

Prospectus for Post-Doctoral Fellowship in Head-Neck Surgery & Oncology



**All India Institute of Medical Sciences (AIIMS)
Guwahati, Assam, India**

Name of the proposed course: Fellowship in Head-Neck Surgery & Oncology

Introduction

The All India Institute of Medical Sciences – Guwahati (AIIMS-G) is an autonomous Institute of National Importance under the Ministry of Health & Family Welfare - Government of India. It was established under the Pradhan Mantri Swasthya Suraksha Yojna (PMSSY) in May 2017. AIIMS-G started its academic activities from 12th January, 2021 from a temporary campus adjacent to Guwahati Medical College, Guwahati, Assam. AIIMS-G has started functioning from the permanent campus of the Institute at Changsari, Guwahati from March, 2022. The Institute was inaugurated by the Honorable Prime Minister of India on 14th April 2023. The aim of the Institute is to develop into a state-of-the-art facility that caters to the three- pronged approach adopted by the AIIMS institutions, namely, Quality Medical Education, Evidence based Patient Care, and Cutting-edge Research. The Institute envisages to establish a center of excellence in medical education, training, health care and research imbued with scientific culture, compassion for the sick and commitment to serve the underserved.

Head-Neck Surgery and Oncology is a subspecialty within the ENT Head and Neck Surgery department. Being a premier Institute AIIMS, Guwahati has all the necessary infrastructure and other requisites for training the much-needed manpower in head-neck surgery and oncology. The Department of ENT-Head and Neck Surgery has full strength faculties for starting Fellowship in Head-Neck Surgery and Oncology in collaboration with Radiation-Medical Oncology department. The aim of the programme is to impart the specific knowledge, skills, and attitudes required for a fellow in Head- Neck Surgery and Oncology. On completion of the fellowship, the fellow will be able to independently perform head and neck onco-ablative surgeries including microvascular free flap for reconstructive surgery with a research mind and professional attitude.

Preamble: Justification for starting- Fellowship in Head-Neck Surgery and Oncology

In India, 30–40% of all cancers are head and neck cancers. The Cancer Atlas Project by the Indian Council for Medical Research (ICMR) reports incidences of head and neck cancers in Assam, Meghalaya, Mizoram, Manipur and Nagaland to be higher than the rest of India (54%). Hence, there is a need for structured training programs in Head-Neck Surgery and Oncology, as the region is in dire need of more Head and Neck Surgeons and Oncology services. There is an acute need for surgeons who are adequately trained in head and neck surgery and have the knowledge and skills to evaluate, diagnose, and manage head and neck cancer patients. In addition, there is also a need for training in the evaluation of current protocols of treatment and methodology to conduct research in head and neck oncology. There are few opportunities to pursue the courses mentioned above in India. Fellowship courses in head and neck cancer surgery are available only at certain centers. Considering the deficiency in trained manpower, we need more centers to train head and neck cancer surgeons. Now AIIMS, Guwahati has the necessary infrastructure and other requisites for training the much-needed manpower in head-neck surgery and oncology. Starting of Fellowship in Head-Neck Surgery and Oncology at AIIMS, Guwahati, would have a huge impact on patient care in this underserved region. Furthermore, it will also positively impact the Head and Neck oncology academic and research, particularly for the departments of pathology, biochemistry, microbiology, and other pre and paraclinical departments.

Being a premier Institute AIIMS, Guwahati has all the Potential for starting a Fellowship in Head-neck surgery and Oncology. The government of India had established AIIMS to provide sophisticated quality care to the people of the nation, particularly North East India. Moreover, the Institute is dedicated to performing high-standard research and innovation and generating manpower in different fields of medicine for the nation. The Department of ENT-Head and Neck Surgery has adequate faculties and are eligible to start a fellowship in Head-Neck Surgery and Oncology in collaboration with Radiation-Medical Oncology department.

Aim of the programme

- is to impart the specific knowledge, skills, and attitudes required for a fellow in Head- Neck Surgery and Oncology. On completion of the fellowship, the fellow will be able to independently

perform head and neck onco-ablative surgery including microvascular free flap for reconstructive surgery with a research mind and scholarly professional attitude.

- to provide high-standard treatment to all head and neck cancer patients visiting AIIMS Guwahati.

-To generate trained manpower (Head and Neck onco-Surgeon) for the region and the country as a whole.

Educational Strategies

- a. Training System:** Full-time basis Residency program
- b. Duration of the course:** 24 months Full-time residency fellowship program
- c. Number of Seats:** One seat per session (Twice a year) July and January session
- d. Eligibility for admission to Head-Neck Surgery and Oncology Fellowship programme:**
Candidates who have passed any of the mentioned degrees: 1. M.S (Otorhinolaryngology) 2. M.S (General Surgery) 3. D.N.B (Otorhinolaryngology) 4. D.N.B (General Surgery)

Submission of Application:

- 1.** The application for admission to the post-doctoral fellowship will be made available on AIIMS, Guwahati official website i.e. www.aiimguwahati.ac.in. The link for submission of online applications along with other relevant information will be activated on the date of notification. Any Amendment/Rectification/Change/Editing in the application is NOT allowed after final submission of application. Applicants may note that any correspondence will NOT be entertained in this regard. Inadequately filled / incomplete applications will be summarily rejected.
- 2.** The applicants already in service shall have to produce “No Objection Certificate” from their present employer at the time of Interview/document verification.
- 3.** The decision of the Competent Authority of AIIMS, Guwahati in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information,

mode of selection will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

4. Any corrigendum / Addendum or revision of the advertisement or any other information regarding this recruitment will be posted on the official website of AIIMS Guwahati i.e. <https://aiimsguwahati.ac.in> only in due course. Candidates are advised to visit the website regularly for updated information in this regard.

Application Fees:

At the time of submission of application for the entrance examination of the fellowship

- ii. **General/OBC Category:** Rs.1500/- + Transaction Charges as applicable
- iii. **SC/ST/EWS Category:** Rs.1200/- + Transaction Charges as applicable
- iv. PWBD Candidates are exempted from any Fee
1. The fee once remitted will not be refunded under any circumstances
2. Applications without the prescribed fee will not be considered and summarily rejected.

Maximum Age-limit: -

1. Not exceeding 45 (Forty-five) years as on the date of publishing this notification in Institute website.
2. Upper age limit shall be determined as on the date of publishing this notification in Institute website.
3. Age relaxation permissible to various categories is as under: -

Sl. No.	Category	Age relaxation permissible beyond the upper age limited
01	SC/ST	05 years
02	OBC	03 years
03	PwD (OPH)	10 years

Age relaxation to other categories of the candidates will also be applicable as per the DoPT instructions. However, age relaxation will be regulated as per the DoPT instructions.

4. The candidates are to satisfy all eligibility criteria. They must possess the educational qualification and experiences as recognized by the Govt. of India. Their candidature will be cancelled at any stage if it is found that their educational qualification or certificate is not recognized by the Govt. of India.

Method of Selection

Selection for the fellowship will be through a two-stage performance evaluation as described below.

A. written examination, 80 marks): will comprise of MCQ based written examination of 2 hours duration.

i. The marking scheme for the written examination will be as follows:

- a. Each correct answer will be awarded one mark.
- b. More than one answers will be treated as a wrong answer and awarded zero mark.
- c. Zero mark will be given to question(s) not answered/unattempt.
- d. Overlapping answer/marking extending to another answer will also be awarded zero mark.
- e. There will not be any negative marking.

ii. The candidates who secure $\geq 50\%$ in written examination (40 marks) will be eligible for interview. **However, the number of candidates called for interview shall not exceed six times the number of seats advertised.**

B. Interview: Candidates will undergo an institute/departmental viva/assessment for a maximum of 20 marks.

Preparation of final list of selected candidates and counselling:

1. The sum total of marks awarded in written examination and interview will be used to determine the final merit list of candidates.
2. A minimum of 50% marks in written examination and interview shall be eligible for admission.
3. After entrance examination result is declared, the selection letters will be

issued to the selected candidates.

4. The selected candidates will produce originals of certificates along with one set of xerox copy at the time of counselling.

GUIDLINE FOR CANDIDATE WHO ARE ALREADY DOING SENIOR RESIDENT

Need to obtain NOC from the HOD of the department to sit for the exam. If the candidate is selected for the Fellowship, the candidate has to resign from the post of Senior Resident.

Leaves and other rules:

- a. 1st year of fellowship: 24 days ; 2nd year of fellowship: 30 days
- b. Maternity leave: Female fellows are entitled for maternity leaves as per Govt. of India rules during their course with full pay. Their period of registration/training will be extended for the equivalent period of leave. The candidate will have to work for the extended period and the final examination of the candidate shall be held with next batch. Maternity leave period will be assessed in a manner similar to EOL for the purpose of calculation of extension of tenure and postponement of exams. The period of registration and training will be extended for the number of days of Maternity Leave and the exam will be postponed by one session.
- c. Paternity leave: Male fellows are entitled for paternity leaves as per Govt. of India rules. The tenure will be extended and exams will be postponed only if the total leaves exceed 24 days (for one year fellowship programs) and 54 days (for 2 years fellowship programs)
- d. CME/Conference/Symposium/Workshop within country or abroad on Academic leave/on duty leaves: Fellow will be granted permission to attend the academic activities i.e. CME/Conference/Symposium/Workshop and they can avail total 7 days special leave for this purpose in one completed year. The balance leave if any at the end of the year will not be carried forward to next year.

Stipend/ Emoluments: Emoluments as applicable to the post of Senior Resident

Resignation: In case of resignation from fellowship they will have to give one month's notice or one month's pay in lieu thereof. Candidate will not be able to withdraw resignation if candidates is relieved by the department after acceptance of resignation by the component authority.

Course Fees:

- i. Each candidate selected for admission will have to pay the following fees during the course duration:

Sl. No.	Head	Fees (in Rs)	Duration
1	Registration Fee	1000/-	2 Years
2	Tuition fee	2000/-	2 Years
3	Laboratory fee	150/-	2 Years
4	Pot fund	750/-	2 Years
5	PDF certificate fees	1,000/-	2 Years
6	Library fees	500/-	2 Years
7	Electricity	250/-	2 Years
8	Gymkhana fee	150/-	2Years
9	Caution money	100/-	2 Years
Total (Rs)		5,900/-	2 Years

- ii. The above is the current fee structure and is subject to periodic revision.
- iii. **All fees are payable at the time of admission. The fee shall be valid for a period of 2 years. In case the candidate is unable to complete his/her fellowship in two years, the same amount shall have to be deposited for another period of 2 years.**
- iv. Fees and other charges including hostel rent once paid shall not be refunded in any case and no correspondence will be entertained in this connection. However, the caution money and hostel security will be refunded to those candidates who do not join the course. The caution money must be claimed within one year after

completion of the course failing which it will be forfeited.

Hostel Accommodation: As per availability and rules of the Institute.

DETAILS OF THE CORE CURRICULUM/SYLLABUS

The cognitive domain training program will include general principles of Oncology in the first semester and Regional Oncology in 2nd, 3rd and 4th semesters. The teaching-learning methods will include seminars, journal clubs, group discussions, tutorials, and clinical presentations.

1st Semester

1. Epidemiology of head and neck cancers
2. Molecular cell biology of cancer
3. Mechanism of Carcinogenesis
4. Genetics and principles of Biologic and gene therapy
5. Principles of radiation therapy
6. Principles of chemotherapy
7. Infections and choice of antibiotics
8. Prosthetic rehabilitation
9. Management of cancer pain
10. Nutritional support
11. Ethical principles
12. Principle of Lasers and coblation.

2nd Semester

1. Cancer of the Lip and oral cavity
2. Management of Mandible in oral cancers
3. Cancer of the Oropharynx
4. Cancer's nasopharynx
5. Cancer of Paranasal sinus
6. Parapharyngeal space tumors
7. Salivary gland tumors
8. Temporal bone tumors
9. Craniofacial surgery in the management of head and neck tumors and cancers

3rd Semester and 4th Semester

1. Cancers of Larynx
2. Cancers of Hypopharynx
3. 4. Management of Neck
5. Thyroid and parathyroid
6. Basic plastic surgery principles
7. Reconstructive surgery in head and neck cancers
- a) soft tissue of the face, oral cavity, mandible
- b) Oropharynx, hypopharynx,
8. skull base (open as well as endoscopic approaches)
9. Speech and swallowing therapy including Tracheo-esophageal prosthesis
10. Recent Advances
11. microvascular free flap.

List of Procedural skills to be acquired:

A. General Patient care experience: (a)Ward rounds (b) Taking biopsies (c) Dressing / Debridement (d) Starting central venous lines (e)Insertion of nasogastric tubes (f) Performing tracheostomy and tracheostomy care (g)Inserting Intercostal drains (h)Monitoring ICU patients, fluid- electrolyte management (i)Management of patients on radiotherapy and chemotherapy

@Palliative care (k)Sampling infected tissue /secretions, staining, and interpretation of culture reports (l)Endoscopy and evaluation of upper aerodigestive tract

B. Major Head and Neck Surgical Procedures: Training includes assisting, performing with peer assistance, and performing the procedures independently. (a)Larynx: Conservative procedures, Open, Endoscopic, Near total Laryngectomy, Total Laryngectomy, Total laryngopharyngectomy, TEP- Primary/secondary (b)Paranasal Sinuses: Partial maxillectomy ,Total maxillectomy, Orbital Exenteration, Craniofacial resection (c)Oral cavity/Oropharynx Resection of Lip lesions Access mandibulotomies Marginal resections Segmental resections Glossectomies/Floor of mouth resections, Cheek resections (d)Neck Sentinel node biopsies Selective dissections, Comprehensive dissections (e)Resection of Parapharyngeal tumors (f)Thyroid and parathyroid gland: Hemithyroidectomy, Total Thyroidectomy, Central Compartment clearance, parathyroid surgery (g)Salivary glands: Submandibular salivary gland excision Superficial Parotidectomy, Total Parotidectomy (h)Reconstructions Skin grafting, Regional flaps, Forehead Flaps, Pectoralis Major Myocutaneous flaps, Deltopectoral flaps, Microvascular free flaps (i) Other Procedures Jejunostomy/Gastrostomy, (j) LASER surgeries/Coblation surgeries (k)Laryngopharyngo-esophagectomy with reconstruction (l) open and endoscopic skull base surgery.

Compulsory Academic activities

- 1.Topic presentation in department- 4 each semester
2. Journal club reviews- 4 each semester
3. Presentation of papers in National head and neck meetings- One each year
4. Tumor board meetings- once a month.
5. Full time posting in Head and Neck Surgery for diagnostic and therapeutic work including major head and neck onco-surgeries, and reconstructive surgeries.
6. Research work regarding maintenance of clinical data, and starting new protocols in treatment according to standards of care.
7. Cadaver Dissections in Anatomy dissection hall.
8. Short postings (15 days each) in Neurosurgery, Anaesthesiology.
9. At least four publications in National/ International index journals during the course of the fellowship.

10. Attending and presenting scientific papers in National/State Conferences and workshops and reputed and recognized CMEs.

11. Assessment (Theory and Clinicals) after each semester. All trainees will be required to maintain a log book of cases worked up, assisted, performed, planned RT, administered Chemotherapy, and palliative care cases attended to. Also, the activity records in terms of the compulsory academic activities have to be maintained.

Evaluations: Assessment and certification:

Fellows will be evaluated through internal assessment conducted by the faculty members/ HOD of the department on regular basis. The weightage of the internal assessment / progress report will be added in his / her final exit exam.

Evaluation at the end of 2 years will be based on written examination and viva voice on successful completion of the course along with submission of dissertation and logbook and at least two publications in indexed journal.

A. Formative evaluation at the end of each semester. Two internal examiners will carry out these assessments. Semester evaluations will comprise of -

- a) Log book evaluation
- b) Theoretical examination (100 marks) - Short essay questions (70 marks) - MCQs (30 marks)
- c) Objective structured clinical examinations (25 stations) (50 marks)
- d) Clinical case discussion 50 marks 2 cases (25 marks each)

B. Summative evaluation: This will be conducted at the end of the fellowship (2 years), It will be conducted by AIIMS Guwahati and will have two faculty members (Internal examiners) and two external examiners from institutions having academic head and neck surgery units. The exam will comprise of -

- (a) Theory examinations having two papers of 3-hour duration (100marks each)

Paper I - General Principles in- Oncology - Radiotherapy - Chemotherapy

Paper II - Head and Neck Surgery - Reconstructive Surgery

(b) Clinical examination 150 marks

1 Long case (45 minutes duration) 50 marks

2 Short cases (10 minutes each) 25 marks each

Viva voce (includes OSCE) 25 marks

Cadaver Dissection/demonstration 25 marks

Departmental Academic Committee:

Duties of the Head of the Department: **(Program In-charge):** Overall supervision of the conduct of academic programs and evaluation process in the department. Assess the quality and adequacy of content of academic program. Evaluate the progress of each student. Conduct of the external examination and supervision of conduct of internal examinations. The Program in-Charge will ensure that the formal teaching available in the program is organized, relevant, and continually updated. Assistance and resources will be provided to the faculty involved in educational programs. The Program in-Charge will act as a liaison between the residents and faculty, frequently in the role of resident advocate. Resident's specific needs and requests are to be dealt with compassionately and rationally. With the assistance of faculty, the Program in charge is required to have an ongoing awareness of resident performance. Concerns must be taken to the resident and the faculty in a timely manner.

Programme Co-Ordinator: The Programme coordinator will function as a personal educational supervisor for the residents and will be accountable to the program In-Charge. The role of the Postgraduate training coordinator as a supervisor is to support the clinical and academic learning process throughout the training period. Specific duties of the programme coordinator include: Circulate monthly academic etc