



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

## **BOMBAY HOSPITAL COLLEGE OF NURSING**

**BOMBAY HOSPITAL COLLEGE OF NURSING, 6TH FLOOR, BOMBAY  
HOSPITAL, RING ROAD INDORE**

**452010**

**[www.bhinursingcollege.com](http://www.bhinursingcollege.com)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Bombay Hospital, Mumbai was set up in 1950 by Shri. R.D. Birla, founder chairman of Bombay Hospital Trust, A new branch of Bombay Hospital was established in Indore in the year 2003 with world class medical facilities under one roof. Bombay Hospital Indore was the 1st NABH accredited hospital in MP.

Bombay Hospital Trust established Bombay Hospital College of Nursing, Indore in 2008 to offer 4 Years B.Sc. (N) programme to educate and prepare a team of well qualified nurses who will provide quality services to the hospital. In order to fulfil the demand of specialist nurses, we have started M.Sc. Nursing course in the year 2015.

To achieve highest standards in delivering of nursing education, we BHCONI underwent NAAC accreditation in the year 2016 and become 1st Nursing college in M.P. to receive NAAC accreditation.

To achieve our philosophy of **“Excellence in education and excellence in practice”** we have all necessary infrastructure facilities for excellent training of the students to develop necessary skills.

Institution secured **“Best Nursing College of Madhya Pradesh”** by World Education Summit & Awards in the year 2018. Out of 7 batches of DAVV students representing 5 batches had secured **gold medal for achieving highest marks in the university exams.**

Yearly academic calendar is planned well before the beginning of the academic session. Teacher student ratio of 1:10 is maintained. We focus on outcome-based education. Continuous and Internal Evaluation system comprising regular tests, seminars, group discussions, assignments, quizzes and a comprehensive examination leads to holistic assessment of student performance

Continuous efforts are made to enhance the teaching learning experience by equipping teachers with innovative teaching methodologies through FDPs. Counselling is provided to all students and need based mentors are allotted to specific students who needs improvement in the academic performance. Research and innovations are emphasized to raise the standards of teaching learning process.

We have set our own quality benchmarks for which we have well developed strategic plan. The recommendations made by the NAAC peer teams have always directed the succeeding strategic plans which are the road maps to deliver quality health care.

### Vision

**The vision for the Bombay Hospital College of Nursing expects to be at the forefront in professionalism, excellence, leadership and innovations that advance humane and quality health care for all people and we also provide surpassed, student- centred teaching & learning.**

To achieve vision we strictly focus on professionalism and have code of conduct for faculties and students. To be at forefront for excellence for quality care, we emphasis for laying strong foundation of theoretical and

clinical skills.

Emphasis is given on meeting clinical requirements of students and EAPP provides positive reinforcement in the form of titles and rewards to students to keep them motivated. Also students are exposed to various training programmes such as HSTP, PSQCTP, IMNCTP, golden minute training programme, summer internship programme and various value added courses etc.

Leadership is inculcated by allotting responsibilities to students via SNA activities and encouraging them to conduct various social and extension activities. Innovations are part of our college, innovations have been made in various teaching learning process and new teaching learning methodologies like Flipped classroom, Split classroom, Jigsaw method, VIPP methods, Fish bowl methods etc. are used in routine teaching. All this have given a huge opportunity to keep in pace with the changing curriculum.

We aim to achieve excellence through well defined admission process for students, recruitment of highly qualified teaching faculties to meet teaching learning goals, Strong educational process, clinical practice and continuous comprehensive evaluation system. Continuous efforts are made to enhance the teaching learning experience by use of latest teaching learning methodologies. The vision statement had given us foundation to frame strategic plan and set priorities

**The Institutes strategic priorities for the future are:**

1. Enhance programmatic outcomes to optimize students success in preparing them to be exemplary nurses who excel in an ever-changing health care environment.
2. Enrich the College of Nursing impact on the community, locally and globally, characterized by a commitment to social justice, diversity, inclusivity, and civic engagement.
3. Synthesizing knowledge through increased research thereby enhancing the knowledge quotient of the Institute.
4. Improve efficiency and enhance resources to promote the impact of the College of Nursing.

**Mission**

The mission of Bombay Hospital College of Nursing is to generate new knowledge and educate the next generation of nursing leaders who in turn demonstrate the highest standards of excellence in education, practice and research for a global society.

Bombay Hospital College of Nursing's overall mission is consistent with high quality innovations for the Nursing Profession.

Our mission statement is to generate new knowledge using various latest innovations such as e- learning, developing strong infrastructure and to prepare our students for excellence in research by providing them opportunities for conducting research and also publishing and presenting it.

Excellence in education is achieved through recruitment of highly qualified faculties , student centric teaching learning methodologies, establishing well equipped labs for practising clinical skills before posting, conducting AV Aids exhibition, models presentation etc.

Our students are working hard and have brought laurel by using evidence-based practice in research and

received awards like young scientist award and best researcher award etc. , student also do flex presentation of their thesis in front of external faculties before final submission to of the thesis to the university. Along with students our faculties are involved in research and had several publications to their credit. College is also appreciating faculties for their performance in research education and innovations. Recently we had started a concept of mock internal examination for our PG students before there university examination, So that students are well prepared for the final external exams.

To accomplish our mission even after education of students we provide them opportunities to work as apprentice in parent Hospital after their course completion, After the exams they are promoted as trainees and finally after the registration they are promoted as staff nurses and also after fixed tenure of service their tuition fees is refunded. Thus we not only provide education but also provide platform for our students to enhance their acquired skills and give their best contribution to patient care.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- Supportive Management.
- Excellent academic performance by our students in form of 100% results at university level every year.
- Out of 7 batches in DAVV students representing 5 batches had secured gold medal for achieving highest marks in the university exams.
- Awarded with best nursing college of Madhya Pradesh by world education summit & awards in 2018.
- Qualified, experienced and dedicated teaching faculties, teacher student ratio of 1:10 maintained as per statutory body.
- Academic freedom through departmentalisation.
- Use of innovative teaching techniques for holistic development of students.
- Continuous comprehensive clinical and theoretical evaluation via EAPP, summative & formative evaluation.
- To maintain uniformity of nursing procedure faculties developed practical evaluation handbook, manual for procedure and procedure videos.
- Super speciality/NABH accredited parent hospital for quality based clinical experts.
- Adequate infrastructure facilities for curriculum, co-curricular and extra-curricular activities.
- Well-developed infrastructure which includes ICT enabled classroom, E- learning content developed by faculties available in computer labs.
- Fully automated library with rich collection of books, journals and DELNET for online e content
- Student centric functioning with mandatory counselling through teachers and effective academic monitoring.
- Well established scientific committee and registered ethical committee for quality research activities and publication of faculties and students.
- Welfare measures are well defined for faculties and students.
- Regular and active involvement of all stakeholders at college
- 100% job placement for UG students at parent hospital.
- Safe environment for female faculties and all students.

### Institutional Weakness

- Delay in university examination and delayed declaration of result leads to delayed course completion of students which affects their opportunities for job.
- Delay of issue of marksheet from university affects their registration process.
- Declining number of aspiring candidates for M.Sc. Nursing resulting in vacant seats for the programme.
- Number of students from other states are reduced due to delay in university examinations.
- Every time we have additional batch due to delayed examination.

### **Institutional Opportunity**

- To practice in Government and Private Hospital besides Parent hospital.
- To provide social and extension services in community through MOU's , social & extension services.
- Opportunities to conduct evidenced based research.
- Utilization of available infrastructure and resources such as simulators, laboratories etc for best results.
- Increased chances for research and collaborations with research centres and industries
- Use of E- learning and adoption of latest information and communication technologies.
- Starting new programmes of contemporary issues especially in patient safety, quality improvement and communication skills.
  
- To enrich faculties related to latest norms by attending various faculty development programs, workshops, conferences at national and international level.
- Innovating teaching method can be adopted by utilizing the advancement in the clinical field.
- Alumni can be sought for motivational and career oriented classes to inspire present students.
- Establishing tie ups with academic institutions and industries for research, extension, student and faculty exchange, on job training and for student placement.
- Newly joined faculty members can venture into research just after joining owing to a pre-existing research culture in college.

### **Institutional Challenge**

- The socio-economic background of many of the students (some of them are first- and second-generation learners) admitted in the College is responsible for poor language competence (both in their mother tongue as well as English). This leads to an unsatisfactory level of comprehension and communication, particularly in their first academic year.
- Encouraging students for higher studies.
- Due to uncertain university schedule, examinations sometimes happens during the mid year because of which our academic, clinical as well as departmental plan gets affected and students find it difficult to cope up with the changes.

## **1.3 CRITERIA WISE SUMMARY**

### **Nursing Part**

Bombay Hospital College of Nursing was established in year 2008 at Indore with campus area of 2.9 acres. The total build up area is 6503 sq. mts. We believe that we have responsibility in providing Nursing Education based on scientific principles, relating to theory and practice in order to produce skilled, highly competent,

qualified nurses to face the professional challenges. For achieving this we have well established laboratories with good number of mannequins for students to practice.

Didactic sessions are conducted as a series of lectures and conferences to provide educational experience for the students. We have a team of well qualified faculties (3 PhD. Nursing & 3 pursuing PhD. & remaining M.Sc. Nursing faculty). To keep in pace with latest technologies some of our faculties had also achieved additional qualifications.

Our students are practising in NABH accredited super speciality Hospital. Before Clinical posting of required clinical area detailed orientation is given, Clinical hrs. in labs are completed, followed by administration of Patient Safety and Quality Care Training Module. Concerning health issues students are vaccinated with Hepatitis B vaccine. Also all students are vaccinated with COVID-19 Vaccine.

Besides Parent hospital students also practise in other govt. & specialized private hospitals to enrich their clinical skills.

Under students exchange prog. our students visits Various Nursing Colleges and Hospital. We participate in many community activities and lend our hands for various National Health Programmes , social and extension services. To bridge the gap between theory and clinical area various training programmes are organized such as HSTP, IMNCTP, Disaster management training Prog., Golden minutes project etc. We received award for Best Nursing College in Madhya Pradesh by " World education Summit in the year 2018."

“Educating the mind without educating the heart is not education at all”

Keeping in mind above quote, we consider social responsibility an an ethical ideology that an individual has an obligation to benefit society at large. Our students are taking their baby steps by participating in various social and extension services which helps them to spread awareness not only related to health but also about environmental awareness.

## **Curricular Aspects**

BHCONI conducts 4 year B.Sc. Nursing and 2 year M.Sc. Nursing programme. The institute follows the syllabus of MPMSU in accordance with Indian Nursing Council (INC) for undergraduate and postgraduate programme.

The institution ensure effective curriculum delivery through a well-planned and documented process at the commencement of the Academic year via academic calendar , subject allocation to teachers, master and clinical rotation plans. This rotations make sure that timing such as theory and clinical hours ,Examination, vacation are laid out in accordance with the master rotation plan.

Curriculum enrichment activities such as workshop, skill development programme, hands on training, guest lectures, study and field visits, clinical posting, , projects and surveys are planned within the time table borders which enhance multi skills in clinical area.

Curriculum committee meetings are held to ensure effective implementation of curriculum at the college level and curriculum assessment is done through Curriculam mapping. In academics, Community Health Nursing in second- and fourth-year deals with topics such as Environmental Hygiene and sustainable development along

with Millennium Development Goals.

The 4th year students and M.Sc. Nursing students are bound to present a research project, a topic of which they are free to select. The topics of research proposed by the students are thoroughly analysed by the Institution's scientific committee and Ethical Committee.

The cross – cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics etc. find an ample space when it comes to applying them positively into the curriculum.

Value added courses and Hands on Training courses are included in the academic plan. Courses such as HSTP, Soft Skill Training Programme, Self Defence Prog. Placement Enhancement skill etc. enables students to stand strong when they will step into the outer world.

Structured feedback is obtained from students, Teachers, Alumni and stakeholders which is analysed and modifications is made on the basis of feedback. As per the syllabus, professional ethics and legal aspects in Nursing are taught in the final year under Management of Nursing Services and Education subject and Code of professional conducts is taught in 1st year Nursing Foundation.

### **Teaching-learning and Evaluation**

Total no. of seats sanctioned for B.Sc. Nursing is 50 per year and for M.Sc. it is 10 . Scrutiny of students is done on the basis of Merit list and final admissions are conducted on the basis of knowledge, aptitude & personality test.

Special measures are taken for slow learners through mentor mentee programme. For advance learners motivational counselling is done for overall development. The outcome is seen in their university examination where even slow learners come up with flying colours and all benchmarks are met. For overall development of students emphasis is given on curricular, co curricular and extracurricular activities.

In clinical to attain uniformity procedure manual is prepared by faculties and for transparent evaluation system evaluation handbook is used.

Creativity in both academic and non-academic domains is encouraged in the Institute. They also participate in Social Healthcare activities & WHO days. Health Check-up camps are also organized in the village to counsel people to avail better health care facilities.

Thinking out of the box is encouraged and the faculty help them to prepare to take part in the activities arranged by different colleges and other organizations. The process involved makes the students learn and get experience, which makes them to think and create. The institution allows students to celebrate various national, international days and festivals. Members of SNA organize the program in a systematic and grand way.

The learning turns out to be more experiential, participatory and communist by getting sorted out exercises like group discussion, model making, field visits, debates, quiz, assignments, seminars, project writing, exhibitions, publication of research articles, poetry recitation and power point presentation.

To reduce the gap between the theory and practice OSCE is conducted for practical learning purposes. Now a days focus is on participative learning for which various methods are used such as brainstorming, fish bowl

method, Split Classrooms, Jig saw methods etc. Institution has well developed skilled labs . Each classroom is equipped with multimedia teaching aids like LCD projectors. Electronic resource packages like DELNET and Digital Library are available. Continuous evaluation of the students is done through formative evaluation

### **Research, Innovations and Extension**

College encourages faculties to pursue higher education. Total 3 faculties have completed Ph.D. Nursing and 3 pursuing Ph.D. in Nursing. College provides financial support for advanced and collaborative research and participation in conferences.

The institution has created an ecosystem for innovations and other initiatives for creation and transfer of knowledge in the form of HSTP, PSQCTP , IMNCTP , EAPP and institution neighbourhood- Community Network. Total 27 workshops/seminars are conducted on Intellectual property rights, Research Methodology, Good Clinical Practice etc. The institution has its own registered ethical committee, which guides us in the research project. Code of ethics are given to students and its compulsory for all teaching faculties and student researchers to complete Good Clinical certification course .

PG students are encouraged to conduct one Micro research during their previous year to help them to understand the concept of research and thus to carry on their final research in more confident way. All faculties are encouraged to publish their research papers and present the paper in International, National & State level Conferences. The institute promotes sensitization of students in the neighbourhood community with a purpose of providing a direct exposure to the social issue and its impact on the society to our students.

Extension services are carried out by the faculties and students to educate and motivate the general public regarding various health issues and to bring comprehensive awareness. For this health camps, health teaching programmes, role plays, distribution of pamphlets etc to reach at the level of the students.

Collaborations is done with various social agencies to reach the general population. We had received various awards and recognitions from various government and other recognized bodies. Institution took initiative in environment sustainability activities by celebrating Hariyali Mahotsav ,200 tree samplings in Omaxe city Township done and were appreciated. Government hospital i.e. District Health Society Indore expressed token of gratitude by awarding institution with trophy for successfully conducting Measles and Rubella initiative programme. Bank of India has appreciated the time and effort of staff and students in creating awareness regarding safety precautions to be taken in preventing COVID- 19.

### **Infrastructure and Learning Resources**

In order to implement the plans and achieve desired goal, we had created adequate infrastructure in terms of computer labs, library, clinical labs, faculty rooms and class rooms, Seminar Halls with Audio Visual Facility, playground & mess. The college has Internet facility with dedicated lease line. Institute has facilities like Xerox, cafeteria, pharmacy, Parent Hospital, Bank & ATM .

Computer Lab has advanced & well-equipped computers with latest configuration. The labs are well supported with latest software version and strong anti-virus software support to invasion of viruses. The institute has all supportive equipment's such as scanners, printers, internet connection, speakers, Laptop, LCD projector etc Library provides electronic resources (E-Journals, E-Books) facility. The material is also easily accessible on



all computers of the College.

Classrooms are spacious, well ventilated. The seating capacity of class room is of 50 students.

Well Equipped laboratories with adequate number of mannequins and simulators along with 1 advanced skill laboratory for practising students before clinical postings is available. The Institute, with its compulsory continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. It has adequate facilities for sports, games and cultural activities. The total area of sports and games fields is in acres.

We have fully automated library with all necessary services provided to our students .

Accounts department, audit, safety manager, cleaning services, biomedical office, office superintendent, nursing services, EDP etc. Dept. are present in 1st floor of college. Medical facility is provided to students as college has its own 300 bedded multi super specialty hospital, students approach O.P.D with health cards issued from college, consultancy and bed charge is free for students. Student's hostel is available to accommodate 260 students, hostel is in 7,8th floor with 66 rooms out of which 6 rooms are for teaching staff for stay if required. Hostel is having reading room, recreation hall, and visitor's space. First aid box is in college and hostel also environmental sustainability for that energy conservation is done by using LED BULB, sewage water treatment plant and this water is used in gardening and other purposes.

### **Student Support and Progression**

Students are benefitted with Scholarship from National Minority scheme & State Scholarship Scheme and also from Birla Smarak Kosh.

Along with soft skill development programme Self defence programme for students are organized every year. Monthly counselling session is organized for all the batches. Mentor Mentee meeting is conducted and students open up in front of their mentor. Remedial classes are provided for slow learners. Appropriate support, whether in relation to disability, personal tutoring, emergency situations, or counselling, is provided to ensure they can make the most of their studies.

To ensure assessment methods and processes are effective, transparency is maintained.. Grievance redressal cell is available for students and students issues regarding exams, personal issues etc are dealt promptly. Further we are using alumni association to help our final year students to prepare for competitive examination.

Students have there SNA associations and annual cultural and sports activities are conducted. Students also participate in various competitions outside college, in SNA competitions, marathon etc. College sponsors students for various SNA competitions at state and National level.

Keeping in mind to gain more knowledge our students are taking admission for PG courses. Students while working as apprentice and trainee nurses are paid Stipend. Refund is paid to students under “**education expenses scheme.**” Until now students of 5 batches have brought laurels to the college by achieving Gold medal in DAVV University Examination. Felicitation of the university toppers is done at College also.

The College creates a platform for the active participation of the students in various academic and administrative activities, inculcating in them leadership skills. The Student Nurses Association is represented by the President, SNA Advisor, Vice-president, Secretary, and Treasurer. Every year SNA calendar is prepared

and approved by the President, SNA Advisor, and Vice President.

The institution aim and strive to create and maintain a strong and positive relationship by fostering a lifelong bond between the institute and its alumni. Our alumnus are spreading fragrance in the outer world by their achievements.

### **Governance, Leadership and Management**

**Vision:** The vision for the Bombay Hospital College of Nursing expects to be at the forefront in professionalism, excellence, leadership and innovations that advance humane and quality health care for all people and we also provide surpassed, student centered teaching and learning.

**Mission:** The mission of the Bombay Hospital College of Nursing is to generate new knowledge and educate the next generation of nursing leaders who in turn, demonstrate the highest standards of excellence in education, practice and research for a global society. The admission policy of the institution ensures that admission is given to every student irrespective of cast, creed, religion or economic background. Shri. Rameshwar Das Birla Smarak Kosh Scholarship is offered to financial weak students. Also introduced apprentice and trainee job offers to final year students after course completion. Achievements of Bombay Hospital College of Nursing are, 100% results till date, out of 7 batches, students from 5 batches secured Gold medal in university, 100% placement, Institution secured excellence award [Best Nursing College in Madhya Pradesh] in the year 2018. Innovations like Educational Audit of Practice Placement [EAPP] got 1st prize in innovative showcase in international conference in the year 2017.

The institute has a strategic plan which includes strengthening the campus facility, improving the teaching – learning process, providing women empowerment program for the students, providing more Faculty Development Training, enhance the output in research and consultancy and enhance the industry institute collaborations.

Effective welfare services for teaching & non teaching staff are provided by the management in the form of CGHS Card, Annual Privilege leaves, on duty leaves, maternity leaves, Corona Kavach , Preemployment health check up/ Annual health check up etc.

Management sponsors its faculties for attending various conferences at National, State & Local Level. Faculties are sponsored to attend Certified Professionals for quality implementation in Hospital. Faculty development programmes are organized at regular interval and faculties are also send to attend FDPs at other institutions. Conferences are organised under the **intellectual shades** of Bombay Hospital Trust, Consortium of Accredited Health Care organizations **CAHO & Health Care Sector Skill Council**.

### **Institutional Values and Best Practices**

Bombay Hospital College of Nursing was established in the year 2008. The objective of the B.Sc. Nursing course is to educate and prepare a team of well qualified student nurses who will provide quality services to the hospital. To create innovations in teaching & learning for achieving highest quality in nursing education well qualified faculties are appointed.

For teaching learning process various audio video classes on important topics are recorded by the faculties on

all important topics. Various innovative methods of teaching learning are used i.e. flipped classroom, fish bowl method, jigsaw method, split classroom etc.

Compliance with guidelines of Good Clinical Practice (GCP) as the minimum standard is identified as key characteristics for conducting clinical research.

Under Vacation intern training prog. we send our UG & speciality PG students to Parent Hospital, Mumbai for training & upliftment of skills. Nurse clinical supervision has helped our faculties to develop in depth reflection of clinical practices and develop a high quality of nursing practice through means of focused support and development.

Some other Best Practices of the college includes Annual academic & administrative audit, Clinical micro teaching, mentor mentee programme, Educational audit for Practice Placement, Quality enhancement through innovative teaching practice, Evidence based research projects using different methodologies, Computerization of nursing care plan & Bibliography compilation.

We organize and celebrate various national festivals and other festivals for achieving & inculcating cultural integrity amongst the students.

We have prepared Nursing Procedures (Basic & advance) manual for maintaining the uniformity of our students.

- Our values includes Altruism, Autonomy, Execution with passion, Lifelong learning, Quality teachings, Student success, Teamwork

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	BOMBAY HOSPITAL COLLEGE OF NURSING
Address	Bombay Hospital College of Nursing, 6th Floor, Bombay Hospital, Ring Road Indore
City	Indore
State	Madhya Pradesh
Pin	452010
Website	<a href="http://www.bhinursingcollege.com">www.bhinursingcollege.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Prof. M.s. Vinsi	0731-2552525	9981717527	0731-4266571	bh.coni@gmail.com
IQAC / CIQA coordinator	Gauri Manohar	0731-4077000	9977223322	0731-	gaurichincholikar12@gmail.com

Status of the Institution	
Institution Status	Private
Institution Fund Source	No data available.

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

Date of establishment of the college	01-01-2008			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Madhya Pradesh	Madhya Pradesh Medical Science University		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>		<b>View Document</b>	
2f of UGC				
12B of UGC				
<b>Details of recognition / approval by statutory / regulatory bodies other than UGC (MCI, DCI, PCI, INC, RCI, AYUSH, AICTE etc.)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
INC	<a href="#">View Document</a>	27-10-2020	12	

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the college recognized for its outstanding performance by national or international agencies such as DSIR, DBT, ICMR, UGC-SAP, AYUSH, WHO, UNESCO etc.?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Bombay Hospital College of Nursing, 6th Floor, Bombay Hospital, Ring Road Indore	Urban	2.9	6503

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/ Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BSc Nursing, Bsc Nursing	48	Twelve years	English	200	191
PG	MSc Nursing, Msc Nursing	24	B.Sc. Nursing	English	20	16

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	4				2				7			
Recruited	0	4	0	4	0	2	0	2	1	6	0	7
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	4				2				7			
Recruited	0	4	0	4	0	2	0	2	1	6	0	7
Yet to Recruit	0				0				0			
	<b>Lecturer</b>				<b>Tutor / Clinical Instructor</b>				<b>Senior Resident</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	10				0				0			
Recruited	2	8	0	10	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	10				0				0			
Recruited	2	8	0	10	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				12
Recruited	0	2	10	12
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				12
Recruited	0	2	10	12
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				3
Recruited	3	0	0	3
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

### Qualification Details of the Teaching Staff



<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	3	0	0	0	0	0	0	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	1	0	0	2	0	1	6	0	10
<b>Highest Qualification</b>	<b>Lecturer</b>			<b>Tutor / Clinical Instructor</b>			<b>Senior Resident</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	2	8	0	0	0	0	0	0	0	10

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
<b>Highest Qualification</b>	<b>Lecturer</b>			<b>Tutor / Clinical Instructor</b>			<b>Senior Resident</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
<b>Highest Qualification</b>	<b>Lecturer</b>			<b>Tutor / Clinical Instructor</b>			<b>Senior Resident</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
	1	1	0	2
<b>Number of Emeritus Professor engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
	0	0	0	0
<b>Number of Adjunct Professor engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	0	0	0	0	0
	Female	13	3	0	0	16
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	91	100	0	0	191
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	5	3	3	4
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	1	1	4
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	21	19	6	13
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	27	34	47	36
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>53</b>	<b>57</b>	<b>57</b>	<b>57</b>

<b>General Facilities</b>	
<b>Campus Type: Bombay Hospital College of Nursing, 6th Floor, Bombay Hospital, Ring Road Indore</b>	
<b>Facility</b>	<b>Status</b>
• Auditorium/seminar complex with infrastructural facilities	<b>Yes</b>
<b>• Sports facilities</b>	
* Outdoor	<b>Yes</b>
* Indoor	<b>Yes</b>
• Residential facilities for faculty and non-teaching staff	<b>Yes</b>
• Cafeteria	<b>Yes</b>
<b>• Health Centre</b>	
* First aid facility	<b>Yes</b>
* Outpatient facility	<b>Yes</b>
* Inpatient facility	<b>Yes</b>
* Ambulance facility	<b>Yes</b>
* Emergency care facility	<b>Yes</b>
<b>• Health centre staff</b>	
* Qualified Doctor (Full time)	<b>112</b>
* Qualified Doctor (Part time)	<b>0</b>
* Qualified Nurse (Full time)	<b>240</b>
* Qualified Nurse (Part time)	<b>0</b>
• Facilities like banking, post office, book shops, etc.	<b>Yes</b>
• Transport facilities to cater to the needs of the students and staff	<b>Yes</b>
• Facilities for persons with disabilities	<b>Yes</b>
• Animal house	<b>No</b>
• Power house	<b>Yes</b>
• Fire safety measures	<b>Yes</b>
• Waste management facility, particularly bio-hazardous waste	<b>Yes</b>
• Potable water and water treatment	<b>Yes</b>

• Renewable / Alternative sources of energy	Yes
• Any other facility	NA

<b>Campus Type: Bombay Hospital College of Nursing, 6th Floor, Bombay Hospital, Ring Road Indore</b>	
<b>Facility</b>	<b>Status</b>
• Auditorium/seminar complex with infrastructural facilities	Yes
<b>• Sports facilities</b>	
* Outdoor	Yes
* Indoor	Yes
• Residential facilities for faculty and non-teaching staff	Yes
• Cafeteria	Yes
<b>• Health Centre</b>	
* First aid facility	Yes
* Outpatient facility	Yes
* Inpatient facility	Yes
* Ambulance facility	Yes
* Emergency care facility	Yes
<b>• Health centre staff</b>	
* Qualified Doctor (Full time)	112
* Qualified Doctor (Part time)	0
* Qualified Nurse (Full time)	240
* Qualified Nurse (Part time)	0
• Facilities like banking, post office, book shops, etc.	Yes
• Transport facilities to cater to the needs of the students and staff	Yes
• Facilities for persons with disabilities	Yes
• Animal house	No
• Power house	Yes
• Fire safety measures	Yes
• Waste management facility, particularly bio-hazardous waste	Yes

• Potable water and water treatment	<b>Yes</b>
• Renewable / Alternative sources of energy	<b>Yes</b>
• Any other facility	<b>NA</b>

<b>Hostel Details</b>		
<b>Hostel Type</b>	<b>No Of Hostels</b>	<b>No Of Inmates</b>
* Boys' hostel	0	0
* Girls's hostel	1	199
* Overseas students hostel	0	0
* Hostel for interns	0	0
* PG Hostel	0	0

## Extended Profile

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### 1 Students

#### 1.1

##### Number of students year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
207	208	201	187	169
File Description		Document		
Institutional data in prescribed format(Data templ		<a href="#">View Document</a>		

#### 1.2

##### Number of outgoing / final year students year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
48	47	40	40	38
File Description		Document		
Institutional data in prescribed format(Data templ		<a href="#">View Document</a>		

#### 1.3

##### Number of first year Students admitted year-wise in last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
46	47	50	48	48
File Description		Document		
Institutional data in prescribed format(Data templ		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

##### Number of full time teachers year-wise during the last five years



2019-20	2018-19	2017-18	2016-17	2015-16
23	25	25	20	22
File Description			Document	
Institutional data in prescribed format(Data templ			<a href="#">View Document</a>	

## 2.2

### Number of sanctioned posts year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
23	25	25	20	22
File Description			Document	
Institutional data in prescribed format(Data templ			<a href="#">View Document</a>	

## 3 Institution

### 3.1

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
12734102	11188337	10865899	10377562	10738991
File Description			Document	
Institutional data in prescribed format(Data templ			<a href="#">View Document</a>	

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

**1.1.1 The Institution ensures effective curriculum planning, delivery and evaluation through a well defined process as prescribed by the respective regulatory councils and the affiliating University.**

**Response:**

Bombay Hospital college of Nursing Indore conducts 4 year B.Sc. Nursing and 2 year M.Sc. Nursing programme. The institute follows the syllabus of Madhya Pradesh Medical Health Science University (MPMSU) in accordance with Indian Nursing Council (INC) for undergraduate and postgraduate programme. The institution ensure effective curriculum delivery through a well-planned and documented process at the commencement of the Academic year via academic calendar of university, subject allocation to teachers, master and clinical rotation plans. This rotations make sure that timing such as theory and clinical hours ,Examination, vacation are laid out in accordance with the master rotation plan.

Curriculum meeting are done for planning, execution and evaluation purpose. The teachers prepare the teaching plan of their respective subjects and there is sufficient flexibility in the teaching plan to adopt the changes if any. The institution ensures that the learning of every student meets the expectation of the curriculum by creating ample space in classrooms and 8 well-equipped laboratories. Faculties impart the curriculum through various innovative teaching methods such as fishbowl method, flipped classroom, concept mapping, jigsaw method etc. besides the regular/ traditional chalk and talk methods.

Curriculum enrichment activities such as workshops, seminars, skill development programmes/ hands on trainings, guest lectures, study during field visits, clinical posting, projects, surveys etc are planned within the time table borders which enhance multi skills. Students are components of comprehensive nursing team in Hospital at varying level. The college also conducts value added courses for self -development and professional skill enhancement of the students. The postgraduate programme is enriched with intense curriculum rigorous training for advanced research in the form of major and minor research projects. Equal opportunity is given to the students to participate in curricular, co-curricular and extra-curricular activities.

The college encourages its faculty member's to actively carry research projects , participate in various workshops, conferences, seminars and staff development programmes organized by other universities so as to update their knowledge and to improve the teaching practices.

The college provides ample books, reference materials like journals, teaching models and software to

enable its teachers to ensure effective delivery of curriculum. The library committee conducts meeting and takes appropriate decision regarding the requirement and procurement of books, journals, e-journals. College establishes MOUs with various industries and academic institutions.

The college examination cell prepares internal periodical examination schedule for B.Sc Nursing and M.Sc Nursing Students for the upcoming academic year. The Summative and formative evaluation of the students is carried out as per the norms of the University. The college invites external experts for various projects, practical evaluations and feedback of stakeholders with the view to ensure quality education and objectivity in the teaching learning process. OSCE is done for Clinical evaluation. Remedial programme are conducted for both advanced and slow learners to improve their academic performance. Teachers evaluation is done through peer evaluation, yearly appraisal and student feedback is also taken regarding the quality of teaching. IQAC monitors the academic activities on regular basis to ensure the planning, execution and feedback.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for Minutes of the meeting of the college curriculum committee	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>
2	<a href="#">View Document</a>

### 1.1.2 Percentage of fulltime teachers participating in BoS /Academic Council of Universities during the last five years. (Restrict data to BoS /Academic Council only)

**Response:** 4.42

1.1.2.1 Number of teachers of the Institution participating in BoS/Academic Council of universities year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	2	1	2

File Description	Document
Provide scanned copy of nomination letter such BoS and Academic Council From University/ Autonomous college	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for details of participation of teachers in various bodies	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<p><b>1.2.1 Percentage of inter-disciplinary / inter-departmental courses /training across all the Programmes offered by the College during the last five years</b></p> <p><b>Response: 46.94</b></p>	
<p>1.2.1.1 Number of inter-disciplinary /inter-departmental courses /training offered during the last five years</p> <p>Response: 23</p>	
<p>1.2.1.2 Number of courses offered by the institution across all programs during the last five years</p> <p>Response: 49</p>	
File Description	Document
Minutes of relevant Academic Council/BoS meetings	<a href="#">View Document</a>
List of Interdisciplinary /interdepartmental courses /training across all the the programmes offered by the University during the last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
<p><b>1.2.2 Average percentage of students enrolled in subject-related Certificate/ Diploma / Add-on courses as against the total number of students during the last five years</b></p>	

**Response:** 99.01

1.2.2.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
202	204	201	187	168

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of the students enrolled in subject-related Certificate/Diploma/Add-on courses	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

**1.3.1 The Institution integrates cross-cutting issues relevant to gender, environment and sustainability, human values, health determinants, Right to Health and emerging demographic issues and Professional Ethics into the Curriculum as prescribed by the University / respective regulative councils**

**Response:****Curriculum enrichment:**

The cross-cutting issues like Gender, Environmental sustainability, Human Values & Professional Ethics find an ample space when it comes to applying them positively into the curriculum. We believe in maintaining healthy environment for students. The curriculum is designed by university including many subjects like Sociology, Community Health Nursing, Nursing Foundation & EVS.

**Gender:-**

Rights of women & children are addressed in subject Sociology which is placed in II year B.Sc Nursing and in IV year Community Health Nursing deals with topics related to women empowerment and prevention of abuse & violence against women and children. The SNA of the College organizes number of programmes such as essay writing, poster competition & debate etc. International women's day is celebrated with students & faculties every year. The college established anti-ragging cell, internal complaint cell & grievances cell to address their problem that arise in the college.

**Human values & professional ethics: -**

The International Council of Nursing deals with Professional Code of Ethics & Code of Professional conduct for nurses. These codes consist of certain regulatory norms such as autonomy, beneficence, justice, fidelity, end of life care. The INC also includes same in the syllabus since the knowledge of these codes are highly essential for nursing service relating to negligence, malpractice, confidentiality, assault & battery etc may arise anytime during service. As per the syllabus, professional ethics & legal aspects in Nursing are taught in the IV year under Management of Nursing Services & Education subject & Code of professional conducts is taught in I year Nursing Foundation.

The IV year students & M.Sc. Nursing students have to present a research project & they are free to select the topic. The topics of research proposed by the students are analyzed by the Institution's Scientific & Ethical Committee on the basis & importance given to human values & professional ethics.

### **Environment & Sustainability: -**

Every year environmental day is observed by planting trees within the college, hospital yard & in the community. We also maintains green belt in the campus & strict to minimize plastic usage. Sustainable development is promoted through rainwater harvesting, sewage plant tank & solar energy utilization.

Students participates in Summer Swach Bharat abhiyan for promoting clean India mission.

Community Health Nursing II and IV year also deals with topics such as Environmental Hygiene & sustainable development along with Millennium Development Goals.

### **Right to health, health determinants & demographic issues: -**

Health screening is conducted in the community & create public awareness regarding maintaining a healthy life style. During this students provide basic health facilities at different community levels. Health determinants is well covered under community health nursing along with activities such as visits to water treatment plants ,old age home, family planning & milk processing .

Right to Health & emerging demographic issues are included in II year Community Health Nursing & Sociology subjects. Various issues regarding population & its control, social problems e.g prostitution, child abuse, delinquency are described & visits to certain places are regularly organized.

<b>File Description</b>	<b>Document</b>
Link for any other relevant information	<a href="#">View Document</a>
Link for list of courses with their descriptions	<a href="#">View Document</a>

### **1.3.2 Number of value-added courses offered during the last five years that impart transferable and life skills.**

**Response: 15**

1.3.2.1 Number of value-added courses offered during the last five years that impart transferable and life skills.

Response: 15

File Description	Document
List of-value added courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document related to value-added course/s	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Links for additional information	<a href="#">View Document</a>

### 1.3.3 Average percentage of students enrolled in the value-added courses during the last five years

Response: 79.98

1.3.3.1 Number of students enrolled in value-added courses offered year-wise during the last five years that impart transferable and life skills

2019-20	2018-19	2017-18	2016-17	2015-16
207	208	201	185	168

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Attendance copy of the students enrolled for the course	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 1.3.4 Percentage of students undertaking field visits/Clinical / industry internships/research projects/industry visits/community postings (data for the preceding academic year)

Response: 100

1.3.4.1 Number of students undertaking field visits, clinical, industry internships, research projects, industry visits, community postings

Response: 207

File Description	Document
Scanned copy of filed visit report with list of students duly attested by the Head of the institution to be provided	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Community posting certificate should be duly certified by the Head of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>
Links to scanned copy of completion certificate of field visits/Clinical / industry internships/research projects/industry visits/community postings from the organization where internship was completed	<a href="#">View Document</a>

## 1.4 Feedback System

<p><b>1.4.1 Mechanism is in place to obtain structured feedback on curricula/syllabi from various stakeholders. Structured feedback received from:</b></p> <ol style="list-style-type: none"> <li>1. Students</li> <li>2. Teachers</li> <li>3. Employers</li> <li>4. Alumni</li> <li>5. Professionals</li> </ol> <p><b>Response:</b> B. Any 4 of the above</p>	
File Description	Document
Stakeholder feedback reports as stated in the minutes of meetings of the College Council /IQAC/ Curriculum Committee	<a href="#">View Document</a>
Sample filled in Structured Feedback to be provided by the institution for each category claimed in SSR	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

<p><b>1.4.2 Feedback on curricula and syllabi obtained from stakeholders is processed in terms of:</b></p>
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**Response:** A. Feedback collected, analysed and action taken on feedback besides such documents made available on the institutional website

<b>File Description</b>	<b>Document</b>
Stakeholder feedback report	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

<b>Other Upload Files</b>	
1	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

**2.1.1 Due consideration is given to equity and inclusiveness by providing reservation of seats to all categories during the admission process. Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years**

**Response:** 100

2.1.1.1 Number of students admitted from the reserved categories as per GOI or State Government norms year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
26	23	10	21	10

2.1.1.2 Number of seats earmarked for reserved categories as per GOI or State Govt. norms year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
26	23	10	21	10

File Description	Document
Institutional data in prescribed forma	<a href="#">View Document</a>
Final admission list published by the HEI	<a href="#">View Document</a>
Copy of letter issued by state govt. or and Central Government (which-ever applicable) Indicating the reserved categories to be considered as per the GO rule (translated in English)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual Report/ BOM report/ Admission report duly certified by the Head of the Institution.	<a href="#">View Document</a>
Admission extract submitted to the state OBC, SC and ST cell every year.	<a href="#">View Document</a>
Link for Any other relevant informatio	<a href="#">View Document</a>

**2.1.2 Average percentage of seats filled in for the various programmes as against the approved**

**intake****Response:** 91.33

2.1.2.1 Number of seats filled-in for various programmes offered by the College as against the approved intake during the last five years:

2019-20	2018-19	2017-18	2016-17	2015-16
53	57	57	57	50

2.1.2.2 Number of approved seats for the same programme in that year

2019-20	2018-19	2017-18	2016-17	2015-16
60	60	60	60	60

<b>File Description</b>	<b>Document</b>
The details certified by the Head of the Institution clearly mentioning the programs that are not covered under CET and the number of applications received for the same	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**2.1.3 Average percentage of Students admitted demonstrates a national spread and includes students from other states**

**Response:** 56.91

2.1.3.1 Number of students admitted from other states year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
13	23	37	26	38

File Description	Document
List of students enrolled from other states year-wise during the last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
E-copies of admission letters of the students enrolled from other states	<a href="#">View Document</a>
Copy of the domicile certificate as part of the from other states and countries and/or Previous degree/Matriculation / HSC certificate from other state or country	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

<p><b>2.2.1 The Institution assesses the learning levels of the students, after admission and organises special Programmes for advanced learners and slow performers The Institution:</b></p> <ol style="list-style-type: none"> <li>1. Follows measurable criteria to identify slow performers</li> <li>2. Follows measurable criteria to identify advanced learners</li> <li>3. Organizes special programmes for slow performers</li> <li>4. Follows protocol to measure student achievement</li> </ol> <p><b>Response:</b> A. All of the above</p>	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Criteria to identify slow performers and advanced learners and assessment methodology	<a href="#">View Document</a>
Consolidated report of special programs for advanced learners and slow learners duly attested by the Head of the Institution	<a href="#">View Document</a>
Any other information	<a href="#">View Document</a>
Link for any relevant information	<a href="#">View Document</a>

<p><b>2.2.2 Student - Full- time teacher ratio (data of preceding academic year)</b></p> <p><b>Response:</b> 9:1</p>
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File Description	Document
List of students enrolled in the preceding academic year	<a href="#">View Document</a>
List of full time teachers in the preceding academic year in the University	<a href="#">View Document</a>
Institutional data in prescribed format (data Templates)	<a href="#">View Document</a>

### **2.2.3 Institution facilitates building and sustenance of innate talent /aptitude of individual students (extramural activities/beyond the classroom activities such as student clubs, cultural societies, etc)**

#### **Response:**

Students Bombay Hospital College of Nursing, Indore continues to organize the activities to inculcate all-around development of the students, which is beyond the classroom activities. Creativity in both academic and non-academic domains is encouraged in the Institute. The following initiatives are taken by the college to facilitate the innate talent/aptitude of individual students. Students participate and organise seminars/workshops/conferences/ cultural/sports/ etc at college, state and national levels. They also participate in Social Healthcare activities like World Hepatitis/Diabetes/Aids etc. days whereby students get an opportunity to interact with patients, attendants, and the local villagers giving them information about the prevention, treatment of diseases, and health education. Health Check-up camps are also organized in this village peoples were counseled with regard to keeping the blood sugar levels in control and effective and safe use of medicines. All the patients suffering from blood pressure/diabetes were counseled to continue taking medicines on regular basis and not to stop medication on their own. The patients were advised to consult a doctor when required. Students also participate in national health programs like Mission Indradanush, pulse polio immunization etc. With the collaboration of the Matra foundation, students donate eatable things and basic things of daily requirement Students also participated in walkathan. School health programs for school students were also conducted in that height weight, BMI, dental carries are checked. Health education-related of a balanced diet, food hygiene, menstrual hygiene, prevention of HIV/AIDS are explained to the students of school according to their age bar. Thinking out of the box is encouraged and the faculty help them to prepare to take part in the activities arranged by different colleges and other organizations. The process involved makes the students learn and get experience, which makes them to think and create. The institution allows students to celebrate various festivals like Diwali, Dussehra, Christmas, and Onam. Members of SNA organize the program in a systematic and grand way after approval of the program agenda from the principal. SNA Week is organised to improvise the innate talent of the students. It includes sports and cultural activities also. The college celebrates “International Women’s Day” and sensitizing students about women empowerment respect for women at the workplace and in society. Tree plantation done on environmental day. The college celebrates National days like republic day, Independence Day, and constitutional day, education day, Gandhi Jayanti and Ambedkar Jayanti . These days celebrations giving students an opportunity to revere their contribution towards nation-building and taking inspiration from them to contribute positively to national development. Under swatch Bharat Abhiyan students clean the campus. And the schedule was also prepared according to this students cleaned the different areas of the hostel, college, and hospital campus. Students attended classes on cybercrime, which was taken by experts. Art and craft seminars and Environmental ecofriendly awareness programmes are organised for students at the college level. Various

competitions are also conducted like best out of waste, Ramp walk based on environmental themes etc.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for Appropriate documentary evidence	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student-centric methods are used for enhancing learning experiences by:

- **Experiential learning**
- **Integrated/interdisciplinary learning**
- **Participatory learning**
- **Problem solving methodologies**
- **Self-directed learning**
- **Patient-centric and Evidence-Based Learning**
- **Learning in the Humanities**
- **Project-based learning**
- **Role play**

#### Response:

##### 2.3.1

The learning turns out to be more experiential, participatory and communist by getting sorted out exercises like group discussion, model making, field visits, debates, quiz, assignments, seminars, project writing, exhibitions, publication of research articles, poetry recitation and power point presentation.

**Experiential learning:** This is imparted through case scenario-based performance of selected nursing skills in-order to evaluate critical thinking and bridging the gap between theory and practice. The experiential learning processes involve a number of steps that offers a “hands-on” experience to students like BLS training, IMNCTP (Improvised maternal and neonatal health care training program), Golden minute training program and Patient safety programme. It helps them engage with the content and reflect upon the application in the clinical area. EAPP module is implemented for student’s excellent exposure of clinical skill.

**Participative Learning:** College uses Participative Learning to encourage students to actively involve themselves in the learning process. The college methods for participative learning like – Group Discussions, Small Group Exercises, Assignments, Quiz, Project, Brainstorming Case studies, Community surveys, Critical incidents, Field visits, and study tours, etc. participative learning one of the flagships student-centered learning methods

**Problem Solving Methodologies:** This method is applied wherever possible as it ables the students to become responsible for their own learning and can take personal action to solve problems, resolve

conflicts, discuss alternatives, and focus on thinking as a vital element of the curriculum.

**Self-directed learning:** self directed learning imparts the complete learning of learners. Syllabus has prescribed hours for library for each study hours. The preparatory leave hours can also be included in self directed learners. During the learning strategies, the students are allotted different subject seminars, assignment etc. Students pickout suitable resource materials like books, procedure manual, journals, e-contents etc. The faculties had prepared Audio-visual lectures for self learning activities. Prepared content is verified by the subject teacher and later created a full study material.

**Patient centric and evidence based learning:** Patient centric and evidence based learning focus on Bedside procedure and demonstration related to patient care during the clinical hours. Students assist in patient care performed under the supervision of clinical facilitator and link tutor under the clinical and community setup.

**Project-based learning:** We allotted projects some are individual and also in groups to students for project-based learning. Applying the Project-Based Learning methodology teachers plan the learning activities in the intellectual domain of professional competence

**Learning in humanities:** motivate and make conscious the students for doing activities for humanity. They distribute eatables items to needy persons in the hospital and in the community setup. Donate money whenever is required like donate fund to victims of flood in Kerala state and in Badvani district of M.P and Eye donation camps. Blood Donation is done by students.

**Role-play:** Role-plays are used as a strategy for teaching students about various skills and abilities necessary for the act of taking care of sick persons. This educational technique helps them to develop a situation for analysis and dealing with a problem

File Description	Document
Link for learning environment facilities with geotagging	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### **2.3.2 Institution facilitates the use of Clinical Skills Laboratory / Simulation Based Learning The Institution:**

- 1. Has Basic Clinical Skills / Simulation Training Models and Trainers for skills in the relevant disciplines.**
- 2. Has advanced simulators for simulation-based training**
- 3. Has structured programs for training and assessment of students in Clinical Skills Lab / Simulation based learning.**
- 4. Conducts training programs for the faculty in the use of clinical skills lab and simulation methods of teaching-learning**



**Response:** A. All of the above

File Description	Document
Report on training programmes in Clinical skill lab/simulator Centre	<a href="#">View Document</a>
Proof of patient simulators for simulation-based training	<a href="#">View Document</a>
Proof of Establishment of Clinical Skill Laboratories	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Geotagged Photos of the Clinical Skills Laboratory	<a href="#">View Document</a>
Details of training programs conducted and details of participants.	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.3.3 Teachers use ICT-enabled tools for effective teaching and learning process, including online e-resources

**Response:**

Teachers using ICT enabled tools for effective teaching and learning process including online e-resources

- Information & Communications Technology (ICT) enabled teaching methodologies and advanced technologies are being used by the faculty members in classrooms.
- The use of multimedia teaching aids like LCD projectors, classrooms with internet-enabled computer/laptop systems is usually in use in the classroom.
- Electronic resource packages like DELNET and e-PG Pathshala are available. The faculty members effectively utilize Audio-Visual aids to demonstrate the concepts to the students to enhance the learning experience.
- Department wise faculty has prepared audio-video presentation for theory sessions, demonstration videos of various procedures, with a purpose that if students miss the class or want to revise the concept, it will be a helping aid for student.
- Conduct Virtual conferences, webinar using ICT facilities by all departments, online guest lectures . Online short term courses for faculty and students. Alumni also use an online platform for sharing their knowledge and advancement in nursing.
- A hard disk containing videos are accessible to faculty and students.
- Online tests are conducted and e-assignments are given through 'google classroom, google meet.
- The computer lab is available, 15 computers and headphones with internet facilities for students and faculty. Also, computers are installed with audio-video classes, free wifi facility is available for students for using their laptops for research work. All departments are having a computer with



internet and a printer for their various academic works. Security password is generated by the IT department of the institute to avoid unnecessary usage.

- Photocopy machine, scanner, Printer is also there in college setup along with Digital camera.
- Pendrive, slide changer remote with pointer and Microphones are also available for class teaching and learning.
- Sufficient number of books, journals, e-journals, procedure manual and e-books are available in the library. Online research journals are available and facility for accessing these journals is provided through a proxy server on the campus.
- All the departments conduct seminars, workshops, and conferences on the new developments in the core subjects for effective teaching and learning by the faculty members and students.
- Computerized nursing care plan software is available for Internship students, as it is a innovative methods which is applicable in the clinical setup for patient care activities.
- Biometric punching is there for all the students and faculty attendance.

### Academic Management Software

- The college has an integrated Academic Management software for faculty, students, and administrators to overcome the challenges in the process of college admissions and post-admission. The entire college student's academic details from the time of admission process to their course completion is in that Software.

File Description	Document
File for list of teachers using ICT-enabled tools (including LMS)	<a href="#">View Document</a>
File for details of ICT-enabled tools used for teaching and learning	<a href="#">View Document</a>
Link for webpage describing the “LMS/ Academic Management System”	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 2.3.4 Student :Mentor Ratio (preceding academic year)

**Response:** 14:1

#### 2.3.4.1 Total number of mentors in the preceding academic year

Response: 15

File Description	Document
Log Book of mentor	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Copy of circular pertaining the details of mentor and their allotted mentees	<a href="#">View Document</a>
Approved Mentor list as announced by the HEI Allotment order of mentor to mentee	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any other information	<a href="#">View Document</a>

### 2.3.5 The teaching learning process of the institution nurtures creativity, analytical skills and innovation among students

#### Response:

Since we are offering two different programmes to our students with difference in curriculum we also have a different classroom and clinical approach. Different milestones of learning and also different approach to nurture creativity, analytical skills and innovation. Organised group activities for undergraduates like workshops and conferences, model presentations etc are designed specifically for students to enhance innovations amongst them.

Preclinical simulation centres are the best way to improve analytical skill and creativity before our students enter into clinics.

Similarly, for PG students we have a very similar approach, only since the programme is more department-specific. Other than students deciding on the best course of treatment for cases allotted to them, seminars are also conducted to help them in keeping in touch with the latest ongoing of the speciality for both practical and theoretical learning. Micro-Research are also done by Post graduate students. Students are awarded and recognised for their best performance in these, which also helps them in inculcating the motivation to perform better. Research Flex Presentation are done by the final year students. Various Innovative techniques includes Model Presentation, A.V. Aids Presentation are well organised for teaching learning process.

#### Case-based learning

Case scenarios are prepared and finalized by departmental faculties and discussed with the students

#### Active learning classroom

Active learning involves the engagement of students and educators in the learning process through collaborative classroom activities with the use of Multimedia and reflection.

#### Exhibition

To nurture creativity style of learning among students, we encourage them to conduct various types of scientific and other types of exhibition as part of their curriculum like Audio Visual aids exhibition etc .

### INNOVATIVE TECHNIQUES OF LEARNING

Jigsaw method, Flipped classroom, VIPP method, fishbowl method, concept mapping are different innovative teaching learning method implemented for students.

File Description	Document
Link for appropriate documentary evidence	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of fulltime teachers against sanctioned posts during the last five years

**Response:** 100

File Description	Document
Sanction letters indicating number of posts (including Management sanctioned posts) by competent authority (in English/translated in English)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Links for additional information	<a href="#">View Document</a>

### 2.4.2 Average percentage of fulltime teachers with Ph.D./D.Sc./ D.Lit./DM/M Ch/DNB in super specialities /other PG degrees (like MD/ MS/ MDS etc.,) in Health Sciences (like MD/ MS/ MDS etc.,) for recognition as Ph.D guides as per the eligibility criteria stipulated by the Regulatory Councils /Affiliating Universities.

**Response:** 7.72

2.4.2.1 Number of fulltime teachers with Ph.D/D.Sc./D.Lit./DM/M Ch/DNB in super specialities / other PG degrees (like MD/ MS/ MDS etc.,) in Health Sciences for recognition as Ph.D guides as per the eligibility criteria stipulated by the Regulatory Councils. Last five years data to be entered.

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	1	1	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Copies of Guideship letters or authorization of research guide provide by the the university	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.4.3 Average teaching experience of fulltime teachers in number of years (preceding academic year)

**Response:** 6.35

2.4.3.1 Total teaching experience of fulltime teachers in number of years (cumulative experience)

Response: 146

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Consolidated Experience certificate duly certified by the Head of the insitution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.4.4 Average percentage of teachers trained for development and delivery of e-content / e-courses during the last 5 years

**Response:** 78

2.4.4.1 Number of teachers trained for development and delivery of e-contents / e-courses year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
23	25	25	18	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Certificate of completion of training for development of and delivery of e-contents / e-courses / video lectures / demonstrations	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>
Web-link to the contents delivered by the faculty hosted in the HEI's website	<a href="#">View Document</a>

**2.4.5 Average Percentage of fulltime teachers who received awards and recognitions for excellence in teaching, student mentoring, scholarships, professional achievements and academic leadership at State, National, International levels from Government / Government-recognized agencies / registered professional associations / academies during the last five years**

**Response:** 25.84

2.4.5.1 Number of fulltime teachers who received awards and recognitions for excellence in teaching and student mentoring, scholarships, professional achievements and academic leadership at State, National, International levels from Government / Government-recognized agencies / registered professional associations / *academies* during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
15	2	4	8	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-Copies of award letters (scanned or soft copy) for achievements	<a href="#">View Document</a>
Awards claimed without certificates will not be considered	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 The Institution adheres to the academic calendar for the conduct of Continuous Internal

**Evaluation and ensures that it is robust and transparent****Response:**

The college prepares a course completion calendar as per the University & council guidelines for the conduction of a continuous internal evaluation system.

Every Year course completion calendar as per academic calendar according to university is prepared. The academic calendar includes the dates of commencement and completion of syllabus, schedules of internal exams, student activities, vacation, etc. It specifies the dates of the term-end examination and tentative dates of practical exams and viva-voce and theory examinations. The teachers prepare to teach plans according to the academic calendar and guidelines of the University. Online tests were conducted by teachers with the use of Google platforms during the Covid 19 pandemics.

The institution is having an active examination cell which comprises various subject experts. The respective course coordinators will prepare two sets of question papers based on the Syllabus, one week prior to the scheduled sessional examination. It will be send to question paper scrutiny cell for scrutinisation. This cell modifies and selects the best question paper which can be used by the course Co-ordinators for conducting the examination. The evaluation of the test are done within 5 days . Formative assessment is done through various tests like unit tests, Term tests, practical examinations, Viva-voce exams, assignment projects, seminars and procedure demonstration . Preparatory leave is given every year before pre-university and university exams. Retest is conducted for slow learners. Evaluation handbook is also used for internal assessment of student.

The Principal conducts curricular and extracurricular review meetings on regular basis to check the implementation and progress of all the activities in the academic calendar. Based on these review meetings some changes in the schedules of activities are made if required.

Evaluation of clinical performance of students is also synchronized with academic calendar of the institution. Each Clinical Facilitator prepare the clinical rotation plan based on the Prescribed clinical hours. It describes the duration of clinical posting, areas of clinical exposure. The EAPP committee audits the students clinical performance. The students for the best clinical performance are awarded. The progress of students will be assessed by EAPP Auditors by using a continuous clinical evaluation profoma for each area of clinical posting. At the end of the year,internal and external academic and administrative audit is carried out . IQAC presents the AQAR before both auditors. Everrolling shield is provided to the best department.

Along with the continuous internal evaluation, academic planning contains information regarding the following activities.

**Working period:** The academic calendar indicates the annual working period of the teachers which includes working days, teaching days, admission period, examination, and valuation period as per the university and council guidelines. The total working days, as provided by the Indian nursing council is 37 weeks but in our institute 42 weeks are reserved for teaching work,co-curricular and extra-curricular activities.

**Master rotation plan:** The plan includes complete distribution and implementation of theory and clinical hours in each month, also highlighting students posting in different clinical areas, internship, vacation,

exam its preparatory leave.

File Description	Document
Link for academic calendar	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for dates of conduct of internal assessment examinations	<a href="#">View Document</a>

### 2.5.2 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

#### Response:

The college is having an examination cell to coordinate all the activities related to examination. The examination cell work under the guidance of principal, takes all necessary action to prevent any unfair act /grievances through out the process of examination. Such activities include:

- Exam grievance in regard to university examination revaluation & retotalling policy are there and they give time to apply and then necessary steps are taken as per university norms.
- The examination cell is having the overall responsibility for the supervision of examination including examination room, answer sheet and question paper
- The examination cell will make the visit to examination room prior to start the examination and will make surprise checking during examination
- The invigilator should be present in the examination hall 15 mins before the examination and are not permitted to carry mobile phones in examination room
- If any students failed in exam, reexamination is conducted till the students pass the exam.
- If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that she submits application with proper documents.
- If any student scores less marks and wants to improve in that subject, she can appear for the subsequent improvement examination
- If any malpractices observed during examination, the answer sheet of such student will be collected at the point of time and put this matter in front of the examination cell and principal further action will be taken as per the decision of the Principal. All such activities are informed to the parents through proper channel.
- If the student is not satisfied with the marks provided the students can approach the examination cell. Along with the examination cell students can present their issues in front of subject evaluator or if the problem is not resolved the examination cell can intervene and seek opinion of another course Teacher.
- For maintaining the transparency we convey the marks to the students and the students shall sign the internal mark before sending it to the university.
- If students are not satisfied with the internal evaluation students should directly contact



examination cell.

- Through the examination cell students can contact respective course teacher for further clarification.

<b>File Description</b>	<b>Document</b>
File for number of grievances regarding University examinations/Internal Evaluation	<a href="#">View Document</a>
File for details of University examinations / Continuous Internal Evaluations (CIE) conducted during the last five years	<a href="#">View Document</a>
File for any other relevant information	<a href="#">View Document</a>

### **2.5.3 Reforms in the process and procedure in the conduct of evaluation/examination; including Continuous Internal Assessment to improve the examination system.**

#### **Response:**

#### **Examination**

Three internal periodic examinations are conducted in an academic year for every programme. The internal theory examination will be planned and schedule before 15 days. College have an examination cell coordinating all activities related to the examination. One week prior to the scheduled sessional examination, respective course coordinators prepare two question papers and send them to the examination cell email ID. The scrutiny committee is responsible for selecting one question paper through the chit system. The marks should be declared within 5 working days following the examination. In addition to sessional examination, minimum unit tests are also conducted for each course during an academic year. The answer sheet of each examination is discussed with the students. If the students are not satisfied with the marks provided the students can approach the examination cell. Along with the examination cell coordinator students can present their issues in front of the subject evaluator or if the problem is not resolved the examination cell can intervene and seek the opinion of another course Teacher. For calculating internal assessment along with periodic examination marks, assignments are also considered.

#### **Continuing clinical performance evaluation**

Continuing clinical performance evaluation is done in the clinical area. College is having Educational Audit for Practice placement is effectively working to supervise the students in the clinical area. Internal assessment for practicals constitutes continuous evaluation, other assignments like a case study, case presentation, drug file, patient assessment, and model practical examination. The clinical evaluation will be done based on the planned criteria according to clinical objectives and clinical evaluation handbook.



### Competency/ skill Based Assessment

Student's clinical requirements and skill enhancement planning are done on the basis of curriculum and INC requirements. The clinical team will plan and schedule the requirements. During clinical posting, students demonstrate each nursing procedure to the assigned Link tutor. The students are evaluated with a checklist and rating scale and marking is provided according to the performance of the students and that evaluation will incorporate their practical internal assessment calculation. Along with the competency-based training, clinical assignments such as clinical diary, care plan, case study, clinical presentation, health talk, drug file, and have to be filed and submitted at the end of clinical posting.

### OSCE

Student's competency is evaluated before sending the students to the clinical posting through OSCE. Students are made to practice under simulation or with a standardized patient. The specialty departments are organizing OSCE to evaluate the competency of the students and the evaluation is done with a checklist, rating scale, and with proper evaluation criteria in different stations.

### Processes Integrating IT

The college is having well established IT facility to support the evaluation process of the students. IT facility supports the teachers to prepare the question paper conducting online evaluation and recording the performance of the students. College is having software for recording the cumulative data, curriculum data, and internal and external periodic performance of the studies.

File Description	Document
Link for Information on examination reforms	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>
2	<a href="#">View Document</a>
3	<a href="#">View Document</a>

**2.5.4 The Institution provides opportunities to students for midcourse improvement of performance through specific interventions Opportunities provided to students for midcourse improvement of performance through:**

- 1. Timely administration of CIE**
- 2. On time assessment and feedback**
- 3. Makeup assignments/tests**
- 4. Remedial teaching/support**

**Response:** A. All of the above

File Description	Document
Re-test and Answer sheets	<a href="#">View Document</a>
Policy document of the options claimed by the institution duly signed by the Head of the Institution	<a href="#">View Document</a>
Policy document of midcourse improvement of performance of students	<a href="#">View Document</a>
List of opportunities provided for the students for midcourse improvement of performance in the examinations	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Links for additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 The Institution has stated the learning outcomes (generic and programme-specific) and graduate attributes as per the provisions of the Regulatory bodies and the University; which are communicated to the students and teachers through the website and other documents**

### Response:

The learning outcomes and graduate attributes as per the provisions of the Regulatory bodies and the University is communicated to the students and teachers at the time of commencement of each programme through the syllabus and is also uploaded on the College website. Based on the curriculum and institutional Vision and Mission, the College has stated specific objectives for all programs. The teaching-learning and assessment process are clearly mapped to achieve the program specific outcome/ learning outcomes as stipulated by the INC , SNC and Madhya Pradesh Medical Science University. The outcome of the entire program depends on these objectives are communicated through faculty and student syllabus & Logbook respectively.

Each student is provided with a student Prospectus at the time of admission. This Prospectus is provided to

inform the policies and procedures followed at Bombay Hospital College of Nursing as well as the rights and responsibilities of a student. It also includes the vision, mission, details of faculty, administrative setup, academic departments, college committees, and outline of the curriculum which include specific learning objectives and competencies. The objectives are the following

- Provide high-quality, culturally sensitive nursing care for the individual, family, and community by applying knowledge from various physical, biological, behavioral sciences and medicine including alternative systems, throughout the life span at all stages of health and illness following the nursing process with a compassionate approach.
- Practice effective communication with individuals/groups and members of the interdisciplinary health care teams.
- Identify nursing as a profession and practice within the framework of code of ethics, professional conduct, and acceptable standard of practice within the legal boundaries.
- Collaborate, cooperate with health care team.
- Conduct need-based studies in various settings and utilize the research findings to improve the quality of nursing care.
- Demonstrate professional awareness on latest trends and technologies in the field of nursing and education.

### **CODE OF CONDUCT HANDBOOK**

Institution provides code of conduct handbook to all the students at the time of induction programme . The code of conduct handbook depicts the overall set of rules, regulation of the faculty and students. It is formal information that informs the students about the placement services incurred by the students.

**EVALUATION HANDBOOK:** Students evaluation handbook is prepared to reach the learning outcome for graduate and postgraduate attribute.

**Academic Calendar :**As per university guidelines Institution prepares the Course completion calendar which includes information regarding academic activities and general and specific learning outcome of students.

**Departmental Calendar:** Each department has a departmental calendar that explains the departmental activities.

Course plan, unit plan & lesson plan are prepared for all courses The institution trains the students to attain the learning outcome by strictly adhering to the academic calendar. After the completion of each year, the record is handed over to the concerned faculty. Each academic year the pass percentage is analyzed and the report prepared is displayed on the notice board.

File Description	Document
Link for methods of the assessment of learning outcomes and graduate attributes	<a href="#">View Document</a>
Link for relevant documents pertaining to learning outcomes and graduate attributes	<a href="#">View Document</a>
Link for upload Course Outcomes for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 2.6.2 Incremental performance in Pass percentage of final year students in the last five years

**Response:** 99.23

2.6.2.1 Number of final year students of all the programmes, who qualified in the university examinations in each of the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
57	47	49	41	25

2.6.2.2 Number of final year students of all the programmes, who appeared for the examinations in each of the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
48	47	49	41	25

File Description	Document
Trend analysis for the last five years in graphical form	<a href="#">View Document</a>
Reports from Controller of Exam (COE) office/ Registrar evaluation mentioning the relevant details and the result analysis performed by the institution duly attested by the Head of the Institution	<a href="#">View Document</a>
List of Programmes and the number of students passed and appeared in the final year examination each year for the last five years.	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for the annual report of examination results as placed before BoM/ Syndicate/ Governing Council for the last five years.	<a href="#">View Document</a>
Links for additional information	<a href="#">View Document</a>

### 2.6.3 The teaching learning and assessment processes of the Institution are aligned with the stated learning outcomes.

#### Response:

Bombay Hospital College of Nursing offers two programmes under Madhya Pradesh University of Health Sciences, Jabalpur namely B.Sc. Nursing & M.Sc Nursing. Basic Nursing programme is a 4 year degree programme & M.Sc Nursing Programme is a 2 year programme.

The graduate attributes & learning outcomes are assessed by two methods :

1. Programme outcomes

2. Programme specific outcomes

Programme outcomes: The programme outcomes are assessed at the end of each programme i.e. after the completion of 4 years in B.Sc Nursing & 2 years in M.Sc Nursing.

Programme specific outcomes: The Programme specific outcomes are evaluated at the end of each year where subject wise level of outcomes will be calculated.

The interpretation of outcomes are classified as

Level 1-low below 50%

Level 2- Medium 51-74%

Level 3-High above 75%

Curriculum committee evaluates the outcomes of the B.Sc Nursing & M.Sc Nursing Programme by evaluating the practical & theoretical competencies of the students through the internal assessment marks register of each year.

The class coordinators of the respective years are held responsible in evaluating the clinical requirements and conducting the midterm and pre final examinations.

The course of instruction given by Madhya Pradesh University of Health Sciences is followed for calculating the aggregate of the internal marks of each student.

#### 1. Method of assessment of Programme Specific Outcome:

The programme specific outcomes are assessed with the help of subject wise marks percentage of the university examinations.

- Programme specific outcome attainment (PSO) (%) = Attainment of level of outcomes of each subject in University Examinations

2) Method of assessment of Programme Outcome: The graduate attributes & learning outcomes will be evaluated by the average pass percentage of the final year students.

- Average pass percentage of the students =  $\frac{\text{Total number of final year students who have passed in the examination}}{\text{Total number of final year students who have appeared in the examination}} \times 100$

File Description	Document
Link for programme-specific learning outcomes	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 2.6.4 Presence and periodicity of parent-teachers meetings, remedial measures undertaken and outcome analysis

##### Response:

A Parent-Teacher meeting is organized each year with an objective to bring the institute and home together for uplifting of students as well as institute by maintaining harmonious relationship between parents and teachers.

It is intended to facilitate the parental participation in an institute.

The aim is to involve parents in students' education.

The key objective is to bring in the closer relation, the institute and homes, where parents and teacher may co-operate, support learning, provide ideas in the education of students. The focus is more on the parents who work away from the home and who are from culturally diverse families. The main purpose of meet was to create a common platform, where teacher and parents come together to enrich the student's educational experiences and discuss variety of issues, regarding all round development of students. The activities conducted in PTM were as follows:

1. Introduction of the college, activities conducted in college.
2. Participation of students in extracurricular and cocurricular programme.
3. Result oriented study.
4. Job oriented improvement in skill s:
5. Discussion of Exam Scheme,
6. Result of Student,
7. training and placement,
8. Academic schedule.
9. Importance of student's attendance in the class was briefly discussed.
10. Parents were also requested to keep in touch with the class teacher for their wards progress.
11. Importance of assignment and tutorial was discussed.
12. Various programs like student mentor scheme were discussed for more personal attention towards students.
13. Parents were informed about the various majors taken by college to improve the results were discussed.

.Objectives:

1. Improve parent teacher interaction.
2. Improving participation of students in all activities conducted in college.
3. Enrichment of institution with parents suggestion..

Outcomes:

1. Presence of parents in PTM definitely improves interaction of parent with teacher and with students.
2. Appreciations of students in the presence of their parents make them proud in society. So definitely alter behavior of students and elevate their performance in education also.

After the address of Principal, students and parents were requested to interact with the mentors and respective subject teachers. University results, Test results, attendance, discipline and punctuality of a ward were discussed individually by class coordinator and counseling for improvement was given accordingly. At last, expressed their views. Following are the views and suggestion given by parents.

Feedback by Parents: •

1. Teachers should help my ward to be more interactive in classroom.
2. Parents appreciated the college facility.
3. Parents also praised the faculty and were happy about faculty's effort to improve their ward's future.
4. Some Parents were happy with the work of class mentor

File Description	Document
Link for follow up reports on the action taken and outcome analysis.	<a href="#">View Document</a>
Link for proceedings of parent –teachers meetings held during the last 5 years	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**



## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1 Percentage of teachers recognized as PG/ Ph.D research guides by the respective University

**Response:** 44.35

##### 3.1.1.1 Number of teachers recognized as PG/Ph.D research guides during the last 5 years

2019-20	2018-19	2017-18	2016-17	2015-16
13	14	13	7	4

File Description	Document
List of full time teacher during the last five years.	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Copies of Guideship letters or authorization of research guide provide by the university	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 3.1.2 Average Percentage of teachers awarded national /international fellowships / financial support for advanced studies/collaborative research and participation in conferences during the last five years

**Response:** 63.09

##### 3.1.2.1 Number of teachers awarded national/ international fellowship / Financial support for advanced studies/collaborative research and conference participation in Indian and Overseas Institutions year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
12	9	25	20	6

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Fellowship award letter / grant letter from the funding agency	<a href="#">View Document</a>
E-copies of the award letters of the teachers	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.1.3 Total number of research projects/clinical trials funded by government, industries and non-governmental agencies during the last five years

**Response: 1**

3.1.3.1 Number of research projects/clinical trials funded by government/industries and non-government agencies year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
E-copies of the grant award letters for research projects sponsored by Government, industries and non-government sources such as industries, corporate houses etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for funding agencies websites	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge**

**Response:**

### 1. HOSPITAL STANDARDS TRAINING PROGRAMME

'Hospital Standards Training Programme'(HSTP)" introduced in Nursing college as the number of NABH accredited hospital is increasing and it led the demand of nursing services as per NABH norms. The aim is to prepare student nurses to provide comprehensive nursing care in order to match the standards of NABH accredited hospitals. Duration of training programme is 3 Days , and the trainers are from NABH accredited hospitals, Indore. The topics covered in HSTP are ISBAR, Introduction on NABH, Hospital, Infection Control, Medication errors, sentinel events, Organ donation, Initial assessment, Admission & Discharge process, LASA, High risk drugs, MLC, Emergency codes, Spillage management, Fire safety, Triage & BMW.

## **2. EDUCATIONAL AUDIT OF PRACTICE PLACEMENT (EAPP)**

To evidence, the quality and enhancement of practice-based learning is a process of educational audit. A practice placement is where learning opportunities are available for student nurses to undertake practice under supervision. A practice placement has a direct bearing on the ability to work effectively and integrate theory into practice. The main stakeholders in practice placements are patients/clients, students, link tutors and clinical facilitators. The successful implementation of this initiative has provided a clear focus for improvements to the students learning experience. It allows the audit team to focus on education, supervision and assessment of students in practice in each placement.

## **3. INSTITUTION – NEIGHBORHOOD – COMMUNITY NETWORK**

To promote Institution – Neighborhood – Community Network, the institution takes help of Jwala Mahila Samiti, Matra Shakti foundation, FICCI FLO. Camps and other events are organized time to time to engage students in social network besides studies for their holistic development. Lectures are organized on the issues like cleanliness and hygiene, disease control, female feticide, girl's education to aware and empower the villagers and thereby transformation is made in their lives. The basic first aid training programme is organized for industrial workers. Awareness rallies about different current issues like environment protection, gender sensitization, traffic safety and health awareness are organized by students during community postings. People from different sections of the society take interest in such activities and participate with great enthusiasm. Individual teachers encourage students to inculcate scientific temper and research aptitude by giving an initiation through projects and practical.

## **SCIENTIFIC RESEARCH COMMITTEE**

Bombay Hospital College of Nursing is having a research friendly ecosystem. The institute promotes the faculty to develop scientific rigour which is replicate in the enormous variety of high quality research publications in various reputed national and international journals. The faculty and students of the institute is encouraged to use statistical Software's like SPSS, Atls ti 8, Online grammar and Plagiarism checker, Zotero etc.

## **ICT ENABLED CLASSROOMS**

The institutes have an ICT Enabled classrooms Internet facilities and computer laboratory including Local Area Networking and we also have Research cell with computer and internet facility Well-equipped nursing laboratories with adequate OSCE facilities

**PUBLICATION IN UGC APPROVED JOURNAL**

Management sanctions grants for faculties to publish their research paper in UGC approved journals and high indexed journals.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for details of the facilities and innovations made	<a href="#">View Document</a>

**3.2.2 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) Research methodology, Good Clinical, Laboratory, Pharmacy and Collection practices, writing for Research Grants and Industry-Academia Collaborations during the last five years**

**Response:** 27

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	7	11	2

File Description	Document
Report of the workshops/seminars with photos	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**3.3 Research Publications and Awards**

**3.3.1 The Institution ensures implementation of its stated Code of Ethics for research. The Institution has a stated Code of Ethics for research, the implementation of which is ensured by the following:**

1. There is an Institutional ethics committee which oversees the implementation of all research projects
2. All the projects including student project work are subjected to the Institutional ethics committee clearance
3. The Institution has plagiarism check software based on the Institutional policy
4. Norms and guidelines for research ethics and publication guidelines are followed

**Response:** A. All of the above

File Description	Document
Share the code of ethics of research clearly stating the claims of the institution duly signed by the Head of the Institution	<a href="#">View Document</a>
Institutional data in prescribed forma	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.3.2 Average number of Ph.D/ DM/ M Ch/ PG Degree in the respective disciplines received per recognized PG teacher of the Institution during the last five years.

**Response:** 0.95

3.3.2.1 Number of Ph.D.s /DM/M Ch/PG degrees in the respective disciplines received per recognized PG teachers of the Institution during the last five years.

Response: 19

3.3.2.2 Number of PG teachers recognized as guides by the Regulatory Bodies / Universities during the last five years.

Response: 20

File Description	Document
PhD/ DM/ M Ch/ PG Degree Award letters of students (with guide's name mentioned)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

### 3.3.3 Average number of papers published per teacher in the Journals notified on UGC -CARE list in the UGC website/Scopus/ Web of Science/ PubMed during the last five years

**Response:** 0

File Description	Document
Institutional data in prescribed forma	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.4 Average number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings indexed in UGC-CARE list on the UGC website/Scopus/Web of Science/PubMed/ during the last five years**

**Response: 0**

File Description	Document
List of books and chapters in edited volumes/books published with ISBN and ISSN number and papers in national/ international conference proceedings year-wise during the last five years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4 Extension Activities

**3.4.1 Total number of extension and outreach activities carried out in collaboration with National and International agencies, Industry, community, Government and Non-Government organizations engaging NSS / NCC / Red Cross / YRC / Institutional clubs etc. during the last five years.**

**Response: 136**

3.4.1.1 Number of extension and outreach activities carried out in collaboration with National and International agencies, Industry, community, Government and Non-Government organizations engaging NSS/NCC/Red Cross/YRC/Institutional clubs etc. during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
29	30	45	22	10

File Description	Document
Photographs or any supporting document in relevance	<a href="#">View Document</a>
List of students in NSS/NCC/Red Cross/YRC involved in the extension and outreach activities year-wise during the last five years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Detailed program report for each extension and outreach program should be made available, with specific mention of number of students and collaborating agency participated	<a href="#">View Document</a>
Any additional informatio	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Average percentage of students participating in extension and outreach activities during the last five years

**Response:** 99.68

3.4.2.1 Number of students participating in extension and outreach activities year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
207	208	200	186	168

File Description	Document
Institutional data in prescribed forma	<a href="#">View Document</a>
Detailed program report for each extension and outreach program should be made available, with specific mention of number of students and collaborating agency participated and amount generated Photographs or any supporting document in relevance	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 3.4.3 Number of awards and recognitions received for extension and outreach activities from

## **Government / other recognised bodies during the last five years**

### **Response:**

Bombay Hospital College of nursing has received various awards, recognitions from government and other recognized bodies for extension and outreach activities.

Prof.Dr. Amita Paul, faculty of CHN Department got 1st prize in poster presentation on the topic “Creating awareness regarding E-waste management” in Health Care Summit organized in Bangalore in the year 2019.

Mrs. Gauri Manohar secured first position in paper presentation.

Ms. Suneetha V got first prize in poster presentation in Inter collegiate research meet in Chirayu College of Nursing.

Ms. Pheba Johnson won the Best Researcher IJRULA title award and Ms. Bhawana David received young scientist award in 2018 held on June 19th, 2018 at hotel femina, Trichy, Tamilnadu by International Journal for Research Under Literal Access

Ms. Shweta Joshi received 1st price in oral research presentation organized on national conference by Jai Institute of Research and Methodology.

In Collaboration with Maatr foundation grocery items, clothes were donated to the flood affected peoples of Badwani area, our work was appreciated by Maatr foundation.

Every year our students were actively participated in the Government project Indradhanush which targets on national immunization programme.

Institution took initiative in environment sustainability activities by celebrating Hariyali Mahotsav, 200 tree samplings in Omaxe city Township done and were appreciated.

District Health Society Indore expressed the token of gratitude by awarding our institution with trophy for successfully conducting Measles and Rubella initiative programme .

Jawla Mahila Samiti appreciated the work of our students for teaching hand hygiene to the lady workers of Jawla Mahila Samiti Indore branch.

Sunderbai Phoolchandji Adarsh Shiksha Sansthan recognized the cooperation extended by college in making International day of Yoga a successful event

Nursing Superintendent Office, M.Y Government Hospital, extended their gratitude for sending students from 23/7/2018 to 25/7/2018 to manage emergency situation in hospital

Life skill Institute appreciated the cooperation and support of college as B.Sc final year students under their supervision provide basic life support training to Rare hospitality workers.

Government higher secondary school Hathod recognized the work of BHCONI students as they



conducted health camp regarding changes during adolescent period, prevention of AIDS ,450 school students were present

Shree Narayan Samajam express their gratitude for the participation of BHCONI nursing students in their cultural programme

Bharat Petroleum Corporation Limited Government of India appreciated Community Health Nursing Department for conducting First-Aid training programme for their employees.

Indian Association for Blind awarded Bombay Hospital College of nursing for outstanding excellence towards voluntary contribution, for the empowerment of persons with visual challenges

The Trained Nurses Association of India given certificate of appreciation for enrolling 63 life members for the association which works for the professional upliftment.

Bank of India has appreciated the effort of staff and students in creating awareness regarding safety precautions to be taken in preventing COVID- 19.

B.Sc Nursing 3rd year student are participated in rally and poster competition organized by Mental hospital, Banganga on the occasion of mental health day, students are also awarded with various prizes on poster competition.

File Description	Document
Link for e-copies of the award letters	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for list of awards for extension activities in the last 5 year	<a href="#">View Document</a>

**3.4.4 Institutional social responsibility activities in the neighborhood community in terms of education, environmental issues like Swachh Bharath, health and hygiene awareness, delivery of free/ subsidized health care and socio economic development issues carried out by the students and staff, including the amount of expenditure incurred during the last five years**

**Response:**

The institute promotes sensitization of students in the neighborhood community with a purpose of providing a direct exposure to the social issue and its impact on the society to our students. Exposure is necessary to understand their place in the society and their sensitivity to the particular social issue.

All the extension activities have given the participants to create strong motivation . Apart from this we take initiative to sensitize the community to various vital issues like the significance of clean surrounding, hygiene practices . All these initiatives will help the students for their holistic and personality development.

Bombay Hospital College of Nursing student conducted Programmes on women empowerment, the main

focus of this programme is to create awareness among girl students for their condition and their rights. Eventually all this activity leads to create the feeling of informed and responsible citizenship among our students.

Our students organized various health camps in community and clinical practice areas which includes Comprehensive antenatal health check up, PPH Awareness camps etc. Our students and faculty takes initiatives in participating and organizing various programs in schools in order to create awareness among school children's. The main focus of community outreach programmes is to focus the upcoming buds of tomorrow because we believe that they are responsible for creating awareness among the society.

Bombay Hospital College of Nursing student organized Adolescent day programme on the occasion of adolescent health day. The goal of this programme is to help the adolescent and his/her family to move on in more positive ways and to enable the adolescent to live their life in a better possible way.

Hariyali Mahotsav is small effort and continuous process as a part of corporate social responsibility from our College.

Health consiousness against significant social threats such as alcoholism and other substance abuse, road traffic accidents and first-aid management, prevalent diseases and its prevention, violence against elderly, women and children etc. through effective strategies such as Role plays, Health education are conducted. Our college has taken initiative to create awareness among community area in major community based issues like National deworming day, awareness on cancer , oral health, importance of vaccination, menstrual hygiene etc. we also take initiative regarding the breast feeding week in which students actively participate and distribute pamphlet to the lactating mothers. These initiatives help the community members to identify and manage the health prevalence issues among the population.

We have celebrated various national and international health days in community ,school and in other organizations like TB Centre ,Cancer hospital etc such activities include world cancer day, TB Day, World enviromental day, world Diabetics day etc.

Our students and teachers are involved in Rally for rivers. and presented mime, blood donation camp, eye donation camp, activities for water conservation under "SWACHHTA PAKHWADA" .

College signed various MOU's with reputed organization and participated in various activities Llike contributed towards relief operations at Barwani Flood, donated essentials for needy peoples, training for underpriviledge women.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for details of Institutional social responsibility activities in the neighbourhood community during the last 5 years	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 3.5 Collaboration

#### 3.5.1 Average number of Collaborative activities for research, faculty exchange, student exchange/ Industry-internship etc. per year for the last five years

**Response:** 12.2

3.5.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	15	19	9

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Documentary evidence/agreement in support of collaboration	<a href="#">View Document</a>
Certified copies of collaboration documents and exchange visits	<a href="#">View Document</a>
Any other Information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 3.5.2 Total number of Functional MoUs/linkages with Institutions/ Industries in India and abroad for academic, clinical training / internship, on-the job training, project work, student / faculty exchange, collaborative research programmes etc. for last five years

**Response:** 8

3.5.2.1 Number of functional MoUs/linkages with Institutions/ industries in India and abroad for academic, clinical training / internship, on-the job training, project work, student / faculty exchange, collaborative research programmes etc. for the last five years

**Response:** 8

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
E-copies of the MoU's with institution/ industry/ corporate house, Indicating the start date and completion date	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc

##### Response:

In order to implement the plans and achieve desired goal, Institute has created an adequate infrastructure in terms of computer labs, library, clinical labs, faculty rooms and classrooms, Seminar Hall with Audio Visual facilities. The college has Internet facility with a dedicated lease line. The campus has a well-equipped playground, Hostel, and mess. Institute has facilities like Xerox, cafeteria, pharmacy, parent hospital, Bank, ATM within the campus. Institute is maintaining a conducive environment for students to achieve their dreams. Additional Auditorium is available just 100 meters away from our building

The library is very spacious and well-furnished to create a pleasant environment for students. It plays a vital role in enhancing the user's knowledge. The library is segmented into Reference Section, Journal Section, Reading Hall, Digital library. The institute has all supportive equipment such as scanners, printers, internet connections, speakers, laptops, LCD projector, etc.

Classrooms are spacious, well ventilated. The seating capacity of the classroom is 50 students, Well-equipped with mounted LCD projectors, white screens, whiteboards and greenboards. The institute has a seminar hall, which are fully air-conditioned and having seating capacity to take care of all the programs conducted there. Adequate hostel facilities are available like Mess, Generator Backup, Water Cooler with purifier, refrigerator, TV , Visitors area with CCTV camera, Telephone and hostel library.

#### CLINICAL LABORATORY

##### Nursing Foundation Laboratory -

A well-furnished nursing foundation laboratory is present for the practice of students. Well-equipped nursing foundation lab with demonstration room. The lab contains enough articles and mannequins for the practice of the nursing procedures with the college procedures manual.

**Advance skill Laboratory-** The lab helps the use of skills taught by repeated practice on medium-fidelity mannequins. The skill lab clearly defines the learning outcomes against each activity being demonstrated. This helps the nursing supervisor to assess the students who are weak in particular skills.

##### Community Health Nursing Laboratory

The Community Health Nursing Laboratory contains all Audio Visual Aids for the Community Awareness Program. . The students are provided individual bags with all the articles for their practice. The numbers of bags are 50. Community Health Nursing has a well-equipped lab and demonstration room.

##### Child Health Laboratory

Child Health Laboratory contains a good collection of models and low fidelity mannequins of CPR for the

practice of students. The lab has a good collection of learning resources like charts, flashcards, Posters, and flex.

### **OBG laboratory**

It's well equipped with an advanced mannequin of labor, examination table, instruments, charts, models are present.

### **Nutrition Laboratory**

The nutrition lab has all the facilities washbasin and enough utensils, crockery, and refrigerator. Well-equipped nutrition lab and gas stove and hand washing facility.

**Anatomy Lab-** The lab will use a lab-based systems approach, with an emphasis on integrated structure-function relationships at the tissue, organ, and organ systems level. The lab study materials will include human anatomical models, skeletons, and charts.

**Computer lab-** Computer Lab has 15 advanced & well-equipped computers with the latest configuration. The labs are well supported with the latest software version and E-learning recourses.

<b>File Description</b>	<b>Document</b>
Link for any other relevant information	<a href="#">View Document</a>
Link for list of available teaching-learning facilities such as Classrooms, Laboratories, ICT enabled facilities including Teleconference facilities etc., mentioned above.	<a href="#">View Document</a>
Link for geotagged photographs	<a href="#">View Document</a>

#### **4.1.2 The institution has adequate facilities to support physical and recreational requirements of students and staff – sports, games (indoor, outdoor), gymnasium, auditorium, yoga centre, etc. and for cultural activities**

##### **Response:**

#### **4.1.2 The Institution has adequate facilities to support physical and recreational requirements of students and staff - sports, games (indoor, outdoor), gymnasium, auditorium, yoga center, etc.) and for cultural activities**

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for

the assessment of students. It has adequate facilities for sports, games and cultural activities. In view of this, sports activities are initiated right from the beginning of the institution. The Student Nurses Association of the college takes the lead in organizing various events. We have our own sports ground, where we organizing annual functions i.e. cultural and sports events. Major cultural events are organized on the ground. Facilities for outdoor games that include badminton, football, discus throw, javelin, cricket, kho-kho, kabaddi, and indoor sports are carom and chess. Sports competitions are organized regularly every year for students. The institution has excelled at S.N.A and other events other than our institution events by winning prizes and awards in individual and group events. Special classes on self-defense are organized specially for female students. There is a provision for providing TA/DA to players for participation in zonal and state events. All the logistic supports such as sound system, podium, banner, etc. are arranged by the institution for the Annual sports competitions.

National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag and also institute celebrates the constitutional day, Gandhi Jayanti, Ambedkar Jayanti, and Youth day.

Students have separate activity calendars, they have their association, the college has four houses, and every year the inter-house competition is conducted and the winning house receives an ever-rolling shield and each house teaching faculty is also assigned in various competitions. Judges are invited from outside to maintain transparency in judgments. During the time of sports competition, injured students provided the first aid by the student's health committee.

March past conducted before starting house wise sports competition and marks are given by chief guest in the ceremony, for each house have separate sports uniform color coding. In regard to yoga, every year yoga day is celebrated on the ground in which professional yoga trainers take the class also each batch has skilled students in yoga who conducted yoga for their batch in allotted duration in every week as per the yoga club policy.

Communication development is also done from the time of admission itself in which free English classes, newspaper reading, extempore, also same way to enhance Hindi language development for students from the south is conducted. The self-defense training program is given to fresher, conducted in the sports ground, this training is given by Jwala Mahila Samiti Indore, they come with a team of 6 persons who train our students for one week daily 1 hour and after completion of attaining their expectations certificate is issued to individual students.

File Description	Document
Link for list of available sports and cultural facilities	<a href="#">View Document</a>
Link for geotagged photographs	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 4.1.3 Availability and adequacy of general campus facilities and overall ambience



**Response:****Response**

General campus facility comprises of administration office in 1st floor where various cubical are allotted for various sections i.e. account, audit, safety manager, cleaning services, biomedical office, office superintendent, nursing services, EDP. The medical facility is provided to students as the college has its own 300 bedded multi-super specialty hospital, students approach O.P.D with health cards issued from college, consultancy and bed charge is free for students.

The common room is available for students as well as for male and female faculty. Sickroom is available for students. The water cooler is present in student's hostel as well as in college. In the student's hostel 66 rooms available on the 7th and 8th floor with 66 rooms out of 1 room for sick room. The hostel is having the reading room, recreation hall, and visitor's space. Each room is for 4 students with a toilet and washroom attached. 24 hrs security is available, a CCTV facility is there, a water cooler, induction, the fridge is also provided to students. Water heaters is there for students' hostel and this system is maintained by boiler comb a form of conserving energy. 24 HRS power backup through central power distribution system. Indoor sports facilities are also provided. Hall is there for students for exploring their talents and conducting students meeting and also counseling room facility is available for students. The water treatment plant is present in the campus where the water is treated by Reverse Osmosis (RO) plant before supplied for drinking purposes. Toilets are provided in each floor with signage boards to make it easy. Separate bathrooms are provided in each department separate for students & staff. The highest standard of maintenance of the toilets is daily carried out by outsourced staff. We have ample parking for staff, students, visitors separately with good road lanes and signage boards all over the campus. The campus has Wi-Fi facilities for all staff members to enable all education services and resources. Transport facility (bus is provided with a speed controller as per RTO norms, CCTV camera installed also installed with GPS TRACKER), mess facility, and cafeteria are available in the campus. Bank of India is there within the campus with an ATM facility.

Hostel library is also available for students other than college library, digital library. Cleaning and waste management of hostel and college is done by hired services, who are responsible for cleaning, collection, segregation, and disposal of waste as per biomedical waste management protocol. lift facility is available on each floor other than the staircase. Within the campus students are having space for prayer, for outdoor games playground is available, Garden is there to relax. The medical store is available and other services like medical investigations, also there for students. The first aid box is in college and in the hostel also environmental sustainability for that energy conservation is done by using LED BULB, sewage water treatment plant, and this water is used in flush, also in gardening.

File Description	Document
Link for photographs/ Geotagging of Campus facilities	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure incurred, excluding salary, for infrastructure development**



**and augmentation during the last five years****Response:** 20.55

4.1.4.1 *Expenditure incurred, excluding salary, for infrastructure development and augmentation year-wise during the last five years (INR in lakhs)*

2019-20	2018-19	2017-18	2016-17	2015-16
2899479	2577007	2104921	2051461	1913658

File Description	Document
Provide the consolidated expenditure towards infrastructure development and augmentation during last five years duly certified by Chartered Accountant and Head of the institution.	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Audited utilization statements (highlight relevant items)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2 Clinical, Equipment and Laboratory Learning Resources**

**4.2.1 Teaching Hospital, equipment, clinical teaching-learning and laboratory facilities are as stipulated by the respective Regulatory Bodies**

**Response:**

BHCONI has a well-structured layout for the installation and functioning of all components of the organization. Which undergoes timely inspection from the respective regulatory bodies, i.e. Indian Nursing Council of India, state nursing council, and M.P University, thorough evaluation of the Infrastructure facilities and academic standards is done on the basis of pre stipulated guidelines and standards of the respective Regulatory Bodies.

The teaching hospital is a vast multi chaired unit with 300-bed strength and an average OPD flow of 200+ patients per day. It's a multi-specialty hospital with all major departments, ICU, ICCU, O.T.,.The number of Diagnostic Service Departments One x-ray department, one ultrasound department, one CT scan department, cardiology department contains facilities like eco-cardiogram, TMT, ECG, Holter monitoring, and advanced laboratory facilities. Clinical Laboratories One well-equipped clinical laboratory section is available with all facilities like Histopathology, Hematology, Microbiology, Clinical Pathology, Biochemistry, and Immune Electrophoresis.

To fulfill the demands of curriculum requirement college is affiliated with the government and private

hospitals for posting regarding like mental hospital 150 bed, Dolphin hospital 56-bed pediatric posting, District hospital 110 bed for obstetric and gynec posting, Hathod rural CHC and Bicholi PHC community posting. Also, students visit other hospitals for learning about new advancements.

**LABORATORY-** Laboratories are equipped with mannequins for skill training, articles, and audiovisual aids necessary for teaching-learning..

#### **Nursing Foundation Laboratory -**

A well-furnished nursing foundation laboratory is present for the practice of students. Well-equipped nursing foundation lab with demonstration room. The lab contains enough articles and mannequins for the practice of the nursing procedures with the college procedures manual.

**Advance skill Laboratory-** The lab helps use skills taught by repeated practice on medium-fidelity mannequins. The skill lab clearly defines the learning outcomes against each activity being demonstrated. This helps the nursing supervisor to assess the students who are weak in particular skills.

#### **Community Health Nursing Laboratory**

The Community Health Nursing Laboratory contains all Audio Visual Aids for the Community Awareness Program. . The students are provided individual bags with all the articles for their practice. The numbers of bags are 50. Community Health Nursing has a well-equipped lab and demonstration room.

#### **Child Health Laboratory**

Child Health Laboratory contains a good collection of models and low fidelity mannequins of CPR for the practice of students. The lab has a good collection of learning resources like charts, flashcards, Posters, and flex.

#### **OBG laboratory**

It's well equipped with the advanced mannequin of labor, examination table, instruments, charts, models are present.

#### **Nutrition Laboratory**

The nutrition lab has all the facilities washbasin and enough utensils, crockery, and refrigerator. Well-equipped nutrition lab and gas stove and hand washing facility.

**Anatomy Lab-** The lab will use a lab-based systems approach, with an emphasis on integrated structure-function relationships at the tissue, organ, and organ systems level. The lab study materials will include human anatomical models, skeletons, and charts.

**Computer lab-** we have well equipped lab with the latest configuration and E-learning recourses.

File Description	Document
Link for the list of facilities available for patient care, teaching-learning and research	<a href="#">View Document</a>
Link for the facilities as per the stipulations of the respective Regulatory Bodies with Geotagging	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 4.2.2 Average number of patients per year treated as outpatients and inpatients in the teaching hospital for the last five years

**Response:** 815914

4.2.2.1 Number of patients treated as outpatients in the teaching hospital year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
490425	540619	630273	554151	1135154

4.2.2.2 Number of patients treated as inpatients in the teaching hospital year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
51264	82615	113695	156898	324476

File Description	Document
Year-wise outpatient and inpatient statistics for the last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Extract of patient details duly attested by the Head of the institution	<a href="#">View Document</a>
Details of the teaching hospitals (attached hospital or shared hospitals after due approval by the Regulatory Council / University) where the students receive their clinical training.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 4.2.3 Average number of students per year exposed to learning resource such as Laboratories, Animal House & Herbal Garden during the last five years.

**Response:** 702.6

4.2.3.1 Number of UG students exposed to learning resource such as Laboratories, Animal House & Herbal Garden year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
721	718	699	613	582

4.2.3.2 Number of PG students exposed to learning resource such as Laboratories, Animal House & Herbal Garden year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
43	47	42	37	11

File Description	Document
Number of UG, PG students exposed to Laboratories, Animal House & Herbal Garden (in house OR hired) per year based on time-table and attendance	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Details of the Laboratories, Animal House & Herbal Garden	<a href="#">View Document</a>
Detailed report of activities and list of students benefitted due to exposure to learning resource	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 4.2.4 Availability of infrastructure for community based learning Institution has:

1. Attached Satellite Primary Health Center/s
2. Attached Rural Health Center/s other than College teaching hospital available for training of students
3. Residential facility for students / trainees at the above peripheral health centers / hospitals

#### 4. Mobile clinical service facilities to reach remote rural locations

**Response:** D. Any one of the above

File Description	Document
Institutional prescribed format	<a href="#">View Document</a>
Government Order on allotment/assignment of PHC to the institution	<a href="#">View Document</a>
Geotagged photos of health centres	<a href="#">View Document</a>
Details of Rural and Urban Health Centers involved in Teaching Learning activities and student participation in such activities	<a href="#">View Document</a>
Description of community-based Teaching Learning activities	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 4.3 Library as a Learning Resource

#### 4.3.1 Library is automated using Integrated Library Management System (ILMS)

**Response:**

#### 4.3.1 Library is automated using Integrated Library Management System [ILMS]

##### About the BHCON Library:

The Library is part of the institution since its inception in 2008. The library has a very rich collection of books and journals on various branches of knowledge. Almost 4040 collections of books and 18 Print Journals (14 National and 4 International) 88 Online Journals, 1 Magazine, and 2 newspapers are housed in the Library.

Library Opening Time: -

9:00 am – 5:00 pm (Monday to Saturday)

**Circulation Time:** -

9:00 am- 4:00 pm (Monday to Saturday)

For students and Faculty members

**Response**

The Library is fully automated by **Delplus 2.0** multi-user Library Management Software. It falls under seven modules. The Acquisition, Cataloguing, Online public access catalog, Circulation, Article indexing, serial control, and System administration. The OPAC system is utilized and it is helpful in the fast retrieval of information. The library has been designed with a lot of care, paying adequate attention to the need of both the faculty and students. It has a rich collection of textbooks, reference books, and a good number of International / National Journals, Newspapers, Magazines.

Library provides electronic resources (E-Journals, E-Books) facility. The material is also easily accessible on all computers of the College. The library is having CCTV camera surveillance. Integrated Library Management System (ILMS): Library is fully automated with Delplus 2.0 software. It is used for various housekeeping operations such as Inquiry, Acquisition Circulation, Cataloguing, Serial control, Article indexing Management Reports, Material search, and Bar-coding of books, which are fully automated.

#### **Features of library software:**

1. Inquiry: Full text searching throughout the individual copy
2. Management, Search with different ways, Resource status,
3. OPAC facility is available in the library can be used to search the books present in the Library on basis of various options like Titles, Authors, Subjects, series, Publishers, Year of Publication, Class No, Accession number and ISBN/ISSN No
4. Search by the borrower with different ways Management: Cataloguing, Authority files, Lookup files, Utility, Location,
5. Reports Circulation: Loans, Returns, fines, Bookings, Borrower and Resource files Reports: Various types of reports (Circulation, Management, Resources etc.)
6. Software is Barcode enabled
7. Advanced Backup and Recovery System
8. Identity card generation for members
9. Reservation facility for materials
10. Generation of reminders to Vendor/ Supplier /Binder, etc.

**Library Services:** The Library offers many services in support of academic and research work.

#### **Library provides the following services**

1. Circulation Service
2. Reference Service
3. Printing and Scanning Service
4. E-Resource access
5. Book Reservation
6. Current awareness service

Library in the last four years: New computers in the library. Online Public Access Catalogue (OPAC) Closed-circuit Television (CCTV) Notice board for faculty publication Wi-Fi facility. Subscription of E-journal packages. Journal racks. Library annexure for keeping back volume

File Description	Document
Link for geotagged photographs of library facilities	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### **4.3.2 Total number of textbooks, reference volumes, journals, collection of rare books, manuscripts, Digitalized traditional manuscripts, Discipline-specific learning resources from ancient Indian languages, special reports or any other knowledge resource for library enrichment**

##### **Response:**

##### **Response**

Bombay Hospital College of Nursing has 01 Central Library, 06 Departmental libraries, and 01 hostel library. The central library has almost 4040 collections of books (Total no. Of title 865), Departmental library has 320 books and Hostel library has 111 books for utility of the students and faculty, 18 printed Journals (14 National and 04 International) 88 online Journal access through Delnet, 01 Magazine and 02 Newspapers (01 Hindi and 01 English) are housed in the library

The college library tries to enrich the resources so that students and faculties can improve their knowledge. The library is developed as an organized collection of sources of information. The rare, as well as important books, are collected and stored separately for easy procurement to the faculties and students. The special reports are collected, preserved from different sources, and made available for the student community and staff members for upgrading the knowledge. Newspapers in different languages are available for the faculties, students, and staff for reading day-to-day news and current affairs.

The main goal of the library is to serve the academic community. And in order to do so, the primary focus is to keep the library up to date and user-friendly for all the staff and students alike. Our library is located in the administrative block and houses books, journals, and other study materials for all departments, specific to their field of specialization. There is always a wide range of selections to choose from as per requirements. The library has reference materials from multiple authors and a number of copies for the same, so our students and staff have a choice to choose from multiple selections which they find approachable and understanding, and multiple copies of each can be issued if needed for the same. All books and journals are available in English. Also few books are available in Hindi also.

Journals are issued for a day while reference materials can be issued for a week. All journals and books can also be reissued as per need. Journals besides being in the paperback form are also available online and also different journals can be accessed through the online portal. Library timings are also in compliance with student accessibility. Our students can have access to the library from 9:00 am to 5:00 pm but to make it 24 hrs accessible library is created in the hostel with sufficient books also magazines etc. Video class is installed on computers if students miss any class or again if they want to listen.

We have a bright strategic plan for the library, that is to digitalize it completely and also make availability of advanced journals and other study materials for our students so as to make round the clock availability of reading material, no physical boundary, certain characteristics of objects, primarily the quality of images, may be improved. Digitization can enhance legibility and remove visible flaws such as

stains and discoloration.

File Description	Document
Link for geotagged photographs of library ambience	<a href="#">View Document</a>
Link for data on acquisition of books / journals / Manuscripts / ancient books etc., in the library.	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**4.3.3 Does the Institution have an e-Library with membership / registration for the following: 1. e – journals / e-books consortia 2. E-Shodh Sindhu 3. Shodhganga 4. SWAYAM 5. Discipline-specific Databases**

**Response:** E. Any one of the above

File Description	Document
Institutional data in prescribed sormat	<a href="#">View Document</a>
E-copy of subscription letter/member ship letter or related document with the mention of year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**4.3.4 Average annual expenditure for the purchase of books and journals including e-journals during the last five years**

**Response:** 197358.8

4.3.4.1 Annual expenditure for the purchase of books and journals including e-journals year-wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
266469	188288	255531	211700	64806



File Description	Document
Provide consolidated extract of expenditure for purchase of books and journals during the last five years duly attested by Chartered Accountant and Head of the institution	<a href="#">View Document</a>
Proceedings of library Committee meeting for allocation of fund and utilization of fund for purchase of books and journals	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Audit statement highlighting the expenditure for purchase of books and journal library resources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Links for additional information	<a href="#">View Document</a>

#### 4.3.5 In-person and remote access usage of library and the learner sessions/library usage programmes organized for the teachers and students

##### Response:

4.3.5 In-person and remote access usage of the library and the learner sessions/library usage programmes organized for the teachers and students

##### Response:

The library is considered as a fundamental part of any educational institute. Presently the college library is fulfilling the knowledge needs and expectations of all the students and faculty. The Library Committee is taking care of the needs of the library. The Library Committee consists of the Principal as Chairperson aided by a Convener, senior faculty and the Librarian as Secretary of the Committee. The members of the committee play a key role in coordinating the Library usage programmes for the new entrants. This enables the Librarian and the Library staff to meet students and introduce them to the easy means of accessing the library recourses. The library committee conducts library usage programmes and learner sessions once a year for every batch which helps the students to know about updating of the library and to put forward any queries and suggestions, BHCON Library has also provided the remote access login for the students and faculty they can access online open e-Journals and Books available in Delnet website access through Delnet membership I'D and Password

A Library is an integral part of the institution. They offer quiet places to study as well as computer access. The primary function, of course, is research. Our students and professors alike use libraries to research their topics for papers, thesis, books, papers, journals, etc. Not all information can be located online, and not for free. In fact, many students may not realize that some sources they access online are not appropriate resources, not open access, or not factual. And that is where a library comes into the picture, for all data

provided is authentic, up to date and revised. For proper scholarly research, you may need to utilize other resources such as scholarly articles from science, history, legal or other professional journals, newspaper archives, open-access journals, medical research, globally-collected post-graduate theses and dissertations, journal indexing and abstracts, government publications, electronic books, and much more, all available free from the library. To motivate students in library usage assessment is done through the well-defined format in that all the students using the library are assessed that monthly how many books, frequency of issue, use of e-library, etc in that maximum user is identified and reward also their name is displayed in the notice board. Also for faculty, total of 5 departments are there in each department library with sufficient books, question banks are available for 24 hrs utility for students hostel library is also created with sufficient and main books. Books and their relevance to the concerned subject are explained to students during their induction programmes organized in college by teachers.

File Description	Document
Link for details of library usage by teachers and students	<a href="#">View Document</a>
Link for details of learner sessions / Library user programmes organized	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 4.3.6 E-content resources used by teachers: 1. NMEICT / NPTEL 2. other MOOCs platforms 3.SWAYAM 4. Institutional LMS 5. e-PG-Pathshala

**Response:** Any Two of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Links to additional information	<a href="#">View Document</a>
Give links e_content repository used by the teachers	<a href="#">View Document</a>

## 4.4 IT Infrastructure

### 4.4.1 Percentage of classrooms, seminar halls and demonstration rooms linked with internet /Wi-Fi-enabled ICT facilities (data for the preceding academic year)

**Response:** 12.5

4.4.1.1 Number of classrooms, seminar halls and demonstration rooms linked with internet /Wi-Fi enabled ICT facilities

Response: 2

4.4.1.2 Total number of classrooms, seminar halls and demonstration room in the institution

Response: 16

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Geo-tagged photos	<a href="#">View Document</a>
Consolidated list duly certified by the Head of the institution.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Links to additional information	<a href="#">View Document</a>

#### 4.4.2 Institution frequently updates its IT facilities and computer availability for students including Wi-Fi

##### Response:

Institution has a well-developed system for providing IT facilities to the students and faculty. Some of the facilities are as under:

- All the departments have computers, printers and scanners and all the necessary software are installed for effective utilization.
- Our institute is having a central EDP Department to look into the maintain and repair of all the necessary IT equipment.
- College is having college web site all the information regarding college is available on the website. Application Forms for admission and admission details Student information is available on the website. All relevant information regarding the college, notices, and announcements are uploaded on the website. The college website is monitored and updated from time to time by the IQAC cell of the college.
- The computers and printers of almost all departments are connected with LAN. Other departmental and computer lab systems have Wi-Fi facilities.
- All the 6 classes and seminar hall have LCD for PowerPoint presentation of students at UG & PG level
- Along with the traditional method of teaching we are giving emphasis to IT-based teaching and learning LCD, computers, and internet facility.
- College is having a well-established computer lab with the internet.
- The college takes the help of experts for maintenance and repairs of computers and also for up-gradation of its website.
- The college has its own management information system which is controlled by the EDP Department specially developed for managing academic and administrative activities of the college
- Under this portal, various modules are operating which takes care of various activities like admissions, biometric attendance monitoring for students and teachers, curriculum, and academic performance monitoring of the students.

- Admission software that handles prospectus sail out, application form received, interview details, and admission details.
- College is having a tight security system which is supervised by IVMS Client (Intelligence video Management system software)For CCTV and Security Systems
- Employee Staff performance appraisal is recorded supported with software named Tutor app.
- Students Performance Analysis Software for student basic information like leave taken, health assessment, academic performance, internal assessment, university grades, course regarding theory and practical
- Maintain complaint tracker software will help the purchasing, intending, and maintaining related activity more effectively and efficiently.
- Our organization is having an inter-departmental telephonic communication system
- College is having separate e-mail for official activity, students and academic activity, IQAC, Examination Cell, Library.
- Our Library activities are enhanced with library software named DELNET.
- College is having public address system supported by Ahuja sound solutions which provide fast and efficient communication.

File Description	Document
Link for documents related to updation of IT and Wi-Fi facilities	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 4.4.3 Available bandwidth of internet connection in the Institution (Lease line)

**Response:** <50 MBPS

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>
Bills for any one month of the last completed academic year indicating internet connection plan, speed and bandwidth	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 4.5 Maintenance of Campus Infrastructure

**4.5.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years**

**Response:** 100

4.5.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
12734102	11188337	10865899	10377562	10738991

File Description	Document
Provide extract of expenditure incurred on maintenance of physical facilities and academic support facilities duly certified by Chartered Accountant and the Head of the institution	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

**4.5.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports facilities, computers, classrooms etc.**

**Response:**

The college has maintenance in charge that supervises the maintenance activity of the college through daily rounds of the college in the morning to find out any issues related to maintenance.

**ACADEMIC AND SUPPORT FACILITIES**

Our college is having a well-established infrastructure to enhance the teaching-learning process which includes classrooms, seminar hall, separate departmental faculty room, college, departmental and hostel library, laboratories, administrative office, record room, water purifier, counselling room, elevators, hostel facility, sick room, common room for staff, mess, separate faculty parking, biometric punching, cafeteria, ATM, Bank, 24hour medical facility, 24hour CCTV surveillance and security, Fire extenuation with fire security system, fridge, induction, geezer, computers, printers, scanner, xerox Machine, 24-hour electricity and water facility,

**HYGIENE AND CLEANLINESS**

1. Efficient Rare employees are accurately maintaining the hygiene and cleanliness of the college and campus surroundings. Dustbins are placed in departments, classroom, laboratories, student washroom, common dustbin is also in place.

2. We are having a total of 6 laboratories including a counselling room and computer lab. Responsibility of maintains each lab is given to the faculty. The laboratory in charge maintains a stock and inventory register

for the available articles. Stock will be done once a month.

3.College is having a well-disciplined and maintained central Library, departmental library, and hostel library. The central library is having a total of 4040 books relevant to the course. Our Library activities are enhanced with library software named DELNET and we have online books and journals.

### **CLASSROOM**

All the 6 Classrooms are well ventilated having ICT facilities including computers and OHP Projectors,

### **COMPUTERS**

College is having a computer lab with internet and wi-fi facility. The headphones is also provided for the students.

### **SPORTS FACILITY**

College is having facilities for Indore and outdoor sports and recreational facilities. The open ground facility is also available to the students in the college campus. Sports in charge is maintaining the inventory of sports items

### **MAINTENANCE COMPLAINT TRACKER SOFTWARE (MCT).**

The institution is having **Maintenance Complaint Tracker Software (MCT)**. The software can access is provided through login id and password. For any complaint regarding repair/purchase/maintenance of college possessions is raised by the complaint through Software. The Complaint is automatically assigned to the resolver depending upon the nature of the complaint. The turnaround time to resolve any complaint is 01day.However, every Complaint is attended & resolved as soon as possible.

### **PMS: PREVENTIVE MAINTENANCE SYSTEM:**

We follow PMS for all major equipment's like Lift, Central AC Unit, fire system, diesel generator, Compressor, water cooler, Water Heater etc. Where our In-house and outsource teamwork on regular intervals to ensure the proper working of above.

We have AMC for all major equipment's like Lift, Central AC Unit, fire system, diesel generator, Compressor, water cooler, Water Heater furniture repair, electrical appliances.. The AMC includes routine and preventive maintenance as well as breakdown maintenance, if and when required. Maintenance services are provided within 24 hours in case of an emergency call out. Routine & Preventive Maintenance carried out on monthly basis.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for log book or other records regarding maintenance works	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships /freeships / fee-waivers by Government / Non-Governmental agencies / Institution during the last five years

**Response:** 14.74

##### 5.1.1.1 Number of students benefited by scholarships /free ships / fee-waivers by Government / Non-Governmental agencies / Institution during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
50	40	9	24	22

File Description	Document
List of students who received scholarships/ freeships /fee-waivers	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Consolidated document in favour of free-ships and number of beneficiaries duly attested by the Head of the institution	<a href="#">View Document</a>
Attested copies of the sanction letters from the sanctioning authorities	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 5.1.2 Capability enhancement and development schemes employed by the Institution for students: 1. Soft skill development 2. Language and communication skill development 3. Yoga and wellness 4. Analytical skill development 5. Human value development 6. Personality and professional development 7. Employability skill development

**Response:** A. All of the above



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Detailed report of the Capacity enhancement programs and other skill development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### Other Upload Files

1

[View Document](#)

### 5.1.3 Average percentage of students provided training and guidance for competitive examinations and career counseling offered by the Institution during the last five years

**Response:** 22.1

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counseling offered by the Institution in a year

2019-20	2018-19	2017-18	2016-17	2015-16
49	48	40	40	38

File Description	Document
Year-wise list of students attending each of these schemes signed by competent authority	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
• Copy of circular/ brochure/report of the event/ activity report Annual report of Pre-Examination Coaching centers	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for institutional website. Web link to particular program or scheme mentioned in the metric	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 5.1.4 The Institution has an active international student cell to facilitate study in India program etc.,

**Response:**

No the institution does not have an active international student cell to facilitate study in the India program. The policy makers prefer to keep the seats for a domicile in M.P. and also to others state in order to empower women and a way of uplifting economic conditions of the society.

**Criteria of Eligibility for Admission****For B.Sc. (N)**

1. Age for admission 17-25 years.
2. Only Female Candidates are eligible for admission.
3. The minimum educational requirements shall be the passing of the higher secondary school certificate Examination (12 years course).
4. Senior school certificate Examination (10+2), pre-degree Examination(10+2)
5. An equivalent with 12 years schooling from a recognized board or university with science (physics, chemistry, Biology)and English with a minimum of 50% Aggregate marks(PCBE).
6. Candidates shall be medically fit.

**For M.Sc. (N)**

1. The candidate should be a Registered Nurse and Registered midwife or equivalent with any State (N) Registration Council.
2. The minimum education requirements shall be the passing of B.Sc. (N) / B.Sc. Hons. (N) / Post Basic B.Sc. (N) with a minimum of 55% aggregate marks.
3. The candidate should have undergone in B.Sc. (N) / B.Sc. Hons. (N) / Post Basic B.Sc. (N) in an institution that is recognized by Indian (N) Council.
4. Minimum one year of work experience after Basic B.Sc. (N).
5. Minimum one year of work experience prior to or after Post Basic B.Sc. (N).
6. The candidate shall be medically fit.
7. Only female candidates will be allowed.

**Basis of Selection Procedure**

The selection of the candidate for B.Sc. (N) & M.Sc. (N) Programme is on the basis of the merit of the qualifying entrance examination. For B.Sc.(N) Programme criteria includes a written test and personal interview. The test will be based on the (10+2) syllabus of Physics, Chemistry & Biology, English and Hindi writing skills and also includes question on vocabulary & General Knowledge.

M.Sc. (N) Programme the selection test includes a written test and personal interview. The test will be based on the syllabus of B.Sc. (N) Programme. The test will also include questions on English, Comprehension, Vocabulary, and General Knowledge.

Selected candidates will have to do Medical Examination, and submit the report before joining the Particular Programme.

## Student Support

Appropriate support, whether in relation to disability, personal tutoring, emergency situations, or counselling, help to ensure they can make the most of their studies. To ensure assessment methods are effective, valid and transparent, and have integrity.

College provides all the information and facilitates students to secure scholarships from M.P. state government and Birla smarakkosh non- government agency. All the students who belong to SC/ST and OBC benefited with state scholarship Scheme and national minority scholarships Scheme other than this the students can also avail the Birla smararak scholarship scheme of our institution. For the same our college has itself registered under that scholarship Scheme our institute provides all the necessary documentary support to ensure that the students receive financial assistance.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for international student cell	<a href="#">View Document</a>
Link for Any other relevant information	<a href="#">View Document</a>

### 5.1.5 The institution has a transparent mechanism for timely redressal of student grievances / prevention of sexual harassment and prevention of ragging

1. Adoption of guidelines of Regulatory bodies
2. Presence of the committee and mechanism of receiving student grievances (online/ offline)
3. Periodic meetings of the committee with minutes
4. Record of action taken

**Response:** All of the above

File Description	Document
Minutes of the meetings of student Grievance Redressal Committee and Anti-Ragging Committee/Cell	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Circular/web-link/ committee report justifying the objective of the metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 5.2 Student Progression

**5.2.1 Average percentage of students qualifying in state/ national/ international level examinations during the last five years (eg:GATE/AICTE/GMAT/GPAT/CAT/NEET/GRE/TOEFL/PLAB/USMLE/AYUSH/Civil Services/Defence/UPSC/State government examinations/ AIIMSPGET, JIPMER Entrance Test, PGIMER Entrance Test etc.,)**

**Response:** 17.57

5.2.1.1 Number of students qualifying in state/ national/ international level examinations (eg: GATE/AICTE/GMAT/ GPAT/CAT/NEET/ GRE/TOEFL/ PLAB/USMLE/AYUSH/Civil Services/Defence/ UPSC/State government examinations/ AIIMSPGET, JIPMER Entrance Test, PGIMER Entrance Test etc.,) year-wise during the last five years ..

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	3	3	2

5.2.1.2 Number of students appearing in state/ national/ international level examinations (eg:GATE/AICTE/GMAT/CAT/NEET/GRE/ TOEFL/ PLAB/ USMLE/AYUSH/Civil Services/Defence/UPSC/ State government examinations / AIIMSPGET, JIPMER Entrance Test, PGIMER Entrance Test etc.,) **during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
16	12	25	15	20

File Description	Document
Scanned copy of pass Certificates of the examination	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 5.2.2 Average percentage of placement / self-employment in professional services of outgoing students during the last five years

**Response:** 96.6

#### 5.2.2.1 Number of outgoing students who got placed / self-employed year- wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
47	40	40	40	38

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
In case of self-employed professional services registration with MCI and documents for registered clinical Practitioner should be provided	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual reports of Placement Cell	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 5.2.3 Percentage of the batch of graduated students of the preceding year, who have progressed to higher education

**Response:** 41.67

#### 5.2.3.1 Number of last batch of graduated students who have progressed to higher education

Response: 20

File Description	Document
Supporting data for students/alumni as per data template	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any proof of admission to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at State/Regional (zonal)/ National / International levels (award for a team event should be counted as one) during the last five years.**

**Response:** 17

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at State/Regional (zonal)/National / International levels (award for a team event should be counted as one) year-wise during the last five years .

2019-20	2018-19	2017-18	2016-17	2015-16
9	2	1	3	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
Duly certified e-copies of award letters and certificates	<a href="#">View Document</a>

**5.3.2 Presence of a Student Council, its activities related to student welfare and student representation in academic & administrative bodies/ committees of the Institution**

**Response:**

Our College creates a platform for the active participation of the students in various academic and administrative activities, inculcating in them leadership skills. The Student Nurses Association is represented by the SNA President, SNA Advisor, Vice-president, Secretary, and Treasurer. Every year

SNA calendar is prepared and approved by the President, SNA Advisor, and Vice President.

The SNA calendar consists of WHO days, cultural events, Constitutional day and vacations. College student nurses association comprises of the various committee which includes entertainment committee, Discipline Committee, Decoration committee, Health, and welfare committee, Anti-ragging Committee, Mess Committee, Sitting committee, sports committee, and reception committee which includes faculty and students elected for the same. Monthly meetings are conducted among the committee members and if any decision is taken, it must be approved by President, SNA Advisor, Vice President, and treasurer.

The Representatives of SNA is elected based on a voting system from all registered students of the institution. Anyone who is interested to contribute to the students and the college growth shall contest for elections. Initial screening of Candidates is done by the Respective SNA Committee Teacher in charges on the basis of academic and extra curriculum performance. The Election Day is finalized by the Principal. Students are given ample time to campaign for the elections within the rules and regulations of the institution. On the day of the election, the students cast their respective votes, later in the day votes are counted and the result are declared jointly by the Principal and Heads of the Departments. The Student Nurses Association of the college helps students to share their ideas, interests, and concerns with the faculty and the Principal. They help to raise funds for college activities, social events, and community projects.

Once in two-year duration SNA competition is carried out at the state and national level in which various competitions are conducted among various colleges enrolled in SNA. To enhance the college and students' upliftment college has various academic-related committees such as college management committee, Institutional Discipline committee, internal quality assurance cell, curriculum committee, Grievance Redressal committee, Internal complaint committee, Education audit practice placement committee, Anti ragging committee, Library committee and Beautification committee etc. Faculties are the members of this committee and meetings are being done at regular intervals. Any amendments done in any rules and regulations of the committee are discussed and finalized by the principal.

**Aims & Objectives of Student Nurses Association:**

1. To establish a sense of esprit de corps among the members.
2. To maintain an effective communication network among the old student and the parent institution.
3. To provide an opportunity to meet and share the experiences of the members periodically.
4. To encourage institutional loyalty and work towards educational excellence.
5. To uphold the dignity of the profession and maintain the professional standard.
6. To provide financial assistance to needy members for educational activities.
7. To foster research.
8. To Maintain SNA Diary.
9. To conduct periodic in-service education.

10. To conduct developmental activities in the parent institution.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for reports on the student council activities	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>
2	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/competitions organised by the Institution during the last five years

**Response:** 14.2

5.3.3.1 Number of sports and cultural activities/competitions organised by the Institution year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
9	13	18	14	17

File Description	Document
Report of the events with photographs or Copy of circular/ brochure indicating such kind of activities	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>

## 5.4 Alumni Engagement



**5.4.1 The Alumni Association is registered and holds regular meetings to plan its involvement and developmental activities with the support of the college during the last five years.**

**Response:**

Bombay Hospital College of Nursing Indore has an Alumni Association. The Alumnae are the key brand ambassadors of the institution. To provide a forum to establish a link between the Alumnae, faculty, staff and students of the institute and to help interaction between past and present students of this institute. Alumni Association contributes significantly to the development of the institution through financial and non-financial means during the last five years.

The institutions aim and strive to create and maintain a strong and positive relationship thereby fostering a lifelong bond between the institute and its alumni.

This has been largely benefiting socially, academically and professionally to continuously provide for better inputs and value to the students overall development.

Alumnae are regularly involved in conducting pre placement sessions for Under Graduate and Post Graduate students. Thus the alumni share with the students, their own on field experience.

The Alumni association make Newsletters every year and share with all alumni members. The Alumnae also judge the certain college events during the college annual fest as a guest

The alumni arrange virtual Conferences on 11/07/2020 themed “ Nurses Facing Covid Challenges In Work Place” through Google meet. No. of Participants: - 172

Speaker are:-

- 1.Mrs. Digna Jogny
- 2.Mrs. Rubi Manuel
- 3.Ms. Jafreen Anna Joseph
- 4.Ms. Joice Masih

**The alumni participate and contribute to the student development of the college in the following ways:**

Mrs Digna Johny (Batch 2009-2013) participated in the national workshop Themed “Sensitizing Nurses for NABH” as a resource person in Choithram College of Nursing, Indore year 2018.

In 11/07/2018 seminar was conducted for B.SC. Nursing students Themed “Counselling for foreign placement” Ms. Meenu Jacob and Ms Ashley Thomas (Batch 2010 -2014) were the speaker.

In 11/04/19 Ms. Eti Sharma (Batch 2008-2012) and Ms. Sara Thomas (Batch 2012-2016) interact with B.Sc. Nursing first year students and discuss with them regarding their journey of Bombay Hospital College of Nursing. Many of the alumni cleared the exam and get placement in abroad and in India. Some of the alumni’s work for higher education,

In year 2019 Ms.Jenifer Kurvilla (Batch 2012-2016) and Ms. Sonia Mathew (Batch 2010-2014) was

invited as a guest for the inauguration of the hostel library in the hostel

In 18 august 2018 4th alumni meet was organized at Hotel Effotel. Out of 203 alumni 50 alumni from India and abroad join the meet.

Ms. Blessy M (Batch 2008-2012), Ms. Aaphia G (Batch 2009-13) , Ms. Bincy S (Batch 2010-14) Ms. Amla Elizabeth (Batch 2013-17), and Ms. Anuja K (Batch 2014-2018) received Dr.Vinayak Pundlik Sant Gold Medal Award for her best academic performance in B.SC. Nursing by DAVV University Indore.

In 18/08/2018 Rs. 5000/ was donated to Kerala flood relief fund by alumni association of Bombay Hospital College of Nursing Indore.

In the year 2020, Rs. 1000/- was donated to Punya Campaign (Matra Foundation) by alumni association of Bombay Hospital College of Nursing, Indore.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for frequency of meetings of Alumni Association with minutes	<a href="#">View Document</a>
Link for details of Alumni Association activities	<a href="#">View Document</a>
Link for audited statement of accounts of the Alumni Association	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
Lin for quantum of financial contribution	<a href="#">View Document</a>

#### 5.4.2 Provide the areas of contribution by the Alumni Association / chapters during the last five years

1. Financial / kind
2. Donation of books /Journals/ volumes
3. Students placement
4. Student exchanges
5. Institutional endowments

**Response:** D. Any two of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Certified statement of the contributions by the head of the Institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual audited statements of accounts. Extract of Audited statements of highlighting Alumni Association contribution duly certified by the Chartered Accountant and Head of the Institutions	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

N/AAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The Institution has clearly stated vision and mission which are reflected in its academic and administrative governance.**

**Response:**

The **vision** for the Bombay Hospital College of Nursing expects to be at the forefront in professionalism, excellence, leadership and innovations that advance humane and quality health care for all people and we also provide surpassed, student- centered teaching & learning.

To achieve the vision we have guidelines for conduct in college . To be at forefront for excellence for quality care, we emphasis for laying strong foundation of theoretical knowledge and clinical skills. Emphasis is given on learning clinical needs of students through hands on training & value added courses.

Leadership is inculcated among students by involving them in SNA & extension activities. Innovations are part of our college, Continuous efforts are made to enhance the teaching learning experience by equipping faculties with innovative teaching methodologies through faculty development programmes, research conferences, symposium , workshops, seminar etc. All this have given a huge opportunity to keep in pace with the changing curriculum and to accomplish our vision .

We aim to achieve excellence through well defined admission process , recruitment of highly qualified teaching faculties to meet teaching learning goals, Strong educational process, clinical practice, continuous comprehensive evaluation system.

The **mission** of Bombay Hospital College of Nursing is to generate new knowledge and educate the next generation of nursing leaders who in turn demonstrate the highest standards of excellence in education, practice and research for a global society.

Our overall mission is consistent with high quality innovations for the nursing Profession.

Our mission statement is achieved by conducting research and disseminating its results. Our students received awards like young scientist award and best resercher award etc., PG students conduct micro research and also do flex presentation of their thesis before final submission . College is also appreciating faculties for their performance in research education and innovations. Recently we had started a concept of mock internal examination for our PG students before there university examination.

The nature of **financial governance** is reflective of the vision of the college. Scholarship provided to financial weak students. 5 batches secured Gold medal in university, Institution secured Best Nursing College in MP in 2018.

To accomplish our mission even after education of students we provide them opportunities to work as apprentice, Trainee Staff & as staffnurse in parent Hospital. After fixed tenure of service their tution fees is refunded. Thus we not only provide education but also provide plateform for our students to enhance their acquired skills and give their best contribution to patient care through 100% placement at our

Hospital.

**Nature of Governance:** Recognized by INC, SNC & MPMSU The major decisions which have a bearing on the function and goal of the college are done by the Governing Council which includes the Chairman of the institution. The staff council of the college headed by the Principal and all the department HOD as members ensures the proper implementation of the decisions and directions given.

The institute has a **strategic plan** for quality development. To ensure development of the Institute, all the planning and execution is monitored regularly.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Vision and Mission documents approved by the College bodies	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>
Link for achievements which led to Institutional excellence	<a href="#">View Document</a>

### 6.1.2 Effective leadership is reflected in various institutional practices such as decentralization and participative management.

**Response:**

#### *Decentralization Management*

Institution follows decentralization in all its activities for proper functioning. The institution has various committees in place for the planning and implementation of various activities and ensuring excellence in all areas.

#### **Programmes Coordinators**

In our institution we have 2 programme which is coordinated by Programme Coordinators. Under each Programme Coordinators we have Class Coordinator & Subject Faculties

#### **College Committees**

We have committees such as curriculum, Research, Library, Educational Audit for practice placement, Grievance Committee, Internal compliance, Student Welfare committee, IQAC, Alumni Association, etc. at our college. We have well defined Hierarchy for smooth functioning.

For each committee we have

**Principal as the chairperson**

**Committee Coordinators**

**Committee Members**

**Students/Alumni representative.**

**Departments:**

Our institution has 6 Departments ( MSN, MHN, OBG, CHN, Pediatric & FON) with their specific objective.

. They are headed by Departmental HOD's & faculties. All departments are given authority to organize seminars/workshops/conferences/Faculty development programmes.

**Students Nurses Association:**

Students are encouraged to develop leadership skills by being in charge of various, co-curricular, extracurricular and extension activities.

**Participative Management :**

The institute promotes a culture of participative management by involving the staff and students in various activities. All decisions of the institution are governed by Principal & management. Both students and faculty are allowed to express themselves of any suggestions to improve the excellence in any aspect of the Institute.

**College Management Committee (CMC) :**

Our college management committee includes Governing Body i.e Director of Medical Services Bombay Hospital Trust, Principal & Faculties.

At **strategic level** CMC identifies needs, related to infrastructure, equipments, library, Conducting Conferences, defining the policies and procedures, framing guidelines and rules & regulations pertaining to admission, placement, discipline, grievance, staff and students welfare activities etc.

At **Functional Level** CMC sanctions budget for all institutional activities including conducting &

attending Conferences, Upgrading of college infrastructure and implementing various policies & Procedures in order to maintain and achieve the quality standards.

**Example: Case study: Participative management in organization of National Conference in academic year 2019 - 2020**

The Institute practices the decentralization participative management in organization of national conference “Redefine and Rethink; Health care Practice and Attain Quality Health care” on 18th January 2020 as under;

- As a part of quality improvement initiative, all the faculty members together discussed to conduct the national conference in the academic year 2019 - 2020
- The proposal for the conference was submitted to the Management Committee for the approval of budget.
- Once accepted, the various committees have been constituted at the institute level and further activities were planned by faculty members as below.

1. **Brochure Preparation, Paper Inviting, Acceptance Committee**
2. **Papers scrutiny and printing and distribution of conference proceedings committee;**
3. **Registration and Kit committee;**
4. **Guest and Speaker invitation and escorting committee;**
5. **Stage and Sitting arrangement committee and aesthetics or Ambience Management and Decoration;**
6. **Hospitality and Catering Committee**
7. **Photograph Committee;**

Hence, all the teaching and non- teaching staff including students were the part and participants of the event. So, while executing the event institute practices decentralization and participating management.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>
Link for relevant information / documents	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

**6.2.1 The Institutional has well defined organisational structure, Statutory Bodies/committees of the College with relevant rules, norms and guidelines along with Strategic Plan effectively deployed**

**Response:**

The institute has a well defined strategic plan which was prepared on the basis of inputs from all stakeholders viz. management, Principal, faculty, administrative staff, students, alumni, employers, parents and industry representative. In the preparation of strategic plan, quality indicators of different criteria determined by NAAC have been taken into consideration as the base to create quality related benchmark and plan to achieve same in the future.

Present Strategic Plan is based Philosophy, Vision, Mission, Values, Policies of various committees, inputs from stakeholders, SWOC analysis and NAAC recommendations

The institutes strategic priorities for the future are

- To enhance programme outcomes to optimize students success in preparing them to be exemplary nurses who excel in an ever-changing health care environment.
- Enrich the College of nursing impact on the community, locally and globally, characterized by a commitment to social justice, diversity, inclusivity, and civic engagement.
- Synthesizing knowledge through increased research and consultancy projects thereby enhancing the knowledge quotient of the Institute.
- Improve efficiency and enhance resources to promote the impact of the College of Nursing.

We have developed long term and short term strategies to achieve the 5 goals which are

**1. Enhance curriculum/programmatic outcomes to optimize student's success**

**Strategies:**

To **Develop** early identification and proactive remediation plans for at-risk students.

To **Increase** quality of programs through an enhanced comprehensive systematic process.

**Measurables :**

- 1.No. of teaching aids
- 2.Syllabus completion
- 3.Mini projects, Major projects, Seminars
- 4.No. of learning resources

**2. Global engagement**

**Strategies:**

To develop opportunities for local and global engagement that reflect a commitment to social justice, diversity, inclusivity, and civic engagement.

To prepare our students globally through student exchange programme.

**Measurables**



- 1.Number of student participation in extension & outreach activities
- 2.Number of sports, technical , cultural events organized

### **3. Research & consultancy**

#### **Strategies:**

Faculty development and empowerment.

Promote more MOUs with leading industries and universities for enhancing the research activities.

#### **Measurables**

- 1.Scholarships & fellowships
- 2.Received funds for research projects
- 3.No. of faculty development programs
- 4.No. of MOU with leading industries

### **4. Resources enhancement and efficiency improvement**

#### **Strategies :**

Prioritize and improve recruitment efforts to facilitate hiring and retaining excellent employees

Re-evaluate and develop College of Nursing structures and processes.

#### **Measurables**

- 1.New laboratories & equipment added
2. Annual budget allocated & utilized
- 3.Reporting structure in place
- 4.Decentralization in various domains – academic, administration, staff welfare, student development, infrastructure management – appointments
- 5.Code of conduct- duties, responsibilities and accountability
- 6.Number of IQAS initiatives/ semester
- 7.Audits Reports

### **5. Industry and alumni interaction with students**

#### **Strategies :**

Bridge the Institute industry gap by leveraging alumni relationship for internships

Adoption of latest technology from industry and Alumni interaction with students.

#### **Measurables**

1. Alumni data base
2. Number of interactions
3. Support for placements/ projects/ consultancy

### Contribution towards students development

Our college management committee strictly focuses on implementation of all guidelines given by Statutory bodies. Also besides committee meeting we also organize monthly academic meeting to know the progression of the academic plans.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>
Link for minutes of the College Council/ other relevant bodies for deployment/ deliverables of the strategic plan	<a href="#">View Document</a>
Link for strategic Plan document(s)	<a href="#">View Document</a>
Link for organisational structure	<a href="#">View Document</a>

### 6.2.2 Implementation of e-governance in areas of operation

1. Academic Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces of each module Annual e-governance report approved by Governing Council/ Board of Management/ Syndicate Policy document	<a href="#">View Document</a>
Policy documents	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Institutional budget statements allocated for the heads of E_governance implementation ERP Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

##### Response:

Deduction of **Provident Fund** every month is done.

**ESI Benefits** (for Non-teaching staff and for UG faculties)

**CGHS Card:** Health facilities is provided to staff along with family members which includes free consultation, concession in diagnostic facilities & admission in Hospital etc.

**Annual Privileged Leaves :** Total 30 leaves are provided to all teaching and non-staff every year.

**Casual Leaves:** Total 7 Casual leaves per year are provided to teaching & Non-teaching Faculties.

**On duty Leaves:** On duty leaves is sanctioned by management for faculties for attending any conferences, FDP, staff development programme. Also on duty leaves are provided when appointed by university as examiner and for conducting inspections.

**Maternity Leaves :** 6 months maternity leave is provided as per maternity law to all the faculties. Total 9 faculties has availed 6 months maternity leave during the last 5 years.

**Corona Kavach :** Health insurance is provided to all faculties to fight against the Corona.

**Pre employment Check up/ Annual health check up :** Pre employment health check up is done for all faculties. Annual health check up is also sanctioned by management.

**Annual increment and promotion:** Fixed annual increments are sanctioned for faculties and timely

promotions are given as per INC norms.

**Accommodation Facility for female faculty:** Accommodation facility is provided to female faculties.

**Supporting Research :** PhD. Scholars are provided fellowship from Birla Smarak Kosh.

**Management Sponsors faculties for attending conferences:** Management sponsors its faculties for attending various conferences at National, State & Local Level

**Sponsorship for attending certified Professionals for quality implementation in Hospital:** Faculties are sponsored to attend Certified Professionals for quality implementation in Hospital & JCI and also various other courses related to quality improvement.

**Gratuity:** Faculties leaving the job after 5 years are given gratuity.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for policy document on the welfare measures	<a href="#">View Document</a>
Link for list of beneficiaries of welfare measures	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 63.02

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	24	20	6

File Description	Document
Relevant Budget extract/ expenditure statement	<a href="#">View Document</a>
Policy document from institutions providing financial support to teachers, if applicable E-copy of letter indicating financial assistance to teachers	<a href="#">View Document</a>
Office order of financial support	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**6.3.3 Average number of professional development / administrative training programmes organized by the Institution for teaching and non- teaching staff during the last five years (Continuing education programmes, entrepreneurship development programmes, Professional skill development programmes, Training programmes for administrative staff etc.,)**

**Response:** 17.2

6.3.3.1 Total number of professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
18	10	20	30	8

File Description	Document
Reports of Academic Staff College or similar centers Verification of schedules of training programs	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Detailed program report for each program should be made available Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	<a href="#">View Document</a>
Copy of circular/ brochure/report of training program self conducted program may also be considered	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing Faculty Development Programmes (FDP) including online programmes (Orientation / Induction Programmes, Refresher Course, Short Term Course etc.) during the last five years..**

**Response:** 98.18

6.3.4.1 Number of teachers who have undergone Faculty Development Programmes including online programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course and any other course year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
23	25	25	20	20

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
E-copy of the certificate of the program attended by teacher	<a href="#">View Document</a>
Days limits of program/course as prescribed by UGC/AICTE or Preferably Minimum one day programme conducted by recognised body/academic institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to additional information	<a href="#">View Document</a>
Link of AQARs for the last five years	<a href="#">View Document</a>

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

#### Response:

The college follows a systematic Performance Appraisal through Performance Assessment Software for teaching staff annually. The institution /management evaluates teachers based on teaching, research and participation in development activities, attendance and due importance is given to all the activities.

The performance appraisal system is evaluated in 6 categories i.e. personal attributes [score-32], professional competence [score-18], ability in teaching [score-20], IPR [score-12], extracurricular activities [score-8], administrative skills [score-10], the grand total score is 100, academic performance – evaluated from the feedback from students, alumni, parents and self appraisal report.

Performance appraisal system of the staff includes the following mechanisms;

- Self – appraisal report
- Peer Team Evaluation

The Self Appraisal Report [SAR] of all teaching staff is taken on annual basis using structured questionnaire. Based on the performance and feedback, the Principal takes personal interest in guiding the teachers. Senior faculty members of the department groom the new recruits to help them to enhance their teaching and evaluation performance. Observation of lesson is done by ‘Sit In’ sessions. Initial monitoring of lessons through surprise or informed ‘Sit Ins’ help the college to continue or discontinue with the teachers depending upon the performance and attitude. In rare instance where teachers are not able to adjust to the work ethos of the institution are requested to pursue their careers elsewhere.

The appraisal reports are analyzed and discussed with individual staff members. Major decisions taken based on these appraisals include;

- The faculty strengths are appreciated and corrective measures are suggested for shortcomings by the Principal.

- Promotions
- Planning for FDPs
- Increase in the number of submissions of proposals for research and organizing conference/seminars/workshops for funding
- Selection of teachers for deputation and heads of various committees

The major decisions are utilized for the strategic planning of the institution in the areas of enhancement of faculty, efforts to enhance pedagogic innovations, adopt best practices.

### Performance Appraisal System non – teaching staff

The HR Manager and the senior members of the non- teaching staff groom the new recruits to help them to enhance their performance. The non- teaching staff members have assigned to work in different capacities on rotation basis. The appraisal reports are analyzed and the working ability of individuals is assessed and feedback is taken from Principal for further improvement and for enhanced increments. Various training programs are given to non-teaching staff for improving their work efficiency like soft skill training programme, BLS training programme as they are working in college being situated in hospital campus.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for performance Appraisal System	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>
2	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

The institute being a private Un-Aided college or self –financed and not getting any financial aid/ grant from the state or central government, fee collection is the only major source of revenue/income generation for the institute. The other sources of funds for the college are through conducting workshops, seminars & conferences. Deficit in income is adjusted by the Bombay Hospital trust. Audited income and expenditure statement is available. The institution has well set mechanism to monitor efficiently the available resources. After estimating the projected income for an academic year, the Director sends it for approval, to the Governing body.

For each academic year a budget is prepared and approved by the authority. The financial statement, Income and Expenditure details are available with the institute through Profit and Loss Account, Balance



sheet and Ledgers.

Financial rules framed by management are followed for utilization of funds and used for the welfare of students and staff. Purchase procedure is followed i.e. inviting quotations, preparation of comparative statement of rates and placement of purchase order to the firm quoting lowest rates. The main focus is on quality.

Inspection of articles purchased is made by a central inspection committee. Then there is entry of these articles in the Stock Registers. Keeping in view financial powers of Principal, the available financial resources are used effectively & efficiently.

Efforts are made to augment finances and adopt economy measures in some areas to ensure overall growth of the college. There has been a regular increase in the salaries and allowances paid to the staff over the past five years because of this financial planning.

Apart from the income generated mainly from student's fees collected during the academic year, the college has been mobilizing resources for sponsoring teachers for short term courses and attending conferences.

The resource mobilization focuses on achieving the goals and target of the institution ensuring accountability and transparency. The harmonized Governing body coordinates and monitors the optional utilization of the funds for the promotion of learner – centric ecosystem.

- The institution is a centrally managed non-profit organization with honorary governing body members which ensures the income generated is spent optimally in the institution itself.
- Funds are provided to meet the infrastructure requirement of the institution.
- The management provides financial supports to seminars/workshops/expert talks/Association activities/FDPs
- The extracurricular activities of the students are a major concern and adequate funds provide for Sports and Cultural activities.
- Scholarships are provided to the deserving students
- Refund of educational expense after fixed tenure of service at Bombay Hospital as per rules.
- Provident Fund [PF] and Employee State Insurance [ESI] benefits are provided to the Management appointed staffs.

**Financial Resources of the institution are;**

- Tuition fees
- Mess fees
- Hostel fees
- Alumni Contribution
- Tuition fees is used for the infrastructure and academic activities
- Transparency and accountability is ensured by conducting an annual audit of the statements.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for procedures for optimal resource utilization	<a href="#">View Document</a>
Link for resource mobilization policy document duly approved by College Council/other administrative bodies	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>

#### 6.4.2 Institution conducts internal and external financial audits regularly

##### Response:

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliances. Con-Current internal audit is conducted by the internal auditors of the institution. The auditors thoroughly verifies the income and expenditure details and the compliance are reported . External audit is conducted once in every year by an external agency.

The mechanisms used to monitor effective and efficient use of financial resources are as below:

- 1.Before the commencement of every financial year, principal submits a proposal on budget allocation of college considering the recommendations made by the heads of all the departments, to the management.
- 2.College budget includes recurring expenses such as salary, internet charges, stationary, other consumable charges etc. and non- recurring expenses like lab equipment purchases, books, journals, furniture and other development expenses.
- 3.The expenses are monitored by the accounts department as per the budget allocated by the management.

##### Process of internal audit;

The auditors obtain a copy of the budget or financial statements to study different heads of income and expenditure. They thoroughly assess the strength of the internal check. The auditors verify the receipts from tuition fees, mess, hostel and transportation and any other fees .

Payment of salaries to the staff is checked for deduction of income tax at source, all statutory dues. Regular verification is carried out to make sure that the all statutory dues are deposited to the concerned authorities on or before respective due dates.

Payment of scholarship is verified with the receipts from students, scholarship register and bank statements.students to ensure thsat all students received the scholarship.

The auditors check the payment vouchers for compliance of payment requirements. They also check the payment invoice for valid GSTIN and PAN number of the dealer payment made by the institution for contract jobs like building repair, painting and printing is checked for TDS deduction from the total bill amount and for prompt filing of quarterly TDS.

**Process of external audit:**

Bombay Hospital College of Nursing is run by Bombay Hospital INdore in which is a branch of Bombay Hospital Trust. The accounts of Nursing College are managed with the Bombay Hospital Indore. Which is audited by chartered accountant appointed by trust. The auditor ensures that all payments are duly authorized after the audit. Any queries, in the process of audit are attended immediately along with the supporting documents within the prescribed time limits.

All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for documents pertaining to internal and external audits year-wise for the last five years	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**6.4.3 Funds / Grants received from government/non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III)**

**Response:** 0

6.4.3.1 Total Grants received from government/non-government bodies, individuals, philanthropists year-wise during the last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Copy of letter indicating the grants/funds received by respective agency as stated in metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1 Institution has a streamlined Internal Quality Assurance Mechanism

#### Response:

We at Bombay Hospital College of Nursing has established an Internal Quality Assurance Cell (IQAC) with an aim to enhance quality. Since quality enhancement is a continuous process, the IQAC will be part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. For the overall performance of our college during the post-accreditation period, we channelized all efforts of the institution towards promoting its holistic academic excellence.

IQAC acts as a umbrella of the College under which all committees work for quality-related activities and ensures enhancement and integration of various activities and good practices in our College.

We have developed certain guidelines of IQAC to enhance quality of curricular, co-curricular and extra curricular activities.

#### Significant Activities and contributions made by IQAC

- Organization of national level conferences related to quality health care.
- Promotion of research activities and motivation through felicitating students and teachers who have received awards for research presentation in National and international conference.
- A compendium of research published articles is compiled and kept in Research cell for future reference.
- Micro research done by M.Sc. Nursing students along with main research, GCP compulsory for all research students and faculties, Flex presentation of main thesis done by M.Sc. Students and best research is awarded by external faculty.
- Approval of research from Institutional Ethical Committee of Bombay Hospital, Indore.
- Journal Club meeting are timely organized.
- Recognition of students for best clinical Nurse and student Nurse from each batch every year on Nurses Day. Also during EAPP Audit students are felicitated according to their clinical performance such as best group of the month, individual students performing best in clinical side are also awarded.
- Recognizing and felicitating distinguished alumni.
- Annual award for faculty includes best teacher award and titles according to respective

performance also given.

- Annually best department is felicitated with ever rolling shield.
- Continuous efforts are made to enhance the teaching learning experience by equipping faculties with innovative teaching methodologies through faculty development programmes, research conferences, symposium, workshops, seminar etc.
- Emphasis is given on learning clinical needs of students through hands on training HIV/AIDS training prog., GMTP, HSTP, PSQCTP, IMNCTP, BLS, DMTP, Pressure sore area management etc. & value added courses such as self defence Training Programme, Smart girl training programme, Soft skill training etc.
- We have MOUs with different organizations/NGOs for uplifting knowledge of our students in specific clinical areas and for promotion of extension services in community.
- We conduct annual meeting and collecting feedback from our stakeholders.
- Organization of Book mela and orientation to digital library and compulsory use of delnet for all students and faculties.
- Development of e content related to clinical procedures and on important topics of syllabus.
- well defined handbook on code of conduct, policies for all committees and SOPs for usage of laboratories.
- Development of Clinical evaluation handbook.
- Conducting remedial teaching for slow learners and to enhance their academic performance.
- Integrated curricular and co-curricular activities such as special lectures and interactions with academic forerunners

File Description	Document
Any additional informaton	<a href="#">View Document</a>
Link for minutes of the IQAC meetings	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for the structure and mechanism for Internal Quality Assurance	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>

### 6.5.2 Average percentage of teachers attending programs/workshops/seminars specific to quality improvement in the last 5 years

**Response:** 97.27

6.5.2.1 Number of teachers attending programs/workshops/seminars specific to quality improvement year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
23	25	25	20	19

File Description	Document
List of teachers who attended programmes/workshops/seminars specific to quality improvement year-wise during the last five years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Details of programmes/workshops/seminars specific to quality improvement attended by teachers year-wise during the last five years	<a href="#">View Document</a>
Certificate of completion/participation in programs/workshops/seminars specific to quality improvement	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**6.5.3 The Institution adopts several Quality Assurance initiatives The Institution has implemented the following QA initiatives : 1. Regular meeting of Internal Quality Assurance Cell (IQAC) 2. Feedback from stakeholder collected, analysed and report submitted to college management for improvements 3. Organization of workshops, seminars, orientation on quality initiatives for teachers and administrative staff. 4. Preparation of documents for accreditation bodies (NAAC, NBA, ISO, NIRF etc.,)**

**Response:** A. All of the above

File Description	Document
Report of the workshops, seminars and orientation program	<a href="#">View Document</a>
Report of the feedback from the stakeholders duly attested by the Board of Management	<a href="#">View Document</a>
Minutes of the meetings of IQAC	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
AQAR submitted to NAAC and other applicable certification from accreditation bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual report of the College	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Total number of gender equity sensitization programmes organized by the Institution during the last five years

**Response:** 21

7.1.1.1 Total number of gender equity sensitization programmes organized by the Institution year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	6	6	3	2

File Description	Document
Report gender equity sensitization programmes	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Geotagged photographs of the events	<a href="#">View Document</a>
Extract of Annual report	<a href="#">View Document</a>
Copy of circular/brochure/ Report of the program	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 7.1.2 Measures initiated by the institution for the promotion of gender equity during the last five years.

**Response:**

**Institution shows gender sensitivity in providing facilities such as**

- 1.Safety and security
- 2.Counseling
- 3.Common room

**Response:**

The college gives high trust to gender equity programmes in the institution. The majority of the faculties are women. The admissions to the programmes offered by the college are open to only girls so they can uphold the women empowerment and lead all responsibility in female students.



**1. Safety and security:**

1. Special attention is paid towards the safety and security of students and staff with 24x7 security and CCTV surveillance. Hostel warden and security personnel are always available on campus. In night, female security guard facility is available in our institution. Only approved visitors are allowed in students visitors time. Complaint box of grievance and redressal committee kept in college. Provisions for sanitary discard and a First Aid Kit have been available on campus. Lift facility is available both in the college as well as in the hostel. Anti ragging committee and squads make sure that there are no instances of ragging anywhere in the girls hostel or anywhere in the campus. Anti ragging signage are prominently displayed at all prominent places with in the campus with help line numbers. Our campus is zero tolerance for ragging. In campus health facilities are provide for students. Check in and checks out time register are also available in hostel. Students have to mention time when they go out.

**2. Counseling :**

1. In college the grievance readressal committee advice, correct, encourage and strengthen the students in matter related to personal, educational and vocational aspects. Expert lectures and workshops on gender sensitization, and self-defense training programs for women empowering. Competent and qualified faculties provide counseling to our students, as and when the need arises. We provide yoga classes to ensure holistic care. Orientation programmes for fresher graduates and introduces them to the new higher education environment and helps them cope from school life to a life of responsible adulthood. Personalized mentorship that gives support and thrust towards progression to higher education and placement. Provide soft skills training courses for PG and UG students to address specific issues related to gender equality. In institution each student receives personal attention and advice through counseling cell.

**3. Common rooms:**

1. The common rooms of the campus are meant for students. regular features and facility are available in common room. Toilets located in separate comfortable area, washroom and a girl student's lounge where privacy is ensured with all the facilities are in place.

File Description	Document
Any additional information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>
Specific facilities provided for women in terms of a. Safety and security b. Counselling c. Common Rooms d. Day care centre for young children	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.3 The Institution has facilities for alternate sources of energy and energy conservation devices 1. Solar energy 2. Wheeling to the Grid 3. Sensor based energy conservation 4. Biogas plant 5. Use of LED bulbs/ power efficient equipment**

**Response:** D. Any two of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Installation receipts	<a href="#">View Document</a>
Geo tagged photos	<a href="#">View Document</a>
Facilities for alternate sources of energy and energy conservation measures	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**7.1.4 Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

**Response:**

**Solid waste management**

For Solid waste segregation in our college, Dustbins are kept in all departments and students classroom for the collection of waste materials.

In students hostel, every room have the dustbin and each floor have common big redbin for the collection of sanitary pads.

cleaning and emptying of the dustbin is being done on the regular basis of hospital protocol.

### **Liquid waste management**

Our nursing college not generated infectious and hazardous liquid waste.

In our hospital there is a sewage treatment plant for managing the waste water. And this treated water is to use in our campus gardening and for other purposes.

### **Biomedical waste management**

(Biomedical waste is not produced in the campus)

### **E-waste management**

Electronic wastes are collected from different locations; repairable ones are inspected and sent for repair, irreparable wastes are stored or segregated properly in a separate designated room. There waste disposal through transfer to the unique Echo Recycle and our institution taken membership from Unique Eco recycle this membership is granted for disposed off e-waste in scientific and eco friendly manner.

### **Waste recycling system**

Our Hospital has the facility of composting waste like kitchen waste and students mess waste. College waste like waste paper, old newspaper, old answer paper and paper material is sold out and maintained the record in college by beautification committee. Our students also actively participate in "Best out of Waste"

### **Hazardous chemicals and radioactive waste management**

This waste management method is not yet practiced as there is no such need within the institution.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Link for geotagged photographs of the facilities	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.5 Water conservation facilities available in the Institution:**

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

**Response:** Any Three of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Installation or maintenance reports of Water conservation facilities available in the Institution	<a href="#">View Document</a>
Geo tagged photos of the facilities as the claim of the institution	<a href="#">View Document</a>
Geo tagged photo Code of conduct or visitor instruction displayed in the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**7.1.6 Green campus initiatives of the Institution include 1. Restricted entry of automobiles 2. Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastics 5. Landscaping with trees and plants**

**Response:** C. Any three of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Geotagged photos / videos of the facilities if available	<a href="#">View Document</a>
Geotagged photo Code of conduct or visitor instruction displayed in the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier-free environment**

- 1. Built environment with ramps/lifts for easy access to classrooms**

2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for persons with disabilities (*Divyangjan*) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** C. Any three of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Geo tagged photos of the facilities as per the claim of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. Add a note on how the Institution has leveraged its location for the services of the community (within 500 words).**

**Response:**

Admission in B.Sc. (N) and M.Sc. (N) course is based on INC and University norms. College provides admission to students of all strata (Socioeconomic, religion, caste, and community) who qualifying interview. Institution permits faculty and students to celebrate all national days and festivals like Onam, christmas, Diwali, independence, reublic day, Ambedkar jayanthi and Gandhi Jayanthi etc days. Students and faculty of the college regularly visits old age home, orphanage home, observe and understand their living conditions and help them to lead a better life. The institution provides inclusive environment towards cultural, regional, linguistic, communal socio-economic and other diversities for the services of the community by inculcating the importance of service to the community to the students and to anticipate, motivate them to make positive contributions to society. The institution strives to create closer ties between the institution and communities they serve with the result to deepen the quality of learning and offer helping hands. The institution aims to enhance the knowledge of community people on selected health related topics and sensitize them regarding the myths and realities related to health practices,

**Community activities:**

Institution is providing health care services to people in rural areas. Community Health Nursing department organizes various social activities for the community like school health programme, awareness programme like menstrual hygiene, Mental health nursing department actively organize various mental health awareness programmes. Medical surgical nursing department organized diabetic day , health education, Roleplay. OBG department organize various camps, health camp, awareness programm

and pamphlet distribution. The students give health education in the hospital and community settings using various audio-visual aids.

#### **Disease detection camp and health surveys:**

Our college participated cervical cancer camp, students actively participate in puls polio and Indradhanush (Programme of the government).

#### **Flood relief activities:**

In 2019 the faculty and students have actively involved in flood relief activities of Badwani, Indore under Maatra foundation, Indore. They actively contributed cloth and grocery to affected people. Same year college contributed money donation for Kerala flood relief activity.

#### **Health assessment and Clinic**

This is done among children, adults and old aged people during community postings. Complicated cases and cases requiring tertiary care are referred to the nearest possible care centers.

#### **Blood donation:**

Our faculty and students actively participate in blood donation . They donated their blood in hospital.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>
Link for any other relevant information/documents	<a href="#">View Document</a>

**7.1.9 Code of conduct handbook exists for students, teachers and academic and administrative staff including the Dean / Principal /Officials and support staff. 1. The Code of conduct is displayed on the website 2. There is a committee to monitor adherence to the code of conduct 3. Institution organizes professional ethics programmes for students, teachers and the academic and administrative staff 4. Annual awareness programmes on the code of conduct are organized**

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Information about the committee composition number of programmes organized etc in support of the claims	<a href="#">View Document</a>
Details of the monitoring committee of the code of conduct	<a href="#">View Document</a>
Details of Programs on professional ethics and awareness programs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Web link of the code of conduct	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 7.1.10 The Institution celebrates / organizes national and international commemorative days, events and festivals

##### Response:

The college celebrates birth and death anniversaries of revered Indian personalities for making the students aware of the Indian historical past and their contribution in the national development. The institution regularly celebrates the following national and international days.

**Independence Day and Republic Day:** Our students and faculties celebrated Independence Day on 15th August. Flag hoisting is done by Principal mam. All the students and teachers saluted the flag and then sang the National Anthem followed by Patriotic Poems and Songs were recited both by the teachers and the students.

**Gandhi Jayanthi (2nd October):** A standout amongst the most mainstream events in India and one of the three national occasions, Gandhi Jayanti is praised in our Institute on 2nd October of consistently to stamp the birth commemoration of Mahatma Gandhi.

**International Nurses day :** We celebrate this day to mark the nurse's contributions towards people's health. On this day we do the various activities like theme discussions, entertainment programme, health awareness programme in community area. Various awards are given to student nurses on this day.

**Teachers Day :** Every year students of Bombay Hospital College of Nursing, Indore celebrate the ex-president and a distinguished philosopher **Dr. Sarvepalli Radhakrishnan** birth anniversary on 5th September. We celebrate his birth anniversary in the college as Teacher's Day. Students do various activity on this day. They invite teachers from all the department and honor them by presenting them with gifts and greeting cards. The students also prepared charts with teacher's day special drawings and quotes. The students also conduct cultural activities dedicating it to the teachers.



**International Women's Day :** The students organized womens day celebration on 8th march to honor and respect the ladies in the campus. Our students honors the women staffs on that day.

Our institution also take initiation to observes world Environmental day& childrens day , world health daylike Mental health day , AIDS day, Midwifery day, Handwashing day, Deworming day etc

**Navratri and Diwali Celebration:** Diwali is a festival of light, it is been celebrated every year in college, Garba mahostav is also celebrated, in garba mahostave we organized various compition like rangoli, Diya decoration, Garba etc.

**Christmas celebration:** Every year we celebrate Christmas program. Usually we organized just few days before the students leave for winter holidays. The program includes carol singing, dancing, speech, drama and feast etc.

**Onam celebration:** Every year we celebrate onam festival in the month of August- September. The programme started with atthapoo (flower decoration), group song, arrival of King Mahabali and traditional Thiruvathira dance and feast. The floral arrangements looked more beautiful and traditional lamps lit by the principal. This harvest festival of Kerala brings a divine message of unity in diversity. Principal mam highlighted the importance of celebrating Onam. Students from different batches celebrated this festival with enthusiasm.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1 Describe two Institutional Best Practices as per the NAAC format provided in the Manual

#### Response:

#### 1. Title of the practice

### Placement enhancement skill: vacation interns programme

In higher education policy and research, there is growing interest in placement training and workplace experience as means to improve outcomes of education. To prepare students for a smooth transition into occupational life, university-based activities alone tend to be considered insufficient, and practical training and work experience are regarded as key elements in the development of graduates' employability. Most of the students in our college have come from different background and their language skills and employability skills are not up to the demands of advance technology of hospital requirement and



moreover skill set is evolving rapidly.

## Objectives

- 1.To attain the knowledge regarding the basic organizational plan of Hospital Nursing Service and college.
- 2.To develop skill in ward management
- 3.To prepare plan for innovative changes for professional growth

## Context

The placement enhancement programme was introduced in our college. Under this programme our students undergo training and learning in hospital as well as college for 15 days(M.Sc Nursing students), 7 days( B.Sc Nursing Students). In this training programme we send our B.Sc. (N) final year and M.Sc. (N) Medical surgical specialty students to our parental hospital Bombay hospital, Mumbai. There they get the opportunities to enhance their skills.

### Practice:

- 1.Every year during Diwali vacation we send our 4th year students along with two faculties for the training programme. Students go to Mumbai via train.
- 2.After reaching in hostel they get the work plan for 7 days ( B.Sc Nursing Students) 15 days(M.Sc Nursing students) . In that work plan all day activity is mention. Students are posted in ward for 8 hrs. There they fulfill the objectives and they learn about administrative work, implement established policies, procedures, regulations to personnel patients, medical staff and public, organization setup, organization chart, roles and responsibility as a head nurse, skills of ward management, planning time, receiving and transmitting medical records.
- 3.Students also get the opportunity to visit Bombay Hospital College of Nursing, Mumbai, where they learn about organization setup of college, job responsibilities of teaching faculties, implement INC curriculum for different nursing courses, delegate responsibility in teaching set up, maintenance of record and report.
- 4.Student's participation in various extracurricular activities helps the students to develop creativity and an attitude of team building.
- 5.In this training programme one day is planned for Mumbai Darshan..
- 6.After interns programme students return to Indore. After returning Indore we give time for report writing and after report writing students present their presentation in front of all faculties and students. There they explain about their experience and how it will help for their professional growth.

### Evidence of success:

The students after returning from vacation interns training programme and with the help of knowledge they gained they present an overall report with help of PowerPoint presentation. This training programme also helps the students to understand their ability and explore new administrative aspects.

**Problems encountered and resources required:**

1. Accommodation issues which later on resolved by adjusting Diwali vacation of students of Bombay Hospital College of Nursing, Mumbai.

**Notes:**

The vacation intern training programme is one of the best practices that had been carried out every year. It is very much useful in the field of nursing as the students can explore their ability.

**2) NURSES CLINICAL SUPERVISION (Faculty Dual Role)**

**Objective:**

Nurse clinical supervision is regular, protected time for facilitated, in depth reflection of clinical practice, it aims to enable the nurse supervise to achieve, sustain and creatively develop a high quality of nursing practice through means of focused support and development.

The objectives include:

- Improved service delivery through the use of evaluation systems
- New learning opportunities
- Improved staff retention and effectiveness
- Teaching faculty gain knowledge of current advancements and changes occurring in hospital.
- Reduce gap between theory and practice.

**2)Context:**

- Promote the mission, vision and values of Bombay Hospital.
- Assess patient care requirements of each unit, by making daily rounds..
- Assess the acuity of care required by patient.
- Serve as a resource to staff for solving clinical problems..
- Provide for immediate follow-up, documentation and communication of incidents to appropriate manager and director.
- Work collaboratively with nursing and ancillary staff to solve problems in a fair, consistent manner.
- Act as a resource, interpret and ensure adherence to hospital and nursing philosophy, policies and procedures.
- Report to the administrator immediately in case of major and urgent problems.
- Provide support, guidance, positive manner and feedback to staff.
- Assist staff to provide a safe work environment to patient care.
- Monitor documentation for adherence to utilization rules and regulations.

**3)Practice:**

- A team of college faculty had prepared the checklist of nurses clinical supervision
- The team of supervision is have 3 operational team manager different floor. each team have

supervisors for clinical supervision.

- Operational Team(ICU, RR & ICCU) have audit 39 beds of this 3 departments.
- In Operational Team (12th ,11th & 10th floor) have supervise the total bed no of 82.
- Operational Team (7th & 5th General Ward) have complete total 90 bed.
- Assess patient care requirement on each unit, by making daily rounds.
- Assist staff to efficiently utilize staffing resources to meet patients care requirement and other professional responsibilities.
- Provide for immediate follow up documentation and communication of incidents to appropriate manager and director.
- Report to the administrator immediately in case of major and urgent problems.
- Monitor documentation for adherence to utilization rules and regulation.

#### 4) Evidence of Success:

Staff nurse get a different outlook and attitude towards patients and patients care . staff are becoming more socially committed and responsible which is evident in their more active and enthusiastic participation in such activities. In particular, clinical supervision can make a contribution to the process of clinical risk management and to a safe environment in which patient care is delivered

#### 5) Problems Encountered and resources required:

- 1.Faculty was not ready to undergo this initiative as they faced non acceptance attitude from staff nurses.
- 2.Faculty realised that they need training before auditing staff nurses.
- 3.Problems resolved and it is implemented very well in the CBT

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for best practices page in the Institutional web site	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 500 words**

**Response:**

**Nursing procedures (Basic & Advance) manual and PPT prepared by teaching faculty (Bombay Hospital college of Nursing, Indore)**

### 1. Challenges faced:

1. Teacher's performance quality in nursing procedure varies.
2. Coordination and understanding between teachers and students attitude affected, due to variation found in different books of nursing procedures and training received by teachers in their student life.
3. Teacher's attrition also creates difference in performance of Nursing procedure steps.

1. Aim of creating this concept was to bring uniformity in performance of nursing procedures by the faculties, getting training from different institute.

### 1. How it has develop

It is an important resource for practice, but ensuring that the correct procedure can be located when needed in an on-going challenge. There is immense need of this document for the college. It is a good practice to compile all the procedure in a manual that can be made available for reference. So we faculties of Bombay Hospital College of Nursing, Indore develop procedure manual for students.

In that manual we have covered total 31 procedures (basic and advance procedures). Procedures were divided among faculty members (Asst. Prof Jinney Abey, Asst. Prof Mrs. Gauri Manohar, Mr. Rijo Varghese, Mr. Sandeep S.D. Mrs. Pragya Prasad etc.) Every teacher allotted 2 procedures (1basic and 1 advance). Guidelines given to the teachers. In guidelines Procedure manuals will vary in specific features, based on the type of information that is detailed.

For the most part, however, effective procedure manuals are those that have clear and consistent formatting so that readers know how to follow the material. Paragraphs should begin and end without confusion, and readers should not have to wonder where one step ends and another begins. In describing steps, writers should use strong action verbs to ensure that readers know exactly what to do, and they should offer explanations and options where appropriate. Any icons, images should be obvious to understand and simple to follow. Every 15h day of month madam has conducted meeting. In that meeting she has taken feedback from the faculties regarding procedures.

Teachers have prepared procedures power point slide by reference of various textbook and experience of different institutions was presented in front of principal mam and other faculty members of college and gave the demonstration in fundamental lab. After that presentation and demonstration they get final correction and suggestion from our expert team. And final manual was prepared and submitted. And overall time period for preparing of manual was 6 month. We kept manual spiral in library for student and faculty reference. On the basis of PPT teachers have also prepared videos of procedures for students. Those videos we have upload in computers for reference.

After successful implementation:

1. Easy to present nursing procedure to students
2. Uniformity of procedure
3. In case of absent of any students can get reference of particular procedure in library.
4. To follow the college guideline for procedure for newly appoint teachers.

File Description	Document
Link for appropriate web page in the institutional website	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

NAAC

## 8.Nursing Part

### 8.1 Nursing Indicator

**8.1.1 Training in the clinical skills and simulation labs are organized with reference to acquisition and enhancement of skills in basic and advance procedures such as BLS/ALS, Venepuncture, ET intubation/suctioning, central line insertion procedures (PG- as per clinical specialty).**

**Response:**

Simulation – based nursing education is used to teach principles and skills of nursing care. College has well- equipped 8 clinical laboratories (Advanced skill training laboratory, Foundations of Nursing, Community Health Nursing, Child Health Nursing, Obstetrics and Gynaecological Nursing, Nutrition Lab, Anatomy lab and Computer Lab) to teach the clinical subjects.

Low fidelity simulation in labs allow students to develop, refine, and apply knowledge and skills in a realistic clinical situation as they participate in interactive learning experiences designed to meet their educational needs. The faculty has got an opportunity to visit DY Patil University Mumbai for getting orientation about the high-fidelity mannequins, the teachers has also attained the workshop on high fidelity mannequins in our institution.

Learners participate in simulated patient care scenarios within a specific clinical environment, gain experiences , learn and refine skills and develop competencies; all this is accomplished without fear of harm to a live patient. The use of simulation as a teaching strategy can contribute to patient safety and optimize outcomes of care, providing learners with opportunities to experience scenarios and intervene in clinical situations within a safe, supervised setting without posing a risk to a patient.

Institution has sufficient labs as per INC requirements, they are been allotted with well-defined clinical objectives and clinical hours. Students get ample training in skill lab; the teachers conduct demonstrations in lab, videos have been made of each procedure for further practice reference. OSCE is conducted, case scenarios are given, clinical evaluation handbook is used to evaluate their proficiency in skills.

In addition to that institution has a tie up with Vidyanta Institute which provide training and certification for BLS course, other than that Golden Minute Training Programmes, HSTP (Hospital Standard Training Programme, Patient Safety and quality care training, Improvised maternal and neonatal health training care programme, Disaster training and fire and safety training.

If student's skill in clinical posting found to be below expectations as per EAPP (Educational audit for practice and placement) report, repeat training is given in skill labs. The institution has PG courses in three specialties (in Medical Surgical Nursing, Mental Health Nursing, Community Health Nursing). For Medical Surgical Nursing the UG students as well as PG students get training in advanced skill lab, where multifunctional mannequin is available, in that student's practice, the central line insertion and other advanced procedures, advance CPR model, mannequin to practice endotracheal intubation and other than that defibrillator, ECG machine is present for students' practice. For CHN, students practice in CHN lab, which is well equipped with community bags and equipments. Counselling room, is available for MHN students practice.

After getting hand on training in labs by teaching faculties as well as external experts of particular field,

students are being evaluated by them, and then posted in respective clinical areas as per their clinical requirement, there they perform the procedure under supervision of teaching faculty. In clinical area the student teacher ratio is 1:10. The students get good learning experiences during their clinical posting, in different speciality areas.

File Description	Document
Student feedback on the effectiveness of the facilities.	<a href="#">View Document</a>
Policy on the use of clinical skills and simulation labs in the acquisition and enhancement of skills in basic and complex procedures such as endoscopic surgery and interventional procedures.	<a href="#">View Document</a>
Geotagged photographs/videos of the facilities	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**8.1.2 Average percentage of fulltime teachers who have acquired additional postgraduate Degrees/Diplomas/Fellowships/ Master trainer certifications beyond the eligibility requirements from Universities/ Recognized Centers/ /Professional bodies in India or abroad. (Eg: additional PG degree, Ph D, Fellowships, Master trainer certifications etc.)**

**Response:** 34.61

8.1.2.1 Number of fulltime teachers with additional degrees, diplomas or fellowship during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
15	4	5	8	7

File Description	Document
List of fulltime teachers with additional Degrees, Diplomas such as PG degree, Fellowships, Ph D, Master trainer etc. during the last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Attested e-copies of certificates of postgraduate Degrees, Diplomas or Fellowships certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 8.1.3 Students are exposed to quality of care and patient safety procedures including infection prevention and control practices as practiced by the teaching hospital in didactic and practical sessions during their clinical postings.

#### Response:

As a responsible medical institution, the college prepare the nursing students. To preserve patient's safety and prevent harm during the provision of care in both short-term and long-term care settings.

Bombay Hospital, the parent teaching hospital of BHCONI dispense excellent quality health care to the public. Improvement in all phases of activity will be attained by periodical revision and repeated training process. Patient feedback form, incident analysis and internal audits are the most important elements of health care delivery.

Infection control is relevant to patient safety, keeping this concept our institution gives Patient Safety and quality care Training to all the students before starting their clinical posting. The knowledge level of students regarding patient safety is assessed by pre-test and post-test.

Under the Patient Safety Training the Institution focuses on:

- Documentation
- Medication Errors
- Emergency Codes
- Nursing Care Plan
- Biomedical Waste Management
- Spillage Management
- Needle Stick Injury, MORSE scale Fall Prevention
- Infection Control Policies, Care Bundle and Incident Events.

In accordance with this, students of Bombay Hospital College of Nursing are posted in parent Hospital i.e., Bombay Hospital Indore, which is NABH accredited. So, in regard to quality of care and patient safety issues, NABH guidelines are followed.

#### Patient Safety and Quality Improvement (PSQ)

PSQ.1.	The organisation implements a structured patient-safety programme.
PSQ.2.	The organisation implements a structured quality improvement and continuous monitoring program
PSQ.3.	The organisation identifies key indicators to monitor the structures, processes and outcomes, which used as tools for continual improvement.
PSQ.4.	The organisation uses appropriate quality improvement tools for its quality improvement activities.
PSQ.5.	There is an established system for clinical audit.
PSQ.6.	The patient safety and quality improvement programme are supported by the management.
PSQ.7.	Incidents are collected and analysed to ensure continual quality improvement.

#### Hospital Infection Control (HIC)

HIC.1.	The organisation has a comprehensive and coordinated Hospital Infection Prevention and Control programme aimed at reducing/eliminating risks to patients, visitors, providers of care and communi
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<b>HIC.2.</b>	The organisation provides adequate and appropriate resources for infection prevention and control.
<b>HIC.3.</b>	The organisation implements the infection prevention and control programme in clinical areas.
<b>HIC.4.</b>	The organisation implements the infection prevention and control programme in support services.
<b>HIC.5.</b>	The organisation takes actions to prevent healthcare associated Infections (HAI) in patients.
<b>HIC.6.</b>	The organisation performs surveillance to capture and monitor infection prevention and control data.
<b>HIC.7.</b>	Infection prevention measures include sterilization and/or disinfection of instruments, equipment and devices.
<b>HIC.8.</b>	The organisation takes action to prevent or reduce healthcare associated infections in its staff.

In reference to affiliated hospital i.e., Mental Hospital, District Hospital and Dolphin hospital (Paediatric clinical Hospital), clinical facilitator coordinate with head nurse gives guideline regarding this expected quality care and procedures.

File Description	Document
Any additional information	<a href="#">View Document</a>
Documents pertaining to quality of care and patient safety practices followed by the teaching hospital	<a href="#">View Document</a>

#### **8.1.4 Average percentage of first year students, provided with prophylactic immunization against communicable diseases like Hepatitis-B during their clinical work in the last five years.**

**Response:** 99.58

##### 8.1.4.1 Number of first year students provided prophylactic immunization during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
46	47	50	48	47

File Description	Document
Uploads for policies documents regarding preventive immunization of students, teachers and hospital staff likely to be exposed to communicable diseases during their clinical work.	<a href="#">View Document</a>
List of students, teachers and hospital staff, who received such immunization during the preceding academic year	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 8.1.5 Is the teaching hospital / clinical laboratory accredited by any National Accrediting Agency?

1. NABH Accreditation of the teaching hospital
2. NABL Accreditation of the laboratories
3. ISO Certification of the departments / divisions
4. Other Recognized Accreditation / Certifications

**Response:** D. Any one of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of Certificate/s of Accreditations	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 8.1.6 Describe how the College facilities were utilized by students from other institutions (PG/UG/GNM) for administrative/educational visits and critical evaluation during the last 5 years within 500 words.

**Response:**

BHCONI is an institution for training and development of health care professionals. Institution is offering B.Sc. and M.Sc. Nursing in regard to that maximum facilities is available for students for attainment of quality education also, institution is having its own parent super specialty 350 bedded hospital.

Students get ample opportunity to learn clinical skills. But we believe that the facilities received by students can be shared by students of other institution with in certain limits.

Institution has opened their doors for contributing student's education development from 2009 onwards by

permitting educational, administrative visits even college also permits research scholar to conduct research studies in our college and parent hospital. The PhD scholar's also visit our institution and utilize facilities like SPSS software available in our college for their research purpose. Other than this, the institution also extends its facilities to Euro Kids school to enlighten students on body parts, under the theme “our body” in their curriculum.

Facilities extended to Students which they learn during their administrative/ educational visits mentioned below

Students will be able to study and observe in college

1. Organogram of college
2. Staffing structure
3. Physical facilities of college and hostel
4. Policies and procedures
5. Records and reports
6. Affiliated agency
7. Curriculum pattern
8. Guidance and counselling programmes
9. Management and administrative duties
10. Principles of administration applied to nursing
11. library facilities

In Parent Hospital

1. Organizational structure of nursing service department
2. Staffing pattern
3. Job description
4. Record/report
5. Facilities for staff development
6. In service education
7. Job appraisal
8. Maintenance and condemnation
9. CSSD
10. ICU, dialysis unit
11. Infection control policies
12. HMS

<b>File Description</b>	<b>Document</b>
List of Institutions utilizing facilities in the College	<a href="#">View Document</a>
List of facilities used by other Institutions	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### **8.1.7 College undertakes community oriented activities**

**Response:**

Our institution has assigned the students to their respective community areas after getting the permission from Government authorities. Hatod community health centre consists of 18 villages which covers 45000 population and is used as rural health training posting.

Bicholi Hapsi consist of 8 villages which covers 24000 population and is used for urban health training posting.

**COMMUNITY SURVEY**

Based on the findings during home visit nutritional deficiency, common infectious diseases, and non-communicable diseases are early identified and prompt treatment of disease condition is given. The students work in close collaboration with the Village Council members, Health workers, Anganwadi Workers and ASHA to perform Under five assessment, nutritional programmes, life style disease screening programme, need assessment survey & improve the health of the society.

**HEALTH EDUCATION**

Mass health education campaigns are organized at different areas of community. It helps the community for primordial and primary prevention of communicable and non-communicable diseases. Street play, role play, mime and health awareness programme are arranged frequently. Recently our institution has conducted health awareness programme on COVID-19 and its prevention (during pandemic). Health education Program are also conducted at Jyoti Nivas Missionaries of charity (Old age home) and Jwala Mahila Samiti for the women.

**Camps and Clinics**

The students of Bombay College of Nursing regularly organize and participate in various camps.

**Celebrating National Health and Welfare Programmes**

Bombay hospital college of nursing celebrated all WHO days. The theme of each day is discussed and many related programmes are organized in the community.

Students also participated in various National Health Programmes such as Revised National Tuberculosis Control Program (RNTCP), Pulse Polio Immunisation Program, Mission Indra Dhanush, Universal Immunisation Program, Janani Suraksha Yojana etc. Students are also participated Swach Bharat Summer Intensive by Govt of India 2018, SUPHOSAN camp etc.

**Organize in-service education for SC/PHC/CHC staff**

Department of community health nursing of Bombay Hospital College of Nursing uses its staff and P.G. students for organizing and delivering in-service education classes for SC/PHC/CHC staff.

**School health programme**

School Health Program is conducted every year in different school by giving health education and performing health check-up of the students. These activities include screening for anaemia, dental caries, nutritional deficiencies, vision screening and classes on the adolescent health, communicable and non-communicable diseases, personal hygiene etc. Nutrition education is being imparted to mothers of under five children. Students who are found to be having health problems are treated and health referral is also done if necessary. First aid training programme also conducted for the teachers and students in the Govt. Schools.

Other activities included distribution of dresses, food items in flood relief camp, in regard to blood donation social welfare programme, all the departments of the institution are actively involved in community activities in their respective community areas.

File Description	Document
Geo-tagging / Photographs of events / activities	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### **8.1.8 Number of full time faculty serving in various committees of the University/ Technical advisory group/ Core Committee members of various committees of Govt/WHO/INC/State/National Bodies during the last 5 years**

**Response: 1**

File Description	Document
Nomination letter of the faculty or invitation letter to attend the meetings in various committees of the University/ Technical advisory group/ Core Committee members of various committees of Govt/WHO/INC/State/National Bodies	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
E- copies of the appointment letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

To achieve the philosophy of "excellence in education & excellence in practice " we have recruited competent faculties through proper recruitment process.

Till now we have 100% result in all university exam. Out of 7 batches of DAVV students representing 5 batches had secured **gold medal for achieving highest marks in the university exams.**

We focus on strong foundation of clinical skills which automatically leads to quality nursing care.

We prefer to nurture values of in our students which is a necessity for serving patients. Our motto is "A patient is the most important person in our hospital. He is not an interruption to our work; he is the purpose of it. He is not an outsider in our Hospital; he is a part of it. We are not doing him a favour by serving him, he is doing us a favour by giving us an opportunity to do so." Our motto helps our students to selflessly serve the patients irrespective of their caste, creed, religion, nationality etc.

We have been awarded as Best Nursing College of MP by World Education Summit in the year 2018 and also recognized by various institutes/agencies for our social and extension services provided.

Our Alumni are getting good placement in various superspeciality Hospitals of India & abroad. Some also opted for higher education in the form of M.Sc. Nursing, MBA in Hospital administration etc. They also provide free career counselling to our students and also motivational lectures are timely delivered by them. Our alumnus have made us proud by receiving appreciations and awards. Some of the alumni have also joined College of Nursing as faculties and few of them are also working with us.

Every year we organize national conference related to health and the conference is funded by our management.

Oath Taking Ceremony is also organized for newly recruited students to place their feet firmly in the nursing and remain dedicated to nursing profession.

Our faculties have prepared procedure handbook and videos of procedures for maintaining uniformity of procedures.

We use evaluation handbook for transparent evaluation practical internal marks.

### **Concluding Remarks :**

Bombay Hospital College of Nursing was established in the year 2008 with B.Sc. Nursing Programme 40 seats. M.Sc. Nursing started in the year 2015 and B.Sc. Nursing seats enhanced to 50 in the same year.

Cross cutting issues like gender, environmental sustainability etc were included in the curriculum. Value added courses also added in the curriculum and taught to students in various years.

Scholarships provided to students from various government and non governmental bodies. Besides M.P.

students from Kerala, Rajasthan, Arunachal Pradesh, Gujrat etc also take admission in our college leading to cultural diversity. College identifies slow and advanced learners and follows protocols to to maxamize their skills and achievements for this we have dedicated mentors. We try to nurture creativity, analytical skills and innovation among students by various Students centric methods such as Participatory learning, Project based learning, Patient centric & Evidence based learning.

Opportunities provided to students for midcourse improvement through remedial teaching. Till date we have 100% results for both the B.Sc. Nursing & M.Sc. Nursing programmes.

Innovations are introduced for providing quality of education to students. Total 150 research publications are done by faculties. WHO days are celebrated and outreach and extension activities are carried out in collaboration with various various government & non- governmental agencies for which we have also received recognitions.

We have well equipped labs., spacious classrooms, digital library, free wifi and adequate sports facilities, maintenance complaint tracker software to raise an issue regarding maintainance, AMC for all major equipments like lift, Central AC, fire system & electrical appliances.

We are focusing on development on Soft skill, communication skills & Personality development. Their grievances are timely dealt. Participation in various comptitions are encouraged.

We work as a team to achieve the mission and vision of our college.

We always strived for excellence but after NAAC accreditation we were motivated for research activities, SDP's, attending conference, signing MOU and engaging ourself in social causes for the benefit of the community. When we look back past 5 years we have also improved a lot in teaching learning activites, and we used latest teaching learning methodologies.