

PROSPECTUS



SCHOOL OF MEDICAL TECHNOLOGY (Estd.1992)

24 Girish Chandra Bose Road, Kolkata-700 014.

Contact: - 033-22272310,9231520480,

Website: - www.ssmthope.org & www.ssmtlivelihood.org

E-Mail-ssmtoffice@gmail.com

Affiliated to

Health Care Sector Skill Council



The Healthcare Sector Skill Council (HSSC) is a Not-for-Profit, Non-Statutory Certifying Organization, under the ambit of Ministry of Skill Development and Entrepreneurship (MSDE) and registered under the Societies Registration Act, 1860.

These certificates are issued by the NSDC to certify that the individual has acquired the necessary skills and knowledge to perform the job. The legitimacy of NSDC certificates is assessed by the government agencies responsible for recruiting individuals for government jobs.

Society For the School of Medical Technology is a funded partner of National Skill Development Corporation and Affiliated to HSSC. We had partnership with NASC in the year 2015. Around 15000 students get enrolled in our organization in different courses of Health care sector skill council. Almost success rate is 95%.

Admission procedure: -

Admission to above said course shall be given twice in a calendar year. Admission Notice is issued in the leading newspapers of the State and Country.

- a. Application for admission to the course is required to be submitted on the prescribed form. The application form is obtainable from the office of the Institute personally on cash payment of Rs.100/-or sending demand draft.
- b. The documents required are:
 - i) Mark sheet of Madhyamik / H.S as per eligibility criteria.
 - ii) Aadhar Card.
 - iii) 4 copy photographs, Voter Card.

Course Name	Code	Duration	Eligibility	Admission Fees	Tuitions Fees (Monthly)	Assessments Fees	Total Fees
GDA Advance Critical Care	HSS/Q 5101	6 months	Madhyamik	3000	2000	1200	16200
Phlebotomy	HSS/Q 0501	6 months	H.S (SC)	3000	2000	1200	16200
Emergency Medical Technician - Basic	HSS/Q 2304	6 months	H. S	3000	2000	1200	16200

Training Curriculum-

- A. **A Phlebotomist** draws blood samples from patients for laboratory testing and analysis. This may be done at the laboratory, collection center, or at the patient site. The incumbent also ensures availability and suitability of supplies to be used in the process. Other responsibilities include labelling, record keeping and documentation.

- B. **EMT Technician Syllabus in Brief:** Introduction to Emergency Medical Care, Structure and Function of Human Body Basic, Baseline Vital Signs and Symptoms, Lifting and Moving Patients, General Pharmacology, Basic Life Support, Bio Medical Waste Management, Advanced Airway (Brief Overview), Patient Assessment (Initial Assessment), Different Trauma and injuries Operations (Ambulance Operations), Operations (Gaining Access), Mass casualty incident, Medical Emergencies Medical (Allergies), Medical (Poisoning/ Overdose), Medical (Environmental Emergencies), Medical (Behavioral Emergencies).

- C. **GDA Advance Critical Care Syllabus in Brief:** Introduction to healthcare systems, Introduction to human body- structure & functions, Personnel hygiene & professional behavior, Bio medical waste management, Emergency Medical Response, Body mechanics and ergonomics, Positioning/Transferring/Mobility of patients, Advanced Airway (Brief Overview), CPR, Assistance to ITU Sister, Assistance to OT Technician, Use of Bi-PAP, C-PAP, Ventilator, First Aid & General Nursing.

ASSESSMENT & CERTIFICATION: Final assessment will be conducted at the end of session by Health care sector skill council of National Skill Development Corporation under the ambit of ministry of skill development and entrepreneurship govt of India.
Certificate will be provided to be successful candidate

GENERAL INFORMATION

1. The in-service Candidates shall submit appointment letter along with their application. The applicant having any relevant certificate recognized by state or union Government will get preference.
2. In all communications name of the Training Course should clearly be stated, otherwise these shall be liable to be rejected.
3. Admission will be taken for the courses sought for admission in the advertisement.
4. Canvassing in any form will disqualify the candidates.
5. Candidates found guilty of impersonate or submitting fabricated documents which have been tempered with or making statements which are incorrect or false suppressing of material information, may in addition to rendering himself/herself liable to criminal prosecution.
6. Prospectus of the Training Courses will be provided with the application forms by the Institute.
7. No traveling expenses for appearing in the entrance test shall be paid by the Institute.
8. Any change of address given in the application form should at once be communicated to the Principal/Administrative Officer of Institute. Candidates must also arrange for the redirection of communication to their new address, if necessary

ATTENDANCE: 70% attendance is compulsory during classroom training and 90% attendance is compulsory during clinical practical. Attendance below 50% is disqualification to appear in the final examination.

TIMING OF TRAINING: -Twenty hours per week including theory & Practical Class for every course. Class routine will be provided before commencement of class.

CLINICAL PRACTICAL –Hand holding clinical Practical will be conducted for three month in near by hospital all the courses

APRON:Wearing apron during practical class is mandatory for every student.

Practical Note book: Every student should prepare a practical note book containing all lectures and practical classes.

STUDENTS PROGRESS REPORT

College keeps close eye on the overall performance of the student and sends monthly progress reports of students to their parents/guardians.

STUDENT FEEDBACK

Management of the college takes regular feedback from students regarding faculty and other related problems etc. and tries to sort their problems on top priority.

STUDENT SUPPORT SERVICES

We apply all sincere & possible efforts to shape the career of the students so as to make them not only a complete Professional but also a responsible citizen. Students are provided with all sorts of modern amenities and extra ordinary care is taken towards overall development of their personality.

TEACHING AIDS

To supplement the course, texts relevant video & audio tapes are screened from time to time. To strengthen the teaching learning process the Institute has provided the much-needed aids like VCR, TV, OHP's, LCD and other modern teaching equipment's.

BOOK BANK FACILITY

Institute has library cum reading room for students comprising of text books, reference books etc.

PLACEMENT CELL

We at SSMT believe that a job-oriented training session that does not culminate in income generation for the beneficiaries is of little relevance. Thus, we have derived a scheme of employment that befits itself to the need of the beneficiary. We have a post training placement assistance wing through which we help the trainees to get their own jobs. To ensure prolonged benefits of support service we hold interactive sessions on employment scopes every two months for six months post training with beneficiaries unable to establish themselves and accordingly submit feedback reports to the concerned authority.

Steps of wage Placement-

- Prepare data bank of beneficiary.
- Conduct counseling of beneficiaries to identify who are interested for wage employment/ who are interested for self-employment, and who are not interested at present because of higher studies or personal problem.
- Accordingly, we collect C.V from all beneficiaries
- We send C.V of the beneficiaries to the Employer from our Employer's Bank
- Employer conduct interview and select the candidate.
- Later the employer confirm appointment and intimate the candidate and us.

Support for Self-Employment:

As we have seen that most of the trainees are not confident of starting their individual units immediately after training and require loan. We give the name of Govt. agency who gives loan at subsidized rate or loan at a very low interest. We give all support like filling of form, prepare project proposal and other relevant formalities.

ANNUAL DAY FUNCTION

Institute organizes Annual Day function every year. Prominent person, academicians from or outside the state is invited as Chief Guest for the function. The students of the college present various cultural items.

SEMINARS

College also organizes seminars on various National Events such as World Aids Day, World Environment Day and other important days

RULES AND REGULATIONS

Violation of rules will result in disciplinary action against the offender including his/her suspension and/or discharge from the college. A student may be expelled from the college at any times on the following grounds

1. Unsatisfactory conduct
2. When his/her activities are found detrimental to the interest of the college, management or other students.
3. When he/she indulge in unlawful/ anti-national activities.
4. When payment of fee is delayed beyond the prescribed time schedule.
5. When he/she is absent for more than 3 days without any application/information.

GRIEVANCE CELLS: Institute maintain a grievance cell of student and there is a separate complain drop box in font of the recaption student can write any complain regarding study's or any other matter which is embracing for any student. All the grievances will be readdressed with out discloser of name of complainer.

Form No: -



ADMISSION FORM



SOCIETY FOR THE SCHOOL OF MEDICAL TECHNOLOGY

24 Girish Chandra Bose Road, Kolkata-700 014.

Website: -www.ssmthope.org&www.ssmtlivelihood.org

E-Mail-ssmtooffice@gmail.com

Affiliated to Health Care Sector Skill Council

Paste your
recent
passport
size
photograph

Course Name.....

1.Full Name of the Applicant(In Block Letter Only):.....

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2.Father's Name:

3.Mother's Name:

4. Nationality: Indian ☒ Non-Resident-Indian[Put ☒ only]

DDM M Y YYY

5. Date of Birth:

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6. Sex:Male/Female [Put☒ only]

7. Category: Gen ☐ SC ☐ ST ☐ OBC [Put☒ only]

8. Aadhar Number:

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9. Mobile No:

10.Postal Address with Pin Code:

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11.Permanent Address with Pin Code:

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12.Educational Qualification

Examination	Board / University	Year	% Of Marks

DECLARATION

I hereby declare that I have read and understood the condition of eligibility for the course for which I sought admission. I fulfil the minimum eligibility criteria and have been provided with necessary information in this I regard. In the event of any information found incorrect or misleading, my candidature shall be liable to cancelled at any time and I shall not be entitled to refund of any fee paid by me to the Institute.

Place:

.....
(Signature of Candidate)

Date:

.....
(Signature of Parent/Guardian)