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வெளிநாட்டு வளங்கள் திணைக்களம் Department of External Resources

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මහලේකම් කාර්යාලය (3 වැනි මහල), තැ.පෙ. 277, කොළඹ 00100, ශ්‍රී ලංකාව
நிதி, பொருளாதார உறுதிப்படுத்துதலை மற்றும் தேசியக் கொள்கைகள் அமைச்சு
செயலகம் (3 ஆம் மாடி), த. பெ. இல. 277, கொழும்பு 00100, இலங்கை
Ministry of Finance, Economic Stabilization and National Policies
The Secretariat (3rd Floor), P.O. Box 277, Colombo 00100, Sri Lanka

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මගේ අංකය
எனது இல
My No

TA/ITEC/INDIA/S/40

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி
Date

17th July 2024

Secretary
Ministry of Health



Attn: Officer In-Charge Foreign Trainings

Dear Sir

ITEC: - Emergency Medical Technician Training
From 14th August to 03rd September 2024 in New Delhi

The Government of India has invited nominations from the eligible government officials for the above programme in India. The programme and the details can be downloaded from <https://www.itecgcgi.in/meaportal/registerApplicant>

We would highly appreciate, if you could instruct the relevant officials to circulate the programme among the Departments/ Divisions/ Institutes and Provincial/District administration under your purview and submit two (04) most suitable nominations to the Department of External Resources (ERD) with the following documents;

- Nomination Letter (from the relevant Ministry)
- Two sets of the duly filled Application Form (Printouts of the online application)
- Duly filled ERD Form (can be downloaded from www.erd.gov.lk)
- A copy of Passport

Please note that only the duly completed applications received by ERD before 2.00 p.m. on 24th July 2024 with the line ministry covering letter and other relevant documents as stipulated will be processed.

We would highly appreciate if the nominations are sent considering the relevancy of the programme Maximum 02 seats are available for the above programme and final selection will be done by the Government of India.

The High commission of India in Colombo has informed that, **once an ITEC Programme is offered, the recipient is ineligible for any other ITEC Programme.** Further, the candidates should be in the age group of 25-45 years and have a working experience of Five (05) years and also should have working knowledge of English to follow the ITEC course.

It may kindly be noted that, the candidates are required to fill the ITEC application form carefully and not to leave any column incomplete/ blank or furnish incorrect information. Incomplete applications will automatically be rejected.

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பணிப்பாளர் நாயகம்
Director General

94-11-2484693

කාර්යාලය
அலுவலகம்
Office

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94-11-2484600

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தொலை நகல்
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94-11-2447633
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94-11-2434876

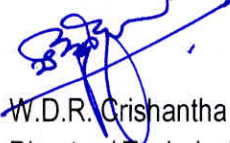
Applicants are strongly advised to register as early as possible via the following link.
<https://www.itecgoi.in/meaportal/registerApplicant> .

Government of India will provide the following facilities to participants for in person programmes-

- Return Air Ticket (Economy Class) from Colombo to Training Institute in India
- Course fees
- Accommodation- Hostel/ Hotel
- Medical expenses (only in case of medical emergency during their training in India)
- Approved study tours (including places of historical importance)

Your early response in this regard is greatly appreciated.

Yours faithfully



W.D.R. Crishantha
Director / Technical Assistance
for Director General



ITEC- TISS International Certificate Programme

On

“Emergency Medical Technician Training”

In Collaboration with

**Indian Technical and Economic Cooperation Programme (ITEC), Ministry of
External Affairs, Government of India**

Hosted by

Tata Institute of Social Sciences



Concept Note

Indian Technical and Economic Cooperation (ITEC) Programme, is the leading capacity building platform of the Ministry of External Affairs, Government of India. Instituted in 1964, ITEC is one of the oldest institutionalized arrangements for international capacity building having trained more than 200,000 officials from 160+ countries in both the civilian and in the defence sector.

Tata Institute of Social Sciences (TISS) is a community-engaged Social Science University, established in 1936. TISS was started as Sir Dorabji Tata Graduate School of Social Work and in 1964, it was granted the Deemed University status under Section 3 of the UGC Act, 1956. Since its inception, the institute's vision has been to be an institution of excellence in higher education that continually responds to changing social realities through the development and application of knowledge, towards creating a people-centered, ecologically sustainable and just society that promotes and protects dignity, equality, social justice and human rights for all.

ITEC and TISS are collaborating to offer a certificate course on **Skill Development programmes in Healthcare Sector**. Skill development program for allied healthcare professionals is essential for enhancing the quality of healthcare services and meeting the growing demand for skilled workers in the healthcare sector. This programme aims to equip individuals with the necessary knowledge and skills to perform a wide range of healthcare tasks. Within this programme, various specialised courses will be offered to in the field of allied healthcare services.

Programme Introduction

“**Emergency Medical Technician Training**” is a certificate programme targeted medical professionals working in the field of allied health care services. Emergency Medical Technicians (EMTs) are one of the highly demanded professionals in healthcare. This course

will build an overall expertise of medical professionals in attending medical emergencies and provide knowledge, skill and attitude to manage a wide range of clinical problems in emergencies.

Programme Objective

This programme will provide fundamentals about emergent patient care, stabilization, and disease processes toward becoming an EMT or further health care pursuits. The course aims to provide the participants with:

1. Skill Reinforcement and review of core knowledge:

This course provides an opportunity for hands-on practice and skill reinforcement. This is crucial for maintaining proficiency in essential medical procedures, such as CPR, bandaging, splinting, and other life-saving techniques. In addition, the programme will also provide a review of core medical knowledge including anatomy, physiology, pharmacology, and other fundamental concepts that are crucial for effective emergency care.

2. Legal and Ethical Updates:

EMTs need to stay informed about any changes in legal and ethical standards related to their practice. This course will cover topics such as patient confidentiality, consent, and documentation to ensure EMTs adhere to legal and ethical guidelines.

3. Networking and Collaboration:

This programme also provides opportunities for EMTs to network with colleagues, instructors, and professionals in the field from various countries to learn from each other. This collaborative environment allows for the exchange of experiences, knowledge, and best practices.

Learning Outcomes

By the end of the course, it is hoped that the participants will:

- Acquire updated information on medical protocols, procedures, and guidelines.
- Understand and implement legal and ethical standards related to emergency medical services
- Reinforce hands-on clinical skills necessary for emergency medical care.
- Practice and demonstrate proficiency in essential procedures, such as airway management, CPR, and trauma care.
- Improve skills in recognizing and managing a wide range of medical and traumatic emergencies.
- Gain knowledge and skills specific to caring for special populations, including paediatric, geriatric, and obstetric patients

- Understand and adhere to proper ambulance operations and safety procedures.

Dates and Duration

Date: 12 June to 3 July 2024

Duration: 3 weeks

The programme dates are tentative and will be finalised in consultation with the ITEC.

Programme Structure

The programme will combine both classroom lectures and experiential learning:

- The **classroom component** consists of 40 hours, which will include lectures that will be delivered by faculty and experts.
- The **experiential learning** will consist of 80 hours, which will include hands on experience through workshops, simulations and practical session with experts as well in hospitals, clinics and field sites

Eligibility

Participants who have EMT certification from recognised institutions or any other medical professionals working in medical emergency field from South Asia (Nepal, Bhutan, Bangladesh, Sri Lanka and Maldives)

General Instructions for applicants

(as of April, 2024 onward)

1. Eligibility criteria for admission to Courses -
 - Working knowledge of English required to follow the Course
 - Age between 25 to 45 years
 - Medically fit to undertake the training
2. **Once an ITEC programme is offered, the same recipient is ineligible for any other ITEC Programms (short term/long term).**
3. It may kindly be noted that all applicants are required to apply for ITEC courses online (<https://www.itecgoi.in/meaportal/registerApplicant>) - (Apply for ITEC course). The applicants can choose their own login email ID and create their login password, which would be used by the system to keep them posted of the status of their application.
4. After a candidate has submitted application online, he/she must take a printout of the application and send it to the **Department of External Resources of Sri Lanka** with all supporting documents. Incomplete applications will be rejected. The terms & conditions and guidelines for applicants are attached at Annexure -II.
5. A medical certificate issued by the doctor/hospital (Government Hospitals) should be attached with the application to ensure that participants are medically fit to undertake the course India.
6. Upon selection, the High Commission of India will inform the Nodal/designated Department/Agency and the candidate.
7. Selected candidates are required to familiarize themselves fully with the living conditions in India and about the Institute through the Institute's website.
8. **Decision regarding acceptance of applications/nominations rests solely with the Ministry of External Affairs, Government of India.**

Expenses Covered under ITEC programme

- Air Fare

Excursion/economy class air tickets for travel from their respective home countries, to the place of training in India and back.

- Visa

Visa is issued gratis to the participants. Prior to departure for training in India, participants are advised to apply for Visa to the High Commission of India, accredited or concurrently accredited to their country. Visa issued for a particular training programme cannot be utilized for some other purpose.

- Course Fees

Fees charged by the training institutes are borne by the Government of India.

- Accommodation

Accommodation is provided by the Training Institute in a hostel/hotel and the charges on this account are borne by the Government of India. While generally accommodation is provided on single occupancy, there could be instances of accommodation being provided on double occupancy basis. (Type of accommodation being provided by the Institute is available at ITEC portal). Participants are required to pay for availing services such as: a. Room service, b. Laundry, c. Local and outstation telephone calls, fax, etc.

- Living Allowance

The participants will receive a daily living allowance (currently INR 1200 or 1500 - per day). Disbursement of this Allowance will be made by the Institute on a weekly/fortnightly basis (as decided by the Institute) after deducting charges for meals, as participants are required to bear expenditure for meals from the Living Allowance. In case institute does not make any arrangement for provision of meals, the participant will receive the entire daily living allowance. Participants are advised to bring some extra money with them for any particular individual needs they may have, including special dietary needs, shopping and other out-of-pocket expenses.

Other Guidelines

- Participants are required to conduct themselves with discipline and abide by conduct rules, regulations and guidelines as stipulated by both the nominating Government and the Government of India.
- Participants are required to abide by the rules of the university/institution/establishment in which the participant is selected to undergo the training as well as participate in all Course-related activities including submission of periodic assessments/tests conducted by the Institute.
- Participants may be taken on educational study tour(s) as part of their Course Curriculum. This also typically includes visits to different Indian heritage sites/places of interest located in the geographical vicinity of the institute. Participation in the study tour is mandatory.
- Participants are required to complete the training Course. Participants must ensure that there are no family or official commitments during the training programme. Request for leave during the course may not be acceded to by the Government of India. Participants are required to return to their countries upon completion of the training Course.
- Participants who leave the Course midway without prior intimation/permission of the Ministry of External Affairs or remain absent from the Course are required to refund the cost of training including airfare to Government of India.
- Participants must refrain from engaging in any political activity and/or any form of employment for profit or gain while on training.
- Candidates must not carry any arms, ammunition drugs or any other prohibited and illegal items.
- Participants are not allowed to bring along their spouses or families for the duration of the Course. No such request will be entertained by Government of India.
- ITEC sponsorship could be canceled at any time due to unsatisfactory conduct, breach of conditions of the Programme, violation of rules of the institute/university/establishment, failure to make satisfactory progress in the training Course or for other sufficient cause as determined by the Government of India.

- Female participants are advised that if they are pregnant, issues related to their pregnancy will not be covered during their training on India.
- ITEC sponsorship may be canceled at any time due to unsatisfactory conduct, breach of conditions of the Programme, failure to make satisfactory progress in the training Course or for other sufficient reasons as determined by the Government of India.
- If any special assistance is required by a participant during his/her stay in India, it should be intimated to Mission as well as to the concerned Institute prior to departure for India.
- Participants are advised to join social media handles of ITEC on Facebook/Twitter to get useful information from the ITEC community.