



PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act, 1948)

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Cautionary Circular

F.No. 14-56/2020 (Review of SIF)
14-264/2020 (FRMS Project)
14-56/2019(A)

F.No.3-52/2020-PCI
16-22/2019-PCI

7680

31 DEC 2020

To all -

- The existing Pharmacy institutions (already approved by PCI for conduct of course or u/s 12 of the Pharmacy Act, 1948)
- The Examining Authorities (Universities / Boards)
- The State Governments

Sub: Cautionary circular for existing institutions intending to apply for consideration of approval for 2021-2022 academic session.

Ref: PCI circular 14-56/2020 (Review of SIF) 3-52/2020-PCI
14-264/2020 (FRMS Project) 16-22/2019-PCI } 7656 dt.30.12.2020
14-56/2019(A)

Sir/Madam

- This is in continuation to Council's above cited circular dt.30.12.2020 as available on Council's website www.pci.nic.in
- The following cautions shall be noted and exercised while submitting online application on PCI portal for consideration of approval for academic session 2021-2022.
 - The Last date for completing the application process on PCI portal will not be extended under any circumstances and hence institutions are required to apply in SIF without fail within the available window from 4.1.2021 to 31.1.2021.

The institutions are advised not to wait for the last date for submission of SIF as overcrowding may pose technical problems. The Council will not be responsible in case institution is not able to apply on time. It is reiterated that the last date will not be extended and no further time will be granted to complete the application process.

- b) All Institutions that are already approved by the PCI for conduct of course / approved under section 12 for registration as a pharmacist for the D.Pharm / B.Pharm / M.Pharm / Pharm.D, Pharm.D (PB) / B.Pharm (Practice) programs have to mandatorily apply on the PCI portal, submitting all the requisite information and Pharmacy Education Regulatory Charges for consideration of approval.
- c) Institutions already having approval for 2021-2022 or beyond 2021-2022 academic session shall also mandatorily apply in SIF and pay the mandatory Pharmacy Education Regulatory Charges for retention of already granted approval.
- d) Applying for approval is entirely the responsibility of the institution and failure to apply will result in not being reflected in the approved list of Institutions on the Council's website leading to **"No Admission Year"**.
- e) All fields in the SIF are to be mandatorily completed including -
 - i) teaching staff details (Name, qualification, specialization at PG level (very important), Years of experience etc).
 - ii) details of salary paid to teaching staff during the period of January 2020 to December 2020.
 - iii) the staff names that are reflected in an institution, as per the PCI circular dt.9.10.2013, a copy of which is enclosed as **Annexure-I** will be not counted for the number of staff for the particular program if they have left the institution to join another institution in the same academic year.
 - iv) the staff whose name is reflected in an institution presently for the academic year 2021-22 will not be given credit in another institution for the year 2021-22 even if they join another institution during the said period. Such information should be clearly informed by the faculty to the joining institution and the PCI. If any information is suppressed, the individual faculty will be responsible and can be debarred from teaching assignments for a period up to 3 years under statutory provisions of "Minimum Qualification for Teachers in Pharmacy Institutions Regulations, 2014".
 - v) the appointment of qualified principal and teaching staff as per the statutory provisions of various Education Regulations is mandatory and if any non-compliance is observed, the approval will not be granted.
 - vi) the appointment of deficient staff will not be considered as a compliance during the appeal period.

Please note that -

- i) if the details are found missing (not filled) / incorrect / false / non-compliance of the prescribed statutory provisions is observed, the application will not be processed for approval leading to **"No Admission Year"** for the institution and the Principal may also be debarred from holding any administrative position in future.
- ii) the PCI will not be responsible for the above consequences and hence due caution be exercised while filling the SIF and submission to PCI.

- f) The institution applying for introduction of **new course** shall mandatorily submit the below mentioned documents at the time of application for consideration –

i) For B.Pharm course

- i) Consent of affiliation of Examining Authority
ii) NOC of the State Government

In case, the State Government has done away with the issuance of NOC of the State Government for starting of pharmacy course, in that case institution shall upload the said communication from the State Government as a documentary evidence.

ii) For D.Pharm / Pharm.D & Pharm.D (Post Baccalaureate) / new M.Pharm course and introduction of new M.Pharm specialization / B.Pharm (Practice) course

- Consent of affiliation of the Examining Authority
- MOU with 300 bedded hospital (applicable for Pharm.D course) in the prescribed format, a copy of which is enclosed as **Annexure-II**.

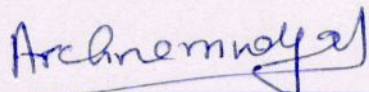
Please note that -

- i) the above documents should be in English duly signed by the Principal and legible.
- ii) in case the above documents are not submitted, the proposal for introduction of new course will not be entertained by the Council and will be summarily rejected.
- iii) the submission of above documents will not be considered as a compliance during the appeal period.
- g) Similarly the institutions applying for **Services** shall also mandatorily submit the statutory documents as prescribed in Annexure-A of Council's above cited circular dt.30.12.2020 failing which application will be summarily rejected.

3. All institutions are once again advised to comply with the various guidelines and instructions contained in Council's circular dt.30.12.2020 and above cautions while submitting the application in SIF for consideration of approval.

It is also clarified that no hard copy of the application in SIF will be accepted. The institutions have to apply online only on PCI portal.

Yours faithfully



(ARCHNA MUDGAL)

Registrar-cum-Secretary

Annexure-I
to Cautionary Circular

PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act, 1948)

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Ref.No.14-3/2013-PCI/31559-33488

Dated: 09.10.2013

Speed Post

All Institutions (D.Pharm, B.Pharm, Pharm.D) approved by PCI

- u/s 12 of the Pharmacy Act
- conduct of course

Sub: Teaching faculty during academic session

Sir/ Madam

With reference to the subject cited above, I am directed to inform that subject cited issue was considered by 93/CC in its meeting held in July, 2013 which noted that in some cases teaching faculty either resign or/are terminated during the academic session which adversely effects the quality of education.

In view of above, it was decided to instruct the pharmacy institutions that –

- a) the teaching faculty whose name is shown at the time of inspection and approval is granted by the PCI on the basis of availability of the said teaching staff will not be eligible to join other institutions during the same academic year. Hence staff who have resigned or terminated by the management on grounds other than the criminal misconduct during the currency of the said academic session will not be taken to count while granting approval for such institutions.
- b) in the event of any dispute the matter shall be referred to the PCI.

This is for strict compliance at your end.

Yours faithfully

Sd/-

(ARCHNA MUDGAL)
Registrar-cum-Secretary

Annexure-II
to Cautionary Circular

MEMORANDUM OF UNDERSTANDING
(To be executed on Rs.100/- Non-judicial stamp paper)

This memorandum of understanding is made on _____ Day _____ month _____ Year
between

_____ Hospital [with full address/affiliating bodies] which is represented by its
Principal/Dean / Medical Superintendent/Medical Director/CEO herein named as party one
and

_____ College of Pharmacy (with full address and affiliating bodies) represented by
its Principal/Director/Dean herein named as party two

The parties hitherto agree as follows:

1. Party one declares that _____ (name of the hospital) is a _____ (number) bedded hospital, with a minimum of 120 beds for General Medicine Department.
2. Party one agrees to provide to party two the minimum space necessary of 1200 square feet in the hospital building to establish Pharmacy Practice department for the conduct of Pharm.D programs.
3. Party one agrees to provide preceptors required to train the Pharm.D students.
4. Party one agrees that, it will not enter into similar agreement with any other Pharmacy institution/s or department/s offering or intend to offer Pharm.D programs.

5. Party one declares that -

Tick the relevant

- a) Hospital and institution with which it is signing the MOU are within the same limits of Corporation or Municipality or Campus with Medical Faculty involvement as adjunct faculty.

OR

- b) If the institution and hospital are located in different Corporation or Municipality or Campus, the distance between the two is not more than 30 kms. by road.

Signature

Signature

6. The prospective students will be allowed to undergo training in the following specialty departments
 - Medicine
 - Surgery
 - Pediatrics
 - Gynecology and Obstetrics
 - Psychiatry
 - Skin and VD
 - Orthopedics
7. Party two will provide the academic staff and necessary infrastructure for Pharm. D course as per the PCI norms and takes the overall responsibility for smooth conduct of the programs.
8. This agreement is to be in effect at least for ten years from the time of its endorsement by both the parties. The Hospital will not sign the MOU for sharing of the hospital facilities with any other Pharm D institution till the present agreement / MOU is in effect.
9. The officials representing _____ hospital and _____ college are signing this MOU to achieve the beneficial objectives of Pharm.D programs.

Signature
Hospital authority [party one]
with seal and date

Signature
Principal, [party two]
College of Pharmacy
with seal and date