

Kingdom of Saudi Arabia

**The National Commission for
Academic Accreditation & Assessment**

COURSE SPECIFICATION

ORL COURSE 432
(Medical Students)

Course Specification

For Guidance on the completion of this template, please refer to of Handbook 2 Internal Quality Assurance Arrangements

Institution	King Saud University
College/Department	College of Medicine - ENT Department

A. Course Identification and General Information

1. Course title and code:	ORL COURSE 432 (Medical Students)
2. Credit hours	4 hours Theoretical - 1 hour Clinical - 4 hours
3. Program(s) in which the course is offered. (If general elective available in many programs indicate this rather than list programs)	MBBS
4. Name of faculty member responsible for the course	<ul style="list-style-type: none">- Undergraduate Director.- Undergraduate Committee.
5. Level/year at which this course is offered:	4th Year Medical Students
6. Pre-requisites for this course (if any)	Basic Courses
7. Co-requisites for this course (if any)	None
8. Location if not on main campus	King Abdulaziz University Hospital

B. Objectives

<p>1. Summary of the main learning outcomes for students enrolled in the course.</p> <ul style="list-style-type: none"> a. To know the basic ENT anatomy and physiology. b. To recognize assessment and management of common ENT diseases. c. To know how to handle common ENT emergencies. d. To handle simple ENT diagnostic instruments. e. To be aware of common ENT operations. f. To create an interest for further post-graduate study in ENT.
<p>2. Briefly describe any plans for developing and improving the course that are being implemented. (eg increased use of IT or web based reference material, changes in content as a result of new research in the field)</p> <ul style="list-style-type: none"> a. To have a Department website where students could access all the information regarding ENT department and ORL COURSE 432, including Students' schedules, Lecture, Tutorials and Clinical Activities. Also to receive students' suggestions and comments. b. To have an updated link pages in the KSU site for all the Teaching Staff for students to access their lectures and tutorials and any further information. c. To have an ADHOC Committee that gives its input regarding the ORL COURSE 432 and to assess the course material, recommended books and other development matters like implement of modern technology in the field of ORL specialty teaching. d. To benefit from the advanced audio-visual hospital network in arranging national and international lectures, meetings and workshops related to ENT students. e. To implement problem-based teaching when approved by the medical college.

C. Course Description (Note: General description in the form to be used for the Bulletin or Handbook should be attached)

1 Topics to be Covered		
Topics	No of Weeks	Contact hours
Please see herewith listed below (pages 3-8)	6 weeks	See description below

LECTURE CONTENTS - ORL Course 432

CREDIT HOUR	TOPIC DESCRIPTIONS
1-hour	ORIENTATION <ul style="list-style-type: none"> - orientation with the ORL Course 432 and the exams - brief history examination
1-hour	Ear I <ul style="list-style-type: none"> - anatomy physiology of the ear - cross anatomy of the external, middle and inner ears - brief nerve supply and earache - physiology of hearing (Eustachian in brief)
1-hour	Audiology <ul style="list-style-type: none"> - PTA, tympanometry and impedance (speech & ABR in brief) - vestibular tests in brief
1-hour	Ear II <ul style="list-style-type: none"> - diseases of external ear and acute otitis media - congenital anomalies of the external ear (in brief), (protruding ear, preauricular sinus microtia and atresia) - wax, ear wash - otitis externa (classification and management) - acute otitis media (in detail) and recurrent acute otitis media
1-hour	Ear III <ul style="list-style-type: none"> - chronic otitis media and middle ear operation - classification of chronic otitis media - Otitis Media Effusion, adhesive Otitis Media - Chronic suppurative otitis media - types and management - ear operation in brief (myringotomy, + tube, tympanoplasty and mastoidectomy)
1-hour	Ear IV <ul style="list-style-type: none"> - complication of acute and chronic otitis media - classification of extra cranial or intra cranial (in detail acute mastoidectomy and management)
1-hour	Deafness <ul style="list-style-type: none"> - conductive hearing loss (causes and management), (otosclerosis in brief) - sensorineural hearing loss (congenital and acquired), presbycusis, acute hemangioma - management of SHNL (in brief) {hearing aids and cochlear implant in brief}
1-hour	Vertigo <ul style="list-style-type: none"> - causes of vertigo (acute and chronic labyrinthitis, Meniere's disease, vestibular neuritis, positional vertigo, etc) - investigation of a dizzy patient (in short)

	<p>Facial Nerve</p> <ul style="list-style-type: none"> - anatomy (course and branches) - causes of facial palsy (including Bell's or middle ear complication, traumatic or Ramsy Hunt's syndrome)
	<p>Nose I</p> <ul style="list-style-type: none"> - anatomy and physiology of the nose and paranasal sinuses - anatomy of the external nose and nasal cavity, paranasal sinuses (blood supply, {nerve supply} in brief) - function of the nose and paranasal sinus - congenital anomalies (in brief) {choanal atresia}
1 hour	<p>Nose II</p> <ul style="list-style-type: none"> - acute and chronic rhinitis - allergic and non-allergic rhinitis - vestibular and furunculosis - nasal polyps (allergic and antrochoanal) - radiology illustration (e.g. CT scan)
1 hour	<p>Nose III</p> <ul style="list-style-type: none"> - acute and chronic sinusitis (causes, clinical, and management) - fungal sinusitis (in brief) - complication of sinusitis (classification, management and with special attention to the orbital complications, investigation and general treatment) - radiology illustration
1-hour	<p>Nose IV</p> <ul style="list-style-type: none"> - diseases of the nasal septum (DNS etc.) - epistaxis (causes, clinical and management) - turbinate hypertrophy - nasal septum, FESS, septoplasty, turbinate surgery
1 hour	<p>Pharynx I</p> <ul style="list-style-type: none"> - anatomy of the pharynx and in brief -deep spaces (retro and parapharyngeal) - physiology (in brief) and function of pharynx - acute and chronic pharyngitis (specific and non-specific) e.g scarlet fever, infectious monoliasis, fungal, Vincent angina, diphtheria - Zenker diverticulation (in brief)
1 hour	<p>Pharynx II</p> <ul style="list-style-type: none"> - adenoid and tonsil diseases, tonsil (in brief) - complication of pharyngeal diseases (Quinsy, para and retropharyngeal, Ludwig's angina) + Radiological illustrations) adenotonsillectomy (indications, complication and management) - differential diagnosis of membranous tonsil. (in brief)

1 hour	Larynx I <ul style="list-style-type: none"> - anatomy and physiology of the larynx - gross anatomy and blood and nerve supply - congenital diseases of the larynx (in brief) (laryngomalacia, web, subglottic stenosis, and hemangioma) - benign swelling of larynx (Singer's nodule, polyps, granuloma, J. L. papillomatosis)
1 hour	Larynx II <ul style="list-style-type: none"> - acute and chronic laryngitis - non-specific laryngitis - specific laryngitis (acute epiglottitis, croup) - laryngeal paralysis (unilateral and bilateral)
1-hour	Communication and Swallowing I <ul style="list-style-type: none"> - physiology of swallowing - swallowing disorders - GERD
1 hour	Communication and Swallowing II <ul style="list-style-type: none"> - voice disorder - language disorder - speech disorder
1 hour	Airway Obstruction <ul style="list-style-type: none"> - causes of airway obstruction (congenital and acquired) - signs and symptoms
1 hour	Airway Obstruction II <ul style="list-style-type: none"> - investigation of airway obstruction - radiology illustration - medical and surgical treatment - operation - indication, procedure (in brief) { complication, tracheostomy, cricothyroidectomy, intubation, choanal atresia repair etc..
1 hour	Head and Neck I <ul style="list-style-type: none"> - A) Neck masses introduction, anatomy, diagnosis, differential diagnosis, some examples - B) Thyroid anatomy, thyroid nodule evaluation, thyroid cancer surgery and complications
1 hour	Head and Neck II <ul style="list-style-type: none"> - A) Salivary glands anatomy, physiology (in brief) <ul style="list-style-type: none"> - infection, autoimmune and tumours - B) Tumour of oral cavity Introduction Pre-malignant lesion, Leukoplakia etc. malignant lesion , SCCA

1 hour	<p>Head and Neck III</p> <ul style="list-style-type: none"> - A) Tumour of pharynx <ul style="list-style-type: none"> Nasopharyngeal carcinoma Oro & hypopharyngeal carcinoma - B) Tumour of larynx <ul style="list-style-type: none"> Introduction laryngeal papillomatosis carcinoma larynx
1-hour	<p>Trauma and FB I</p> <ul style="list-style-type: none"> - trauma auricle (laceration and hematoma) - traumatic perforation of tympanic membrane - F.B. ear - fracture temporal bone - trauma to the nose, fracture nasal bone - septal hematoma - septal perforation - F.B. nose - blow-out fracture - all with (radiological illustrations)
1-hour	<p>Trauma and FB II</p> <ul style="list-style-type: none"> - F.B. pharynx and esophagus - perforation of esophagus - trauma to larynx (in brief) - F.B. tracheo-bronchial tree - Radiological illustration

2 Course components (total contact hours per semester):	
<p>Practical/Fieldwork/Internship 5 days a week, 8 hours per day, For 2 weeks.</p>	Other:

Lecture Schedule (Sample Programme)

1st WEEK LECTURE			
DAY/DATE(DMY)	TIME	SUBJECT	LECTURER
SUN		ORIENTATION orientation of the ORL 432course and the exams, ENT history and examination(in brief)	
		Ear I anatomy physiology of the ear, gross anatomy of the external, middle and inner ears, nerve supply and earache(in brief), physiology of hearing and balance (function of the Eustachian tube in brief)	
		Ear II diseases of external ear and acute otitis media, congenital anomalies of the external ear (in brief), (protruding ear, preauricular sinus microtia and atresia), wax, ear wash, otitis externa (classification and management), acute otitis media (in detail) and recurrent acute otitis media	
		Ear III chronic otitis media and middle ear operation, classification of chronic otitis media, Otitis Media Effusion, adhesive Otitis Media, Chronic suppurative otitis media - types and management, ear operation in brief (myringotomy, tube, tympanoplasty and mastoidectomy)	
		Ear IV complication of acute & chr. OM, classification (extra cranial,cranial(temporal) & intra cranial), (in detail acute mastoidectomy& management)	
TUE		Audiology PTA, tympanometry and impedance (speech & ABR in brief), vestibular tests in brief	
		Nose I anatomy & physiology of nose & paranasal sinuses, anatomy -external nose & nasal cavity, paranasal sinuses, (blood supply, {nerve supply} in brief), function- nose & paranasal sinus, congenital anomalies (in brief) {choanal atresia}	
		Nose II acute & chronic rhinitis, allergic & non-allergic rhinitis, vestibular & furunculosis, nasal polyps (allergic & antrochoanal)etc, radiology illustration(e.g.CT scan)	
		Nose III acute & chronic sinusitis(causes,clinical & management), fungal sinusitis (in brief),complication -sinusitis (classification, management & with special attention to orbital complications, investigation & general treatment), radiology illustration	
		Nose IV diseases-nasal septum (DNS etc.),epistaxis (causes, clinical & mngt), turbinate hypertrophy, nasal operations(FESS, septoplasty, turbinate surgery) inshort.	
WED		Head & Neck I A) Neck masses- intro, anatomy, diagnosis, differential diagnosis, examples B)Thyroid-anatomy, thyroid nodule eval, thyroid cancer, surgery & complications	
		Head & Neck II A)Salivary glands, anatomy, physio. (in brief),infection, autoimmune&tumours,B)Tumour of oral cavity, Introduction, Pre-malignant lesion, Leukoplakia etc.,malignant lesion , SCCA	
		Head & Neck III A)Tumour of pharynx, Nasopharyngeal ca, Oro & hypopharyngeal ca, B)Tumour of larynx, Intro., laryngeal papillomatosis, ca larynx	
		Deafness conductive hearing loss (causes and management), (otosclerosis in brief),Sensorineural hearing loss (congenital and acquired) presbycusis etc.,management of SHNL (in brief) {hearing aids and cochlear implant in brief}	
		Vertigo causes of vertigo (acute & chr. labyrinthitis, Meniere's disease, vestibular neuritis, positional vertigo,etc), investigation of a dizzy patient (in short)	

2nd Week Lecture			
DAY/DATE(DMY)	TIME	SUBJECT	LECTURER
SUN 24-11-19	8:30 - 9:30	Larynx I ana.& physio. - larynx, gross anatomy, blood & nerve supply, congenital diseases - larynx (in brief), (laryngomalacia, web, subglottic stenosis & hemangioma), benign swelling-larynx (Singer's nodule, polyps, granuloma, J.L. papillomatosis)	
	9:30 - 10:30	Larynx II acute & chr. laryngitis, specific & non-specific laryngitis (acute epiglottitis, croup), laryngeal paralysis (unilateral and bilateral)	
	10:30 - 11:30	Pharynx I anatomy of the pharynx and deep neck spaces (retro and parapharyngeal), physiology (function of pharynx in brief), acute and chronic pharyngitis (non-specific and specifec) e.g scarlet fever, infectious monoliasis, fungal, Vincent angina, diphtheria, Zenker diverticulation (in brief)	
	11:30 - 12:30	Pharynx II adenoid & tonsil diseases, complication-pharyngeal diseases (Quinsy, para&retropharyngeal, Ludwig's angina)+Radio. illustrations,adenotonsillectomy (indications,compl&mngt), differential diagnosis of membranous tonsil.(in brief)	
TUE 26-11-19	8:30 - 9:30	Facial Nerve anatomy (course and branches), causes of facial palsy (including Bell's palsy , middle ear complication, traumatic and Ramsy Hunt's syndrome)	
	9:30 - 10:30	Trauma & Foreign Body I trauma to auricle (laceration&hematoma), tympanic membrane-traumatic perforation, FB ear, fracture temporal bone, nose trauma , fracture nasal bone, septal hematoma, septal perforation, FB nose, blow-out fracture, all with (radiological illustrations)	
	10:30 - 11:30	Trauma & Foreign Body II F.B. pharynx and esophagus, trauma to larynx (in brief), F.B. tracheo-bronchial tree, Radiological illustration	
WED 27-11-19	8:30 - 9:30	Airway Obstruction I causes of airway obstruction (congenital and acquired), signs and symptoms	
	9:30 - 10:30	Airway Obstruction II investigation of airway obstruction, radiology illustration, medical and surgical treatment, operations (indication, procedure and complication) tracheostomy, cricothyroidectomy, intubation, choanal atresia repair etc..	
	10:30 - 11:30	Comm. & Swallowing I Physiology of swallowing, swallowing disorders, GERD	
	11:30 - 12:30	Comm. & Swallowing I I Voice disorder, language disorder, speech disorder	

Clinical Programme ORL Course 432

Day	Date		Morning								Afternoon							
			Clinic				Admission Clinic	PHC	OR	CSDU	AUDIO	Clinic				PHC	OR	CSDU
	Hijjri	Gregorian	1	2	3	4						1	2	3	4			
Sun			<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="writing-mode: vertical-rl; text-orientation: mixed; font-weight: bold; letter-spacing: 0.5em;">L E C T U R E S</div> <div style="border: 1px solid black; padding: 5px; background-color: #e0e0e0;"> <u>in Building 4 , level 3</u> </div> </div>															
Mon																		
Tue																		
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Mon			C	D	A		<u>A</u>	D			B	B	C			C	A	
Tue			B	C			<u>C</u>		D	B	A	A				B		C
Wed																		
Thu			D				<u>D</u>			A								
Sun			A	B			<u>B</u>		C	D		D				A	B	
Mon			C	D	A		<u>A</u>	D			B	B	C			C	A	
Tue			B	C			<u>C</u>		D	B	A	A				B		C
Wed																		
Thu			D				<u>D</u>			A								
Thu			MCQ / SAQ															
Wed			OSCE (oral)															

Note :

1. (**Clinic: 1, 2, 3, 4**) Building 3 , Level 3 look for the Head Nurse for clinic distribution (**PHC**) Primary Care Building 5 , level 3 (**OR**) Building 1 , level 2 (**Audio**) Building 3, level 4 (**CSDU**) Building 3, level 4 (**Admission Clinic**) Building 3 , Level 3 .
2. Attendance sheet is with the staff in-charge of the corresponding clinic .
3. Attendance sheet should be made for each session and duly signed by the staff in-charge of that session (e.g.) O.R.Clinic.Rounds.EtcStudents are not allowed to hold the attendance sheet .
4. For O.R., present yourself to O.R. reception nurse before getting in the theatre for guidance & assistance.
5. All Clinical Sessions Starts (morning) Starts at 8:00 AM-12:00 (afternoon) starts at 1:00 to 4:00 PM .

3. Additional private study/learning hours expected for students per week. (This should be an average for the semester not a specific requirement in each week)

Encouraging students to attend ENT courses, symposiums, and workshops.

4. Development of Learning Outcomes in Domains of Learning

For each of the domains of learning shown below indicate:

- A brief summary of the knowledge or skill the course is intended to develop;
- A description of the teaching strategies to be used in the course to develop that knowledge or skill;
- The methods of student assessment to be used in the course to evaluate learning outcomes in the domain concerned.

a. Knowledge

(i) Description of the knowledge to be acquired

- a. To know the basic ENT anatomy and physiology.**
- b. To recognize assessment and management of common ENT diseases.**
- c. To know how to handle common ENT emergencies.**
- d. To handle simple ENT diagnostic instruments.**
- e. To be aware of common ENT operations.**
- f. To create an interest for further post-graduate study in ENT.**

(ii) Teaching Strategies to be used to develop that knowledge

- a. Didactic lectures**
- b. Clinical and practical activities.**

(iii) Methods of assessment of knowledge acquired

- a. Feedback and discussion during lectures and clinical activities**

<p>(not include in the final grade).</p> <p>b. Continuous Assessment Examination (Multiple Choice Questions).</p> <p>c. Objective Structures Clinical Examination (OSCE).</p>
<p>b. Cognitive Skills</p>
<p>(i) Cognitive skills to be developed</p> <p>a. History taking.</p> <p>b. Basic physical examination of ear, nose, throat, head and neck, including the use of basic instruments.</p> <p>c. Plan important ENT investigations (laboratory test, audiology etc..).</p> <p>d. Treatment of common ENT diseases.</p> <p>e. Management of common ENT emergencies.</p>
<p>(ii) Teaching strategies to be used to develop these cognitive skills</p> <p>a. Lectures</p> <p>b. Clinical Activities – Attendance in:</p> <ol style="list-style-type: none"> 1. Operating Room. 2. Clinics (ENT and Primary Care). 3. Audiology Unit. 4. Communication and Swallowing Disorders Unit. 5. Others e.g .. group activity, seminars, course etc....
<p>(iii) Methods of assessment of students cognitive skills</p> <p>a. Feedback and discussion during lectures and clinical activities (not include in the final grade).</p> <p>b. Continuous Assessment Examination (Multiple Choice Questions).</p> <p>c. Objective Structures Clinical Examination (OSCE).</p>
<p>c. Interpersonal Skills and Responsibility</p>
<p>(i) Description of the interpersonal skills and capacity to carry responsibility to be developed</p> <p>a. The students will have the ability to work constructively in a group, cooperating with their student group leaders.</p>

<p>b. Students should be responsible for their own learning that requires using means to find new information data or technique analysis, including best utilization of their lectures</p> <p>c. Student should be aware of ethical and professional issue, especially in dealing with patients, colleagues, teachers, and nurses.</p>
<p>(ii) Teaching strategies to be used to develop these skills and abilities</p> <p>Discussion and feedback during the lectures and practical activities (Operating Room, Clinic, Audiology Unit, and Communication and Swallowing Disorders Unit).</p>
<p>(iii) Methods of assessment of students interpersonal skills and capacity to carry responsibility</p> <p>Discussion and feedback during the lectures, tutorial and practical activities (Operating Room, Clinic, Audiology Unit, and Communication and Swallowing Disorders Unit).</p>
<p>d. Communication, Information Technology and Numerical Skills</p>
<p>(i) Description of the skills to be developed in this domain.</p> <p>Since all the Department's teaching staff are using computers and other updated materials in their mode of teachings, e.g. using CD, informative items and accessories in their presentations (audio visuals),</p> <p>a. Students will be aware of using these modes of modern communication.</p> <p>b. Students will be able to access all the information of the scientific activities posted in the Department's web site e.g. seminars, courses, and conferences.</p> <p>c. Students will be able to communicate in English.</p>
<p>(ii) Teaching strategies to be used to develop these skills</p> <p>Discussion and feedback during the lectures, tutorial and practical activities (Operating Room, Clinic, Audiology Unit, and Communication and Swallowing Disorders Unit).</p>
<p>(iii) Methods of assessment of students numerical and communication skills</p> <p>Discussion and feedback during the lectures and practical activities (Operating Room, Clinic, Audiology Unit, and Communication and Swallowing Disorders Unit).</p>
<p>e. Psychomotor Skills (if applicable)</p>

(i) Description of the psychomotor skills to be developed and the level of performance required Basic ENT patient examination.
(ii) Teaching strategies to be used to develop these skills Training and observation during practical activities (Operating Room, Clinic, Audiology Unit, and Communication and Swallowing Disorders Unit).
(iii) Methods of assessment of students psychomotor skills Assessment and observation during practical activities (Operating Room, Clinic, Audiology Unit, and Communication and Swallowing Disorders Unit).

5. Schedule of Assessment Tasks for Students During the Semester			
Assessment	Assessment task (eg. essay, test, group project, examination etc.)	Week due	Proportion of Final Assessment
1	MCQ	5th week	40 %
2	OSCE	6th week	60 %

D. Student Support

<p>1. Arrangements for availability of faculty for individual student consultations and academic advice. (include amount of time faculty are available each week)</p> <p>a. The undergraduate director and course organizer is available 2 sessions per week for any students' inquiry or comments.</p> <p>b. All teaching staff of the Department are available during their office hours for any inquiry and support for the students.</p> <p>c. The undergraduate unit and its secretary are available daily during working hours for any inquiry and support for the students.</p>

E Learning Resources

<p>1. Required Text(s)</p> <p>a. Ear, Nose and Throat (Latest Edition) By: W. Becker (published by Thieme).</p>

<p>b. Lecture Notes of Diseases of Ear, Nose and Throat (Latest Edition) By: P. Bull (published by Blackwell Science).</p>
<p>2. Essential References</p> <p>a. Otorhinolaryngology Head and Neck Surgery, by Cummings</p> <p>b. Scott Brown's Diseases of Ear, Nose and Throat, by Allan Kerr</p>
<p>3- Recommended Books and Reference Material (Journals, Reports, etc) (Attach List)</p> <p>a. Saudi ORL Society Journal.</p> <p>b. The Laryngoscope.</p> <p>c. Annals of Otology, Rhinology, and Laryngology.</p>
<p>4. Electronic Materials, Web Sites etc</p> <p>a. Department internet website.</p> <p>b. Department's teaching staff personal websites on University site.</p> <p>c. University and KAUH Library.</p> <p>d. Audiovisual Unit of the ENT Department.</p>
<p>5- Other learning material such as computer-based programs/CD, professional standards/regulations</p> <p>CD's and materials prepared by seminar, workshops and conferences conducted by ENT department, which are available in the Audiovisual Unit of ENT Department.</p>

F. Facilities Required

<p>Indicate requirements for the course including size of classrooms and laboratories (ie number of seats in classrooms and laboratories, extent of computer access etc.)</p>
<p>1. Accommodation (Lecture rooms, laboratories, etc.)</p> <p>a. 2 Lecture halls for males (80 seats each).</p> <p>b. 1 Main Auditorium for females (88 seats).</p> <p>c. OR rooms.</p> <p>d. ENT consultants clinics, and ENT primary care clinics.</p>
<p>2. Computing resources</p> <p>All lectures are presented using computers with their amenities, projectors and laptops.</p>

<p>3. Other resources (specify --eg. If specific laboratory equipment is required, list requirements or attach list)</p> <ul style="list-style-type: none"> - Communication and Swallowing Disorders Unit. - Audiology Unit.
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G Course Evaluation and Improvement Processes

<p>1 Strategies for Obtaining Student Feedback on Effectiveness of Teaching</p> <ul style="list-style-type: none"> - Evaluations and Questionnaire regarding: <ul style="list-style-type: none"> . Lectures (at the end of every lecture/tutorial) . Course as a whole (at the end of the course).
<p>2. Other Strategies for evaluation of teaching by the Instructor or the Department</p> <ul style="list-style-type: none"> a. Discussion and feedback during lectures and clinical activities. b. A personal interviews. c. Random visit to the on-going lectures. d. Cumulative comments and/or assessment by the colleagues for a specific Staff.
<p>3 Processes for Improvement of Teaching</p> <ul style="list-style-type: none"> a) Arranging lecture/tutorials for the Teaching Staff to improve their teaching abilities. b) Encouraging teaching staff to attend workshops on medical education. c) To have an External Evaluator.
<p>4. Processes for Verifying Standards of Student Achievement (eg. check marking by an independent faculty member of a sample of student work, periodic exchange and remarking of a sample of assignments with a faculty member in another institution)</p> <p>None</p>
<p>5 Describe the planning arrangements for periodically reviewing course effectiveness and planning for improvement.</p> <ul style="list-style-type: none"> a. To form an ADHOC Committee to discuss certain matters in relation to the improvement of the Undergraduates. b. To have an External Evaluator

