

**Eligibility for becoming a Reference Centre for ASSI
6 weeks observership program**

Such Centres should be recognized for competence in spine surgery, preferably recognized for provision of a standardised training program in spine surgery, have an empanelled ASSI member recognized for his training skills and preferably have provision for accommodation to the trainees.

The Centres should have the possibility to provide good exposure to spine surgery as a whole or in specialised technique or sub speciality of spine surgery. Post graduate teaching institutions and centers who are running already a structured fellowship program in spine surgery will be preferred.

Case load should be at least 200-300 cases per year (spine alone).

**Advertisement/Information Dissemination inviting applications
for Reference Centres**

ASSI should advertise in a renowned national journal (like Indian Journal of Orthopaedics) & also on its website in this regard. Mass mailers should also be sent to all ASSI members.

Designating a Center as a Reference Center

Interested centers should apply using the application form as enclosed in Annexure A. The centre should apply to Secretary, ASSI. ASSI will designate an expert to evaluate if all eligibility criteria are met. The expert should do an inspection and submit a report within two weeks of the request. Based on the expert report, Education Committee / Secretary would recommend suitable Centers to the Executive and General Body of ASSI for final approval

Renewal of Reference Centre Status

Reference Centre status would be provided for a period of **three years** at a time. Reference centre should apply for renewal **at least three months** before expiry of term. Education Committee / Secretary would designate a suitable inspector to review. If the Centre still fulfills eligibility criteria, inspector would submit a report within 2weeks. On the basis of inspector's report, Education committee / Secretary would recommend renewal to the Executive and General Body of ASSI for final approval.

I. Observership

a. **Eligibility of a candidate for ASSI Spine fellowship**

The candidate must be atleast Two year post MS/DNB/Mch. Maximum cut of age is 40 years. He/She should be a paid member of ASSI since at least 6 months, must be a MS/DNB/FRCS/equivalent in Orthopaedics or MCh/DNB in Neurosurgery, should have active interest in spine surgery(Should provide proof in terms of publications and presentations).Must be working as part of spine team or practicing spine as

fulltime/part time in his practice. Must have permanent registration with the MCI/State medical council(Medical Council of India).He/she must also have medical indemnity and if not should be willing to purchase one on his own cost.

Candidates applying from abroad should get necessary paper work/Permission from MCI. Candidates applying for observership should get signatures of 2 ASSI members as a referee.

A observer fellow will have to maintain and submit complete logbook and final evaluation form.

An ASSI Spine observership is granted at the discretion of ASSI, based upon the fellow's application form, degree of experience vis a vis requirements, and availability.

b. Fellowship Duration

Duration would be 6-12 weeks.

c. Advertisement / information dissemination

ASSI should advertise in a renowned national journal (like Indian Journal of Orthopaedics) & also on its website in this regard. Mass mailers should also be sent to all ASSI members.

d. Selecting a candidate for ASSI Spine Fellowship

Interested candidates should apply by sending the filled application form (as enclosed at Annexure B) to Secretary ASSI after posts are announced through website / advertisement/mailer. Secretary would review the eligibility criteria based on set criteria and points. Points system mentioned in the end can be followed. All the candidates are required to provide necessary relevant credentials and accreditation to undergo Fellowship as per prevailing compliance guidelines of Apex authority of Govt. Of India.

e. Other details of the fellowship

- **Confirmation:** ASSI must receive confirmation of acceptance within one month after the observership has been granted through a letter addressed to Secretary. If no response is received within that period, ASSI will be free to assign the place to another candidate.
- **Time period:** The exact dates can be decided according to the mutual convenience of the mentor and the candidate. But the observership must finish within the given academic calendar year. The exact dates of the observership should be informed secretariat before starting observership.
- **Leave of absence:** No leaves are given during the observership. In unavoidable circumstances (health/family emergencies) leaves can be availed at the discretion of the mentor. The same has to be informed to ASSI secretary.

- **Evaluation:** The observership program can only maintain its standard or improve, if there is feedback from the fellows. Following completion of the placement, a confidential report is requested. This evaluation form with honest comments or criticisms should be returned. A completed evaluation form is mandatory to receive ASSI fellowship certification.
- **Report:** The hosting Centre would also need to prepare a confidential report on every fellow. This will be used as a reference for any further communication or information.
- **Case Representation:** A logbook needs to be prepared by candidate for every surgery the fellow has participated in the fellowship course.
- **Legalities/Certification:** This program is a short term observership just to give an insight into the spine surgery as a whole/into a particular sub speciality. This will not make the candidate legally eligible to practice spine surgery. ASSI will not get any certificate for this observership.

Annexure A

Form for Centres
Applying for reference centres status

Name: _____

Affiliated ASSI Member / Members(Member ship Nos) :

No. of Beds: _____

No. Of Spine Surgeries done per year

Breakdown of type of spine surgeries (Mention in percentage)

1. Degenerative
2. Deformity
3. Trauma
4. Tumor
5. Infection

Specialization in Spine Surgery –YES /No

Any expertise in particular sub speciality of spine surgery-YES/NO

If yes specify- -----

Existing In Training Programmes : _____

University affiliation – Yes /No

Possibility of provision of accommodation to Fellow –Yes /No

No. of Faculty available at the Centre (along with experience in years)

Names of Mentors for the ASSI Spine Fellowship program: _____

No. of fellows that could be accepted in a year: _____

Any ongoing spine Fellowship program

(Signature of Head of Institution)

Annexure B

ASSI SPINE FELLOWSHIP APPLICATION FORM

	FAMILY NAME:
	FIRST NAME:
PHOTO	DATE OF BIRTH:
	NATIONALITY:
	MARITAL STATUS:
PERMANENT HOME ADDRESS:	
HOME TEL. NO:	
E-MAIL ADDRESS:	
NAME OF UNIVERSITY / HOSPITAL:	
COMPLETE ADDRESS OF HOSPITAL:	
HOSPITAL / OFFICE TEL NO.:	
HOSPITAL / OFFICE FAX NO.:	
PRESENT POSITION:	
CHIEF OF Hospital:	
NAME OF HEAD OF DEPARTMENT:	

MEDICAL SCHOOL:	
------------------------	--

NAME OF SCHOOL (S):	
----------------------------	--

ADDRESS:	
-----------------	--

DURATION:	
------------------	--

DATE OF GRADUATION:	
----------------------------	--

POST GRADUATE EDUCATION:	
---------------------------------	--

--

ORTHOPEDIC / NEUROSURGERY:	
-----------------------------------	--

WHEN:	
--------------	--

DURATION:	
------------------	--

QUALIFICATIONS:	
------------------------	--

--

DETAILS ABOUT SUBSPECIALITY TRAINING IN SPINE: (Trauma, Deformities, Degenerative, Cervical)

WHEN:	
--------------	--

DURATION:	
------------------	--

--

WHAT DO YOU EXPECT FROM the fellowship?:

--

WHICH ASSI MEMBERS DO YOU PERSONALLY KNOW?

--

PLEASE EXPLAIN YOUR ASSOCIATION WITH THEM:

--

OTHER REFERENCES:

--

--

--

ADDITIONAL REMARKS:

--

--

I HAVE READ THE ENCLOSED INTRUCTION FORM AND ACCEPT HEREBY ALL CONDITIONS:

--

SIGNATURE:

--

PLACE / DATE:

--

--

THIS COMPLETED FORM MUST BE RETURNED TO:

--

--

--

--

ASSI SECRETARIAT,
C/O INDIAN SPINAL INJURIES CENTRE,
SECTOR – C, VASANT KUNJ,
NEW DELHI-110070
INDIA

--

--

