SCREENING TEST – RESIDENT MEDICAL OFFICER

Short listing of Applicants for Interview – By Screening Test of Multiple Choice Questions (MCQs) Type Exam. There will be one correct answer and three distractors.

Total Number of Questions to be asked – 100

Duration of Test – 90 Minutes

Proposed Scheme of Number of Questions from different Sections -

S. No.	Subject & Syllabus	Number of Questions
1.	Kayachikitsa *	10
2.	Panchakarma *	10
3.	Shalya Tantra *	10
4.	Shalakya Tantra*	10
5.	Prasooti Tantra & Stri Roga*	10
6.	Bal Roga *	10
7.	Research Methodology & Biostatistics**	10
8.	Computer (Syllabus Annexure I)	10
9.	Hospital Administration (Syllabus Annexure II)	20
	Total	**100**

*Questions will be of Graduation level as per CCIM Syllabus

**Questions will be of Post-Graduation level as per CCIM Syllabus

ANNEXURE I

COMPUTER

Knowing Computer: What is computer; Basic applications of computer; Components of computer system; Central processing unit (CPU); VDU; Keyboard and mouse, other input/output devices; Computer memory; Concepts of hardware and software; Concept of computing, data and information; Applications of IECT; Connecting keyboard, mouse, monitor and printer to CPU and checking power supply.

Operating Computer Using GUI Based Operating System: What is an operating system; Basics of popular operating systems; The User Interface; Using mouse; Using right button of the mouse and moving icons on the screen; Use of common icons; Status bar; Using menu and menu selection; Running an application; Viewing of file, folders and directories; Creating and renaming of files and folders; Opening and closing of different windows; Using help; Creating short cuts; Basics of O.S. setup; Common utilities;

Understanding Word Processing and M. S. Office: Word processing basics; Opening and closing of documents; Text creation and manipulation; Formatting of text; Table handling; Spell check, language setting and thesaurus; Printing of word document; Understanding of components of M.S. Office; M.S. word; M.S. excel sheets; M.S. power point etc;

Using Spread Sheet: Basics of spreadsheet; Manipulation of cells; Formulas and Functions; Editing of spread sheet; Printing of spread sheet;

Introduction to Internet, WWW And Web Browsers: Basics of computer networks; LAN; WAN; Concept of internet; Applications of internet; Connecting to internet; What is ISP; Knowing the internet; Basics of internet connectivity related troubleshooting; World Wide Web; Web browsing softwares; Search engines; Understanding URL; Domain name; IP address; Using e-governance website;

Communications and Collaboration: Basics of electronic mail; Getting an email account; Sending and receiving emails; Accessing sent emails; Using emails; Document collaboration; Instant messaging; Netiquettes;

Making Presentation: Basics of presentation software; Creating presentation; Preparation and presentation of slides; Slide show; Taking printouts of presentation/handouts

ANNEXURE II

HOSPITAL ADMINISTRATION

THE HOSPITAL
- Role of hospitals in health care

OUTPATIENT, INPATIENT AND NURSING SERVICES
- Hospital planning and design
- Outpatient services
- The nursing unit
- Intensive care unit
- Nursing services

HOSPITAL MANAGEMENT
- Planning, Organizing, Directing and leading, Controlling, Financial management

CLINICAL SUPPORTIVE SERVICES
- Radiology and Imaging Services, Laboratory Services, Operation theatre suite, Pharmacy, Central sterile supply department

ADMINISTRATIVE SERVICES
- Medical records, Hospital infection, Hospital utilization statistics, Materials management, Marketing of health services, Evaluation of hospital services

FUNCTIONAL HOSPITAL ORGANISATION
- Hospital Linen and Laundry service, Disposal of hospital waste, Public relations in hospitals, Ethical and legal aspects of hospital administration, Disaster management, Quality assurance through record review and medical audit

KNOWLEDGE OF NATIONAL AND AYUSH HEALTH POLICY AND DEVELOPMENTS

KNOWLEDGE OF RELEVANT ACTS AND RULES APPLICABLE TO AYUSH HOSPITALS