

Spot Check Guidelines

These guidelines are issued in continuation to the rating policy issued by UP State Medical Faculty (reference number 11353/22 dated 22/11/2022) and are an extension of clause 13. UP State Medical Faculty (UPSMF) will conduct random spot checks to ensure the quality of on-ground validations being conducted by Quality Council of India (QCI) validators, as per the work order awarded to QCI (reference number 9846/22 dated 07/10/2022). This document enlists some guiding principles for the process of conducting these spot checks.

A. Schedule

Spot check will be conducted at an institute that has already been validated by a QCI validation team. The spot check must be conducted within the time period during which the on-ground validations are being conducted by QCI validation teams across Uttar Pradesh.

10% of the total institutes validated by QCI will be randomly selected by UPSMF for these spot checks. The spot check team will arrive at the chosen institute without any advance notice.

B. Composition of the Spot Check Team

The spot check team will consist of members validators from the Department of Medical Education & Training, GoUP, UP State Medical Faculty and technical partners such as Jhpiego, UP Technical Support Unit and Samagra.

Members of the spot check team will undergo a virtual training program, similar to the QCI validators, and an in-person training, if needed.

C. Tool and Platform

The spot check team will be conducting validation of the randomly selected institute(s) on select parts of Part 1 (Infrastructure) and Part 2 (Teaching Learning Processes) of the rating tool. Spot checks will not be conducted on Part 3 (Learning outcomes - OSCE) again for students and teachers for any course. The spot check team will cross-verify the observations made by the QCI validation team upon their visit to the respective institute.

D. Corrective Measure

In case the variation between the score of the spot check team and that of the QCI validation team is more than 15%, QCI will conduct re-validation of all institutes validated by the particular validation team prior to the date of the spot check results.

The final score will be an average of the score initially generated by the first validation team sent by QCI and the score generated by the re-validation team sent by QCI.

In all such cases, the decision made by the Governing Body, UPSMF shall be final and binding.

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21/3/23