

## **AOMSI FELLOWSHIP PROGRAM**

The pursuit of excellence in the field of Oral and Maxillofacial Surgery led to the initiation and continuation of fellowship programs post-training in Oral and Maxillofacial Surgery.

The Fellowship committee is constituted of the members of the Association of Oral and Maxillofacial Surgeons of India (AOMSI) in good standing with professional and academic insight. The committee includes members in the capacity of core members, advisory committee members, and fellowship directors. The AOMSI head office disburses the funding of the fellowship program. The decision to recognise new fellowship centres or discontinue programs is taken with the Head Office's consensus, particularly the President and Hon. General Secretary of the Association.

The role of the committee members, description of tenures, curriculum of the programs and entry and exit criteria for fellows and program recognition are described as follows.

### **1. Core Committee:**

The core committee was formulated in 2015 to ensure the smooth unbiased functioning of the AOMSI fellowship program. The Secretary and President of AOMSI are the ex-officio members of the committee.

The core committee member should adhere to the guidelines and follow due diligence in assignment of the fellowship program to candidates and centre accreditation.

The number of members will be increased based on the need and the Chairman will take the consent of committee members before increasing and inviting new members.

The committee has bi-annual physical meetings. These meetings will be during the MIDCOMS and Annual Conference.

### **Details of committee members:**

Dr. Sanjeev Kumar	Chairman
Dr. Ramdas Balakrishna	Member
Dr. Dipesh Rao	Member
Dr. Rajasekhar Gaddipati	Member
Dr. Vijay Pillai	Member

Dr. Nishant Upadhyay	Member
Dr. Elavenil Panneerselvam	Member
Dr. Manikandhan, President	Ex-officio member
Dr. Girish Rao, Secretary	Ex-officio member
Dr. Bhagavandas Rai	Exam Co-Ordinator/Advisor
Dr. Himanshu Soni	Invited Observer
Dr. Suresh Menon	Invited Observer
Dr. Ramakrishna Shenoi	Invited Observer
Dr. Naveen BS	Invited Observer
Dr. Kannan Balaraman	Invited Observer

Tenure in the committee: Under normal circumstances, an inducted member would remain in the Core Committee for 5 years. The term can be extended for an additional year with the permission of the Chairman, the AOMSI President and Hon. Gen. Secretary. The Chairman, AOMSI President, Secretary and a member can terminate a member's membership in case of malice or lack of commitment.

Invited Observers : AOMSI members with academic and administrative inclination will be invited to the fellowship committee meeting as observers. After participating actively in two meetings, the observers can be inducted into the committee with the approval of other members. The observers should have at least 10 years of post MDS experience and should be either in active academics or should have done a fellowship in India or abroad. A maximum of three members from AOMSI community will be inducted as observers, one of which will be in the Oral Oncology panel each year, based on the need and subject to recommendation of the Core Committee members.

## **2. Chairperson of Fellowship Committee:**

The Chairperson is to be appointed from among the fellowship committee members after serving a minimum of 2 years as a core committee member. They should have a complete understanding of the selection process and be available for the grievances of the fellowship

candidates and the fellowship centre director. The role of the Chairman is to ensure the smooth functioning of the program and maintain the credibility of the AOMSI fellowship program. The Chairman will assign responsibilities to the members of the core committee and the concerned members will report to the Chairman of the committee.

The Chairman's term is two years, which can be extended for an additional year with the permission of the committee and the AOMSI President and Hon. Gen. Secretary. Two committee members can terminate the chair's role with the head office's consent in case of malice or lack of commitment.

The travelling and accommodation expenses of the Chairman to conduct the fellowship committee meetings during the Midcoms and Annual conference will be reimbursed by AOMSI as actuals.

### 3. Sub-Committees

A. **Review Board:** This board comprises senior members who have previously held high positions in the fellowship committee or the head office. The board members must also have at least 30 yrs. of post-MDS experience. (Both criteria mandatorily to be fulfilled). This board will periodically review Fellowship centres and their directors and take feedback from past fellows.

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|----------------------------|----------|
| a. Dr. Sanjeev Nair        | Chairman |
| b. Dr. Vivek Vardhan Reddy | Member   |
| c. Dr. Krishnamurthy B.    | Member   |
| d. Dr. Sanjeev Kumar       | Member   |

The Review Board will review the centres every 2 years or any centre which has not been reviewed for more than 2 yrs. Normally, board members will function for a duration of 5 yrs. The Review Board members will be special invitee for the fellowship committee meetings.

B. **Grievance Committee:** Any complaint with regard to fellowship program by the fellow or the directors will be addressed to the Grievance Committee. The members are:

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|-------------------------------|----------|
| a. Dr. Sanjeev Kumar          | Chairman |
| b. Dr. Elavenil Panneerselvam | Member   |

c. Dr. Dipesh Rao Member

d. Dr. Rajasekhar Gaddipati Member

**Sexual Harassment** or mental disturbances – Any complaints received by the Grievance Committee which falls under the category of sexual harassment or mental depression will be referred to **AOMSI POSH Committee**.

**C. Advisory Committee for Fellowship Programs:** AOMSI members who are subspecialty experts will form the advisory panel for the fellowship program. This panel will help build the curriculum, question bank for the entry and exit exams, conduct oral exams, and also help in teaching programs for the fellowship candidates. In addition, the advisory panel will help identify new centres fulfilling the criteria laid down by the committee and the head office and conduct a periodic audit of the old centres. The Advisory Committee members can be special invitee for the fellowship committee meetings.

**D. Selection Board:** will consist of members of the Core Committee and Advisory Committee who will allot the candidates to the centres according to the selection criteria.

**E. Oral Oncology Panel:** The following are the current members who are responsible for co-ordinating with the Centre Directors for Oral Oncology fellowship. They are also responsible for smooth conduct of Entrance & Exit examination and supervision of academic programs for Oral Oncology.

a. Dr. Moni Kuriakose Advisor

b. Dr. Vijay Pillai Panel Chairman

c. Dr. Nishant Upadhyay Member

#### **4. Fellowship Eligibility Criteria:**

- The applicant must be an AOMSI member. The eligible candidate should have a registrable degree of Masters in Oral and Maxillofacial Surgery before the joining the fellowship program. Also refer to guidelines for different fellowship programs (annexures) for specific requirements of each sub-specialty. **The Oral Oncology fellowship program mandates that a 6 month observership in a Cancer Unit must have**

been completed post-MDS before the entrance interview within 3 years of passing MDS.

**5. Entry Examination :** The candidate must sit the entry examination conducted by Fellowship Committee, the dates of which will be announced every year on the AOMSI website. An examination fee of 500 rupees per candidate will be charged to cover the basic expenses of conducting the examination. The results of the written examination will be declared within a week of the examination. All successful candidates will be ranked as per the marks obtained. Thrice the number of seats available in each sub-speciality will be called for an interview with the Selection Board and subject directors prior to the AOMSI National conference.

It is strongly recommended that the selected candidates visit the centres of their choice to understand the working environment and meet the Director prior to attending the allotment process.

Any candidate already in-service/been selected for government service/ or serving a bond has to submit NOC from their current employee before joining the fellowship program.

In case two candidates score the same aggregate marks, the candidate having less negative score will be given preference over the other.

In case of equal negative scores, the centre will be offered to the candidate who has ranked it higher in his/her preference list. The centre Director will finally decide on the candidate after interview.

## **6. Fellowship Allotment:**

Letter of recommendation from MDS guide, Curriculum Vitae and the MDS logbook for the candidate will need to be assessed by the Directors to their satisfaction before seat allocation.

Selection and Rejection Criteria :

The director can change only one candidate during the interview process, and valid reason needs to be offered while skipping a candidate.

After seat allocation, a candidate may forfeit his/her seat within 10 days, after which the candidate has to abide by the tripartite agreement. However, the candidate will not be eligible to appear for the next year AOMSI fellowship examination.

- 7. Tripartite Agreement:** A Tripartite agreement between the candidate, Fellowship Director and AOMSI will need to be signed prior to commencement of the fellowship program (Annexure). The candidate's eligibility will be revised periodically (every three months) to improve the scope of inclusion and to work in hospital settings.

A candidate not adhering to the code of conduct and work ethics laid down by the AOMSI and Centre Director will be asked to discontinue their fellowship with no further grant payment. In addition, the candidates are expected to maintain a daily log of their work and preferably have a research project during their fellowship completion. A standardized format for the logbook will be provide to the candidate which will have to be maintained, as it will be scrutinised during the exit examination.

- 8. Grant:** A grant of Rs. 25000.00 per month will be provided to the candidate during the fellowship period. There is no provision for indulging in private practice during the duration of the fellowship. *Note: The effective grant for TMH, Mumbai is 19000 INR, as the candidate has to pay the institution 6000 INR per month.*

- 9. Academic activity :** The candidate will have to compulsorily participate in study groups which will be co-ordinated by:

- a. Oncology Study Group- Dr. Vijay Pillai
- b. Orthognathic Study Group- Dr. Ramdas Balakrishna
- c. Trauma Study Group– Dr. Elavenil Panneerselvam
- d. Cleft Study Group- Dr. Dipesh Rao
- e. Facial aesthetics –Dr. Elavenil Panneerselvam
- f. Implantology-Dr. Himanshu Soni
- g. Clinical OMFS fellowship- Dr. Rajsekhar Gaddipati

The fellow will be continuously assessed on the quality of his case presentations during the course of the fellowship. These will be taken into consideration during the exit examination.

## **10. The Exit examination:**

(The exit examination details will be added soon. The co-ordinators to formulate the format of examination.)

Two external examiners will assess the exiting fellow. They will be acknowledged experts in the concerned subspeciality. Accommodation charges for one day up to Rs. 6000.00 will be reimbursed by AOMSI to the examiners.

If a fellow fails to clear the exit examination in the first attempt, he/she will have another opportunity to appear for the examination next year. If he/she is unable to clear the examination the second time, only a Certificate of Training will be given to him/her.

## **11. Fellowship Center:**

The centre can be in a single unit or in multiple centres where the director is attached as a consultant and can permit training of the fellowship candidate. The director is expected to fulfil the guidelines set by the AOMSI head office and Fellowship committee. These guidelines will be periodically revised and amended to improve the standard of training and benefit both the centre and the candidate. In addition, the advisory board and the committee will review the curriculum for the fellowship and recommend teaching programs for the fellows.

The Program director is responsible for nurturing the young oral and maxillofacial surgeon, and will ensure he or she blossoms under the directors leadership abilities. The fellows are not assigned to the centres as duty doctors but as trainees who will benefit from the vast experience of the mentor. The goal of a fellowship is to improve the standards of care and train future talents. The Centre's facilities for fellowship program should be displayed in the AOMSI website.

## **12. Proposal for new centres:**

The head office will release a call for new fellowship centres. The letter shall be sent to all committee members with copies of the guidelines for the centre and curriculum. Interested experienced maxillofacial surgeons will have to reply to the "call for centre" and apply through the portal. The committee will then conduct a formal inspection of the centre to check if the director and centre can adhere to the guidelines and recommendations. The chairman will

appraise the Centre Director regarding the AOMSI guidelines and the minimum grant amount to be paid to the fellow for the duration of fellowship.

- Flyers for new centre applications will be sent in March and May to all LM of AOMSI
  - Call for new centres will be displayed on AOMSI website : 01, June
  - Applications will be accepted until 31, July
  - All new centre inspections will be completed by 31, August
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- An official mail will be sent to a member of AOMSI appointed by Chairman to inspect the centre. He should be in active teaching and preferably from a place near to the proposed centre. Travelling expenses of Inspectors will be paid by AOMSI as actuals. A copy of the mail will also be sent to the Centre Director regarding the inspection and the requirements of AOMSI.

**Annexures:**

Tripartite Agreement

Guidelines for sub-specialties

Guidelines for centres

Curriculum for Fellows including case expectation