



PROSPECTUS

ADMISSION TO M. PHIL IN PSYCHIATRIC SOCIAL WORK COURSE (2016-17)

AT
MENTAL HEALTH INSTITUTE
(CENTRE OF EXCELLENCE IN MENTAL HEALTH)
S.C.B MEDICAL COLLEGE & HOSPITAL
CUTTACK-753007, ODISHA (INDIA)
(DEPT. OF HEALTH & FAMILY WELFARE, GOVT. OF ODISHA)

1. IMPORTANT DATES:

- Date of Notification for admission and download of Application Form - **17.03.2017**
- Last date for receiving duly filled application form - **31.03.2017 by 5.00 PM**
- Date of entrance examination - **16.04.2017**
- Date of publication of result of entrance examination - **17.04.2017**
(Will be published in the DMET Web Site i.e www.dmethodisha.gov.in)
- Date of interview & Practical and document verification - **19.04.2017**
- Publication of Merit List - **20.04.2017**
(Will be published in the DMET Web Site i.e www.dmethodisha.gov.in)
- Date of Admission - **28.04.2017**
- Commencement of the Course - **01.05.2017**

2. SELECTION COMMITTEE:

- Director-cum-Medical Superintendent, Mental Health Institute - **Chairman**
- Dean & Principal, S.C.B. Medical College - **Member**
- H.O.D., Dept. of Sociology, Utkal University - **Member**
- Deputy Secretary, Health & Family welfare - **Member**
- H.O.D Dept. of Psychiatric Social work, Mental Health Institute - **Member Convener**
- Joint Director, Medical Education & Training, Odisha - **Coordinator**

The Chairman will be the controlling & supervising authority and must see that the examination, counseling and admission are done in strict conformity with the rules laid down. He will approve the budget of expenditure and will release funds in time for smooth counseling and admission. He will conduct the confidential work.

The member convener is authorized by the selection committee to float advertisement and invite application forms, conduct entrance examination, evaluate the answer sheets, publication of result of entrance examination, verify documents, conduct interview and practical, draw final merit list and take all measures for admission of candidates in time as per prospectus. In legal complications convener shall take necessary steps in filing counters on behalf of the Chairman, Selection Committee and/or Govt. of Odisha, Health & FW department. The decision of selection committee with regard to selection and admission shall be final & binding. The convener shall open an account in the Nationalized Bank for the purpose of counseling and admission. The balance fund of sale proceeds shall be returned to the DMET Odisha to be deposited in the "Entrance Examination Fees, DMET, Odisha" Account. Expenditure shall be made as per the approved budget and strictly as per the guidelines of expenditure communicated by DMET, Odisha.

3. Applications are invited in the prescribed form for admission into two years M. Phil in Psychiatric social work Course for the session 2016 -2017 to be commenced in Mental Health Institute, SCB Medical College, Cuttack. The prospectus & application form can be downloaded from the official website of the Director Medical Education & Training, Odisha i.e. www.dmetodisha.gov.in. Duly completed application form along with the relevant documents is to be sent to the following address so as to reach on or before **dt.31.03.2017 by 5:00 PM only by Registered / Speed Post.**

**Convener,
M. Phil. Psychiatric Social work Selection Committee (2016-17)
O/o Director-cum-Medical Superintendent,
Mental Health Institute, S.C.B. Medical College & Hospital,
Cuttack- 753007, Odisha.**

Contact particulars - 0671- 2410383 / 2414359 / 2416478 FAX- 0671- 2410383 / 2416478 Email - mhi.cuttack@gmail.com

4. COURSE OFFERED

Sl. No.	Courses	Total Seats	Duration
1	M.Phil, in Psychiatric Social work	06(ST-1, UR-5)	02 years

❖ **Reservation is made as per existing rules of Govt. of Odisha 12% for ST, 8% for SC, 3% for PH, 3% for Ex-servicemen**

[If suitable candidates are not available under the reserved categories, seats will be filled up from unreserved category candidates].

5. ELIGIBILITY:

- 5.1 M.A. / M.Sc. degree in Sociology/Social work or MSW from a recognized University with a minimum of 55% marks in aggregate, preferably with special paper in psychiatric social work or medical social work or social preventive medicine. For ST/SC category, minimum of 50% marks in aggregate is essential.
- 5.2 The candidate has to be a permanent resident of Odisha.

6. APPLICATION FEES:

Fee of Rs. 1500/- (One thousand five hundred only) in shape of Bank Draft of State Bank of India, drawn in favor of "**Convener, Selection Committee, MHI, Cuttack**" Payable at Cuttack, is to be enclosed in original along with the application. The Bank Draft is not refundable under any circumstances.

7. DOCUMENTS TO BE ENCLOSED WITH THE APPLICATION FORM:

- a) Self-attested copy of resident/ nativity certificate from the competent authority issued not before than two years.
- b) Self-attested copy of H.S.C. certificate.
- c) Self-attested copies of certificates & mark sheets of M.A/ M.S.W
- d) Self-attested copy of conduct certificate from the institution last attended.
- e) Self-attested copy of certificate from competent authority in support of reservation category claimed.
- f) Two recent passport size photographs (one to be affixed in the application form and another in the Admit Card).
- g) One self-addressed envelope (25x 12 cms) with Rs.40/- postage stamp affixed.
- h) Copy of the intimation letter to the employer if applicable (vide Clause 16.6)

8. SELECTION PROCEDURE:

The selection will be made strictly on merit determined by the marks obtained in written examination, interview and practical. Written test will be of 90 marks consisting of 90 MCQ type Questions of M.A/ M.S.W. (Social work/Sociology) standard and of 60 minutes duration. Cutting, over writing or erasing in the answer sheet will be awarded 0(zero) mark. Interview & practical will be of 10 marks. Applicants from Unreserved category will be called to appear in the interview and practical in the ratio of 1:3 and for reserved category the ratio will be 1:4.

Qualifying marks in Entrance Exam:

Category	Qualifying Percentage
Unreserved	50%
SC/ST	40%
Physically Challenged	45%

Note :- In case of tie the candidate securing more marks in the qualifying examination i.e. M.A. in Social work/Sociology or M.S.W will be ranked senior, and if still tie exist the candidate older in age will be ranked senior to younger.

9. STIPEND: - To be decided by the Govt.

10. HOSTEL – Hostel facilities for the trainees available inside the premise of MHI, Cuttack

11. FEE STRUCTURE

Sl. No.	Particulars	Amount in Rupees	Remarks
1.	Tuition fee	Rs. 8000/-	Per year (Payable at the time of joining)
2.	Library fee	Rs. 1000/-	Per year (Payable at the time of joining)
3.	Caution money for Library	Rs. 2000/-	Refundable on completion of the course
4.	Caution money for Psychosocial Lab	Rs. 2000/-	Refundable on completion of the course
5.	Hostel Charges	Rs.2,700/- (Hostel fees Rs. 1,800/- +Electric charge Rs.900/-)	Per Year
6.	Caution money for Hostel	Rs. 2500/-	Refundable on completion of the course
7.	Eligibility fee	As per Utkal University norms	--
8.	Registration fee	As per Utkal University norms	--
9.	Examination fee	As per Utkal University norms	--
10.	Identity card fee	Rs. 100/-	Payable at the time of joining

12. RAGGING –

Ragging is banned as per the direction of Apex Court and if any incident of ragging comes to the notice of the authority, legal action as deemed proper will be taken against the candidate.

13. BOND AGREEMENT- At present there is no Bond system for the M Phil candidates

14. DISCONTINUATION OF STUDIES:-

14.1. In case a trainee discontinues the course he/she will have to refund the stipend/salary if any received and a monetary penalty of Rs 50,000/- (Fifty thousand only) will be charged.

14.2. Disqualification from Continuing the Course

The trainee will be declared disqualified from continuing the course under the following circumstances:

14.2.1 Any form of misconduct with any patient / faculty member / staff (if it is confirmed by the concerned disciplinary committee approved by the Director)

14.2.2. If disqualification is suggested by a disciplinary committee.

14.2.3. If the trainee does not appear in the examination for 3 consecutive times.

14.2.4. Submission of false documents or concealing related information.

14.2.5. If the trainee does not follow the rules and regulations of the Institute.

- 14.2.6. Trainee once expelled from the Institute will be disqualified to appear in any examination in M.H.I.in future.
- 14.2.7. If a trainee is absent from the class/clinics without prior written information for more than one month, his/her name will be struck off from the rolls.

15. LEAVE MATTERS:-

- 15.1. Casual leave, maximum of 15 days per academic year, shall be permitted during the course period.
- 15.2. For any kinds of leave the decision of the institutional head shall be final.

16. GENERAL INSTRUCTIONS :-

- 16.1 Incomplete applications will be rejected. Applications received after the closing date will not be considered.
- 16.2 No communication will be provided against the rejected applications.
- 16.3 Candidates are advised to send their applications by registered/speed post only. Institute takes no responsibility for any delay in the receipt or loss of application in transit. Application submitted by any other means shall be rejected.
- 16.4 All declaration made in the application must be supported with documentary proof.
- 16.5 Candidates must bring all certificates in original on the day of interview for verification failing which they will not be allowed to appear the interview and practical exam.
- 16.6 Employees of the State or Central Government or of any public sector undertaking should apply directly to the Convener with intimation to their employer. Copy of such intimation letter is to be attached along with the application form.
- 16.7 Candidates called for entrance examination have to make their own arrangements for stay. No TA/DA is admissible for this purpose.
- 16.8 The decision of Selection Committee shall be final in the matters of the selection of candidates.
- 16.9 Candidates are strictly prohibited from undergoing any other part-time or correspondence course during the period of training.
- 16.10 Selected candidates shall have to submit the Migration Certificate and Transfer Certificate from the Board/University from which they have passed the last qualifying examination at the time of admission.
- 16.11 Institute reserves its absolute rights to modify/alter/amend the rules & regulations.
- N.B.: The candidates are advised to be in touch to the website of D.M.E.T, Odisha, www.dmetodisha.gov.in for relevant information and notifications**

**APPLICATION FORM FOR M.PHIL IN PSYCHIATRIC SOCIAL WORK
COURSE (SESSION 2016-17)**

MENTAL HEALTH INSTITUTE (Centre of Excellence),
SCB MEDICAL COLLEGE & HOSPITAL, CUTTACK, ODISHA

1. Name (in block letters) : _____	Paste recent Passport Size color photograph
2. Date of Birth : _____	
3. Father's/Spouse's Name : _____	
4. Mother's Name : _____	
5. Permanent Address : _____ _____	

6. Address for Correspondence : _____

Mobile No. and e-mail (if any) : _____

7. Gender : _____

8. Nationality : _____

9. Marital Status : _____

10. Details of Educational Qualification: (MA/M.S.W or Equivalent examination only)

Examination Passed-	Board/University	Year	Subjects	Percentage of Marks	Class/Div. obtained

11. Pl. tick (√) the category: (a) ST (b) SC (c) PH (d) Ex-Serviceman
(e) UR

12. Mention details if under any employment (Please enclose NOC from employer)

13. Declaration:

I do hereby declare that the information mentioned in the application form is true to the best of my knowledge and belief. If any such information is found to be false subsequently, my candidature will be rejected and legal action as deemed proper shall be taken against me.

Place:

Date:

(Signature of Applicant)

ENTRANCE EXAMINATION FOR M.PHIL IN PSYCHIATRIC SOCIAL WORK
COURSE-2016-17

ADMIT CARD

NAME OF THE CANDIDATE:-.....
(The applicant has to write his/her name in BLOCK Letter in full)

Roll No:.....

Examination Centre:- Mental Health Institute, (COE),
SCB, Medical College, Cuttack

Date :.....**Time**

Paste (do not pin) A recent passport size Photograph
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Full Signature of the Candidate

Convener
M.Phil Psychiatric Social work
Selection Committee -
2016-17

Instruction to the candidate:

1. Admit Card must be produced before the invigilator /supervising officer of the entrance examination for verification. Candidates without the valid admit card shall be debarred from appearing the entrance examination.
2. The candidate should report One hour before the scheduled time and occupy his/her seat 30 minutes before the commencement of examination.
3. No candidate shall be allowed to the examination hall after the commencement of examination. No candidate will be allowed to leave the hall till the end of examination.
4. The candidates are not allowed to carry any sheet of paper, written or blank, except their Admit Card without envelope to the entrance Examination Hall.
5. No candidate will be allowed to enter the main building of the centre of examination with any electronic communicating device like mobile phone, pen cameras, pager and calculators etc.
6. There will be frisking of candidates at the entrance of the examination hall for prohibiting the prohibited articles.
7. Talking, gossiping or doing any sort of malpractice will lead to cancellation of candidature.

THE INSTITUTE & COURSE OVERVIEW

As Medical School from 1910 and Medical College from 1944, S.C.B. Medical College, Cuttack has undergone various transformations and progressed well to cater the needs of Odisha and adjacent states as a tertiary medical care institution.

Mental Health Institute (M.H.I.), S.C.B. Medical College and Hospital, Cuttack, earlier managed by Red Cross Society since 1961, was brought under the control of State Government from 01.04.1966. M.H.I. under the administrative control of Director Health Services, Odisha, and Department of Psychiatry which functions in M.H.I. under the administrative control of Director Medical Education and Training, Odisha led to functional inconvenience because of dual administration. Government after careful consideration have been pleased to decide to bring M.H.I. under the administrative control of Director, Medical Education And Training, Odisha (No. DC & MA (MH)-16/2012/34082/H. Dated 28.12.2012).

M.H.I., S.C.B. M.C.H, Cuttack has been upgraded to Centre of Excellence in Mental Health during 2010 under the National Mental Health Programme - Man power Development Scheme. Three new departments like Department of Psychiatric Social Work, Clinical Psychology, and Psychiatric Nursing have been opened in addition to the existing department of Psychiatry in M.H.I. to create man-power in Mental Health. M.H.I. S.C.B. M.C.H, Cuttack, is the premier institute for the care of mentally ill over last five decades.

INSTITUTE AUTHORITIES & HEAD OF DEPARTMENTS

- Dean & Principal - Prof. Dr. Sidhartha Das
S.C.B. Medical College, Cuttack
- Director-cum-Medical Superintendent - Prof. Dr. Neel Madhav Rath M.H.I., S.C.B.
M.C.H. Cuttack
- H.O.D. Clinical Psychology - Dr. Jashobanta Mahapatra M.H.I., S.C.B.
M.C.H. Cuttack
- Public Information Officer - Dr Sarada Prasanna Swain

DISCIPLINES & FACULTIES

- | | | |
|-------------------------------------|---|---|
| 1. Psychiatry: | Prof. & H.O.D
Associate Prof.
Associate Prof.
Assistant Prof. | Dr. Neel Madhav Rath
Dr. Sarada Prasanna Swain
Dr. Mihir Ranjan Nayak
Dr. Bhakta Bandhu Das |
| 2. Clinical Psychology: | Assoc. Prof. & H.O.D:
Asst. Prof.:
Clinical Psychologist:
Clinical Psychologist: | Dr. Jashobanta Mahapatra
Dr. Pratiti Pattnaik
Mr Narendra Nath Samantaray
Mrs. Saumyashree Mohapatra |
| 3. Psychiatric Social Work : | H.O.D I/C :
Asst. Prof: | Dr Jashobanta Mahapatra
Ms Mamata Rani Swain |
| 4. Psychiatric Nursing: | Asst. Prof.:
Tutor: | Dr. Sikandar Kumar
Ms. Kalyani Maharana
Mrs. Sandhya Rani Behera |

SERVICES AND FACILITIES

1. Out Patient Department (OPD) functions from 9 am to 5 pm every day except Sunday.
2. Emergency services during non-OPD hours.
3. Indoor facilities with 120 beds – separate for males and females.
4. Free drug supply.
5. Modified ECT.
6. Psychological testing.
7. Counseling & Psychotherapeutic services.
8. De-addiction unit and OST Clinic.
9. Community out-reach programme.
10. Library (e-library facility to be installed soon)
11. Training facilities for Medical and Paramedical Staff of DMHP.
12. Training facilities for interns from different Universities/Institutions.

AIM & OBJECTIVES OF M. PHIL IN PSYCHIATRIC SOCIAL WORK COURSE

In the comprehensive system of human development in all areas of disabilities, one of the most vital areas, the domain Psychiatric Social Work. Between acute centers of Psychiatric intervention and the rehabilitation of chronic mentally ill in the society in community based rehabilitation module, psychiatric social worker has been modeled to a bridge. To reach the un-reached large number of mentally ill population and to negate the influence of superstition, stigma around psychiatric illness, to bring them to the domain of modern holistic psychiatric care under bio-psycho-social –spiritual model, psychiatric social worker has the pivotal role.

AIM:

The aim of the course is to prepare the trainee to function as a qualified professional in Psychiatric social work in the area of mental and physical health by offering Diagnostic, Therapeutic, Rehabilitative services and research orientation and promoting the wellbeing and quality of life of individual and to uplift the social perception of the mentally ill as well as the attitude of the society to affected individuals.

OBJECTIVES:

The course is developed as a rigorous two years programme with extensive theoretical inputs and widespread clinical experience to acquire the necessary skill in the area of psychiatric social work. On completion of the course, the trainee is expected to perform the following functions.

- Diagnose Mental Health Problems.
- Conceptualize specific adult and child mental health problems within a psychosocial frame work, giving due consideration to psychosocial/cultural/ moral-spiritual/contextual factors and carryout relevant treatment/ management/ advocacy/ rehabilitation in family, social and occupational setting.
- Apply psychosocial principles and techniques in rehabilitating persons with mental health problems and social disabilities.
- Work with the psychosocial dimensions of physical diseases formulate and undertake focused/targeted psychosocial intervention and research.
- Work with community to promote health/quality of life and psychological wellbeing.
- Work with institutions and communities to promote human right dimensions and ethical psychosocial practices.
- Undertake research in the areas of psychiatric social work such as mental health/illness, physical health/diseases and relevant societal issues i.e. misconception, stigma, discrimination, and quality of life etc.