



POLICY FOR ELECTIVES

LIAQUAT INSTITUTE OF MEDICAL AND HEALTH SCIENCES, LIMHS, THATTA

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Introduction

1. An Electives is a placement undertaken by a graduating medical student as part of medical degree/training. This is a unique (optional) activity for medical students to experience healthcare provision and training apart from their parent institution in a place and field of specific interest, the student considers working in the future, or for a variety of other reasons.
2. Placements abroad provide life time experience of differing practices; broadening their horizons with regards to the social issues affecting healthcare in developing countries.
3. Electives are entirely self-arranged by the student organizing his/her placement, travel, and accommodation.
4. Liaquat Institute of Medical & Health Sciences (LIMHS) encourages its students to opt for Electives in the country and abroad. LIMHS also accepts applications for Electives from national medical students.
5. LIMHS offers 4 weeks' clinical Electives in the following specialties:
 - a. Medicine
 - b. Surgery
 - c. Obstetrics & Gynecology
 - d. Pediatrics
 - e. Ophthalmology
 - f. ENT
 - g. Radiology
 - h. Anesthesiology
 - i. Dermatology
 - j. Orthopedics



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6. **Objectives of the Policy.** The objectives of the policy are to: -
- Enhance the collaboration among national / international medical training Institutions.
 - Diversify the medical training for internal/ external students.
 - Provide a forum for the students of LIMHS to learn from national/international specialists of different fields.
 - Extend specialized training to the students of other medical institutions with which the I-I MHS Teaching Hospital has an overwhelming edge.
7. **Implementation of the Policy.** The policy will be implemented in true letter and spirit according to the following procedures and guidelines:

The Procedures and Guidelines for the Electives in LIMHS:

a. **Eligibility Criteria**

- 1.1 Only students who belong to an accredited WHO and PM&DC recognized institute with a minimum of two years of clinical exposure will be entertained.
- 1.2 An official letter from the parent institute will be required.
- 1.3 Electives will be available to full time students with good academic standing.
- 1.4 The students will be entertained on first come first serve basis.

b. **Procedure of submitting application**

- 1) Eligible students will submit their application for an Electives to Student Affairs Department at I-I MHS.
- 2) Electives will be available throughout the year. The students will be required to apply six weeks before the intended start of clinical Electives. However, they will apply at least 8 weeks before if they intend to start during summer vacations.
- 3) A letter of recommendation from the Principal or Principal of the parent institution will accompany the application
- 4) Students will indicate their choice of the subject and any alternatives, selected from the clinical rotations already completed.



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c. Approval

- 1) Preference will be given to students from institutes that have a reciprocal arrangement with LIMHS.
- 2) Student Affairs Department will inform the selected students at least two weeks before the commencement of the Electives.
- 3) Electives will be offered without training charges.
- 4) Authorization letter will be issued to the Head of the Department of the specific field.
- 5) The duration of each Electives will be 2-4weeks.

d. Evaluation

- 1) The trainee students will be required to obtain the log book from Student Affairs Department upon arrival to record all the academic activities.
- 2) Trainee students' activities will be counter signed by the supervisor/HOD of the respective department in which he/she is doing Electives.
- 3) The Electives log book will also include a reflective write up of the trainee, which institution directly
- 4) The trainee students will be evaluated on a standard evaluation form.
- 5) The record will also be kept in LIMHS.

e. Conduct & Discipline

- 1) The trainee students will obtain identity card from the Student Affairs Office on arrival.
- 2) Students on Electives at LIMHS Teaching Hospital will be required to wear a white coat and display the College ID card at all times to identify them as a "visiting student", otherwise the security personnel may stop him from entering the premises.
- 3) Students will follow all the rules and regulations of College
- 4) Teaching Hospital.
- 5) LIMHS and Teaching Hospital will not be held responsible/ liable for any mishap, incident that may directly or indirectly, physically or emotionally harm the "trainee" on or off the college or hospital premises during the course of the Electives.



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- 6) Sudden changes in the dates of Electives or change of discipline will not be allowed.
- 7) The trainees will have to keep Student Affairs Department updated with their current mailing address, contact telephone number at residence and e-mail address.
- 8) The trainee will have to report to the Student Affairs Department on completion of the Electives

8. **Guidelines for LIMHS Students to Apply for Electives in other National-or International Medical Institutions.** If a student wants to opt for Electives in other

national and international medical institutions, the following procedure will be followed:

- 1) He/she will be allowed to join Electives in summer break.
- 2) Student will submit written application to the Student Affairs Department 02 weeks before the start of Electives.
- 3) Student Affairs Department will scrutinize the application and verify the following:
 - a. Attendance is more than 75% in the current academic year.
 - b. Academic record is satisfactory.
 - c. All college dues are cleared.
- 4) Student Affairs Department will process the case and after approval from competent authority (Principal), will issue a letter of recommendation for Electives.
- 5) LIMHS will not be responsible for providing or arranging travel, boarding/ lodging facilities and medical coverage to the Electives student.
- 6) Student will have to abide by the rules and regulations of the institution providing Electives.
- 7) Student will have to submit his/her Electives evaluation report to Student Affairs Department on completion of Electives clinical attachment duly signed and stamped by the host institute.

Principal

Liaquat Institute of Medical and
Health Sciences, LIMHS, Thatta