

KING EDWARD MEDICAL UNIVERSITY LAHORE



BSc. Hons Allied Health Sciences REGULATIONS (2016)

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KING EDWARD MEDICAL UNIVERSITY LAHORE

No. _____/2016 dated _____

1. NOTIFICATION

In exercise of the power conferred by Section 31(1) of the King Edward Medical University Act 2005, the Vice Chancellor, King Edward Medical University, Lahore on approval by the syndicate of King Edward Medical University in its - meeting held on 00.00.2016 is pleased to notify the following amended Regulations in suppression of all the previous regulations, namely

“THE KING EDWARD MEDICAL UNIVERSITY BSc. Hons Allied Health Sciences REGULATIONS 2016”

2. Short title, commencement and application:

- a. These regulations may be called the KEMU BSc. Hons Allied Health Sciences REGULATIONS 2016.
- b. They shall come into force at once and shall apply to all students / candidates who intend to do BSc. Hons Allied Health Sciences from King Edward Medical University (KEMU), Lahore.

3. Definition:

In these regulations, unless the context otherwise requires, the following expression shall have the meaning hereby respectively assigned to them that is to say:

- a. **Act** means King Edward Medical University Act, 2005.
- b. **Allied Health Sciences**
- c. **Applicant** means a person who applies for admission into BSc. Hons Allied Health Sciences program.
- d. **Assessment** means a formally defined process within the curriculum in which the candidates' progress in the training program is assessed and measured using a range of defined and validated assessment tools.

- e. **Candidate** means a person who will be selected for training in BSc. Hons Allied Health Sciences program.
- f. **Course Coordinator** means a designated person who would co-ordinate between different program directors and the faculty and Dean AHS for smooth functioning of the program.
- g. **Curriculum** means the set of courses and its content.
- h. **Examiner** means examiner of clinical and oral examinations of BSc. Hons Allied Health Sciences program.
- i. **External Examiner** mean the examiner who is not teaching (or has not taught during the academic year) students of BSc. Hons Allied Health Sciences program of the KEMU.
- j. **Core Competencies** means the qualities or states of being functionally adequate to have sufficient knowledge, judgment, skills or strengths which are applicable to a whole class or group.
- k. **Government** means Government of the Punjab.
- l. **Internal Examiner** means the examiner who is teaching (or has taught for at least six months within two years of commencement of the concerned examination) students of BSc. Hons Allied Health Sciences program of KEMU.
- m. **BSc. Hons Allied Health Sciences** means four years bachelors degree in Allied Health Sciences.
- n. **Paper Setter** means paper setter for written papers of BSC Allied Health Sciences examinations.
- o. **Problem Based Learning (PBL)** means the process of learning to use scientific evidence related to patient's health problems and the ability to interpret medical literature.
- p. **Program** means each and every component of training for King Edward Medical University's degree of BSc. Hons Allied Health Sciences.
- q. **Program Director** means an individual responsible for the conduct of specific program in the BSc Allied Health Sciences of KEMU. Program director will be the head of the concerned department in case head of department is not available a teacher not less than Assistant professor.

- r. **Program Format** means the whole plan of teaching/training and assessment for BSc. Hons Allied Health Sciences degree and this shall be referred to as Program Format.
- s. Program Faculty Committee
- t. **Specialty Specific Competencies** means the qualities or states of being functionally adequate to have sufficient knowledge, judgment, skills or strengths which are applicable to the relevant specialty of training.
- u. **University** means the King Edward Medical University.
- v. **Research assignment** means assignment for research during four years of training according to formate in annex _____

PART – A

1. The vision of BSc. Hons Allied Health Sciences will be:

The graduates of KEMU BSc Hons program will be able to work in a health care team to make the health care system function by providing a range of Diagnostic, technical, therapeutic and direct patient care and support services that are critical to the other health professionals they work with and the patients they serve.

2. The Mission Statement for BSc. Hons Allied Health Sciences will be:

- a. To work towards achieving the vision enunciated through collective effort of faculty, administration and students of the BSc Hons program by creating an educational environment characterized by academic excellence to train in chosen field through a competency based training system.

3. The objectives of the programme will be

- b. To provide training in cognitive, psychomotor and affective domains to achieve the vision.
- c. To develop skills in their chosen field and its application to clinical environment to achieve the vision.
- d. To enable trainees to use modern techniques and technologies effectively.

4. Qualification Equivalence:

All BSc (Hons) in Allied Health Sciences programs will be equal to Level-6 of Higher Education Commission of Pakistan.

5. Nomenclature of qualification:

BSc Hons Allied Health Sciences. Details of each specialty is given in appendix.....

6. Programme administration and functions:

- a. The Board of Studies of Allied Health Sciences will notify “List of Program Faculty Committees” under chairmanship of Program Director for each BSC (Hons) program for a period of four (4) years and is responsible to develop, manage and monitor the curriculum of their respective program and have following composition.
- I. Program director Chairman
 - II. Program Coordinator
 - III. 2 faculty member of concerned specialty. In case, 2 faculty members are not available 1 full time and 1 part time visiting faculty member.

Functions of program director

Functions of Program Coordinator

- b. ‘Programme Faculty Committee’ will be responsible to administer the curriculum and maintain discipline in Program.
- c. Board of Studies (BOS) of Allied Health Sciences shall develop, review and manage the:
- I. Framework (Rules and Regulation of all AHS Programs)
 - II. Admission
 - III. Examination of AHS programs
 - IV. Administrative and disciplinary affairs
 - V. Responsibilities of the teachers
 - VI. The requirement / learning resources of the program
 - VII. Research activities.
 - VIII. Quality assurance procedure
 - IX. Any other policy issue

PART – B

1. **Admission criteria:**

- a. **Eligibility:** The applicant on the last date of submission of applications for admission must possess the:
 - I. Matriculation or equivalent securing a minimum of 60% marks.
 - II. F.Sc (Premedical) or equivalent securing a minimum of 60 % marks.
 - III. Age less than 20 years at the time of submission of application.
 - IV. The candidate must have scored at least 60% marks in the latest MCAT exam.
- b. **Application Process:** Applications for admission in BSc. Hons Allied Health Sciences Program of King Edward Medical University will be invited once a year, through advertisement in print and electronic media mentioning closing date of applications and date of Entry Examination along with admission criteria on an application format as available at **Appendix-“C”** along with fee as prescribed.
- c. The merit list of Medical Colleges Entry test will be used to determine the merit.

2. **Admission Process:**

- a. All seats will be filled by open merit. (**except reserved seats as in clause b**)
- b. A total of 10% seats will be allocated for foreign students. The admission and tuition fees for these seats will be determined by university on yearly basis.
- c. The candidate will be allocated a specific program in Allied Health Sciences according to the merit and available slots.
- d. The candidate will be not be allowed any change of course after admission.
- e. The candidates selected as per admission criteria, will be notified and offered admission to BSc. Hons Allied Health Sciences Program.
- f. The acceptance of offer of admission by the candidate is to be submitted along with the documents required to the Registrar office within 07 days after which it will automatically stand invalid.

- g. The candidate will submit the fee (non refundable) for the following components at the time of admission. The exact amount of fee may be decided and adjusted from time to time by the university.
 - I. Registration Fee.
 - II. Yearly tuition fee to be deposited according to a schedule (SOP's to be developed by the academic council in consultation with Director Finance from time to time).
 - III. Hostel fee if university accommodation is availed
 - IV. Utility Charges (Electricity, Gas and Water) if hostel accommodation is availed.
- h. The University will issue biometric registration number. The admission would deem to have occurred upon issuance of biometric registration number.
- i. Failure on the part of candidate to provide all documents within stipulated time will disqualify the candidate and the seat will be declared vacant.
- j. After registration, the candidate will submit certificate joining report duly signed by the Program Director of the concerned department within 07 days. Failure to do so within stipulated time will disqualify the candidate and the seat will be declared vacant.
- k. During the course of studies any default of more than 30 days duration for the payment of any of the dues, the candidate will be barred from not be able to appear in the professional exams without clearing all the dues.
- l. In case of any grievances, appeal can be filed within 15 days before the Registrar, second appeal against the registrar's decision may be filed within 15 days of issuance of decision of Registrar to the Office of the Vice Chancellor whose decision shall be final.
- m. No concession shall be granted in the university dues.
- n. The top four candidates of the professional examination of AHS each year shall be awarded a merit based scholarship.

3. Training Slots:

- a. The slots available for each program will be decided by the university.
- b. The training slots in any specific program within BSc Hons. Allied Health Sciences will be dependent upon the available human resource, infrastructure, curriculum,

track record of the program and other parameters as decided by the university. The ultimate decision for allocation of slots / continuation in BSc. Hons Allied Health Sciences in a particular program will depend on financial feasibility to be provided by the Treasurer in the month of **September** on yearly basis. Proforma for the financial feasibility program will be submitted by the Program Director by 15th July yearly annex _____

- c. The failure of a program or failure to submit required documents or financial feasibility or as result of poor track record will be referred to the academic council for remediation / discontinuation of the program.
- d. Registrar office of KEMU shall maintain a record of registration of all candidates and availability of training slots.

PART - C

1. The program format **Scheme :**

- a. BSc (hons) Allied Health Sciences will be an annual type programme. This will be a four year programme. Different courses will be covered in each year and will be assessed at the end of each year in annual, professional exam.
- b. First year Course will be common to all specialties. Two hour every week will be dedicated to ethics and communication skills.

Year	Credit Hours	Duration	Theory	Practical	Evaluation
Year 1	31-34	36 weeks	80%	20%	1 st Professional Exam
Year 2	31-34	36 weeks	60%	40%	2 nd Professional Exam
Year 3	31-34	36 weeks	40%	60%	3 rd Professional Exam
Year 4	31-34	36 weeks	40%	60%	4 th Professional Exam

2. Credit hours scheme:

- a. This will be 124-136 credit hours programme, extending over the period of 4 years.
- b. Credit hours system will be followed as devised by the Higher Education Commission of Pakistan for BSc Hons Programme.
- c. A credit hour means teaching a theory course for one hour each week throughout the semester. (18 hours of lecture per semester=1 credit hour)
- d. One credit hour in laboratory or practical work/project would require lab contact of three hours per week throughout the semester. (54 hours of Lab work =1 credit hour)
- e. The credit hours are denoted by two digits within brackets with a hyphen in between. The first digit represents the theory part while the second (right side) digit represents the practical.
- f. Thus 3(3-0) means three credit hours of theory, while 4(3- 1) means a total of four credit hours, of which three are of theory while one credit hour is for laboratory or practical work.

3. Modules of the curriculum:

- a. Whole curriculum will be managed through individual 'Modules, over a period of four years. This will be done by 'Programme Faculty Committee'.
- b. Each 'Module' will be designed as given in Appendix
- c. Module evaluation will be carried out at the end of each Module. Module evaluation will be prepared by module Incharge, acting as Head Examiner.
- d. Candidate (s) must achieve at least 50% marks to pass the module.
- e. A Makeup / reset exam will be conducted on the pattern of stage of anatomy for the candidate (s) who fail to achieve 50% marks in any module which would be reflected in the evaluation log. Aggregate of achieved scores of all modules in one year will constitute 'Internal Assessment'.
- f. Candidate must achieve 80% attendance in all teaching activities at the end of complete academic year.
- g. The report of the attendance and result of each module evaluation will be prepared by the module in charge and send to respective program Director(s) for modules who shall forward a copy to the Controller of Examination and Dean AHS.

4. Instructional Strategies / Learning Strategies: Teaching strategies to be used are;

- a. Problem-based-learning (PBL)
- b. Task-based-learning (TBL)
- c. Team based Learning (TBL)
- d. Lectures.

5. Research Work:

- a. All the students BSc Hons Allied Health Sciences, during Year III shall be assigned one Research Assignment.
- b. The Program Director in the beginning of Year III will act as supervisors of the students in collaboration with university's nominated research facilitator.
- c. A letter of 'satisfactory work' will be issued by the Program Director and research facilitator to be submitted to Examination branch.
- d. Submission of the certificate of 'Satisfactory Work' is mandatory to appear in 4th Professional Exam.

6. Evaluation Log:

- a. The Evaluation Log Containing record of participation of student in following activities;
 - a. Attendance record
 - b. Training (skill learning)
 - c. Departmental presentation or other academic activities
 - d. Module assessments.
- b. There will be separate evaluation log for each calendar year.
- c. Evaluation log will be assessed at the end of each year by the supervisor and marks will be awarded.
- d. These marks will be included in the internal assessment of the Professional examination.

PART - D

1. Professional examination eligibility criteria:

- a. To appear in Professional Examination, a candidate shall be required:
 - i. To have completed 75% attendance in complete one academic year.
 - ii. To have submitted evidence of payment of examination fee.
 - iii. To have submitted no dues certificate.
 - iv. To have 'satisfactory work' certificate for research work by the Programme Director for 4th professional examination only.

- a. Candidate (s) who fail to achieve 75% attendance at the end of complete academic year will not be allowed to sit in the annual examination. 05 % makeup/ reset classes will be arranged on payment as decided by the university from time to time. Candidate (s) will be allowed to sit in supplementary examination if the program director allows otherwise he/she will repeat whole year classes and will appear in the next annual examination.

2. Professional examination format:

- a. Professional examination would be conducted for the candidates at the end of each of the four academic years.
- b. There will be a one annual and one supplementary 'Professional Examination' to be held each year.
- c. Each Professional Examination will consist of the following components:

i. Written Examination	Total Marks = 300
ii. Oral & Practical Examination	Total Marks = 200
iii. Internal Assessment	Total Marks= 100
- d. Written Examination will comprise of two papers. This will be from the courses covered in that academic year.
- e. Each paper will have 50 MCQs (1 mark each) and 5 SEQs (10 marks each). Each correct answer in the Multiple Choice Question paper will carry 02 marks with no negative marking.

- f. The Oral & Practical examination will evaluate skills and attitudes, behavior, communication skills, aspects of the relevant module of BSc Hons Allied Health Sciences in detail.
- g. The Oral & Practical examination will be of 200 total marks consisting of the following components
 - i. Practical and/or Lab work Total Marks = 100
 - ii. Oral examination Total Marks = 100
- h. Islamiyat and Pakistan studies will be included in first professional examination and the passing marks will be 33% and will not contribute towards the total marks of professional examination and determination of position.
- i. **Table of specification (TOS) / Blueprint Document** will be sent to Dean AHS by the programme directors. Dean AHS will forward these documents to the Controller Examination.

3. Declaration of result

- a. Final result of the professional examination will include 80 marks for internal assessment, 20 marks for evaluation log, 300 marks for written examination and 200 marks for oral and practical examination.
- b. The candidate will have to score 50 % marks in written and 50 % marks in the oral and practical examination with a cumulative score of 50%, to be declared successful in the Professional Examination and will be upgraded to next year.
- c. Candidates who fail to secure 50% marks in one or more of the components will be required to sit in same component in supplementary examination.
- d. If the candidate fails to pass the First Professional examination within the four consecutive attempts, the candidate shall be removed from the program and the seat would fall vacant. The stipend/scholarship if any would be stopped after failure in first attempt.
- e. A maximum total of four consecutive attempts (**availed or unavailed**) will be allowed in the First Professional Examination during which the candidate will be allowed to continue his training program.

4. Examination Schedule and Fee

- a. There will be a minimum period of 30 days between submission of application for the examination and the conduction of examination
- b. Examination fee will be determined periodically by the university.
- c. The examination fee once deposited can not be refunded / carried over to the next examination under any circumstances.
- d. The Controller of Examination will issue Roll Number Slips on receipt of prescribed application form, documents satisfying eligibility criteria and evidence of payment of examination fee.

5. Panel of Examiners:

- a. Each Programme director will send three sets of papers to the Controller of Examination. Controller of examination will invite internal as well as external examiners who will select one set and with the right to reasonably modify the final paper.
- b. The program director will send a list of minimum three external examiners to the Dean AHS who will forward this list to the Controller Examination. Controller of examinations will get the final approval of the examiner by the Vice Chancellor.

6. Detail Marks Certificate (DMC) / Transcript:

- a. All the graduates after completing a programme of study will be entitled to receive the Detailed Marks Certificate (DMC)/Transcripts with percentage and Grades.
- b. Adequate information will be provided on Degree, Detailed Marks Sheet and Transcript with seal that ensures that the degree is authentic.
- c. The final transcript for the award of degree will include following information: (as per regulations of HEC)
 - I. Name of Student (Front Side)
 - II. Father's Name (Front Side)
 - III. Date of Birth (Front Side)
 - IV. Registration No. /Roll No. (Front Side)

- V. Date of Admission into Degree Program (Back Side)
- VI. Date of Completion of Degree Requirements (Back Side)
- VII. Basic Admission Requirement of the Program (Back Side)
- VIII. Previous Degree Held by the Student along with Institution's Name (Back Side)
- IX. Course Wise Break-up (Front Side)
- X. Subjects Detail along with Credit Hours (Front Side)
- XI. Credit Hours Exempted/Transferred (Front Side)
- XII. Overall Percentage and total marks (Front Side at the End of the Transcript)
- XIII. Picture of the Applicant be printed on Transcript. (Front Side)
- XIV. CNIC No. for Pakistani and Passport No. for Foreign Student (Back Side)
- XV. Online Result Verification Key/ID (Front Side at the End of the Transcript)
- XVI. Signature of Issuing Officer(s) (Front and Back Side at the end of the Transcript)
- XVII. Scale Must be Mentioned on Back Side of the Transcript.(Back Side)
- XVIII. Charter Date of the University/DAI may be Mentioned.(Back Side)
- XIX. Name of Campus/College be Mentioned along with HEC Permission Date (Back Side)
- XX. Mode of Study-----Regular or Private or Distance Learning (Front Side)

PART - E

1. Disciplinary action:

The disciplinary rules of the kemu would be applicable in letter and spirit on students, staff and faculty of AHS.

2. GENERAL CLAUSES

- a. Fee for application form, prospectus and processing charges can be revised periodically by the university.
- b. The Admission criteria as prescribed can be revised from time to time by the university.
- c. The number of seats for each BSc Hons Allied Health Sciences training program will be allocated according to the number of available training slots, trainers / program directors and the availability of relevant equipment as well as infrastructure and others within the training units of this institution. These parameters will be subject to annual audit and review by the University
- d. The leave rules will be adopted as per KEMU leaves regulations or as issued by competent authority would be applicable to the students of BSc Hons Allied Health Sciences.
- e. The examiner can only be appointed for an examination if he / she holds qualification equivalent or greater than the qualification being offered in the program.
- f. In case of any ambiguity or difficulty in interpretation of these regulations, the Vice Chancellor will use his / her authority to decide the issue.
- g. All the previous BSc Allied Health Sciences regulations 2012, hereby stand repealed.

Part - J

List of Appendices

Appendix "A"

Appendix "B" List of Programs

Appendix "C" Application Form

Appendix "D" Program format of K.E. Medical University

Appendix "E"

Appendix "F" Continuous Internal Assessments

Appendix "G" Supervisor's Evaluation Proforma for Continuous Internal Assessments

Appendix "H" Certificate Of Completion Of Training by the Supervisor

APPENDIX “A”

(See Regulation 9xxiii)

APPENDIX “B”**List of BSc Hons. Allied Health Sciences Programs**

Sr. No	Title Of Program
01	BSc Hons Anaesthesia Technology
02	BSc Hons Audiology
03	BSc Hons Cardiac Perfusion
04	BSc Hons Dental Technology
05	BSc Hons Medical Imaging Technology
06	BSc Hons Medical Laboratory Technology
07	BSc Hons Radiation Technology
08	BSc Hons Speech and language pathology
09	BSc Hons Clinical Psychology
10	BSc Hons Prosthetics and Orthotics
11	BSc Hons Surgical Technology
12	BSc Hons Renal Dialysis Technology
13	BSc Hons Vision Sciences

APPENDIX "C"

FORM - I

Diary No. _____

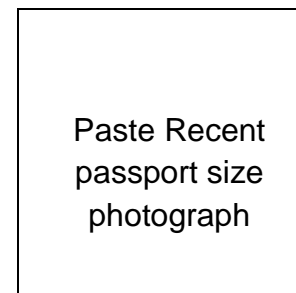
APPLICATION FORM FOR ADMISSION INTO BSc Allied Health Sciences PROGRAMS
SESSION _____.

KING EDWARD MEDICAL UNIVERSITY, LAHORE

PROGRAMS		CHOICE OF PREFERENCE	PROGRAMS		CHOICE OF PREFERENCE
1.	Anaesthesia Technology		7.	Renal Dialysis Technology	
2.	Audiology Technology(Hearing Sciences)		8.	Operation Theatre Technology	
3.	Prosthetics and Orthotics Technology		9.	Psychological Sciences	
4.	Radiation Technology		10.	Speech Therapy	
5.	Medical Laboratory Technology		11.	Medical Imaging Technology	
6	Dental Technology		12.	Cardiac Perfusion Technology	
13	Vision Sciences				

THE ALLOCATION OF SEATS WILL BE ON MERIT AND FIRST COME FIRST SERVE BASIS.

1. Name of Applicant: _____
2. Father's Name: _____
3. Date of Birth: _____
4. CNIC No. _____
5. Present Address _____



_____ City _____

Tel: _____ Mob: _____ Email: _____

6. Permanent Address

Tel: _____ Mob: _____

7. CONTACT NUMBER OF CLOSE RELATIVE/NEXT OF KIN (Tel/Mob) _____

8. **For Overseas Applicants**

Permanent Address _____

Country of Origin _____ Passport No & Expiry Date -----

Nationality _____ Tel: _____ Cell: _____

E-Mail _____

9. **DOCUMENTS TO ATTACHED (ATTESTED PHOTOCOPIES)**

1. Three Photographs Passport Size
2. Matric Certificate
3. F.Sc Certificate
4. MCAT Result Card/SAT Result

5. CNIC
6. Domicile Certificate
7. Bank Receipts Rs: 2500/- (Original)

Signature of the applicant:

FORM - II

Diary No. _____

APPENDIX “D”

(See Regulation)

**Program Format Of
BSc. Hons Allied Health Sciences
King Edward Medical University Lahore.**

Applications**ENTRY EXAMINATION****Admissions**

Year – 01 : Introduction to Basic Health and Engineering Sciences
Quarterly Internal Assessments (Modular Assessment)
First Professional Examination
Year – 02 : Applied Health and Engineering Sciences Program Specific
Quarterly Internal Assessments (Modular Assessment)
Second Professional Examination
Year – 03 : Theory & Practical Skills Training in the specific program
Quarterly Internal Assessments (Modular Assessment)
Third Professional Examination
Year – 04 : Theory & Practical Skills Training in the specific program
Quarterly Internal Assessments (Modular Assessment)
Final Professional Examination
AWARD OF DEGREE OF BSc Hons. Allied Health Sciences

APPENDIX "E"
(See Regulation 9-iii)

APPENDIX “F”
 (See Regulation 9xxiii, 13, 14 & 16)

CONTINUOUS INTERNAL ASSESSMENTS

(from----- to-----)

Serial Number	Component Assessed	Total Marks	Marks Obtained
1	knowledge	20	
2	Skills	20	
3	Attitude	20	
4	Attendance	20	
5	Log Book	20	
	Grand Total	100	

Every candidate has to achieve a minimum of 75% score in quarterly internal assesment

 Program Director

 Dean AHS