



AIIMS CADAVERIC SURGICAL SKILL TRAINING
JAI PRAKASH NARAYAN APEX TRAUMA CENTRE
FORMAT FOR SUBMISSION OF REQUEST FOR ORGANIZING WORKSHOP etc.
(ALL DETAILS IN CAPITAL LETTERS ONLY)

1. Name of Faculty organizing the Programme _____
2. Name of the Department _____
3. Title of Programme _____

4. If Cadaver workshop is part of the conference – Yes/ No _____
5. Nature of Programme i.e. (Conf./CME/Workshop etc.) _____
6. Date _____ 7. Venue : _____
8. Registration Fees (if any) _____
(All registration for programs at ACSST must be registered through ACSST website)
9. Source/ Sources of Funding (Other than Registration Fee) _____
10. Copy of Permission from Dean (ACAD.) Yes/ No. If yes please provide copy _____
11. No. of Delegates/ (National/International) _____
12. No. of faculty from other institutes (National/International) _____
13. No. of Cadavers required _____

UNDERTAKING

14. I have read the Rules & Regulations of ACSST Facility & shall be abiding with the same. In case violation of rules & regulations, No further programme shall be allowed/ permitted for the concerned faculty in further.

Signature

Name of the Organizer.....

Designation.....

Department.....

Dated:

Forwarded by
Chief of Centre /Head of Department _____

(P.T.O.)

Your application will be considered shall be replied soon (within one week) after check the logistic feasibility and clash with other courses with following term and conditions:-

1. All such seminars/ conferences/ workshops/ training/ teaching courses should have proper prior approval of the Dean, AIIMS, clearly stating the dates of conduct of such a course/ courses.
2. The facility of ACSST shall only be available to **the faculty/Department of AIIMS.**
3. **A requisite Performa has to be dully filled by the concerned faculty and submitted to the office of ACSST coordinator along with the Deans permission through Chief JPNATC.**
4. **Registration:** All registration (Online) must be done only through ACSST account. ACSST will provide following things during registration: Kit (Pen & Pad with Folder), certificate, and mementos for invited faculty only (not more than five).
5. **20% of the delegates (Resident/ faculty) shall be from AIIMS, New Delhi at free of cost/ without registration fees (MANDATORY).**
6. Logo of ACSST Facility must be used in All fliers/program Schedule with name of Chief JPNATC & Faculty Incharge as collaborators.
7. Course agenda and list of faculty (AIIMS Faculty and Invited Faculty) shall be approved by Head of the department & Chief JPNATC. The same must be submitted 15 Days prior to Scheduled Program.
8. Expenses of invited national/ International faculty shall be with approval of Chairman ACSST/ Chief, JPNATC.
9. **Faculty must be physically presented during hands-on in ACSST.**
10. **Video recording of the program shall be the property of ACSST & shall be available for viewing only through website of ACSST only. In case of violation no permission shall be given for Future Programs.**
11. **Food and Beverages:** ACSST will provide food and beverages as follows:
 - a) Breakfast: Snacks and cookies with tea/ coffee.
 - b) Lunch: Packed lunch/ Pizza with cold drink.
 - c) Evening Tea: cookies with tea/ coffee.
12. **Disposable:** Gown, Gloves, Shoe cover, Face Mask, cap, Betadine, Saline, Gauze Piece, Syringe, Needle & Suture for body stretching, Soap, Room Freshener, Sheet for body & Table.
13. **Suturing of body:** Proper Suturing of body is must after the course, by the candidate.
14. **Equipment and Instrument:** Only available Equipment and Instrument will be provided by ACSST.
15. No eatables /Lunch/ Dinner will be allowed inside the premises of the ACSST. However the arrangements for snacks /Lunch can be done in the adjoining corridors outside. The organizers are requested to maintain cleanliness & hygiene of the area where food is served and get it cleaned after the event.
16. **No Decoration is allowed in ACSST.**
17. Seminar room or lecture venue is to be booked by organizer faculty. In case of any damage to the property /Audio Visual system or any other fixtures in the ACSST Facility the organizers will have to bear all the expenses (actual) incurred for such damage.
18. **For workshop as part of Conference outside ACSST (SET facility/ Dissection Hall of Anatomy)- 60% payment shall be in advance (1 week) and rest 40% on the course day.**

Any specific requirements shall be with approval of Chief, JPNATC.

Registration Fee (Rs.): (Charges May vary as per requirement of the Course))

- Neurosurgery Skull Base:- 30,000/- (15000/Per Delegate)- 2 delegate per cadaver
- Spine (National):- 50,000/-(15000/Per Delegate)- 4 delegate per cadaver
- Spine (International):- 1,00,000 per cadaver
- Orthopaedics (Knee, Hip):- 15,000/- per delegate
- Orthopaedics (F & A and Shoulder):- 10000/-
- Orthopedics- Pelvis-15000/- Per delegate
- Surgical Procedures:- 15,000/- per Delegate-/60000 Per cadaver-4 delegate per cadaver
- Laparoscopy:- 25,000/- per Delegate
- Anesthesia Procedures:- 7500/- per Delegate
- ENT:- 10,000/- to 30000 per Delegate
- Burn and Plastic Surgery- 30000/- per cadaver
- For Programs at AIIMS (SET facility/ Department of Anatomy)
- Per Cadaver Charge Rs. 50000 (Transport charges shall be bear by organizers).