

CONFIDENTIAL

ASSESSMENT REPORT

D.H.L.S. Program (New & Extension proposal)

Note: The neatly handwritten / typed report must be completed jointly by the visiting experts and signed by them on each page. Separate Performa to be used for each course. Additional sheets may be used, if required.

(A) The 'Faculty Development and Research' parameter is not applicable for Diploma Level Courses (B) Curricular Transaction included in the assessment/ inspection process of any extension proposal only and not for any New Proposal.

Section I (General Information)

1. Online Proposal ID No.: 2021 AS00508019071 Annexure - I enclosed
In case of Extension, enclose Previous Approval Status and intake: Annexure - II enclosed
2. Date(s) of assessment: 15/12/2022 Time of assessment:
3. Name of the proposed/ongoing Training Course: DHLS
4. Name and Address of the Institution (where inspection is carried out): Institute of Yoga and Nutrition Sciences, Siddha point, 2nd floor, SJ Road, Athgam
5. Name of the Head of the Institution: Dr. Sanjay Kumar Sinha
- Ph. No: Mob. No: 9435040467 Fax:
- e-mail: iynsghy@gmail.com Website:
6. Name of the informant: Dr. SK Sinha designation: Director Mobile no.: 9435040467
7. Name of the Course Coordinator (with CRR Number): Mrs. Pranti Lingra, A-12195
8. Nature of Management: (Please tick)
- Central Govt.: State Govt.: Govt. University: Pvt. University: Society: Trust:
9. Society/Trust Registration No: Date of Registration: Date of Renewal:
10. State NOC issued in the name of: Institute of Yoga and Nutrition Sciences
State NOC issued for Course: DHLS NOC No. SWD, 366/2016/12 Date of Issue 15/10/2019
Valid till: (please attach the copy of State NOC) enclosed Annexure - II
11. Registered under PwD Act 1995 / RPwD Act 2016 : (copy enclose)
Certificate issued in the name of: Institute of Yoga and Nutrition Sciences address: Siddha point, Athgam Ghy
Date of Registration 19/08/2016 Valid upto 26/09/22 Applied for renewal
12. Name of the affiliating University, (applicable for UG, PG and above level courses) :
..... (Please enclose copy)
13. Details of the courses being offered (other than the above):
Name of the course: DIYT Approval status: Approved Sanctioned Intake: 20
14. Name of the other proposed course(s) :
15. Registration number of DISE (Unified District Information System for Education):



(Signature of Visiting Expert 1)



(Signature of Visiting Expert 2)

Section II
DHLS program

1. Building (Please refer norms as prescribed in the respective syllabus)											
A. Essential											
Sl.	Items	Required (Sq.ft)	Available	Points for Matching with the Norm					Raw Score (A)	Weightage (B)	Score (AxB)
				(4) 100% or above	(3) 80% or above	(2) 60% or above	(1) 40% or above	(0) Less than 40%			
1.1	Classrooms*: (01 Room for every 20 students @10 square feet per student-220 sq.ft)										
	Classroom 1	220	✓	✓							
	*Calculate average of the above between 0-4 and put under raw score (A)								4	4	16
1.2	Audiometric room (2-room set up)-01	10x10	✓		✓				3	3	9
1.3	Staff room/office-01	10x15	✓		✓				3	2	6
1.4	Individual therapy rooms-04	10x8	✓		✓				3	4	12
1.5	Group therapy rooms-01	20x15	✓		✓				3	2	6
1.6	Ear mold & hearing aid repair lab-01	20x15	✓		✓				3	1	3
1.7	Patient waiting hall-01	20x15	✓		✓				3	1	3
1.8	Library-01	20x15	✓	✓	✓				4	2	8
1.9	Separate Toilet for Boys /Girls		✓		✓				3	2	6
1.10	Barrier Free Environment (classroom, toilet, drinking water facility)		✓		✓				3	2	6
1.11	Overall impression of Building with respect to Space, Furniture, Fixture, Lighting, Ventilation			(4) Excellent	(3) Good	(2) Average	(1) Poor		4	2	8
Total										83	
Note: Classrooms/rooms include adequate furniture, fixtures lighting facility and ventilation as per requirement. <i>photo attach</i> If any inadequacy please make remark below: <i>Ear mold materials are available but lab is not utilized</i>											
B. Desirable											
Sl.	Items	Actual Size	Points based on the Facility supporting the Course					Raw Score (A)	Weightage (B)	Score (AxB)	
			(4) More than Requirement	(3) As per Requirement	(2) Less than Requirement	(1) Negligible	(0) Not Available				
1.12	Space for Recreation and sports			✓					3	2	6
1.13	Hostel for trainees			✓					3	2	6
1.14	Staff quarters			✓					3	1	3
Total										15	
Remarks (specify Sl. No. for which the remark is made)											
Photographs to be Enclosed for: 1.1 & 1.6											

[Signature]
Signature of Visiting Expert 1)

[Signature]
Signature of Visiting Expert 2)

2. Human Resources										
A. Essential										
Sl.	Name & designation	Required	Available	RCI CRR No. & validity	Scores		Raw Score (A)	Weighta ge (B)	Score (AxB)	
					(4) (Eligible as per Norm)	(0) (Not Eligible)				
2.1 PR	Full Time Core Faculty (02) and Clinical *(02) (core faculty and clinical staff strength should be increased in proportionate)									
	Lecturer in Audiology-01				✓		4			
	Lecturer in Speech – Language Pathology-01				✓		4			
	Clinical Supervisor (Audiology)				✓		4			
	Clinical Supervisor (Speech- Language Pathology)				✓		4			
	*Calculate average of the above between 0-4 and put under raw score (A)						16	32	512	
2.2 PR	Supporting Staff : 03 (CRR Not required)									
	Administrative Assistant-01				✓		4			
	Library Assistant-01				✓		4			
	Attenders-02				✓		4			
	*Calculate average of the above between 0-4 and put under raw score (A)						12	4	48	
2.3	Salary structure and designation of core human resources at par with the UGC norms			Yes (4)		No (0)	3	4	12	
	Total								60	
Remarks (specify Sl. No for which the remark is made) :										
Photograph: Please take (a) group photo of core faculty with visiting experts; (b) group photo of guest faculty with visiting experts; (c) group photo of clinical/technical and admin staff with visiting experts										
B. Desirable										
Sl.	Items	(4) All Faculty	(3) 75% of Faculty	(2) 50% of Faculty	(1) 25% of Faculty	(0) None	Raw Score (A)	Weig htage (B)	Score (AxB)	
2.4	Experience of the Core Faculty More than Prescribed years	✓					4	4	16	
2.5	Additional Rehabilitation Qualification / Research Qualification of the Core Faculty (Ph.D)							3		
2.6	Provision for retention and promotional avenues for the Faculty & Staff through as per RCI norms.		Yes (4)		No (0)		2	3	6	
	Total								22	

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)

3A. Clinical Services											
A. Essential											
Sl.	Items	As per Norm	Actual Status	Points for Matching with the Norm					Raw Score (A)	Weight age (B)	Score (AxB)
				(4) 100% or above	(3) 80% or above	(2) 60% or above	(1) 40% or above	(0) Less than 40%			
3.1	Number of the Clinical Cases (New)			✓					4	7	28
3.2 PR	Therapy Cases/Follow up			✓					4	7	28
3.3	Clinical staff having valid RCI Registration			✓					4	8	32
3.4 PR	Availability of Clinical Test Material / Equipment			✓					4	4	16
3.5	Variety of Clinical Population			(4) *	(3) *	(2) *	(1) *	(0) *	4	4	16
3.6	Use of Clinical Test Material / Equipment			(4) *	(3) *	(2) *	(1) *	(0) *	4	4	16
3.7	Accessibility in Clinical Set Up			(4) *	(3) *	(2) *	(1) *	(0) *	4	3	12
* Score 4- As per Requirement, 3- Less then Requirement, 2- Few, 1- Negligible, 0- Not Available											
3.8	Overall impression on Clinical Services			(4) Excellent	(3) Good	(2) Average	(1) Poor		4	3	12
										Total	160
Remarks (specify sl. No for which the remark is made) :											
<i>Clinical services are excellent.</i>											
Photographs: Enclose 5 photographs of clinical service set up showing the facilities, activities etc.											
B. Desirable											
Sl.	Items	Actual Status	Points based on the Facility supporting the Clinic					Raw Score (A)	Weight age (B)	Score (AxB)	
			(4) Well facilitated	(3) Facilitated	(2) Less Facilitated	(1) Negligible	(0) Not Available				
3.9	Attached to Hospital/Medical College	✓	✓						4	5	20
3.10	Implementing Agency of Govt. Schemes/ADIP/Empanelled professional	✓	✓						4	5	20
										Total	40
Remarks											

(Signature of Visiting Expert 1)

(Signature of Visiting Expert 2)

4. Clinical Infrastructure											
A. Essential											
Sl.	Items	As per Norm	Actual Status	Points for Matching with the Norm					Raw Score (A)	Weightage (B)	Score (AxB)
				(4) 100% or above	(3) 80% or above	(2) 60% or above	(1) 40% or above	(0) Less than 40%			
4.1 PR	Laboratory / Clinic (Min 300 sq.ft.) For detailed specifications, refer the respective syllabus	✓		✓	✓				3	7	21
4.2 PR	Tools & Equipments as prescribed in syllabus	✓		✓	✓				3	7	21
4.3	Test material/Raw Material as prescribed in syllabus	✓		✓	✓				3	8	24
* Score 4- As per Requirement, 3- Less then Requirement, 2- Few, 1- Negligible, 0- Not Available											
4.4	Information, Communication, Technology	✓		(4) *	(3) *	(2) *	(1) *	(0) *	4	4	16
4.5	Accessibility	✓		(4) *	(3) *	(2) *	(1) *	(0) *	4	4	16
										Total	98
Remarks (specify sl. No for which the remark is made) :											
Photographs: Enclose 5 photographs of clinical infrastructure showing the facilities, activities etc.											
B. Desirable											
Sl.	Items	Actual Status	Points based on the Facility supporting the School			Raw Score (A)	Weightage (B)	Score (AxB)			
			(4) Available & Used	(2) Available but not Used	(0) Not Available						
4.6	Innovation in development own tools/equipment		✓			4	3	12			
4.7	Clinical Infrastructure available for other disabilities		✓			4	2	8			
										Total	20



(Signature of Visiting Expert 1)



(Signature of Visiting Expert 2)

5. Library Services (at Diploma level)											
A. Essential											
Sl.N.	Items	As per Norm	Actual Status	Points for Matching with the Norm					Raw Score (A)	Weightage (B)	Score (Ax B)
				(4) 100% or above	(3) 80% or above	(2) 60% or above	(1) 40% or above	(0) Less than 40%			
5.1 PR	Textbooks (As Per Syllabus)	✓		✓					4	12	48
5.2	Reference Books (As Per Syllabus)	✓		✓					4	8	32
5.3	Computer with Internet	✓		(4) Available and Used ✓		(2) Available but not Used		(0) Not Available	4	5	20
5.4	Maintenance of Records Related to Use of Library Services	✓		(4) Available and Used ✓		(2) Available but not Used		(0) Not Available	4	2	8
5.5	Accessibility	✓		(4) Available and Used ✓		(2) Available but not Used		(0) Not Available	3	3	9
										Total	117
Remarks											
B. Desirable											
Sl.	Items	Actual Status	Points based on the Facility supporting the Library					Raw Score (A)	Weightage (B)	Score (Ax B)	
			(4) As per Requirement	(3) Less than Requirement	(2) Few	(1) Negligible	(0) Not Available				
5.6	Peer Reviewed Journals subscribed	✓		✓					3	1	3
5.7	Photocopy Services	✓		(4) Available and Used ✓		(2) Available but not Used		(0) Not Available	4	1	4
5.8	Professional Management of Library Services	✓		(4) Available and Used ✓		(2) Available but not Used		(0) Not Available	4	1	4
5.9	Reading Room Facility	✓		(4) Available and Used ✓		(2) Available but not Used		(0) Not Available	4	2	8
										Total	19
Remarks (specify sl. No for which the remark is made) :											
Photographs: Enclose 5 photographs of library resources room showing the facilities, etc.											

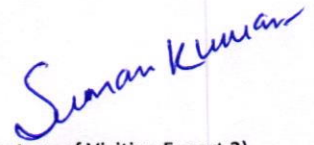
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(Signature of Visiting Expert 2)

6. Community Promotional Activities									
A. Essential									
Sl	Items (Must be verified with documentary proof such as Reports, Photographs, News Clippings)	Points for Matching with the Norm					Raw Score (A)	Weightage (B)	Score (AxB)
		(4) 100%	(3) 80%	(2) 50%	(1) 40%	(0) No Activity			
6.1	Sensitization / Awareness program	✓	X		X		4	10	40
6.2	Early identification program / Promotion of Inclusion	✓	X	X	X		4	5	20
6.3	Development of Audio-Visual/Resource Material for Public Education / Parent Empowerment	✓	X	X	X		4	5	20
								Total	80
B. Desirable									
Items (Must be verified with documentary proof such as Reports, Photographs, News Clippings)									
6.4	Community Based Services	✓					4	5	20
6.5	Exhibition	✓					4	5	20
								Total	40
Remarks									



(Signature of Visiting Expert 1)



(Signature of Visiting Expert 2)

7. Curricular Transaction (Only for Extension Proposal)										
A. Essential										
Sl.	Items (To be assessed based on observation and interaction with students and faculty members as well as verification of records)	Actual Status	Points as per observation & interaction					Raw Score (A)	Weight age (B)	Score (AxB)
			(4) Good	(3) Satisfactory	(2) Poor	(1) Very poor	(0) Not Available			
7.1	Academic calendar and time table		✓					4	04	16
7.2	Attendance of Students and Faculties		✓					4	04	16
7.3	Use of ICT in classroom teaching		✓					4	04	16
7.4	Supervision of practical components, Practical Records		✓					4	08	32
7.5	Field visits & its report		✓					4	05	20
7.6	Assignments / projects / seminar/case conference		✓					4	05	20
7.7	Students Progression : Continuous Assessment, Results (University/NBER) of students		✓					4	05	20
7.8	Overall impression of Curricular Transaction through interaction with students and faculty		(4) Excellent	(3) Good	(2) Average	(1) Poor		4	05	20
									Total	160
B. Desirable										
7.9	Maintenance of Biometric attendance of student and faculty		✓	(4) Yes	(0) No			4	05	20
7.10	Development of A-V/Accessible lessons by the faculty		✓	(4) Yes	(0) No			4	05	20
									Total	40
Remarks (specify sl. No for which the remark is made) :										



(Signature of Visiting Expert 1)



(Signature of Visiting Expert 2)

Section III

Verification of Credentials of Training Institution

(Documentary evidences of all above parameters shall be enclosed. Do not give score in case of documentary proof not available)

Sl. No	Credentials	Yes	No	Maximum Score	Score Obtained
1	Experience of the Institute in the area of Disability Rehabilitation more than ten years	✓		2	1
2	Experience of the Institute conducting RCI approved courses more than ten years	✓		2	1
3	Number of consecutive permanent approval (05 years) from RCI more than two times for a course	✓		3	3
4	Achievement of the Institute – State level recognition by Govt.	✓		1	1
5	Achievement of the Institute – National Level recognition by Govt.	✓		2	1
6	State Level Govt. recognition to any of the Employee working not less than 05 years	✓		1	1
7	National Level Govt. recognition to any of the Employee working not less than 05 years	✓		2	2
8	International Collaboration	✓		2	2
9	Professor Emeritus positions for core faculty			2	
				Total	12
<p>Note: Maximum Score can be credited: 10 (not 15). If the training institution scores 10 or more, then total score shall be 10 only</p>					
Remarks:					



(Signature of Visiting Expert 1)



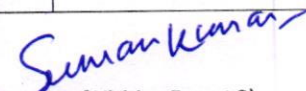
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Section IV

Summary of Scores for Diploma level (New Proposal)							
SL	Parameters	Essential (Part A)			Desirable (Part B)		Credentials (Part C)
		Max. Score	Obtained Score	%	Max. Score	Obtained Score	Obtained Score (out of 10)
1	Building	100			20		
2	Human Resources	160			40		
3	Clinical Services	160			40		
4	Clinical Infrastructure/ Resource Room	120			20		
5	Library Resources	120			20		
6	Community Promotional Activities	80			40		
Total		740			180		

Summary of Scores for Diploma level (Extension Proposal)							
SL	Parameters	Essential (Part A)			Desirable (Part B)		Credentials (Part C)
		Max. Score	Obtained Score	%	Max. Score	Obtained Score	Obtained Score (out of 10)
1	Building	100	100		20	20	
2	Human Resources	160	100		40	40	
3	Clinical Services	160	160		40	40	
4	Clinical Infrastructure	120	100		20	20	
5	Library Resources	120	100		20	20	
6	Community Promotional Activities	80	80		40	40	
7	Curricular Transaction	160	120		40	40	
Total		900	760		220	220	


(Signature of Visiting Expert 1)


(Signature of Visiting Expert 2)

Section V
Summary of Assessment

Summarize your observation by mentioning 2 strengths and 2 weakness (if has) of the Training Institution.
(Max 250 words)

Strengths

- ① The Institute has excellent clinical services
- ② Building, classrooms, library are very good

Weakness

- ① Institute needs to conduct more awareness programs to popularise the course
- ② Needs to conduct more awareness programs on disability

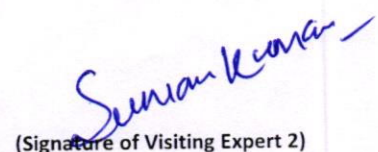
Total Number of Photographs enclosed (Please sign at the backside of each photograph): Attach all
Details of Enclosures: the required photographs

Any other point :

This institute has completed five years running DHLS course approved by RCI. It is working further for improvement and focus on providing the course as per the requirement of RCI



(Signature of Visiting Expert 1)



(Signature of Visiting Expert 2)

Section VI

Declaration

1. We hereby declare that the assessment/inspection undertaken by us is as per the guidelines and the format. The format is duly filled and complete in all respect.
2. We have followed the code and conducts as mentioned by the Council.
3. We undertake that if anything is found incomplete or incorrectly filled, then we may be removed from the panel of visiting expert or debarred.

Name	Designation & Full Address with Email ID & Contact Numbers	Signature with date
Mrs. Shialoa Kimkhoni Aimst	Speech Pathologist Audiologist - CRCSRE Guwahati - 9954010588 shialoa.di@gmail.com	Shi 15/12/22
Mr. Suman Kumar	Lecturer S.S College Bhopal (M.P) Sumanraj69 - Yahoo.com 9977563450	Suman Kumar 15/12/22

CHECK LIST

Diploma in Hearing, Language and Speech (DHLS)

The following are the minimum requirements for starting/continuing a DHLS program. This should be read and interpreted along with the guidelines of RCI for inspectors for inspection of new/existing programs for recognition.

	Yes/No	Remarks
Whether department is an independent	Yes	
Whether department is headed by ASLP Faculty	Yes	(Diploma in ASLP)
Whether core staff are full-time	Yes	
Salary structure at par with UGC guidelines	Yes	
Staff welfare measures adhered (such as PF/NPs / ESC), if applicable	Yes	
Filling of ITR in respect of faculty and clinical staff (form 16/Trace 26)	Yes	

Infrastructure

The following infrastructure is a must for a batch of 20 students.

1.0 Staff

1.1 Core faculty

- a) Lecturer in Audiology
M. Sc. (Audiology) or M.Sc (Sp. & Hg.) /
or an equivalent qualification with 2 years' experience 1
- b) Lecturer in Speech – Language Pathology
M. Sc. (Speech- Language Pathology) or M.Sc (Sp. & Hg.)
or an equivalent qualification with 2 years' experience 1
- c) Guest faculty (as required)

1.2 Supporting Professional Staff

- a) Clinical Supervisor (Audiology) 1
M. Sc (Speech – Language Pathology) or M.Sc (Sp. & Hg.)
- b) Clinical Supervisor (Speech- Language Pathology) 1
M. Sc (Speech- Language Pathology) or M.Sc (Sp. & Hg.)

1.3 Supporting Staff

- a) Administrative Assistant 1
- b) Library Assistant 1
- c) Attenders 2

2.0 Equipment

- a) Clinical audiometer
- b) Hearing aids (all makes & models)
- c) Ear mold and hearing aid repair Lab
- d) Speech trainer
- e) Hearing aid repair kit
- f) Group hearing aids
- g) Sound recorder
- h) Therapy material
- i) Material for auditory training
- j) Models of the ear, larynx, brain etc.

3.0 Space

a) Class room	1	20' x 15'
b) Audiometric room (2-room set up)	1	10' x 10'
c) Staff room/office	1	10' x 15'
d) Individual therapy rooms	4	10' x 8'
e) Group therapy rooms	1	20' x 15'
f) Ear mold & hearing aid repair lab	1	20' x 15'
g) Patient waiting hall	1	20' x 15'
h) Library	1	20' x 15'
i) Play area (Indoor/outdoor)		
j) Hostel (as required)		
k) Disabled friendly toilets (as required)		

4. Clinical

The institution should have facility for diagnosis, management and rehabilitation of all types of speech, language, and hearing disorders in clinical population across life span.

Size of clinical population: The participating institution must have a clinical load of a minimum of 1280 new and 2560 follow up therapy cases.

5.0 Library

The following books are minimum

- Dhingra, P.L. (1992). Diseases of Ear, Nose & Throat. Churchill Livingstone, New Delhi.
- Martin, F.N. (1994). Introduction to Audiology. V ed. NJ: Prentice Hall
- Newby, H.A. & Popelka, G.R. (1992). Audiology. VI ed. NY: Appleton CenturyCrofts
- Rajeshwari, G., Animesh, B. & Yeshoda, K. (2014). Self-Learning Material for Diploma in Hearing, Language and Speech. Course III. Basic Medical Sciences, Mysore; AllSH
- Savithri, S.R. & Shyamala, K.C. (2014). Self-Learning Material for Diploma in Hearing, Language and Speech.
- Shipley, K. G. & McAfee, J. G. (2008). Assessment in Speech-Language Pathology: A Resource Manual . Cengage Learning; 4th edition
- Van Riper, C. (1978). Speech Correction: Principles and Methods. Prentice Hall; 6th edition
- Yathiraj, A. & Vanaja, C.S. (2014). Self-Learning Material for Diploma in Hearing, Language and Speech. Course I. Introduction to Audiology, Mysore; All India Institute of Speech and Hearing.
- Zemlin, W.R. (1981). Speech and Hearing Science: Anatomy and Physiology, (2nd Ed.). Englewood Cliffs, New Jersey: Prentice Hall.

References

1- Introduction to Audiology

- Dhingra, P.L. (1992). Diseases of Ear, Nose & Throat. Churchill Livingstone, New Delhi.
- Martin, F.N. (1994). Introduction to Audiology. V ed. NJ: Prentice Hall
- Rajeshwari, G., Animesh, B. & Yeshoda, K. (2014). Self-Learning Material for Diploma in Hearing, Language and Speech. Course III. Basic Medical Sciences, Mysore; All India Institute of Speech and Hearing
- Yathiraj, A. & C.S. Vanaja (2014). Self-Learning Material for Diploma in Hearing, Language and Speech. Course I. Introduction to Audiology, Mysore; All India Institute of Speech and Hearing.

2 - Introduction to Speech & Language Pathology

- Dhingra, P.L. (1992). Diseases of Ear, Nose & Throat. Churchill Livingstone, New Delhi
- Rajeshwari, G., Animesh, B. & Yeshoda, K. (2014). Self-Learning Material for Diploma in Hearing, Language and Speech. Course III. Basic Medical Sciences, Mysore; All India Institute of Speech and Hearing
- Savithri, S.R. & Shyamala, K.C. (2014). Self-Learning Material for Diploma in Hearing, Language and Speech.
- Shipley, K. G. & McAfee, J. G. (2008). Assessment in Speech-Language Pathology: A Resource Manual. Cengage Learning; 4th edition
- Van Riper, C. (1978). Speech Correction: Principles and Methods. Prentice Hall; 6th edition
- Zemlin, W.R. (1981). Speech and Hearing Science: Anatomy and Physiology, (2nd Ed.). Englewood Cliffs, New Jersey: Prentice Hall.

3 - Management of Communication Disorders- I

- Martin, F.N. (1994). Introduction to Audiology. V ed. NJ: Prentice Hall
- Newby, H.A. & Popelka, G.R. (1992). Audiology. VI ed. NY: Appleton Century crofts
- Yathiraj, A. & C.S. Vanaja (2014). Self-Learning Material for Diploma in Hearing, Language and Speech. Course I. Introduction to Audiology, Mysore; All India Institute of Speech and Hearing.

4- Management of Communication Disorders- II

- Savithri S.R. & Shyamala, K.C. (2014). Self-Learning Material for Diploma in Hearing, Language and Speech. Course II. Introduction to Speech-language pathology, Mysore; All India Institute of Speech and Hearing
- Van Riper, C. (1978). Speech Correction: Principles and Methods. Prentice Hall; 6th edition