

8. ADMINISTRATION AND GOVERNANCE OF THE MEDICAL COLEGE

- 8.1 Administration and structure within the university: The College must have control over its curriculum in order to allow its objectives to be achieved, as well as sufficient autonomy to be able to direct resources in an appropriate manner to achieve the overall objectives of the college. There must be a clear and direct line of responsibility for the curriculum and its resources.
- 8.2 Relationship with affiliated institutions and the community:
 - 8.2.1 University academic staff working within teaching hospitals and other health care institutions must be integrated into the service and administrative activities of the affiliated institution.
 - 8.2.2 Institutions associated or affiliated with university medical colleges must share the educational and research objectives of the medical school and be accredited or working towards being accredited.
 - 8.2.3 There must be effective methods for the medical college to communicate with, and receive the opinions of, medical practitioners, other health professionals, community health workers and recipients of health care in the community.
- 8.3 Funding:
 - 8.3.1 Each college must ensure that its financial resources are sufficient to allow the college's objectives to be achieved and to maintain high standards of medical education.
 - 8.3.2 Sources of financial support must be transparent and disclosed.
- 8.4. Governance
 - 8.4.1. An up-to-date and accurate organizational chart must be provided and must include the relationship with the university or affiliated institution.

8.4.2. All staff must be informed about their roles and responsibilities with effective coordination and leadership across the college.

8.4.3 A central registry of all policies and regulations must be available to staff and students.

8. ADMINISTRATION AND GOVERNANCE OF THE MEDICAL COLLEGE.

8.1. Administration and Structure within the University

8.1.1. The college must have control over its curriculum to allow its objectives to be achieved.

8.1.2. The college must have sufficient autonomy to be able to direct resources in an appropriate manner to achieve the overall objectives of the college.

8.1.3. There must be a clear and direct line of responsibility for the curriculum and its resources.

8.2. Relationship with Affiliated Institutions and the Community.

8.2.1. University academic staff working within teaching hospitals and other health care institutions must be integrated into the service and administrative activities of the affiliated institution.

8.2.2. Institutions (teaching hospitals) affiliated with college.

8.2.2.1. Must share the educational and research objectives of the college.

8.2.2.2. Must work towards being accredited.

8.2.3. There must be effective methods for the college to communicate with, and receive the opinions of,

8.2.3.1. Medical practitioners,

8.2.3.2. Allied health professionals,

8.2.3.3. Community health workers

8.2.3.4. Recipients of health care in the community.

8.3. Funding

8.3.1. College must ensure that their financial resources are sufficient to allow the college's objectives to be achieved and to maintain high standards of medical education.

8.3.2. Sources of financial support must be transparent and fully disclosed.

8.4. Governance

8.4.1. Providing an up-to-date and accurate organizational chart including the relation with the university.

8.4.2. All staff to be informed about their role and responsibility with effective coordination and leadership across the college.

8.4.3. A central registration of all policies and regulations and is available to staff and students.

Proposed tools for evidence generation; Administration and Governance.

presentation	Components	Target	Tools	Indi
Description	Document of deans authorities	Doc.	Verif	8.1.1.
Description	document of curriculum committee authorities	Doc.	Verif	8.1.2.

description	policies of students intakes and it relation to college resources	Doc.	verifi	8.1.3.
description	Document showing that faculties staff are involved in medical and administrative activities of the teaching hospital	Doc.	Verif	8.2.1.
description	document of memorandum of understanding between college and the teaching hospital about sharing educational and research objectives (there must be a written agreement about the role and responsibilities of each member who have active participation)	Doc.	verifi	8.2.2.1
description	Documents shows that the teaching hospital are involved in MOH accreditation program	Doc.	Verifi	8.2.2.2
% opinion	regular surveys and interview with medical practitioners	Medical practitioner	questio	8.2.3.1
% opinion	1-Questionairs, 2-joint committees, 3-interviews and meetings	Allied health professionals	quest	8.2.3.2
% opinion	1-Questionairs, 2-joint committees, 3-interviews and meetings	community Health care workers	Quest	8.2.3.3
% opinion	annual survey for patient about their satisfaction with health care provided by college graduate	Recipient of health care	quest	8.2.3.4
Description	document of college budget should be sufficient	Doc.	Verif	8.3.1.
Description	annual budget report and annual Federal supervision report	Doc.	Verif	8.3.2.
Description	Documented organization chart of college and its relation to university	Doc.	Verif	8.4.1
Opinion %	interview and /or questionnaire to staff about their jobs description	Staff	Ques	8.4.2
description	document of policies and regulation should be accessible to staff ,both on paper and on website	Doc.	verifi	8.4.3

Description of the requested Documents:

8.1.1. Documents of the deans' authorities which is sufficient to autonomy of the college

- 8.1.2. Documents of authorities of curriculum committee, which allow achievement of objectives.
- 8.1.3. Documents of policies and regulation of students intakes in correspondence with colleges' resources
- 8.2.1. Documents showing that faculty staffs are involved in medical and administrative activities of the teaching hospital.
- 8.2.2.1. Documents of memorandum of understanding between college and teaching hospital about sharing educational and research objectives.
- 8.2.3.1. Document showing regular survey and interview with medical practitioners
- 8.2.3.2. Documents feedback from Allied health professionals as questionnaire and interviews.
- 8.2.3.3. Documents showing feedback from community health worker as questionnaire interviews.
- 8.2.3.4. Documents showing regular feedback from recipient of health care (patients and their families)
- 8.3.1. Document showing the yearly college budget and no fiscal deficit.
- 8.3.2. Document of annual budget report and annual federal supervision report must be explicit.
- 8.4.1. Document of up-to-date organizational chart of the college showing also relation to the university.
- 8.4.3. Document of policies and regulation should be accessible to staffs, both on paper and on website.

Scoring of Governance and Administration of medical college.

NF	PF	FF	Indicators	Ind No	No
			The college must have sufficient autonomy to be able to direct resources in an appropriate manner to achieve the overall objectives of the college.	8.1.1.	1
			The college must have control over its curriculum to allow its objectives to be achieved.	8.1.2.	2
			There must be a clear and direct line of responsibility for the curriculum and its resources.	8.1.3.	3
			University academic staff working within teaching hospitals and other health care institutions must be integrated into the service and administrative activities of the affiliated institution.	8.2.1.	4
			Affiliated Institutions (teaching hospital) must share the educational and research objectives of the college.	8.2.2.1	5
			Affiliated institutions (teaching hospital) must work towards	8.2.2.2.	6

		being accredited		
		There must be effective methods for the college to communicate with, and receive the opinions of Medical practitioners	8.2.3.1.	7
		There must be effective methods for the college to communicate with and receive the opinions of Allied health professionals	8.2.3.2.	8
		There must be effective methods for the college to communicate with and receive the opinions of Community health workers	8.2.3.3.	9
		There must be effective methods for the college to communicate with and receive the opinions of Recipients of health care in the community.	8.2.3.4.	10
		College must ensure that their financial resources are sufficient to allow the college objectives to be achieved and to maintain high standards of medical education.	8.3.1.	11
		Sources of financial support must be transparent and fully disclosed.	8.3.2.	12
		Providing an up-to-date and accurate organizational chart including the relation with the university	8.4.1.	13
		All staff to be informed about their role and responsibility with effective coordination and leadership across the college.	8.4.2.	14
		A central registration of all policies and regulations and is available to staff and students.	8.4.3.	15
		Total score =(FF=2, PF=1, NF=0)		