
(b) Examination fees	- Rs.	16,000.00
(c) Application fee	- Rs.	2,500.00

Only online payment through the PGIM online portal will be accepted by the PGIM.

(candidates from non-state sector will be charged 50% more of the above listed fees)

20. Applications with **every cage duly filled** should be forwarded through the Head of Department, confirming that the applicants if selected would be released for the Postgraduate training in the PGIM. The applications should reach the Assistant Registrar/Examinations, Postgraduate Institute of Medicine, 160, Prof. Nandadasa Kodagoda Mawatha, Colombo 7 on or before **3rd October 2019**. The envelope should be marked **“Application for the Selection Examination for enrolment to the in-service training programme in MSc (Medical Administration)”** at the top left hand corner. **Incomplete applications and late applications will not be considered under any circumstances.**
21. The selected candidates shall report to the PGIM allocated to him/her within one month on receipt of the letter of selection to the training programme and allocation to the training unit.
22. Please bring the contents of the Circular Letter to the notice of all Medical Officers / Dental Surgeons concerned in your department/division/faculty.
23. Please refer to the new regulations laid down by Ministry of Health regarding release of Medical Officers / Dental Surgeons of Department of Health in MOH website – www.health.gov.lk

Contd.../4-

24. The results will be valid and official after confirmation by the **Senate of the University**.
25. The candidates will be issued an **“Examination Feedback Form”** with the admission documents. Feedback in Part II should be limited to concerns, if any, regarding the conduct of the examination (eg. perceived biases, discriminatory behaviour, harassment, intimidation) and NOT regarding the format or content of the examination. The form should be sent back to Director/PGIM under confidential cover **within 48 hours after conclusion of the examination. No concerns regarding the examination will be entertained after 48 hours of conclusion of the examination or following the release of results** nor will these be investigated by the PGIM.
26. A trainee following a PG Certificate or PG Diploma or MSc or MD programme shall not be permitted to sit another selection examination for a PG Certificate or PG Diploma or MSc or MD. If the trainee leaves the course before completion of a programme/course of study, he/she shall not be permitted to sit for another selection examination for a minimum period of two years from the date of leaving the programme/course of study. This rule shall not apply for online and part time courses.
27. The candidate who pass the Selection Examination and are selected for the MD programme should undergo the Professionalism Strand organized by the PGIM. Please note that this is a compulsory for all MD trainees and should be completed within first two years of pre MD training. A certificate will be issued to trainees who completed this strand successfully.
28. Candidates are requested to visit the PGIM website www.pgim.cmb.ac.lk for further updates.

H. S. de Silva

Professor Janaka de Silva
Director / PGIM

- Copies 1. Secretary, Ministry of Healthcare & Nutrition
 2. Director General of Health Services
 3. Deputy Director General of Health Services/Medical Services
 4. Commanders of Armed Forces
 4. Registrar, Sri Lanka Medical Council.
 5. Secretary of Board of Study in Medical Administration
 6. Hony. Secretary, Sri Lanka College of Medical Administration
 7. Hony. Secretary, GMOA