

Distance Learning

Prospectus

Session: 2017-2018

Diploma In Applied Epidemiology



**The National Institute of Health and Family Welfare
Munirka, New Delhi -110067.**

DATES TO REMEMBER

Sl. No.	ITEM SUBMISSION	LAST DATE	LAST DATE (With late fee of Rs.500/-)
1	Completed application form with fees	31 st May, 2017	15 th June, 2017
2	Assignment I	29 th Dec, 2017	15 th Jan, 2018
3	Assignment II	31 st March, 2018	14 th April, 2018
4	Project Report	15 th May, 2018	31 st May, 2018

- a. Application forms submitted to NIHFWS without enclosing the requisite course fee of Rs.21,000/- (Rupees twenty-one thousand only) in the form of Bank draft in favour of Director, NIHFWS payable at New Delhi, would not be accepted.
- b. Late fee of Rs.500/- (Rupees five hundred) for each item to be submitted separately in the form of Demand Draft, in favour of Director, NIHFWS, payable at New Delhi.
- c. Submission of the above items at Nos. 2, 3, 4, after last date will not be valid for eligibility to sit in the examination in the current year, under any circumstances. However, she/he will be eligible to appear in the examination in subsequent years as stated at Para 3 of the prospectus.
- d. If the last date happens to be a Govt. holiday, the last date will automatically be extended to the next working day.

Sl. No.	ACTIVITY	TENTATIVE DATE
1	1 st Contact Session	November/December ,2017*
2	2 nd Contact Session	March/April, 2018*
3	Final Examination	July/August, 2018*

- *The exact date for the commencement of above activities will be posted at the NIHFWS web site: www.nihfw.org
- All are requested to visit the NIHFWS web site regularly to keep them up to date with the latest information on the respective distance learning courses.

1. Introduction and Rationale

About the Institute

With the adoption of new strategy of delivering both Health and Family Welfare Services as an integrated package during the Fifth Five Year Plan period, Government of India recognized the need for an independent agency which could act as an apex technical institution, both in the field of Health and Family Welfare. Consequently on March 9, 1977 the National Institute of Health and

Family Welfare (NIHFW) came into existence by the merger of two erstwhile autonomous organizations previously named as National Institute of Family Planning (NIFP) and National Institute of Health Administration and Education (NIHAE) which were established in the year 1962 and 1964 respectively. NIHFW since then has been functioning as a multi-disciplinary Institute under the Ministry of Health and Family Welfare, Government of India.

The NIHFW has been engaged in providing Education and Training to health manager through its regular courses of MD (CHA), DHA and other in-service training programs. The Post Graduate Diploma in Public Health Management started in 2008-09 in collaboration with MoHFW has gained popularity nationwide. However the in-service training arrangements have not been able to meet the demands expeditiously. Moreover, there is a need for continuous and consistent training in management especially for management of district health system.

In order to facilitate continuous up gradation of knowledge and skills of various health personnel across the country, the NIHFW conducts the following courses through distance learning mode:

(i) Diploma in Health and Family Welfare Management

(ii) Diploma in Hospital Management

(iii) Diploma in Health Promotion

(iv) Diploma in Applied Epidemiology

(v) Diploma in Health Communication

(vi) Diploma in Public Health Nutrition

2 About the Programme

2.1. Importance of the Programme:

A pragmatic approach with a focus on issues of major health and socio-economic concern is vital for the development of successful public health services. Striking a balance between different service providers after taking into account overall resource constraints, efficacy of service delivery and welfare gains is a key challenge. Among the other challenges facing the public health community is the need for coordinated multi-sectorial approaches to preventing and controlling complex disease problems.

Epidemiology—once viewed by health care executives as a fringe element of public health—is in fact an essential discipline for the management of contemporary health systems. Knowledge of health and disease in a population is as important to the health care executive as it is to the public health officer. The on-going evolution of health care administration requires additional disciplines and tools. Epidemiology has a wealth of principles and applications that will affect planning, marketing, quality control, and policy formulation, which are fully dependent on epidemiologic data. It is

now however, increasingly becoming evident that Epidemiology needs to move beyond the traditional biomedical sciences based approaches to the study of socio-cultural determinants, impact of disasters and climate change.

To enhance the capacity of health systems of the states in the shortest possible time; the National Institute of Health and Family Welfare (NIHFW) developed a **Diploma in Applied Epidemiology**; which is now delivered through Distance Learning.

NIHFW, with the financial assistance from The Institutional and Technical Strengthening Project (ITS) a part of the European Union and Government of India (EU-Gol) Sector Policy Support Programme to the National Rural Health Mission (NRHM) and the Reproductive and Child Health II (RCH-II), developed this course.

This programme endeavours to build capacity in using analytic tools and processes to critically analyse information received thereby adapting a pro-active approach to decision-making whenever public health action is warranted.

2.2. Nature of the Diploma Course

This course has been designed keeping in mind the requirement of personnel who practice various applications of epidemiology to prioritize health issues, plan for their mitigation and implement the same in the field. It will also help the participants acquire skills to operate and strengthen the public health surveillance and response systems for *both communicable and non-communicable diseases* and disasters and use the information for more effective detection, control, and prevention.

3. Details of the Course

- i. The total duration of the course is one year.
- ii. The course comprises of theory and practical components.
- iii. Once admitted to the course, the candidate will get an opportunity to appear for the examination in four successive years including the year of admission without payment of the course fee again. However, he/she has to deposit a continuation fee of Rs.500/- (Rupees five hundred) only in the year in which they want to complete the course.
- iv. After 4 years the candidate has to re-enrol as a fresh candidate again with the re-submission of application and requisite course fee.

4. Medium of Study

The medium of study is English. A candidate may appear the final examination in Hindi also.

5. Eligibility

Sl. No.	QUALIFICATION	ELIGIBILITY
1.	All Medical Graduates (MBBS/ AYUSH/ Dental / Diploma in Public Health	Must be registered with concerned State/Indian Councils/State /Indian Medical Council. Doctor qualifying MBBS from abroad must clear the MCI test.
2.	PHN/ B.Sc. Nursing	One Year field experience in Public Health as on 31 st May,2017.
3.	Masters/ Graduation in Science/Social Science / Epidemiology / Statistics	Two Years experience of working in Public Health Field as on 31 st May,2017.

Who should attend?

- Professionals working in public and private health organizations, disease control agencies and field situations, who seek to acquire knowledge about application of epidemiologic principles and methods
- Graduates who seek knowledge for further (personal) professional development.

6. Objectives of the Course

The candidates on successful completion of the course will be able to:

1. Acquire knowledge of various epidemiological techniques and uses of epidemiology
2. Conduct Epidemiological investigation into disease causation and outbreak
3. Demonstrate ability to use the skills related to epidemiology for improvement in health system

7. Course Design

The entire course has been divided into four parts.

- (i) Self reading by candidates:
 - Each candidate must devote at least 600 hours for the course study materials in the year
 - Test question practice at the end of each chapter (Check your progress) to assess knowledge gain.
- (ii) Internal Assessment
 - Writing Assignments
 - Attendance in the contact sessions
 - Project work
- (iii) Theory Component
 - Final Theory examination
- (iv) Practical Component
 - Final Practical Examination

8. The Curriculum

The curriculum is divided into 6 Courses consisting of 20 blocks. The sixth course gives the guidelines for the project work. The break-up of the curriculum is given below:

Course	Block	Unit No.	Unit Title
Course 1: Principles and methods of Epidemiologic practice	I. Introduction to Epidemiology	1.	Advent of Epidemiology in the arena of Public Health
		2.	Epidemiology in public health practice
		3.	Measuring Health and Disease
		4.	Measuring Disease Frequency
	II. Epidemiologic Study Designs	5.	Observational Studies: A. Descriptive Studies; B. Ecological Studies
		6.	Analytic Studies Designs: Cohort Studies
		7.	Analytic Studies Designs: Case-control Studies
		8.	Interventional Studies: Experimental Studies
	III. Ethics	9.	Ethics in Human Research
		10.	Ethics in Bio-medical Research Publications
Course 2: Basic BioStatistics	I. Scales of Measurement	11.	Measurement Scales
		12.	Measures of Central Location and Dispersion
		13.	Normal distribution
	II. Tests of Significance	14.	Measures of Association and Effect
		15.	Confidence interval
		16.	Parametric tests of significance
	III. Sampling	17.	Sample Size
		18.	Sampling Techniques
	IV. Interpretation of epidemiologic study data	19.	Interpretation of Statistical Analysis
		20.	Causality
		21.	Data Analysis
	V. Use of Routine Data for Epidemiologic Purpose	22.	HMIS
		23.	Data Analysis
		24.	Data Triangulation

Course 3A: Epidemiology of Diseases of Public Health importance: Communicable diseases – control and prevention	I. Infectious Diseases: Epidemiology and, Control and Prevention	25.	Epidemiology of communicable diseases	
		26.	Control of communicable diseases	
	II. Recent Trends of Non- communicable Diseases (NCDs)	27.	Major types of Non-communicable diseases (NCDs)	
		28.	Morbidity and Mortality due to NCDs	
	III. NCD Prevention	29.	Levels of Prevention of NCDs	
		30.	Concept and Criteria for Screening of NCDs	
		31.	Programs for Prevention of Non- communicable diseases in the country	
	Course 3 B: Epidemiology of Diseases of Public Health importance: Non- Communicable diseases – control and prevention	IV. Emerging Challenges	32.	Diseases due to changing demographics and lifestyles
			33.	Newer Emerging Infectious Diseases
34.			Disease prioritization	
Course 4 A: Public Health Surveillance, Disasters and Response	I. Surveillance – Why?	35.	Introduction to Surveillance in Public Health	
		36.	Surveillance system in the country	
	II. Establish and Manage a Public Health Surveillance System	37.	Establish a surveillance system	
		38.	Operationalize Surveillance System	
		39.	Surveillance data collection and analysis	
	III. Outbreak Detection and Response	40.	Investigation of an Outbreak	
		41.	Causal and Support Hypothesis	
		42.	Public Health Response to an Outbreak	
	IV. Disasters	43.	Types of Disasters	
		44.	Bioterrorism Warfare	
		45.	Emergency preparedness and response	
	Course 4 B: Working with Public Health Laboratories	I. Public Health Laboratories	46.	Laboratory structure
47.			Diagnostic functions	
II. Validate Field Findings		48.	Analyze and interpret laboratory data	
		49.	Specimen collection and management in the field	

Course 5: Health Research Methodology	I. Health Systems Research	50.	Concept of Health Systems Research
		51.	Write a problem statement
	II. Scientific Manuscripts	52.	Writing an abstract
		53.	Creating Scientific reports
		54.	Writing a grant application
Course 6: Project Work			
Practical Manual	I. Problem Solving Exercises	55.	Will include exercises on surveillance, outbreak investigation and guided sessions on how to conduct a health research.
	II. Case Studies		

9. The Project Work

- Selection of the topic will be done in 1st contact session.
- Synopsis of one page inclusive of Title, objectives & methodology to be submitted before start of project work.
- Project should ordinarily not exceed 15000 words. For details, please refer to detailed guidelines in the project module.
- The project should be submitted as per last date notified, failing which the candidate will be debarred from appearing in final examination of the current session; however he/she can appear in subsequent years after submitting the project.
- The date of submission of project is **15th May, 2018, and 31st May 2018** with late fees of Rs.500/- (Rupees five hundred) only.

10. Contact Programs

There will be two contact programs of 5 days duration each:

- (i) **November/December, 2017**
- (ii) **March/April, 2018**

The contact programs will be held in program study centers. The exact date and place of contact session will be put on the Institute Web site. The themes covered in contact programs are:

1st Contact Programme

Course	Block	Unit No.	Unit Title
Course 1: Principles and methods of Epidemiologic	I. Introduction to Epidemiology	1.	Advent of Epidemiology in the arena of Public Health
		2.	Epidemiology in public health practice
		3.	Measuring Health and Disease

Course	Block	Unit No.	Unit Title
practice		4.	Measuring Disease Frequency
	II. Epidemiologic Study Designs	5.	Observational Studies: A. Descriptive Studies; B. Ecological Studies
		6.	Analytic Studies Designs: Cohort Studies
		7.	Analytic Studies Designs: Case-control Studies
		8.	Interventional Studies: Experimental Studies
Course 2: Basic Biostatistics	I. Scales of Measurement	9.	Measurement Scales
		10.	Measures of Central Location and Dispersion
		11.	Normal distribution
	II. Tests of Significance	12.	Measures of Association and Effect
		13.	Confidence interval
		14.	Parametric tests of significance
	III. Sampling	15.	Sample Size
		16.	Sampling Techniques
	IV. Interpretation of epidemiologic study data	17.	Interpretation of Statistical Analysis
		18.	Causality
19.		Data Analysis	
Course 4 A: Public Health Surveillance, Disasters and Response	I. Surveillance – Why?	20.	Introduction to Surveillance in Public Health
		21.	Surveillance system in the country
	II. Establish and Manage a Public Health Surveillance System	22.	Establish a surveillance system
		23.	Operationalize Surveillance System
	III. Outbreak Detection and Response	24.	Surveillance data collection and analysis
		25.	Investigation of an Outbreak
		26.	Causal and Support Hypothesis
	IV. Disasters	27.	Public Health Response to an Outbreak
		28.	Types of Disasters
		29.	Bioterrorism Warfare
30.		Emergency preparedness and response	
Course 5: Health Research Methodology	I. Health Systems Research	31.	Concept of Health Systems Research
		32.	Write a problem statement

**Course 6- Project Work
2nd Contact Programme**

Course	Block	Unit No.	Unit Title
Course 1: Principles and methods of Epidemiologic practice	I. Ethics	1.	Ethics in Human Research
		2.	Ethics in Bio-medical Research Publications
Course 2: Basic Biostatistics	I. Use of Routine Data for Epidemiologic Purpose	3.	HMIS
		4.	Data Analysis
		5.	Data Triangulation
Course 3A: Epidemiology of Diseases of Public Health importance: Communicable diseases – control and prevention	I. Infectious Diseases: Epidemiology and, Control and Prevention	6.	Epidemiology of communicable diseases
		7.	Control of communicable diseases
	II. Recent Trends of Non-communicable Diseases (NCDs)	8.	Major types of Non-communicable diseases (NCDs)
		9.	Morbidity and Mortality due to NCDs
		III. NCD Prevention	10.
11.	Concept and Criteria for Screening of NCDs		
12.	Programs for Prevention of Non-communicable diseases in the country		
Course 3 B: Epidemiology of Diseases of Public Health importance: Non-Communicable diseases- control and prevention	IV. Emerging Challenges	13.	Diseases due to changing demographics and lifestyles
		14.	Newer Emerging Infectious Diseases
		15.	Disease prioritization
Course 4 B: Working with Public Health Laboratories	I. Public Health Laboratories	16.	Laboratory structure
		17.	Diagnostic functions
	II. Validate Field Findings	18.	Analyse and interpret laboratory data
		19.	Specimen collection and management in the field
Course 5: Health Research Methodology	I. Scientific Manuscripts	20.	Writing an abstract
		21.	Creating Scientific reports
		22.	Writing a grant application
	I. Case Studies		

Each contact program carries a weightage of 20 marks. 10 marks are for attendance and 10 marks are for assessment of feedback during contact session.

- Full attendance in contact classes is compulsory

- Candidates may bring with them the queries on the relevant topics for discussion during contact session.
- The candidates have to attend the contact programs at their own cost at the identified centre.
- The allocation of the center for contact programs will be notified in NIHFV website.

11. Assignments

- Students are required to write 2 sets of assignments.
- The assignment question papers will be posted on the institute web site (www.nihfw.org).
- All the assignments will be **hand written** in A-4 size paper.
- Illustration with diagrams, tables, examples will help to get good marks.
- Each assignment should be written in separate note book.
- Photocopy of any printed material in the assignment or **typed assignments will not be accepted.**
- Assignments received after due date will debar the candidate to sit in the final examination of the current year. However he/she can appear in the subsequent year.
- Each assignment will carry a weightage of 30 marks. It will be included in theory internal assessment.
- A photo copy of each assignment is to be retained by the student for future reference.
- Assignments can be written in Hindi also.

Item	Due date of Submission	With late fees. of Rs.500/- by DD
Assignment - 1	29 th Dec, 2017	15 th Jan,2018
Assignment - 2	31 st March, 2018	14 th April, 2018

If the last date happens to be a Government Holiday, the period will automatically extend to the following working day.

Assignments/Projects should be sent by registered post /speed post only. However, the same can also be submitted directly by hand in the below given address:

**Applied Epidemiology Unit
Distance Learning Cell
Room No. 417, 4th Floor,
Academic Block,
The NIHFV,
Baba Gangnath Marg, Munirka,
New Delhi-110067.**

12. Course Evaluation

The diploma course has two tiers of evaluation.

- (i) Formative
- (ii) Terminal

(i) Formative Evaluation (During the course)

Internal Assessment

- Attendance with feedback in the contact program.
- Submission of assignments within stipulated date.
- Submission of project report within stipulated date

(ii) Terminal Evaluation (Final Exam.)

(A) Theory Paper-I

Theory Paper-II

(B) Practical will comprise of problem solving tests in respect of various issues in applied epidemiology from the practical manual and spotting.

Note: The details about Practical will be discussed during contact session.

(C) Viva voce

- Project Viva
- Grand Viva

13. Qualification for appearing in Final Examination

- Submission of assignments on time.
- Submission of Project Work on time.
- Full attendance in the contact sessions.
- Internal Assessment – 50% marks in
 - a. Assignments
 - b. Contact Programs
 - c. Project Work

14. Distribution of Marks

- Theory Paper I 100
- Theory Paper II 100
- Practical 50
- Viva Voce 50
- Internal Assessment 150
 - (Assignments – 60, Contact sessions – 40, Project – 50)
- Total 450

Note:

- Any candidate caught using unfair means during examination will be debarred from appearing in examination for a period of three years.
- Any request for appearing for final examination after the extended period of 4 years including the year of admission will not be entertained with the same course fees.

15. Re-Evaluation

There is no provision for re-evaluation.

16. Examination Result

A candidate will be declared pass if he/she secures:

- 50% in aggregate = 225 out of 450 and
- 50% in aggregate in Theory = 100 out of 200 and
- 50% in aggregate in Practical & viva = 50 out of 100
- 50% in aggregate of internal assessment 75 out of 150 (for eligibility)

If a candidate passes in theory and fails in practical component he or she will reappear in practical component only.

If a candidate fails in theory and passes in practical component, he/ she will reappear for theory only.

Results for theory and practical components will be declared separately.

17. Best Student Award

The Candidate who obtains highest aggregate marks will be honored with 'Best student award" (A medal with certificate) on 9th March (Annual day of the Institute) of the following year. However it will be only be applicable to the Current Batch candidate.

18. Examination Venue

The final examination will be held in the NIHFV campus, New Delhi. If there are more than 20 State sponsored candidates the examination will be held in the respective state institutes.

19. Type of Fees

- Course admission fee - Rs.21,000/- [Rupees twenty one thousand only] including 1st year examination fee.
- Prospectus with application form can be downloaded from the website www.nihfw.org.
- Once the application with requisite fees is received in this office, no request for withdrawal is permissible and fees deposited will not be refunded in any circumstances.
- The fee will be refunded only to those, who have not been selected for the course by the screening committee.
- Those who fail to complete the course in the same year have to deposit a continuation fee of Rs.500/- in subsequent years in which candidates want to complete the course.
- **All types of fees to be deposited separately by Demand draft drawn in favor of “Director, NIHFW” payable at New- Delhi.**

20. Duplicate Certificate/Mark Sheet

For successful candidates a duplicate certificate can only be issued under following conditions:

- A written request for duplicate certificate giving valid reasons
- A penalty fee of Rs.500/- (Rupees five hundred) only in the form of demand draft.
- An undertaking to the effect that the original certificate has been lost to best of his knowledge attested by a Notary or copy of police FIR.

21. How to Apply

a. A candidate seeking admission to the course is required to send his/her application in the prescribed format, given at the end of the prospectus duly completed, along with requisite fees.

b. Following enclosures must be attached along with the application form:

- Demand draft of requisite amount.
- Self attested copy of certificate of Birth.
- Self attested copy of relevant degree certificate.
- Copy of Registration certificate with respective National / State council.
- Experience certificate from the Employer, if any.
- No objection certificate from the employer, for those in Govt. services.

Incomplete application in any respect is likely to be rejected.

The duly completed, legible application form along with enclosures should be submitted by hand / or through registered/Speed post to:

**Applied Epidemiology Unit,
Distance Learning Cell
Room No. 417, 4th Floor,
Academic Block,
The NIHFWS,
Baba Gangnath Marg Munirka,
New Delhi-110067**

On or before the following dates:

- a. **31st May, 2017** without late fee.
- b. **15th June, 2017** with late fee of **Rs.500/-** (Rupees five hundred only) in the form of demand draft.

22. Selection

- a. Selection will be made by a selection / screening committee of NIHFWS and only the selected candidates will be informed accordingly.
- b. The list of selected candidates will be uploaded in the institute web site.
- c. The decision of the committee will be final and binding.
- d. No correspondence in this regard will be entertained.

All communications may be mailed to:

**Applied Epidemiology Unit,
Distance Learning Cell
Room No. 417, 4th Floor,
Academic Block,
The National Institute of Health and Family Welfare,
Baba Gangnath Marg Munirka,
New Delhi - 110067
Web Site: www.nihfw.org
Phone Direct: 91-11-26183416
Phone EPBX: 91-11-26165959, 26166441, 26188485, 26107773
Ext: 336, 239, 240
FAX: 91-11-26183416
E.mail I.D. – dae@nihfw.org**

Enrolment No.
(to be filled by the office)

D	A	E	/					/	2	0	1	7
---	---	---	---	--	--	--	--	---	---	---	---	---



**THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
NEW DELHI – 110067**



**APPLICATION FORM FOR ADMISSION TO DIPLOMA
IN
APPLIED EPIDEMIOLOGY
THROUGH DISTANCE LEARNING**

BATCH 2017 – 2018

COURSE FEE Rs.21, 000/- (Rupees Twenty one thousand only) through Demand Draft drawn in favor of the Director, NIHF, payable at New Delhi

Demand Draft No.

--	--	--	--	--	--	--	--	--	--

Dated

D	D	M	M	Y	Y	Y	Y

Drawn on Bank and Branch _____

AFFIX RECENT
PASSPORT
SIZE PHOTOGRAPH

1. Name of the Applicant in full (Block Letters)	In English Dr / Mr / Ms/Mrs																		

In Hindi _____
(as you would like it on the certificate)

2. Sex Male Female

3. Father's/Husband's Name																			

4. Date of Birth									
	D	D	M	M	Y	Y	Y	Y	

5. Present Designation & Official Address																			
	District:																		
	State:																		
Pin Code:																			

6. Type of Organization Govt. Semi Govt. Private NGO Others

