

My No. PGIM/EX/12/MD/Med/Ad/II (21)  
Postgraduate Institute of Medicine,  
160, Prof. Nandadasa Kodagoda Mawatha  
Colombo 7.  
31 May 2021

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 Jayewardenepura/Rajarata/EUSL/KDU

**MD (MEDICAL ADMINISTRATION) PART II EXAMINATION (Prospectus 2011) –  
SEPTEMBER 2021**

1. The above examination will commence on **6<sup>th</sup> September, 2021**. The examination will be held in Colombo.

**\* The date given in the circular with subject to change due to the current Covid 19 situation of the country. You will be given 2 weeks time with the notification of actual date of the examination once the normality of the country is released.**

2. Applications are invited by me from Medical Officers / Dental Surgeons possessing the following requirements to sit the above examination:

- (a) Have satisfactorily completed the training course based on monthly basis and satisfactory completion of 80% attendance of all attachments as certified by the trainers;  
and
- (b) The candidates are required to submit a soft copy of the 2 research projects and the portfolio one month before the examination. The Research Projects will undergo a plagiarism check by the PGIM.
- (c) Candidates are required to submit the certificate of **Professionalism & Ethics in Medical Practice Strand** issued by the PGIM along with the application.

3. You are required to give notice of your intention to enter the examination with the recommendation of the 2 supervisors regarding completion of the 2 research projects on or before 5<sup>th</sup> July 2021. The final title of your research projects and the name/s of your supervisor/s should also be indicated for consideration by the Board of Study. **You should submit the letter of intention to <https://forms.gle/JoHpKymjhnf4T3at7>**

4. Please note that candidates are required to submit the completed portfolio and 2 research projects **on or before 3.00 p.m. by 6<sup>th</sup> August 2021. No extension of time will be allowed under any circumstances. (The submission link will be informed once you submit the letter of intention)**

5. The examination shall consist of four parts;
  - Part A - Written Examination
  - Part B - Oral Examination
  - Part C - 2 Research Projects + Oral and
  - Part D - Portfolio
6. In order to pass the examination a candidate should obtain an overall average score of 50% or more (500 marks from 1000 marks) and 45% or more for each of the Parts A, B and C. If the trainee has obtained less than 45% for a research project, following will apply.
  - (a) If average marks more than 50% and marks for the research project/projects between 40 – 45% trainee can submit the project/s within 3 months and a separate evaluation and oral examination will be held. If trainee obtains more than 45% at the repeat examination he / she is considered as passing the examination.
  - (b) If average marks more than 50% and marks for the research project / projects between 35 – 40% trainee has to make necessary changes recommended by the examiners and face a repeat examination only for the research projects held at the subsequent year.
  - (c) If average marks more than 50% and marks for the research project / projects is less than 35%, the trainee has to conduct a fresh project / projects and face a repeat examination only for the research projects held at the subsequent year.
7. Past question papers are available in the PGIM Library.
8. Candidates who are eligible to sit the MD Part II examination are required to be present for the first scheduled examination after completion of the training programme. If a candidate does not apply or does not sit the first scheduled examination or subsequent scheduled examinations for reasons not acceptable to the Board of Study, the examinations will be counted as attempts.
9. Please note that **candidates are allowed 6 attempts only in the MD which must be completed within a period of 8 years from the date of the first examination.** However after failing the fifth attempt the candidate should undergo a minimum period of one year further training before being permitted the sixth attempt. These requirements will not apply to those candidates who have sat the Selection/Part I examinations before 1998.
10. The allocation of training units will be done as described in “General Regulations & Guidelines - 2021” and according to the approved procedure by the PGIM based on merit. The allocated training unit/s shall not be changed for personal reasons.
11. Post-MD trainees should commence post-MD overseas training within two (02) years after the expected date of completing local post-MD training. Any delay will be added to the date of effective Board Certification.
12. Post-MD trainees who delay commencing overseas post-MD training by more than four (04) years after the expected date of completing local post-MD training will have their trainee status terminated.
13. There shall be no delay in submitting the research project report within the stipulated period as prescribed in the prospectus. If there is delay, the Board Certification will be delayed accordingly.

14. The minimum duration of Post MD training required to be eligible for Board certification shall be one year local and one year overseas. However the duration may be more than two years in certain specialties and the information is available in the prospectus.

15. The candidates who shall commence the Post MD (Senior Registrar) training after January 2011 should pass the Pre-Board Certification Assessment to be eligible for Board Certification. The details are available at the PGIM for perusal.

16. Following the completion of prescribed requirement for Board Certification including overseas training the prospective trainee applies for Board Certification with the relevant documents within one month following the completion of such requirements. If this is not followed, the date of Board Certification will be delayed.

**17. Candidates who submit the notice of intention to enter the examination and wish to submit the Portfolio and Research Projects, should pay the Registration fee and Examination fee and produce the receipt to the Examinations Branch of the PGIM on or before Monday, 5 July 2021, along with the notice of intention.**

|                      |                                 |
|----------------------|---------------------------------|
| (a) Registration fee | - Rs. 8,000.00 (Non refundable) |
| (b) Examination fees | - Rs. 74,000.00                 |
| (c) Assessment fee   | - Rs. 8,000.00 (Non refundable) |
| (d) Application fee  | - Rs. 4,000.00 (Non refundable) |

(Private candidates will be charged 50% more on the above fee)

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

**Please note that the Examination fee will not be refunded in the event of the candidate not sitting the examination, without a valid reason acceptable to the Board of Study in Medical Administration.**

**If the PGIM does not receive the payment slip before the said date it will be assumed that you will not be sitting the examination in 2021.**

**The Application fee of Rs. 4,000.00 and Assessment fee of Rs. 8,000.00 can be paid when submitting the application form on or before 16<sup>th</sup> July 2021.**

18. The application form also could be downloaded from the website [www.pgim.cmb.ac.lk](http://www.pgim.cmb.ac.lk).

19. All examination applications and other documents are collected through a Google Form. The link will be sent only to the candidates who have submitted their letter of intention on time. All applicants should have a Gmail Account to log into the google form. PGIM trainees have to use the email account created by the PGIM. You should attach your exam application with all the relevant documents as a **single PDF** document since this portal does not allow to attach multiple documents.

20. Please refer 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](http://www.health.gov.lk).

21. Please bring the contents of the Circular Letter to the notice of all Medical Officers / Dental Surgeons concerned in your department/division/faculty.

22. There shall be **no repeat or additional examinations** which are not scheduled in the approved examination calendar for the year 2021.

23. The results will be valid and official after confirmation by the **Senate of the University**.

24. 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.

25. Candidates are requested to visit the PGIM website <http://pgim.cmb.ac.lk/> for further updates.



Director  
Postgraduate Institute of Medicine  
University of Colombo

Professor Senaka Rajapakse  
Director/PGIM