

**POST GRADUATE DIPLOMA IN  
DISABILITY REHABILITATION MANAGEMENT  
(PGDDRM)**



**REHABILITATION COUNCIL OF INDIA**

**(Statutory Body)**

*Ministry of Social Justice & Empowerment*

**B-22, Qutub Institutional Area,**

**NEW DELHI-110016**

**2010**

# **POST GRADUATE DIPLOMA IN DISABILITY REHABILITATION MANAGEMENT**

## **1. PREAMBLE**

For better governance and management of disability rehabilitation organizations, it is essential that the administrators and programme managers should have appropriate qualification, adequate management skills and understanding of the principle of management. The existing academic programmes in the field of disability rehabilitation do not provide adequate training and knowledge in the area of general administration and programme management. As management itself is emerging as a new profession, there is a felt need for qualified rehabilitation manager /administrators in the field of disability rehabilitation as well.

It is now essential for all the professionals working in the field of rehabilitation to seek registration with the Rehabilitation Council of India. Even the Section 51 of PWD Act requires institutions to be registered with the competent authorities. It would be desirable for such institutions to have adequately qualified professionals at the management level. All persons managing disability rehabilitation programmes are also required to seek such registration as Rehabilitation Administrators. At present, there are hardly any programmes which impart recognized training at the post graduate level which will enable the persons to take over as qualified and registered Rehabilitation Administrators.

As the field of disability rehabilitation is growing at a fast pace, there will be an increasing demand for qualified Rehabilitation Managers. It is thus essential to evolve a Post Graduate Diploma in Rehabilitation Management to enable the existing Project Coordinators, Programme Managers and other such Rehabilitation Professionals and to undertake such training. On completion of such training, these persons would be able to seek registration with the RCI as Rehabilitation Managers. Such a course will also become an entry qualification for the persons willing to join the field of disability development as Rehabilitation Managers or in such other capacities.

## **2. NOMENCLATURE OF THE COURSE**

POST GRADUATE DIPLOMA IN DISABILITY REHABILITATION MANAGEMENT

## **3. OVERALL AIM AND GENERAL OBJECTIVES OF THE COURSE**

The students on completion of this course should be able to perform the following tasks in Government, Non-government Organization, International Organization and such other organizations:

- a. Management of organizations in the field of disability rehabilitation as professional managers.
- b. To manage projects in disability rehabilitation as Project Managers/Coordinators, monitoring, documentation, dissemination, networking, liaising, resource mobilization evaluation and implementation of programmes.
- c. To professionalize functioning in respect of financial, personnel, human resource development; and to ensure sustainability of disability rehabilitation organizations.

#### **4. ENTRY REQUIREMENTS**

- a. A registered Rehabilitation Professional / Personnel with graduation
- b. Degree in Psychology, Clinical Psychology, Sociology, Social Work, Disability Studies preferably with 1 year experience in area of disability
- c. Graduation in medicine

#### **5. ADMISSION PROCEDURE**

Admissions will be made through a written test followed by Group Discussion.

#### **6. INTAKE CAPACITY (MAX-MIN)**

Not exceeding 20 students

#### **7. MEDIUM OF INSTRUCTION**

English

#### **8. DURATION OF THE COURSE**

One academic year in regular (face to face): full time programme.

#### **9. TEACHER-STUDENT RATIO**

1:10

#### **10. MINIMUM ATTENDANCE REQUIRED**

As per University rules

#### **11. MINIMUM REQUIREMENT FOR FACULTY AND STAFF**

	Nature of Faculty	Qualification
Core -1	Social or Rehabilitation Science	MSW, or MR Sc (Social Work) or PhD in Sociology or Disability Studies
Core - 2	Management	MBA or equivalent WITH OR PH D IN Management OR Master in Disability Rehabilitation Administration with 2 years experience
Visiting Faculty	Medical Rehabilitation Financial Management Legal Aspects Labour Laws Education/Special Education, Vocational, etc.	As per course requirement

**Note: Out of 2 Core Faculty, as least one should be full time employed, the second may be a Guest Faculty**

#### **12 (1). BUILDING/SPACE REQUIRED**

- (a) Classroom : 2 (1 each for Theory and Practical)
- (b) Classroom size : 20 ft. X 30 ft. for theory & 30 ft. X 40 ft. for Practical
- (c) Library: Journals, periodicals and reference material in the field of Management, Rehabilitation, Disability development and Social work.
- (d) Any other: Access to Internet and Inlibnet.

## **12 (2) ELIGIBILITY FOR SELECTION OF TRAINING INSTITUTES**

- a. Institutions providing rehabilitation services or imparting degree level training to at least two disabilities
- b. For other disabilities, there should be arrangement to involve other organizations for other disabilities
- c. Adequate infrastructure, library and support services.

## **13. TEACHING METHODOLOGY**

### ***Theory:***

- Lecture (Regular/Guest
- Discussion/Group discussion
- Demonstration
- Guided presentation by students
- Distribution of printed notes
- Guided review of relevant literature
- Audio Visuals
- Attending workshops organized by any of the organizations
- Periodic tutorials to be hold to consolidate the Knowledge and skills acquired so far

### ***Practicals:***

- Supervised observation of professionals carrying out the task (identification / evaluation / teaching / therapy)
- Maintaining records of observation and getting these evaluated by the supervisor
- Demonstrations – specially organized sessions with PWD to demonstrate a task
- Carrying out the task of adequate number of clients under supervision
- Maintaining subject journal of the task carried out
- Development of teaching learning material required to carry out the task
- Practicing filling up various clinical / educational forms/ formats
- Acquiring adequate acquaintance of various tests and tools available by administering on each others
- Audio Visuals

## **14. PERIODIC EVALUATION AND FINAL EXAMINATION**

- (a) Scheme of Examinations: Internal assignments, weekly tests, project work, end term assignments and final examinations.
- (b) Minimum Passing marks/ percentage/ grade: B Grade or 60% marks in aggregate or as per University rules.
- (c) Provision of supplementary exams: No provision.

## **15. CONTENT OF THE COURSE WITH WEIGHTAGE ALLOCATED FOR EACH PAPER**

Distribution of marks as per Table - 1

**16. TIME ALLOCATION**

The course will be spread over 1200 hours with the following break-up Total Hours :1200

Theory	:	70 X 6 = 420
Practical	:	580
Dissertation & Report Writing	:	200

**17. RECOMMENDED TEACHING MATERIAL – BOOKS, JOURNALS, AUDIO VISUAL SOFTWARE ETC.**

As per Annexure given at the end.

**18. AWARD OF DEGREE/ PG DIPLOMA/ DIPLOMA /CERTIFICATE:**

Post Graduate Diploma in Disability Rehabilitation Management will be awarded by a University.

**Table :1**

PAPER	SUBJECT	MARKS		
		Internal	External	Total
	<b>Module I- Disability</b>			
I	Understanding Disability	20	30	50
II	People with Disabilities and their Environment	20	30	50
	<b>Module II-Rehabilitation</b>			
III	Approaches, Models and Systems of Rehabilitation	20	30	50
IV	Roles and Responsibilities of Different Stakeholders	20	30	50
	<b>Module III-Management</b>			
V	Understanding Management systems and techniques	40	60	100
VI	Dimensions and Constituents of Rehabilitation Management	40	60	100
	<b>TOTAL</b>	<b>160</b>	<b>240</b>	<b>400</b>

## COURSE CONTENT THEORY PAPERS

### THEORY

#### PAPER I: UNDERSTANDING DISABILITY

##### 1. History of Disability & Rehabilitation and changing scenario.

##### 2. Defining Disability

- a. Definitions as provided in PWD Act/ National Trust Act
- b. Understanding Terminologies - Disease, Impairment, Functional Limitation and Disability
- c. Disability evaluation and certification, importance, need and procedures

##### 3. Causes of disability

- a. Classification of major causes
- b. Trends in causes of concepts
- c. Etiology of disabilities as defined in the Acts-
  - Etiology of locomotor disabilities with special emphasis on Polio, SCI, Myopathy, CVA, Amputation, Congenital limb deformity, Spinal deformity, Arthritic condition leading to disability.
  - Etiology of visual disability with emphasis on Cataract, Glucoma, Corneal ulcer/ Opacity, Xerophalmia, Retinal detachment
  - Etiology of speech & hearing disability with emphasis on aphasia, dysarthria, cleft palat, conductive impairments, sensorinural impairment.
  - Etiology of mental retardation with emphasis on Down's syndrome, Autism etc.
  - Etiology of mental illness with emphasis on psychosis, neurosis, delusion, hallucination, illusion
  - Leprosy cured

##### 4. Geriatric Care & Cure- Emphasis on common problems

##### 5. Occupational Health

##### 6. Prevention of disabilities

- a. Strategies of Prevention
- b. Various National Programs

##### 7. The magnitude of disability

- a. On- set of disability
- b. Prevalence of disability
- c. Incidence of disability

##### 8. Demographic details of the disability

- a. Various studies, views and publication on population of the persons with disabilities in India
- b. Demographic pattern of PWD's
  - Geographic distribution
  - Gender-wise distribution
  - Age-wise distribution
- d. Summary of the findings of the National Sample Survey (2002) as well as population Census 2001
- e. Changing demographic patterns

## **PAPER II: PEOPLE WITH DISABILITIES AND THEIR ENVIRONMENT**

### **1. People with disability and society**

- a. Disability: sociological perspectives: culture, society, individual social interaction & everyday life social groups social processes, social change, social meaning of impairment & interpretation of disability.
- b. Theoretical perspectives: structural functionalism, symbolic interaction theory, conflict theory.
- c. Social barriers for integration.
- d. Indian society in transition
- e. Special aspects of Socio-economic and political changes

### **2. (a) Social Work philosophy**

- principles, values & ethics, objectives & functions, social work as a profession

### **(b) Methods of social work**

- (i) Social case work- objectives, definition, historical development, concept, therapeutic approaches.
- (ii) Social group work: - nature, purpose, classification, historical development, concepts, definition,
  - principles of group formation,
  - social group work as a therapeutic process.
- (iii) Community organization: - Concepts, definition, types, scope.
  - Community organization, methods, programming, planning, coordination, organization, financing, research.

3. Social Work practice for persons, with disabilities engagement, data collection, assessment, intervention, evaluation, termination, identity & integration.

### **4. Approaches to disability rehabilitation**

- a. Voluntary Social Action
- b. Shift from charity to rights model
- c. Shift from integration to inclusion
- d. Role of non-governmental organizations
- e. Role of United Nations
- f. CBR

### **5. Society and legislation for persons with disabilities**

- a. Legislative and constitutional provisions for PWDs- an overview
- b. The Rehabilitation Council of India Act, 1992
- c. The Persons with Disabilities Act, 1995
  - Roles and responsibility of the Chief Commissioner and State Commissioners for PWDs
- d. The National Trust Act, 1999
- e. Mental Health Act
- f. Effectiveness of legislative provisions
- g. Strengths and limitations of such provisions
- h. Government Resolutions and Government Orders
- i. Judgments of different courts and tribunals
- j. Review of extent of implementation of different Acts

## **6. Enabling legislation**

- a. Societies Registration Act, 1860
- b. Public Trust Act, 1950
- c. Foreign Contribution Regulation Act, 1985
- d. Indian Companies Act, (Section 25 only)
- e. Income Tax Act, 1961 (Sections 12, 35, 80 G)
- f. Employees Provident Fund Act
- g. Industrial Disputes Act, 1982
- h. Workman Compensation Act
- i. Minimum Wage Act
- j. Gratuity Act
- k. National Handicapped Finance & Development Corporation  
National Human Rights Commission

## **7. Human Rights & Disability**

- (a) U. N. Standard Rules on disability
- (b) Shift to a human rights framework of reference
- (c) Evaluation of use of UN Human Rights Instruments in context of Disability
- (d) Disability and Social Justice
- (e) Gender & Disability
- (f) Convention on Vocational Training and Employment
- (g) Convention on Human Rights of the PWD's (UNCRRP)

## **8. International Declarations**

- (h) International Year of the Disabled Persons 1981
- (i) Beijing Declaration, 1992
- (j) Salamanca Declaration, 1995
- (k) Dakar Declaration, 1999
- (l) UN ESCAP Decade of the Disabled
- (m) Biwako Millennium framework
- (n) Millennium Development Goals (MDGs)
- (o) UN convention on the Rights of PWD



## **PAPER III: APPROACHES, MODELS AND SYSTEMS OF REHABILITATION**

### **1. Principles and definition of psychology**

- a. Scope of psychology
- b. Physiology of human behavior
- c. Introduction to Personality
- d. Perception, learning, intelligence, memory and thinking
- e. Motivation

### **2. Growth & Development**

- a. Areas of development
- b. Developmental milestones
- c. Adjustment process

### **3. Rehab Psychology**

- a. Scope and objectives
- b. Implications
- c. Socio-psychological aspects of disability

### **4. Assessment**

- a. Introduction to assessment
  - i. Areas of assessment
  - ii. Psycho-educational assessment
  - iii. Tests, tools and interpretation
- b. Multi-disciplinary approach
- c. Ecological assessment
- d. Functional assessment and its importance
- e. Individualized education/rehabilitation programmes

### **6. Behavior Management**

- a. Nature of human behavior
- b. Human behavior and behavior management
- c. Introduction to techniques of behavior modification
- d. Mannerisms

### **7. Rehab guidance & counseling**

- a. Meaning & scope
- b. Family Counseling
- c. Group Counseling
- d. Genetic Counseling
- e. Role of an effective counselor

### **8. Participatory Approach**

- a. Family and persons with disabilities
- b. Needs of family having a person with disabilities
- c. Role of family in promotion of comprehensive rehabilitation
- d. Strategies for promoting family participation
- e. Self Help Groups
- f. Self Advocacy Groups
- g. Institutional approaches
- h. Transition from institution to community
- i. Approaches to community participation
- j. Integrated / inclusive education and training

## **PAPER IV: ROLES AND RESPONSIBILITIES OF DIFFERENT STAKEHOLDERS**

### **1. Rehabilitation process:**

- Concept of “Rehabilitation”
- Dimensions of the field
- Different aspects of rehabilitation
- Approaches of rehabilitation
- Futuristic programme

### **2. a) Early identification & intervention**

- Rationale
- Techniques
- Referrals

### **b) Health and rehabilitation care system**

- Public, Private voluntary rehabilitation care system

### **c) Disaster and Disability**

### **3. Education of PwDs**

- a. What is education?
- b. Status & history of education
- c. Continuum of educational services
  - Special schools
  - Non-formal education
  - National Institute of open Schooling
  - Integrated & inclusive education
  - Distant Mode of education
  - Home based education
  - Respite care centers
  - Any other
- d. Scheme of inclusive education
- e. Functional curriculum
- f. Plus curriculum
- g. Co curricular Activities (Special Olympics, Abilympics etc.)
- h. National curriculum and PwDs
- i. Role of Manager in promotion of education

### **4. Vocational Rehabilitation**

- a. Transition Programmes
- b. Vocational training
- c. On-job training
- d. Transitory employment
- e. Sheltered employment
- f. Inclusive training
- g. Unemployment allowance

### **5. Explanation of various terms on employment**

- a. Vocational Rehabilitation
- b. Avenues of Employment

- c. Identified Jobs for PwDs
- d. Employment & Placement
- e. Job reservation
- f. Economic Rehabilitation
- g. Income Generation
- h. Special Employment Exchanges
- i. Award to the Best Employees, Employers & Employment Officers
- j. Modern Placement techniques

#### **6. Significance of economic rehabilitation**

- a. Concept of economic rehabilitation
- b. Significance of unorganized sector
- c. Use of local resources
- d. Venues of self-employment
- e. Role of vocational rehabilitation centers
- f. Development of marketing skills
- g. Role of community in expediting economic rehabilitation
- h. Group approach to rural occupations
- i. Schemes on self-employment
- j. Incentives for self-employment
- k. Micro Credit
- l. Gainful Occupation

#### **7. Schemes & Concessions**

- ADIP Scheme
- State schemes on assistive devices
- Other concessions and facilities

#### **8. Schemes and programmes for community participation**

- a. Science & Technology Mission for the PwD
- b. National Institutes
- c. Scheme of Assistance of Voluntary Organizations
- d. Viklang Bandhu Scheme
- e. National Programme on Rehabilitation of the Disabled
- f. District Rehabilitation Centres
- g. Vocational Rehabilitation Centres
- h. District Disability Rehabilitation Centres
- i. Composite Rehabilitation Centres
- j. District Fitment Centres
- k. Comprehensive Rehabilitation Centres
- l. Regional Spinal Injury Centres
- m. Day care centers under the National Trust
- n. Central Scheme of Inclusive Education of Children with Disabilities at Secondary School Level
- o. District Primary Education Programme
- p. Sarva Shiksha Abhiyan
- q. CAPART Disability Strategy
- r. Coverage of PwDs under Poverty Alleviation Programmes
- s. Coverage under *Swarna Jayanti Rojgar Yojana*

## **PAPER V: UNDERSTANDING MANAGEMENT SYSTEMS AND TECHNIQUES**

### **1. Financial management and budget planning**

- a. Sources of funds and resource mobilization
- b. Budget allocation
- c. Introduction to book keeping and accountancy
- d. Procedures & maintenance of accounting records
- e. Admissible recurring and non-recurring expenditure
- f. Pro-forma for monthly financial report
- g. Authentication and approval of vouchers
- h. Economy in expenditure
- i. Procedure for reimbursement of expenditure
- j. Fund flow and cash flow
- k. Audit

### **2. Inventory management**

- a. Concept of inventory
- b. Procedure for purchases
- c. Systems of stocking
- d. Cost of inventory
- e. Introduction to different inventory records
- f. Scrapping of goods

### **3. Grants and procedures**

- a. Procedure for obtaining grants from Govt. and other funding agencies
- b. Trust law on accounting matters
- c. Filling of returns to the Charity Commissioner

### **4. Written analysis and communication**

- a. Importance of effective communication
- b. Procedure for improving communication skills
- c. Log-frame Analysis
- d. Concept paper
- e. Activity Schedule
- f. Programme Cost
- g. Reference to relevant published material
- h. Methods of compilation, analysis and dissemination of information
- i. Method of preparing successful human interest studies
- j. Use of multi-media and presentation equipment
- k. Use of mass media in promotion of services
- l. Importance of social communication
- m. Impact assessment
- n. Organizational Communication

### **5. Importance of social marketing**

- a. Concept of social marketing
- b. Social cost of development
- c. Competitiveness of services and products
- d. Unique selling proposition
- e. Peter Drucker's concept of "Not-for-profit"
- f. Accountability and transparency of operations
- g. Introduction to Credibility Alliance

- h. Ingredients of social marketing
- i. Corporate Social Responsibility
- j. Innovations in social marketing
- k. Social capital
- l. Innovative approaches to resource mobilization
- m. Case studies on social marketing

## **6. Concept of sustainability**

- a. Sustainability of services
- b. Sustainability of organization
- c. Ingredients of sustainability
- d. Investment planning for NGOs
- e. Legal provision for production, investment etc.
- f. Nature of concessions and benefits
- g. Exemption from sale tax, excise, customs, income tax, stamp duty, purchase tax, octroi, local tax etc.
- h. Differential rate of interest

## **7. Introduction to Personnel Management**

- a. Introduction to human resources
- b. Personnel policies
- c. Recruitment
- d. Personnel appraisal
- e. Staff retention

## **8. Sources of Funds (Public)**

- a. Registration under Sections 12 (A), 80 (G), 35 (AC) of Income Tax Act
- b. Public appeals
- c. Innovations in fund raising
- d. Postal appeals, mailers, advertisements
- e. On-line fund raising, use of web site
- f. Institutional fund raising – SBI, IDBI, ICICI etc.
- g. Project funding from National Institutes
- h. Corporate fund raising
- i. Corporate Social Responsibility
- j. Production of publicity material
- k. Public Private Partnership

## **9. Internal Funds**

- a. Sale of products – preferential purchase by the Govt., price preference, purchase with tenders or quotations
- b. Investments – portfolio management – legal provisions, taxation etc.
- c. Real estate income
- d. Consultancy and provision of services

# **PAPER VI: DIMENSIONS AND CONSTITUENTS OF REHABILITATION MANAGEMENT**

## **1. Organizational Dynamics**

- a. Definition of Organization
- b. Mission, vision and objectives of the organization
- c. Constitution, rules and regulations
- d. Organizational hierarchy
- e. Organizational values
- f. Evolving and internalizing policies
- g. Team building
- h. Leadership development
- i. Span of control
- j. Power & authority
- k. Participatory management
- l. Management by objectives
- m. Institutional ethics

## **2. Organizational Development**

- a. Learning Rehabilitation organizations
- b. Organizational Structure – appropriate to disability development organizations
- c. Areas of Responsibility in organizations in the disability sector
- d. Type and character of administration work
- e. Motivation of rehabilitation staff
- f. Delegation of responsibilities
- g. Concept of SWOT
- h. Adequate and proper supervision of the staff
- i. Organizing and conducting review meetings
- j. Regular visits to projects and supervision of performance
- k. Importance of consistent motivation of the team
- l. Recognition of good performance
- m. Group approach to problem solving

## **3. Application of Information Technology in**

- a. Disability management
  - Diagnosis & identification
  - Mitigation
  - Intervention
  - Access
- b. Administration
- c. Finance
- d. Documentation and dissemination
- e. Systems approach

## **4. Research Methods specific to disability development organizations**

- a. Types of Research
- b. Steps of Research
- c. Research design
- d. Statistical tools

- e. Report writing
- f. Interpretation of research
- g. Documentation of good practices

## **5. Introduction to reporting formats specific to disability work**

- a. Significance of reporting
- b. Door to door survey
- c. Initial assessment
- d. Individual case life
- e. Monthly physical performance report
- f. Daily diary of field staff
- g. Review meetings
- h. Physical performance register
- i. Project completion report
- j. Regularity and sincerity in reporting
- k. Computer software for data storage and analysis
- l. Management information system

## **6. Evaluation and Monitoring of disability related projects**

- a. Need for evaluation
- b. Methods of evaluation
- c. Importance of current and periodic evaluation
- d. Indicators for evaluation
  - Cost effectiveness
  - Unit cost of coverage
  - Social accountability
  - Extent of community participation
  - Replicability of the project
  - Sustainability
  - Economic viability
- e. Role of different agencies in evaluation

## **7. Management of Charity Organizations:**

- a. Understanding Constitution of Trusts
- b. Roles and responsibilities of Managing Committee
- c. Convening meeting of Managing Committee
- d. Agenda of Meeting
- e. Writing of Minutes
- f. Filing of change report

## **8. Architect of Rehab Centres**

Barrier free environment: concept and rationale

- a. Planning and layout of centres
- b. Barrier free environment and access
- c. Importance of signage
- d. Importance tactile floors and Braille markings
- e. Colour contrast for low vision
- f. Auditory signals

## **9. Human Resource Development**

- a. Concept of Rehabilitation Professional
- b. Procedure for registration of Rehab Professionals
- c. Continuing Rehabilitation Education
- d. Criteria for selection of training centres
- e. Importance of Human Resource Development



## PRACTICALS

PRACTICAL	DETAILS	MARKS			
		Internal	External		Total
			Report	Viva	
	<b>Module I – Disability</b>				
I	Observation reports of disability areas (8)	60	20	20	100
	<b>Module II – Rehabilitation</b>				
II	2 Case Studies (any two following areas, involving any two disabilities) <ul style="list-style-type: none"> <li>• Early Intervention</li> <li>• Education</li> <li>• Transition</li> <li>• Vocation</li> </ul>	90	30	30	150
	Project Proposal or Evaluation Report or Event Management	90	30	30	150
	<b>Module III - Management</b>				
III	Dissertation	60+20 (Viva)	60	20+20	200
	<b>TOTAL (Practical)</b>	<b>240</b>	<b>200</b>	<b>160</b>	<b>160</b>

Practicals will consist of minimum one week placement in respective organizations for direct observation and exposure to the following :

### 1. Visual Impairment

- a. Orientation & mobility and movement science
- b. Daily living skills and home economics
- c. Auditory & tactile Teaching Learning Materials
- d. Introduction to Braille
- e. Use of educational and mobility aids
- f. Introduction to common eye ailments

### 2. Low Vision

- a. Simulation of Low vision using simulative glasses
- b. Testing distance visual acuity, near vision and visual field
- c. Assessing functional vision
- d. Practice use of optional and non-optional devices
- e. Developing a vision training programme based on functional assessment
- f. Instructions for a mobility low vision assessment
- g. Classroom management

### 3. Loco motor Handicapped

- a. Basic knowledge about orthopedics and orthopedic disorders

- b. Practice in normal gait and gait analysis
- c. Different types of orthoses and its components
- d. Different types of prostheses and its components
- e. Rehabilitation and mobility device
- f. Fabrication, fitting and alignment of different types of prostheses and orthoses
- g. Gait and ADL activities training
- h. Positioning and its importance
- i. Manufacturing, maintenance & repair of prostheses and orthoses
- j. Adaptive measures
- k. Modalities about Rehabilitation
- l. Various interventions like Physiotherapeutic, Occupational Therapeutic etc

#### **4. Hearing Impairment**

- a. Assessment of hearing loss
  - Subjective assessment
  - Objective assessment
  - Screening
- b. Interpretation of audiogram(skill development)
  - Degree
  - Type
  - On-set time
- c. Nature of communication
  - Speech : assessment, development and correction
  - Language : assessment, development and correction
  - Modes and methods of communication
- d. Amplification
  - Selection
  - Types of hearing aids
  - Parts and functioning
  - Ears moulds
  - Care & maintenance
  - Group amplification
  - Auditory training
- e. Educational Programmes
  - Special school set-up
  - Integrated Set-up(with and without resources unit)
  - Classroom teaching and management
- f. Curriculum development

#### **5. Mentally Handicapped**

- a. Psycho-educational assessment
- b. Use of check list-standardized, developmental and functional
- c. Therapeutic and Educational intervention at various levels
- d. Training in life skills
- e. Alternative and augmentative Communication
- f. Parent involvement
- g. Behavior management & behavior modification
- h. Curriculum development
- i. Multi-sensory approach
- j. Functional academics

## **6. Multiple disabilities**

- a. Developmental and functional Assessment
- b. Therapeutic interventions
  - Developmental therapy
  - Maintenance therapy
- c. Training in life skills
- d. Parents involvement
- e. Curriculum development

### **Deafblind**

- a. Training in life skills
- b. Teaching learning material
- c. Therapeutic interventions
- d. Multi-sensory approach
- e. Alternative and augmentative Communication
- f. Vocational Training
- g. Functional academics

## **7. Mental illness**

- a. Understanding mental Illness
- b. Causes of mental illness
- c. Various approaches
- d. Assessment
- e. Community participation
- f. New approaches-Midway Home etc.
- g. Rehabilitation of Psychiatrically cured patients

## **8. Common Practicals**

- a. Awareness
- b. Door-to- door survey
- c. Needs Assessment
- d. Early intervention
- e. Cognitive & functional Assessment
- f. Educational Programmes
- g. Transition
- h. Vocational Training
- i. Recreation Activities
- j. Other Forms of Therapy- Play, Music. Movement etc
- k. Job adaptations
- l. Rural crafts activities
- m. Participatory rural appraisal in the community
- n. Provision of services at a central location
- o. Visits to centers authorized to certify disabilities
- p. Procedures and formalities for availing concessions
- q. Income generation activities

## **Summary of Practical**

1. Observation reports of disabilities areas (8)
2. Two Case studies (any two following areas, involving any two disabilities)
  - Early Intervention

- Education
  - Transition
  - Vocation
3. Project Proposal or Evaluation Report or Management
  4. Dissertation
    - a. Organizational structure of an NGO
    - b. Managements Information System
    - c. Innovative rehabilitation approaches
    - d. Significant of interpersonal relation
    - e. Case studies on successful cases of rehabilitation
    - f. Financial managements of NGOs
    - g. Effectiveness of PwD act
    - h. Networking in disability sector
    - i. Role of community in service delivery
    - j. Effectiveness of micro credit system prevailing in the country
    - k. Inclusive approach to education and rehabilitation
    - l. Review of various schemes of Ministry of Social Justice & Empowerment
    - m. Achievements of RCI in development personnel
    - n. Approaches of National Trust in promoting services at doorstep
    - o. Models of Governance of NGOs
    - p. Any other assignments pertaining to management and administration of organizations

**RECOMMENDED TEACHING MATERIAL**

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