



K L Wig CMET

All India Institute of Medical Sciences, New Delhi-110029

Training Calendar on Medical Education, Staff Development & Life Support

January to June, 2016



Faculty Development Workshop

S. No.	Topic	Mode	Date	Time	Target Group
1.	Microteaching	Half day workshop	3 rd February, Wednesday	2:00 to 5:00 PM	Newly Joined Faculty
2.	Microteaching	Half day workshop	12 th February, Friday	2:00 to 5:00 PM	Newly Joined Faculty
3.	Microteaching	Half day workshop	26 th February, Friday	2:00 to 5:00 PM	Newly Joined Faculty
4.	Microteaching	Half day workshop	17 th March, Thursday	2:00 to 5:00 PM	Newly Joined Faculty
5.	Writing a Research Paper (National Workshop with NMJI)	2 full days workshop	26-27 th March, Sat. & Sun	9:00AM to 5:00 PM	National Faculty
6.	Basic Course in Medical Education	3 full days workshop	30 th March – 1 st April, Wed to Fri	9:00 AM to 5:00 PM	Faculty
7.	Concept of item analysis, question bank & computerization	Half day workshop	7 th April, Thursday	2:00 to 5:00 PM	Faculty
8.	How to Make MCQs	Full day workshop	6 th May, Friday	10:00 AM to 5:00 PM	Faculty

Skill Development Workshop

S. No.	Topic	Mode	Date	Time	Target Group
1.	Information Retrieval in Health Sciences & Bibliography Management	Half day workshop	19 th January, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals
2.	Educating medical students to be a humane doctor	Half day workshop	29 th January, Friday	2:00 to 5:30 PM	Faculty & Residents
3.	Tools for Scientific Writing in MS Word	Half day workshop	9 th February, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals
4.	Designing Effective Presentation	Half day workshop	16 th February, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals
5.	Evidence-based mind, medicine & meditation	Half day workshop	18 th February, Thursday	2:00 to 5:30 PM	Faculty, Residents & Students
6.	Information Retrieval in Health Sciences & Bibliography Management	Half day workshop	23 rd February, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals
7.	Tools for Scientific Writing in MS Word	Half day workshop	8 th March, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals
8.	Designing Effective Presentation	Half day workshop	15 th March, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals
9.	Animation in Power-point	Half day workshop	29 th March, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals
10.	Presentation Skills	Half day workshop	5 th April, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals
11.	Introduction to Medical Photography	Half day workshop	19 th April, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals
12.	Secrets of successful organization of a workshop/ symposium	Half day workshop	22 nd April, Friday	3:00 to 5:00 PM	Faculty & Residents
13.	Excel in M S Excel	Half day workshop	3 rd May, Tuesday	2:00 to 5:30 PM	Faculty, Residents & Health Professionals

Staff Development Training

S. No.	Topic	Target Group	Proposed Months
1.	Workshop on "Use of IT Tools in Office Administration"	Staff of Data Entry Operator Cadre	January – February
2.	Training on Secretarial Matters	Staff of Secretarial Cadre	January – June
3.	Training on Administrative Topics	Staff of Administrative Cadre	January – June
4.	Training on Financial Topic	Staff of Finance Division	January – June

For Registration and further information please contact CMET: 2659-3392/3258 Email: cmetaiims@gmail.com

Dr. O. P. Kharbanda, Chief (CMET): 2659- 2423/ 2445 Email: dr.opk15@gmail.com, opk15@hotmail.com

Calendar for Basic Life Support (BLS) & Advanced Cardiovascular Life Support (ACLS) Course, 2016

Venue: Jai Prakash Narayan Apex Trauma Centre, AIIMS

PROVIDER COURSE		COURSE FACULTY	
January 2016	28 th , 29 th , 30 th	Prof. Nitish Naik	Cardiology
March 2016	04 th , 05 th , 06 th	Prof. Sandeep Singh	Cardiology
April, 2016	21 st , 22 nd , 23 rd	Dr. Ambuj Roy	Cardiology
August, 2016	01 st , 22 nd , 23 rd	Dr. Rakesh Garg	IRCH
September-November, 2016	Sept. 29 th , 30 th & Oct. 01 st , 31 st , Nov. 01 st , 02 nd	Dr. Nishkarsh Gupta	IRCH
INSTRUCTOR COURSE		Dr. Gayandera P. Singh	Neuro Anesthesiology
30 th July 2016		Dr. Arindam Choudhury	Cardiac Anesthesiology
04 th December, 2016			

For Registration contact : Dr. Upendra Baitha

Email: drupendraraj14@gmail.com

Mobile: 9266969055