



**SREE BALAJI DENTAL COLLEGE & HOSPITAL**  
Velachery Main Road, Narayanapuram, Chennai 600100



**Annexure 1**

Date: 29.10.2019

From  
Prof. Dr. Masthan KMK  
Professor and Head,  
Department of Oral Pathology & Microbiology,  
Sree Balaji Dental College & Hospital,  
Bharath Institute of Higher Education and Research,  
Chennai.

To  
The Dean,  
Bharath Institute of Higher Education and Research,  
Chennai.

**Sub: Permission to conduct value-added course: Short Course Clinical Haematology**

With reference to the subject mentioned above, the department proposes to conduct a value-added course titled: **Short Course on Clinical Haematology** on 7.11.2019. We solicit your kind permission for the same.

**FOR THE USE OF DEANS OFFICE**

Names of Committee members for evaluating the course:

1. Prof. Dr. KMK. Masthan , 2. Dr. Sudha Jimson 3. Dr. S.Leena Sankari

The Dean: Prof. Dr. Ragavendra Jayesh

The HOD: Prof. Dr. KMK Masthan

The Expert: Dr. Sudha Jimson

The committee has discussed about the course and is approved.

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**Circular**

**Circular**

31.10.2020

**Sub: Organising Value-added Course: "Short Course on Clinical haematology" reg**

With reference to the above mentioned subject, it is to bring to your notice that **Sree Balaji Dental College & Hospital, Bharath Institute of Higher Education and Research**, is organising **"Short Course on Clinical Haematology"** The course content and registration form is enclosed below."

The application must reach the institution along with all the necessary documents as mentioned. The hard copy of the application should be sent to the institution by registered/ speed post only so as to reach on or before 5.11.2019. Applications received after the mentioned date shall not be entertained under any circumstances.

Encl: Copy of Course content and Registration form.

**Annexure 2 – Course Proposal**

**Course Title:** “Short Course on Clinical haematology”

**Objective:**

To train undergraduate/post graduate students:

1. To understand the Haematology lab establishment procedure and Norms
2. To gain knowledge in reporting of blood profile
3. To obtain awareness regarding various diseases and their diagnosis based on haematology

**Course Outcome:**

At the end of the course the undergraduate students will be able to:

1. Identify and report all forms of Oral Cancer/ Oral Potentially malignant disorders
2. Provide skills in Lab establishment
3. Assist in performing various microbiological staining procedures.

**Course Audience:**

Undergraduate/postgraduate, Dental and Allied Health Sciences students

**Course Coordinator:**

Dr. Sudha Jimson

**Course Faculties with Qualification and Designation:**

1. Dr. KMK. Masthan M.D.S.– Professor and Head
2. Dr. Sudha Jimson M.D.S.- Professor
3. Dr. S.Leena Sankari M.D.S Professor
4. Dr.L.Malathi M.D.S. Reader

**Course Curriculum/Topics with schedule (Min of 30 hours)**

<b>Bharath Institute of Higher Education &amp;Research</b>				
<b>Department of oral pathology &amp;Microbiology</b>				
<b>Value Added course : Clinical haematology Course Duration :30 Hrs</b>				
S.No	Date	Topic	Time	Hours
1.	07/11/2019	Introduction to clinical pathology	3PM TO 4PM	1Hr

2.	8/11/2019	Introduction to cellular pathology	3PM TO 4PM	1Hr
3.	9/11/2019	Pathology laboratory	3PM TO 4PM	1Hr
4.	11/11/2019	Blood	3PM TO 4PM	1Hr
5.	12/11/2019	Body fluids	3PM TO 4PM	1Hr
6.	13/11/2019	Hemopoiesis	3PM TO 4PM	1Hr
7.	14/11/2019	Collection of blood	3PM TO 4PM	1Hr
8.	15/11/2019	Trasportaion methods	3PM TO 4PM	1Hr
9.	16/08/2020	Anticoagulants	3PM TO 4PM	1Hr
10.	18/11/2019	vacutainers	3PM TO 4PM	1Hr
11.	19/11/2019	Estimation of hemoglobin	3PM TO 4PM	1Hr
12	20/11/2019	Erythrocyte sedimentation rate	3PM TO 4PM	1Hr
13.	21/11/2019	Total RBC count	3PM TO 4PM	1Hr
14.	22/11/2019	Total WBC count	3PM TO 4PM	1Hr
15.	23/11/2019	Differential count	3PM TO 4PM	1Hr
16.	25/11/2019	Smear preparation	3PM TO 4PM	1Hr
17.	26/11/2019	Morphology of normal and abnormal RBCs	3PM TO 4PM	1Hr
18.	27/11/2019	Stains	3PM TO 4PM	1Hr

19.	28/11/2019	Hematological disorders	3PM TO 4PM	1Hr
20.	29/11/2019	Exfoliative cytology	3PM TO 4PM	1Hr
21.	30/11/2019	PAP	3PM TO 4PM	1Hr
22.	2/12/2019	Gram stain	3PM TO 4PM	1Hr
23..	3/12/2019	Absolute Eosinophil count	3PM TO 4PM	1Hr
24..	4/12/2019	Red cell indices	3PM TO 4PM	1Hr
25..	5/12/2019	Automation in pathology lab	3PM TO 4PM	1Hr
26..	6/12/2019	Blood grouping	3PM TO 4PM	1Hr
27..	7/12/2019	Hands on-Hematology	3PM TO 4PM	1Hr
28.	9/12/2019	Hands on-Hematology	3PM TO 4PM	1Hr
29.	10/12/2019	Hands on-Hematology	3PM TO 4PM	1Hr
30.	11/12/2019	Hands on-Hematology	3PM TO 4PM	1Hr

**REFERENCE BOOKS: (Minimum 2)**

1. **Williams haematology**
2. **Basics of Clinical Haematology**
3. Bancroft. Theory and practice of histology techniques. 8th edition, Elsevier, UK.

Annexure 3

**Bharath Institute of Higher Education and Research**

Sree Balaji Dental College and Hospital

Participant list of Value added course: **“Short Course on Clinical Haematology**

**07.11.2019 till 11.12.2019**

S.No	REGISTER NUMBER	STUDENT NAME	REMARKS
1.	P18MD001	HARIHARAN	
2.	P18MD002	RYHANATH GULSHAN BEGUM	
3.	P18MD003	NISHANTH	
4.	P18MD004	SANGEETHA PRIYA	
5.	P18MD005	SHERENE CHRISTINA ROSHINI	
6.	P18MD006	SRIDEVI	
7.	P18MD007	SUDAKSHINA MUKERJHEE	
8.	P18MD008	AAFIYA RESHMA	
9.	P18MD009	ALAMELU MANGAI	
10.	P18MD010	ISHWARYA	

11.	P18MD011	KOWSALYA	
12.	P18MD012	SONA	
13.	P18MD013	HEPSIBAH	
14.	P18MD014	WASIM AKRAM	
15.	P18MD015	KARTHICK	

Annexure 4

**Course/Training Feedback Form**

**Course feedback form**

**Course Title:** Clinical hematology

**Date:** 07.11.2019 – 11.12.2019

**Name:**

**Reg no:**

**Department:** oral & Maxillofacial pathology

S. NO	Particulars	1	2	3	4	5
1.	Objectives of course clear to you					
2.	Course content met with your expectations					
3.	The Lecture sequence was well Planned					
4.	The Lectures were clear and easy to understand					
5.	The teaching aids were effective					
6.	The level of the course					
Overall rating of course(1-very poor,2-Poor,3-Average,4-Good,5-excellent)-						

**Comments:**

**Thank you for taking the time to complete this survey, your comments are much appreciated.**

**OPTIONAL Section:** Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Annexure 5



17.12.2019

From  
Prof. Dr. Masthan KMK  
Professor and Head,  
Department of Oral Pathology & Microbiology,  
Sree Balaji Dental College & Hospital,  
Bharath Institute of Higher Education and Research,  
Chennai.

To  
The Dean,  
Bharath Institute of Higher Education and Research,  
Chennai.

**Sub: Completion of value-added course: “Short Course on clinical haematology**

Dear Sir,

With reference to the subject mentioned above, the department has conducted the value-added course titled: **Short course on “Short Course clinical haematology” from 07/11/2019 to 11/12/2019.** We solicit your kind action to send certificates for the participants, that is attached with this letter. Also, I am attaching the photographs captured during the conduct of the course.

Kind Regards

**Encl: Certificates**



**Bharath**  
INSTITUTE OF HIGHER EDUCATION AND RESEARCH  
(Declared as Deemed - to - be - University under section 3 of UGC Act 1956)

**SREE BALAJI DENTAL COLLEGE AND HOSPITAL, CHENNAI**  
**DEPARTMENT OF ORAL PATHOLOGY AND MICROBIOLOGY**

*Certificate of Participation*

*This is to certify that*

*Prof./Dr*

**R.HARIHARAN**

has participated in the value added course on  
clinical hematology a novel programme conducted  
on 11<sup>th</sup> September, 2020

**Dr.K.M.K.Masthan,**  
**Organizing Chairman**  
**SBDCH**

**Dr.N.Aravindha Babu**  
**Moderator**  
**SBDCH**

**Dr.S.Ragavendra Jayesh**  
**Principal**  
**SBDCH**

**Photographs**

