

**CHRISTIAN MEDICAL COLLEGE  
VELLORE, INDIA.**



**DEPARTMENT OF MEDICAL  
EDUCATION**

**PROSPECTUS**

**POST GRADUATE DIPLOMA IN FAMILY  
MEDICINE for recent MBBS Graduates  
(PGDFM)**

**2025 - 2026**

**Postgraduate Diploma in Family Medicine for recent MBBS  
Graduates(PGDFM)  
*Towards expertise in secondary level care***

## **INTRODUCTION**

The Christian Medical College Vellore, seeks to be a witness to the healing ministry of Christ, through excellence in education, service and research. A distinguishing and unique feature of the Christian Medical College Vellore (CMC) is its linkage with the large and widespread network of mission hospitals located mainly in semi-urban and rural areas aiming to serve disadvantaged communities. With inpatient strengths of between 20 and 200 beds, these hospitals deliver broad based clinical services to their local communities. The majority of MBBS students in CMC are sponsored by these hospitals and have undertaken to serve in them for two years immediately after graduation. CMC recognizes that its medical graduates face arduous challenges and difficulties during this service period but also that this can be a unique learning experience for them. The Post Graduate Diploma in Family Medicine for recent MBBS Graduates course is a diploma awarded by CMC after completion of the PGDFM course. This is CMC's response to the challenge of equipping the MBBS graduates, from CMC and other medical colleges for competent and satisfying engagement with secondary level health care while also availing of its educational opportunities. The graduates face a variety of other problems such as academic and social isolation, lack of opportunity for learning, difficulty in translating learning from a tertiary care level to secondary level, lack of procedural skill competence and administrative problems. The Course was started in 2007 as a one-year Fellowship Program, the Fellowship in Secondary Hospital Medicine and then upgraded to the Post Graduate Diploma in Family Medicine in 2010 and the duration was increased to 18 months.

## **OBJECTIVES**

On completion of the PGDFM Course the candidate will:

- 1) Be proficient in broad based multi-competent secondary level care and handling of demanding emergencies, in a centre with a high volume of outpatient work.
- 2) Be skillful in a variety of medical and surgical procedures.
- 3) Have a distinctive orientation towards Family Medicine.
- 4) Be able to carry out research project relevant to hospital needs in a secondary care set up.

## **ELIGIBILITY CRITERIA**

All graduates who have completed MBBS including internship before 31<sup>st</sup> May 2025.

**Selection Preference will be given to the following in order of preference:**

1. Those who have completed both MBBS and internship at CMC, Vellore and have a two-year service obligation to their sponsoring bodies (Mission Hospitals).
2. Those who have completed MBBS in other medical colleges and have a two-year service obligation in a mission hospital.

3. Those who have completed MBBS in other medical colleges and are currently working in a mission hospital with long term commitment.
4. Those who have completed MBBS and are serving in Primary Health Centre or Community Health Centre in India.

### **INELIGIBILITY CRITERIA**

1. **All Applicants currently doing a PG course or planning to join a PG course before 30<sup>th</sup> September 2025, are INELIGIBLE for this course**
2. **Those who have completed MBBS before March 2015.**
3. **Those who have completed any medical diploma or post graduate degree.**
4. **Those working in corporate hospitals.**

The applications from the candidates will be screened by the selection committee members. The committee's decision of the selected eligible candidates will be the final decision. All applicants are not guaranteed to be selected for the course.

### **THE COURSE FORMAT AND CONTENT**

#### **DURATION**

The PGDFM for recent MBBS Graduates is of 18 months duration.

#### **COMPLETION OF COURSE**

**Candidates should complete the course within three years from the date of enrolment.**

**The course will commence from 1<sup>st</sup> June 2025 and end on 30<sup>th</sup> December 2026.**

#### **THE CURRICULUM OF PGDFM for recent MBBS Graduates**

##### **1. Design**

This course includes 27 Distance Learning Modules, 3 contact sessions, project work and networking. An average of six hours per week will be needed to complete each module in the above time period.

##### **2. Organization of Modules**

The learning material is presented in a system-based manner. MBBS graduates have sufficient background knowledge to use the problem-solving approach employed in this course, starting with the presentation of the patient. The modules challenge the student to give answers, think of options, and to apply the material just learnt. The teaching module is followed by answers to the questions posed during the module. This instant feedback helps the students to go back over the material if they have doubts. Suitable additions will be made to the above curriculum appropriate to the secondary level care. The student should periodically and

promptly submit assignments according to the schedule. These will be graded and are part of the assessment.

All the course modules will be as PDFs via email at the end of each contact course

### **3. Assignments**

At the end of each module, an online E-Assessment has to be submitted as a form of continuous assessment. Candidates are required to complete the MCQ (Multiple Choice Questions) based assignments for each module of the course within the stipulated dates.

The student should periodically and promptly submit assignments according to the schedule. These will be graded and are part of the final assessment. **Failure to submit the online assignments will make the candidate ineligible to complete the course.**

### **4. Project**

#### **Objectives:**

The overall goals of the project work in the PG Diploma in Family Medicine for recent MBBS graduates are:

1. The application of knowledge and skills to improve services at the hospital you are working in or to study a local health problem.
2. To develop leadership, team skills and capability in project management

Type of project work:

- Service improvement project- to improve an aspect of services in the hospital you are working in e.g. outpatient service, in-patient service, laboratory, documentation, pharmacy, infection control, staff education, audit, community program.
- Research project- on a local health problem

Project guide:

- Local Guide – Project Guide from the hospital you are currently working in
- CMC Vellore guide- Project Guide from CMC, Vellore

### **5. Logbook**

- Throughout the duration of the PGDFM course, document the procedures/clinical skills performed by you in the hospital you are currently working in.
- Signature from:
  1. MS/ HOD/Senior colleague at the end of the log book
  2. Local Guide and CMC Vellore Project guide

### **CONTACT PROGRAMS**

During the 18 months there will be three Contact Programs:

#	Contact Program	Content	Dates	Venue
1.	Contact Session - I	Discussions on approach to clinical problems / Case discussions / Interpretation of ECG, X-ray / Demonstration of procedural skills. <ul style="list-style-type: none"> <li>• Project title and needs assessment form</li> </ul>	September/October 2025 (6 Days)	CMC, Vellore
2.	Contact Session – II	Discussions on approach to clinical problems / Case discussions / Interpretation of ECG, X-ray / Demonstration of procedural skills. Examination – I <ul style="list-style-type: none"> <li>• Theory Examination – Online MCQs</li> <li>• Practical Examination – OSCE</li> <li>• Project Interim Report</li> </ul>	January/February 2026 (6 Days)	CMC, Vellore
3.	Contact Session – III	Examination – II <ul style="list-style-type: none"> <li>• Theory Examination – Online MCQs</li> <li>• Practical Examination - OSCE</li> <li>• Project Final Presentation</li> </ul>	September/October 2026 (2 Days)	CMC, Vellore

### Contact program timings:

The timing for each day of the contact program from Monday to Friday is 8 am to 5 pm with a one-hour break for lunch, on Saturday's from 8 am to 1pm and Sunday is a holiday.

### The purpose of the contact programs is to:

1. See a wide range of clinical cases
2. Learn some specified skills (both procedural and clinical skills)
3. Imbibe attitudes which will improve professional conduct
4. Augment knowledge base
5. Clarify doubts
6. Present project work and meet with project guides from CMC Vellore
7. Facilitate student networking and meeting with faculty

### ABSENCE DURING CONTACT SESSIONS

If a candidate is unable to attend a session/sessions during any of the contact course sessions he/she will have to complete the same session during the next academic year, as it is mandatory to attend all the sessions in the contact program. **Failure to do so will make the candidate ineligible to complete the course.**

## ASSESSMENT

### A) 1st Examination

This will be conducted during Contact Session 2 (January/February 2026), at CMC Vellore. It will be based on topics covered in Modules 1- 17 (see Appendix I)

- a) Theory Examination – Online MCQs (Multiple Choice Question) - 100 marks
- b) Practical Examination - OSCE (Objective Structured Clinical Examination): 10 stations - 100 marks

The OSCE stations would cover the following: X-rays/ ECG, Pictorial Material (Either hard copy or on computer), Patient Management Problems, Instruments, Communication Skills, and History Taking Stations.

### B) 2nd Examination

This will be conducted during Contact Session 3 (September/October 2026), at CMC, Vellore. It will be based on topics covered in Modules 18-27 (see Appendix I)

- a) Theory Examination - Online MCQs (Multiple Choice Question) - 100 marks
- b) Practical Examination - OSCE (Objective Structured Clinical Examination): 10 stations - 100 marks

### C) Project implementation and Presentation (Carries a total of 100 marks)

The student will present their project presentation during Contact courses 1, 2 and 3 at CMC Vellore which will be as follows:

- a) Contact course 1 project presentation: Project Title and Needs Assessment Form
- b) Contact course 2 project presentation: Project Interim Report
- c) Contact course 3 project presentation: Final Project presentation

**The student will be permitted to attempt the respective examinations only after completion of the following:**

- 1) Attending all the contact sessions fully
- 2) Submission of **ALL ASSIGNMENTS**, and obtaining a satisfactory grade. (50%)
- 3) Submission of **PROJECT PLAN AND FINAL PROJECT PRESENTATION** in the stipulated time

## AWARD OF DIPLOMA

The Diploma will be awarded by CMC Vellore, to candidates who fulfill the following criteria:

- **A score of not less than 50% in theory and practical examinations separately.**
- **100% attendance in all contact sessions**
- **Satisfactory completion of Project work presented during all 3 contact courses**

- Satisfactory completion of the E-Assessment with  $\geq 50\%$  of marks.
- Completing the course within a maximum period of 3 years
- This course is not recognized by NMC and Dr. MGR University hence transcripts will **NOT** be issued.

### PAYMENT OF FEES

The application fees of Rs. 295 /- (Rs. 250 + 18% GST) should be paid by online transaction. As soon as the application fee is paid online please fill details of payment in the application fee payment form given below and send it as a scanned copy by email to [fshm@cmcvellore.ac.in](mailto:fshm@cmcvellore.ac.in).



Department of Medical Education  
Christian Medical College Vellore  
**Payment of Application Fee for the  
PGDFM for Recent MBBS Graduates Course**

**Amount remitted towards application fee: Rs.295/-**

**Bank Account no. to which the remittance was done: 10404158238. & IFSC code: SBIN0001618. Account name: CMC VELLORE ASSOCIATION.**

**The transaction Id received for the successful payment is**

\_\_\_\_\_

**Date of payment: dd \_\_\_\_\_ /mm \_\_\_\_\_ / yyyy \_\_\_\_\_.**

**Name of the student: \_\_\_\_\_**

**Mobile no.: \_\_\_\_\_**

The total fee for the entire course is Rs. **20,460/-** (Inclusive of course fee Rs. 17,000/- + Certificate and postal fee Rs. 400/- + 18% GST) **payable in one installment** at the time of admission to the course by **5th May 2025**. **The above fees once paid will not be refunded under any circumstance.**

The details of the bank transaction for the payment of course fee should be mentioned in the Undertaking form.

Course fee, and any other payments, must be paid by online transaction and the transaction details of payment should be scanned and sent to the course coordinator's email Id: [fshm@cmcvellore.ac.in](mailto:fshm@cmcvellore.ac.in).

## **ADMISSION PROCEDURE**

### **Application**

The application form can be downloaded from the CMC Vellore, website: <https://www.cmch-vellore.edu/pgdfm-for-recent-mbbs-students/>. **The selection process is based on the written application. Hence the candidates are advised to fill in the application carefully and submit with the following:**

1. Eligibility certificate from NMC (if you have completed MBBS from other countries)
2. Photocopy of your MBBS degree certificate or Provisional certificate
3. Photocopy of your internship certificates
4. Photocopy of your TNMC or other State Medical Council Certificate
5. The details of the transaction for the application fee of Rs. 295/- (Rs. 250 + 18% GST)
6. Referral Letter from the Medical Superintendent of the Hospital you are currently working.

**The last date for submission** of completed application is **31<sup>st</sup> March 2025**.

### **Announcement of Selections and subsequent formalities**

The list of selected candidates will be published on the CMC Vellore, website (<https://www.cmch-vellore.edu/pgdfm-for-recent-mbbs-students/>) in the **last week of April 2025**. **The Selected Students should submit their Undertaking form to the Medical Education Department and make the payment of the full fees of Rs. 20,460/- (Inclusive of course fee Rs. 17,000/- + Certificate and postal fee Rs. 400/- + 18% GST) by 5th May 2025. A signed and scanned softcopy of the undertaking form should be sent via email by 5th May 2025. The Course fee once paid will not be refunded under any circumstance.**

### **LETTER FROM MEDICAL SUPERINTENDENTS OF SPONSORING BODY HOSPITAL**

#### **Referral Letter**

The candidates who are already working in a hospital must apply for this course with a referral letter from the Medical Superintendent of the place you are currently working in. The letter must contain information of the place you are working in and the number of years you have been working in the hospital.



## **Permission Letter**

The selected candidates should submit within a month of joining the course, a letter from their Medical Superintendent of the Mission Hospital (Their Sponsoring body hospital) stating that the candidate is given permission to pursue the PGDFM for recent MBBS Graduates course and attend all the 3 contact sessions of the course at CMC Vellore. and undertake and complete the project work (applicable even if the candidate is transferred to another mission hospital).

Selected candidates will be asked to join for a 2 hour's online orientation program on **12th May 2025 (Monday). Participation in the Online Orientation program of the PGDFM for recent MBBS Course is mandatory for all.** On admission, the candidates will be allotted a unique admission number. This number will be used as a unique ID of the candidate for all purposes related to the course. The candidates must quote their admission number in all their correspondence with the Medical Education Department After joining their respective hospitals of work, the candidate should send the softcopy of the Needs Assessment Form by **29th August 2025.**

### **Change in address:**

**Any change in your address or phone no. or email ID should be intimated to us immediately by E-mail or Post.**

### **SIGNIFICANT DATES**

<b>Activity</b>	<b>Dates</b>
Last date for submission of filled in application	<b>31<sup>st</sup> March 2025</b>
Publishing of the list of selected candidates on the CMC website	<b>Last week of April 2025</b>
Submission of acceptance letter and payment of fees	<b>5<sup>th</sup> May 2025</b>
Orientation Session	<b>12<sup>th</sup> May 2025</b>
Submission of Project Needs assessment form	<b>29<sup>th</sup> August 2025</b>

### **Contents of Distance Education Modules**

<b>Module #</b>	<b>Module Name</b>
1	Ambulatory Obstetrics
2	Emergency Obstetric Care
3	Anesthesia Obstetric Emergencies
4	Common Pediatric Problems
5	Pediatric Emergencies
6	Neonatology
7	Surgery
8	Primary Trauma Care
9	Orthopedics
10	Rheumatology
11	Infectious Diseases

12	Poisoning
13	ENT
14	Eye
15	Respiratory Problems
16	Palliative Care
17	Endocrine Problems
18	Rational use of Medicine
19	Psychiatric Care
20	Preventive Health
21	Medical Ethics
22	TB with Emphasis on HIV Infection
23	Nervous System
24	Cardiovascular
25	Geriatrics
26	Renal Syndromes
27	Hematology

### Course Faculty Details

#	Name(Dr.)	Department
	<b>Course Adviser</b>	
1.	Anand Zachariah	Medicine I
	<b>Course Organizers</b>	
1.	Margaret Shanthi F. X.	Medical Education
2.	Reginald George Alex. T	Accident and Emergency Medicine
3.	Latif Rajesh Johnson	Forensic Medicine & Toxicology
4.	Christinal Deena George	Dental
	<b>Contact Course Faculties</b>	
#	Name(Dr.)	Department
1.	Arathi Simha	Ophthalmology
2.	Debasish Das	Pediatric Emergencies
3.	Ebor Jacob Gnananayagam	Pediatric ICU
4.	K.P.P. Abhilash	Accident And Emergency Medicine
5.	Kanagalakshmi	Staff And Student Health Service
6.	Latif Rajesh Johnson	Forensic Medicine
7.	Margaret Shanthi	Pharmacology
8.	Mathew Joseph	Neurosurgery
9.	Ms. Manimegalai	Dietary
10.	Nitin Kapoor	Endocrinology
11.	Reginald George Alex. T	General Medicine
12.	Reeta Vijayaselvi	Obstetric Gynecology
13.	Sathish Kumar T.	Child Health
14.	Sawthy Rathore	Obstetric Gynecology
15.	Sneha Deena Varkki	Pediatrics

	<b><u>Course Coordinator</u></b>	
1.	Abana Christmacy Augustine	

## **CONTACT DETAILS**

**Dr. Margaret Shanthi F. X.** (Course Organizer)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421 or 8300031268

(Or)

**Dr. Reginald George Alex T.** (Course Organizer)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421 or 8300031268

(Or)

**Dr. Latif R. Johnson** (Course Organizer)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421 or 8300031268

(Or)

**Dr. Christinal D. George** (Course Organizer)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421 or 8300031268

(Or)

**Ms. Abana Christmacy Augustine** (Course Coordinator)

Email ID: fshm@cmcvellore.ac.in

Phone No: 0416-228 4421 or 8300031268

### **Mailing address:**

The Course Coordinator (PGDFM for recent MBBS Graduates),

Medical Education Department, New Examination Hall,

Christian Medical College, Bagayam,

Vellore- 632 002, Tamil Nadu, India.

### **Website:**

<https://www.cmch-vellore.edu/pgdfm-for-recent-mbbs-students/>