

Programme

Guide

PGCMDM

## IMPORTANT INFORMATION

Registration and IGNOU ID	After applying you are required to procure your IGNOU Student ID form your respective Regional Centres after due signature of the concerned Regional Director. You are required to show the ID card for your counselling sessions and entry in the examination hall.
Minimum duration of the programme	6 months
Maximum duration of the programme	2 years
Assignments	<p>one for each course</p> <p>Submission is essential before filling term end examination form</p> <p>To be submitted to the Learner Support Centre</p> <p>Validity is six months, in case 6 months are over, you need to solve the new assignment and submit</p> <p>You can download the assignment from the IGNOU website <a href="http://www.ignou.ac.in">www.ignou.ac.in</a> under the downloads, Please note the last date for the submission of the assignments is given on the top right corner of each assignment and submit your assignments on time. Dates if changed are intimated by coordinator or on IGNOU website</p>
Submission of term end examination form*	<p>Last date for submission of the form is 30<sup>th</sup> September/30<sup>th</sup> March for the July-Dec and the Jan-June sessions respectively without late fee. Dates if changed, are notified on the IGNOU website which you should visit frequently</p> <p>Schedule for submission of exam form through online mode and exam fee should be Rs.250/- per course.</p>
Centre of examination*	Online submission of exam form link provides the exam centre list.
Admit Card	The admit card or hall ticket can be downloaded from IGNOU website.
Correspondence with the university	Always keep a copy of your correspondence with the university, assignments, projects, forms etc. with you. Please mention your enrolment number in all the correspondence you make with the university
Submission of forms	Fill the forms online if available. In cases where you are not required to submit online, download the form and send in the filled in form with the required fee/and enclosures as instructed. Please check for latest versions of the forms which may have been uploaded on the IGNOU website.

\*All this information is available in the IGNOU website. However, in some instances IGNOU may change the fees, dates and forms. You may kindly keep yourself updated by visiting IGNOU website for all updates

Dear Student,

I welcome you to the Post Graduate Certificate in Medical Management of CBRNE disasters (PGCMDM) Programme of IGNOU. This is a unique Programme developed by IGNOU in collaboration with INMAS, DRDO, Min of Defence. Various other organisations including DGAFMS, DRDE, IDS (Med) and CAPF have supported this programme,. Recognising the importance of the programme in capacity building in the country various organisations like DGAFMS, CAPF, DGHS, NDRF, BSF, ESIC and Reliance Industries have sponsored their medical doctors for the programme. The Programme will help prepare the Nation in meeting the new challenge with You as a prominent key stakeholder.

During your study, you will get support from IGNOU through Internet as well as through the networks of our Regional and learner Support Centres. You have been allotted a Regional Centre and you will be attached to a Learner support centre/learner Support Centre under that Regional Centre.. You will receive the printed self-learning course material in accordance with our despatch schedule.

You are requested to be in constant touch with us through the email [rkuba@ignou.ac.in](mailto:rkuba@ignou.ac.in). The programme comprises of a total of two theory courses viz. worth 4 credits and 6 credits respectively and one practical course of six credits. Custom-made self-instructional course material has been prepared for all the courses. You are provided with the self -instructional course material of all the courses after your admission.

As part of your study, you are required to undertake assignments. Assignments are a form of continuous assessment tools and must be submitted in time. At the end of the programme you are required to undergo term end examination in each of the courses and clear each one independently.

In addition to the course material, you will have audios and videos available for better understanding of the subject, and radio-counselling/web conferencing/teleconferencing for clearing your doubts and for interaction with subject experts. The radio-counselling, web conferencing and teleconferencing sessions are scheduled by IGNOU as per availability of the facilities. Regular broadcasts and telecasts of recorded audio video programme help in supplementing the information given in the course material.

As with every distance learning programme, we appreciate that due to various personal reasons, you may not be able to complete some or all components of your programme in the designated six months duration of the course. IGNOU gives you the flexibility of completing the programme in a total of two years of registration of the programme without paying any extra fees.

Required information or the source and the various forms that may be required by some of you time to time, are available in the Programme Guide. You may also visit the IGNOU website for any updates/changes in the forms or the fee to be submitted with the forms.

Please read and keep this Programme Guide very carefully and you will have minimum doubts about the frequently asked questions. During the course of your study, if you have any feedback, suggestions and comments to make, please write to us immediately, at [rkuba@ignou.ac.in](mailto:rkuba@ignou.ac.in). You will be provided administrative support from the Regional Centre and academic support from the Learner Support Centre. I am always there for your support and can be approached for problems not sorted out at any level.

You are advised to be in touch with your learner support centres for advice / timely / day-to-day information or visit the website with URL [www.ignou.ac.in](http://www.ignou.ac.in).

Wishing you all the best in pursuing PGCMDM programme.

**PROF. RUCHIKA KUBA**  
**Programme Coordinator**  
**e-mail: rkuba@ignou.ac.in**  
**Telephone: 011-29572813**

**Print Production:**

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January, 2024

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*Further information on the Indira Gandhi National Open University courses may be obtained from the University's Office at Maidan Garhi, New Delhi-110068.*

Printed and published on behalf of the Indira Gandhi National Open University, New Delhi, by Director, School of Health Science, IGNOU, New Delhi.

Print Production :, SOHS, IGNOU, New Delhi

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# 1. THE UNIVERSITY

## 1.1 Introduction

Indira Gandhi National Open University was established by an Act of Parliament in 1985 to achieve the following objectives:

- ✓ Democratising higher education by taking it to the doorsteps of the learners
- ✓ Providing access to high quality education to all those who seek it irrespective of age, region, religion and gender
- ✓ Offering need-based academic programmes by giving professional and vocational orientation to the courses
- ✓ Promoting and developing distance education in India
- ✓ Setting and maintaining standards in distance education in the country as an apex body.

## 1.2 Prominent Features

IGNOU has certain unique features such as:

- International jurisdiction
- Flexible admission rules
- Individualised study: flexibility in terms of place, pace and duration of study
- Use of latest information and communication technologies
- Nationwide student support services network
- Cost-effective programmes
- Modular approach to programmes
- Resource sharing, collaboration and networking with conventional Universities, Open Universities and other Institutions/Organisations
- Socially and academically relevant programmes based on students need analysis
- Convergence of open and conventional education systems

## 1.3 Important Achievements

- Emergence of IGNOU as the largest Open University in the World.
- Recognition as Centre of Excellence in Distance Education by the Commonwealth of Learning (1993).
- Award of Excellence for Distance Education Materials by Commonwealth of Learning (1999).
- Launch of a series of 24 hour Educational Channels 'Gyan Darshan'. IGNOU is the nodal agency for these channels and regular transmissions are done from the studio at EMPC, IGNOU.
- Student enrolment has doubled in four years from 1.5 million to around 3 million.
- UNESCO declared IGNOU as the largest institution of higher learning in the world in 2010.
- Largest network of learning support system.
- Declaration of Term-end result within 45 days.

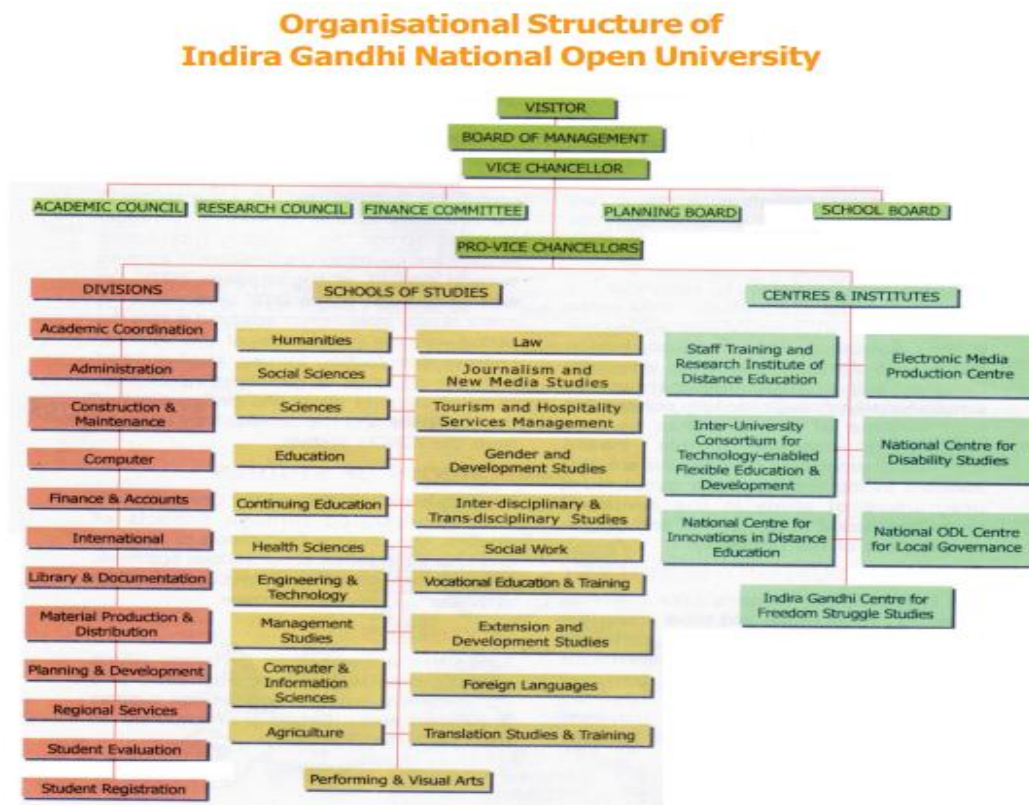
## 1.4 The Schools of Studies

With a view to develop interdisciplinary studies, the University operates through its Schools of Studies. Each School is headed by a Director who arranges to plan, supervise, develop and organise its academic programmes and courses in coordination with the School staff and different academic, administrative and service wings of the University. The emphasis is on providing a wide choice of courses at different levels. The following Schools of Studies currently are in operation:

1. School of Humanities (SOH)
2. School of Social Sciences (SOSS)
3. School of Sciences (SOS)
4. School of Education (SOE)
5. School of Continuing Education (SOCE)
6. School of Engineering & Technology (SOET)
7. School of Management Studies (SOMS)
8. School of Health Sciences (SOHS)
9. School of Computer & Information Sciences (SOCIS)
10. School of Agriculture (SOA)
11. School of Law (SOL)
12. School of Journalism & New Media Studies (SOJNMS)
13. School of Gender and Development Studies (SOGDS)
14. School of Tourism and Hospitality Service Management (SOTHSM)
15. School of Interdisciplinary and Trans-disciplinary Studies (SOITS)
16. School of Social Work (SOSW)
17. School of Vocational Education and Training (SOVET)
18. School of Extension and Development Studies (SOEDS)
19. School of Foreign Languages (SOFL)
20. School of Translation Studies and Training (SOTST)
21. School of Performing & Visual Arts (SOPVA)



## 1.5 Organizational Structure of IGNOU



**Fig. 1: Broad Organisational Structure of IGNOU**

The broad organisational structure is given in Fig 1. As already mention in the section above, there are 20 schools in the University. In addition to the various schools there are various divisions and centres. Some of these are administrative divisions while others assist the schools in the development and the delivery of the academic programmes. Some of the support divisions are the Student Registration Division, Student Evaluation division, Regional Services division and Material Distribution division.

## 1 6. SCHOOL OF HEALTH SCIENCES

The School of Health Sciences (SOHS) was set up with the objective of augmenting educational avenues and for providing in-service training for medical, nursing, paramedical and allied personnel through the distance education mode.

The School is a pioneer in developing competency-based programmes in various disciplines of Health Sciences. Innovative approaches in Medical and Nursing programmes includes hands-on training which is provided through diversified approach of a network of medical and nursing colleges and district level hospitals. Most of these programmes are skill based programmes aimed at improving the knowledge and skills of inservice health personnel.

To achieve this, the School is collaborating and jointly developing and offering academic programmes, with various national and International organizations like World Health Organization (WHO), Ministry of Health and Family Welfare (MoHFW), National AIDS Control Organisation, Indian Nursing Council (INC) etc.

Ongoing Programmes include

### **Doctoral Degree Programmes**

Doctor of Philosophy in Nursing (Ph.D.(N))

### **Bachelor's Degree Programme**

Bachelor of Science in Post Basic B.Sc. Nursing (BScN(PB))

### **PG Diploma Programmes**

Post-Graduate Diploma in Maternal and Child Health (PGDMCH)

Post-Graduate Diploma in Hospital and Health Management (PGDHHM)

Post-Graduate Diploma in Geriatric Medicine (PGDGM)

Post-Graduate Diploma in HIV Medicine (PGDHIVM)

### **Diploma Programmes**

Diploma in Critical Care Nursing (DCCN)

Diploma in Nursing Administration (DNA)

### **Certificate Programmes**

Post graduate Certificate in Medical Management of CBRNE disasters (PGCMDM)

Certificate in Health Care Waste Management (CHCWM)

Certificate in Maternal and Child Health Nursing (CMCHN)

Certificate in Newborn and Infant Nursing (CNIN)

Certificate in Home Based Health Care (CHBHC)

Certificate in Adolescent Health and Counselling (CAHC)

Certificate in Community Health (BPCCHN)

Certificate in First Aid (CFAID)

Certificate in General Duty Assistance (CGDA)

Certificate in Geriatric Care Assistance (CGCA)

Certificate in Phlebotomy Assistance (CPHA)

Certificate in Home Health Assistance (CHHA)

Certificate Programme in Yoga (CPY)

You can learn more about these programmes from the IGNOU website.



## 2. ABOUT THE PGCMDM PROGRAMME

The following sections and subsections shall provide you with the details of the PG Certificate programme in which you have enrolled. Most of the questions that may arise in your mind, will find solutions here, provided you have gone through the whole book meticulously. Let us now read the various sections for more information.

### 2.1 Introduction

The term CBRNE stands for 'Chemical Biological, Radiological, Nuclear and Explosive'. Disasters refers to such agents that can occur accidentally. However, when used intentionally they become Weapons of Mass Destruction (WMD). Being qualified doctors, you cannot miss the implications of emerging CBRNE threats for the Health Sector in India. This Course provides you with a unique opportunity to join a very exclusive & elite set of doctors at National & International level who shall be able to work for the sake of humanity, Nation and indeed the Globe, should such a calamity occur.

CBRNE disasters are ill-understood, diagnosis is difficult and very little management tools exist to manage these disasters, including medical management. Medical management of CBRNE disasters requires specific knowledge and skill set that is not covered in the undergraduate curriculum. India is particularly vulnerable to CBRNE attacks. Thus, society and governments need to create special provisions to deal with them.

In light of the above facts, IGNOU in collaboration with INMAS DRDO have developed a 6 months PG Certificate programme in Medical Management of CBRNE disasters through open and distance learning for MBBS doctors.

### 2.2 Your capability after the programme

You will be able to comprehend, detect, Triage and manage CBRNE casualties, handle overwhelming number of people for screening and treating in adverse conditions and with limited logistics. You will develop capacity and capability to act like medical commander and controller of situation.

### 2.3 Intended Learning outcomes

After completing this programme, you shall be able to -

- comprehend the parameters, enormity and complexity of CBRNE threat from a medical perspective
- describe the impact of chemical, radiological, biological, explosive and nuclear agents on human health
- assess the health effects of a CBRNE scenario using external and internal assessment tools
- discuss regarding the medical counter measures, detection equipment and SOPs of medical management of CBRNE impacts.
- deliver first aid and initiate immediate life-saving responses
- develop competencies on protection, mitigation and medical management of CBRNE casualties
- get sensitized about the current R&D initiatives and future directions.

## **2.4 Eligibility**

MBBS (recognised by MCI). Only Indian Citizens would be considered

## **2.5 Beneficiaries**

The target population for this programme are

- Medical personnel and students engaged in or interested in disaster medical management
- Doctors in Armed Forces, Elite Police Forces, health services, railways, airports/ports, & NDRF or State disaster forces who have to or can be called on to respond in case of CBRNE disasters.
- Doctors working in or for organizations considered vulnerable to CBRN attacks or accidents such as industrial complexes, Shrines, melas, areas prone to terror attacks, border towns etc.
- Faculty in all large and medium-large hospitals (public & corporate sector)
- Medical Management staff of all referral hospitals
- Retired doctors who want to contribute to the Nation's strength & medical security in CBRN.

## **2.6 Duration**

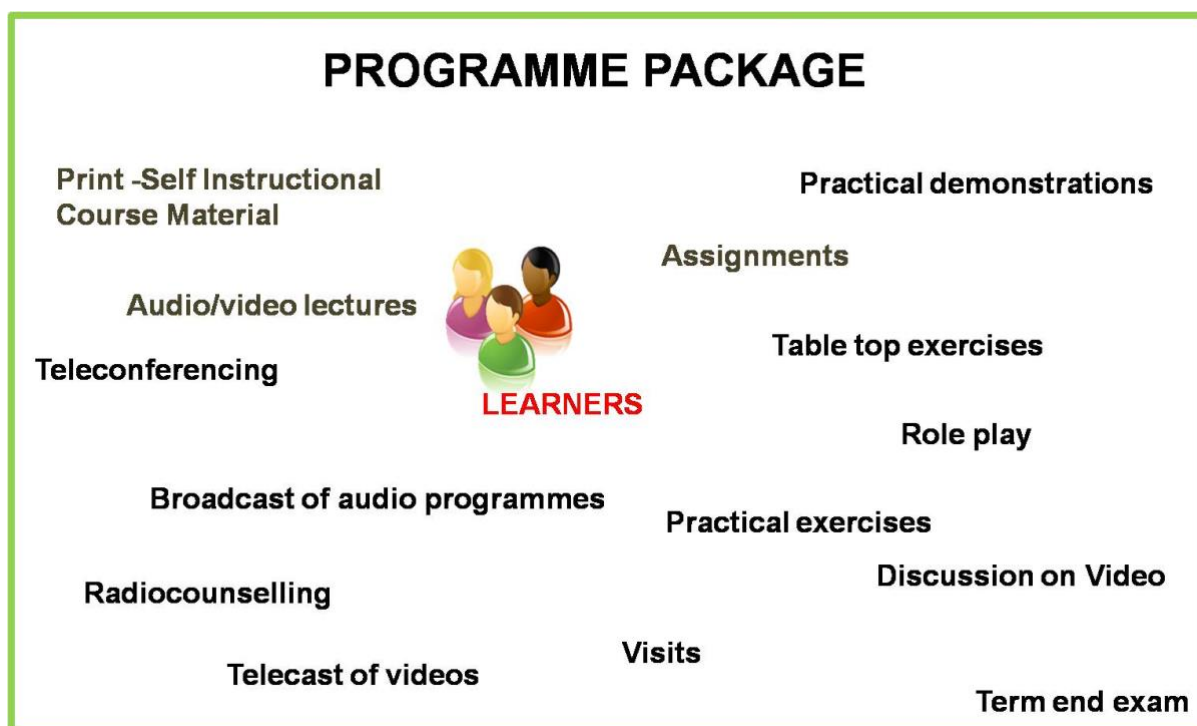
The duration of the programme is of six months. However, you get the flexibility of completing the programme over a duration of two years. There are two sessions in each calendar year for admission into the programme, i.e. January to June and July-December.

## **2.7 Credit Structure**

In IGNOU parlance, the study hours are measured in credits. One credit is equivalent to 30 learning hours. This involves reading and understanding your course material, visiting the various links, using the audio video material provided and doing the assignments etc.

## **2.8 Blended Model of Teaching and Learning**

The programme is being offered through blended approach. There I both distance and face to face learning. The programme package consists of multiple media. The multiple media are depicted in Fig. 2.



**Fig. 2 :Blended Model of Teaching and Learning**

The package for this programme consists of

- Print material is available in the form of booklets called blocks: The material is self-instructional and self directed. It has been developed with dialogue and personal system of writing method to create a nature of interactivity in the material thus simulating a teacher.
- Audio Video materials in the form of CD/DVD: these are custom made for the programme
- Radio-counselling: a two way interaction between the listeners and the experts
- Broadcast: pre recorded programmes broadcast on the radio channels
- TV Telecast: prerecorded programmes telecast on the Doordarshan from 6:00 a.m to 6.30 a.m every morning on different courses of IGNOU
- Teleconferencing and / Web conferencing: a two way audio and one way video (at some places both way video is possible) between the viewers and the experts. It is a very good teaching learning methodology for bridging the gap in ODL system and imparting knowledge and skill based learning. Teleconferencing is open to all including the general public. Web conferencing takes place in a closed group with only invited participation possible.

### 3. IMPORTANT MILESTONES YOU MUST KNOW

1. **Allotment of Learner Support Centre (LSC) and Issue of Identity Card:** You will be informed about your allotted Learner support Centre in your admission letter. You will be issued Identity Card and enrolment number by IGNOU. **For all future correspondence, please mention your enrolment number.** You will be allotted your Learner support centre subject to your preference and the availability of seat. A change of Learner support centre will be permitted, subject to availability of a seat in the LSC to which transfer is opted. For transfer of LSC, you will have to apply in writing to the programme Coordinator so that your records could

be transferred to the new Regional Centre. Each LSC has the following major functions like counselling, evaluation of assignment, practical term end examination, library facilities etc. For details please read section 7.3 of this programme guide carefully.

2. **Induction Meeting:** The induction meeting is held in the beginning of the session. On this occasion you are informed to come to the LSC or the Regional Centre as felt convenient to the organisers. You are given orientation about the IGNOU system and told about your roles and responsibility while undergoing PGCMDM programme. The induction meeting is usually held through virtual mode with the school, Regional Center and the LSC officials. This enables you to have a clarity regarding your programme and guidance regarding the various components of the programme for a successful and effective completion of the same. You can also clear administrative doubts if any, regarding implementation of the programme during this meeting. This induction can also be done through teleconferencing in the beginning of session. You will be informed about the induction programme by your respective Regional Centre/ Learner support centres., and also through email ([rkuba@ignou.ac.in](mailto:rkuba@ignou.ac.in)).
3. **Receiving Printed Study Material:** You will receive all the course materials in the beginning of the session.

In addition, you could contact your programme coordinator or programme-in-charge to solve your problem. The materials that you will receive will consist of the courses as given in the Table 1.

**Table 1: Course material of PGCMDM programme**

Course Code	Materials to be Received by Students	
	Blocks	Assignments*
MME -011	1, 2, 3 and 4	2
MME-012	1, 2, 3, 4, 5 and 6	2
MMEL-013	1, 2 and 3 (Practical Manuals and respective logbooks) Soft copies only are provided	-

\* Assignments will be uploaded on IGNOU website

4. **Teaching and Learning:** This relates to the various components of programme package as mentioned above in section 2.8.
5. **Counselling sessions:** You will be required to attend practical and theory counselling sessions. These sessions are held online through web conferencing platforms. For the face to face hands on training through academic counselling sessions, you will be required to visit your allotted LSC for 4 and a half days. The counselling sessions will be scheduled by the respective organisations. The attendance for these sessions is 100%. In case you do not attend the same, you will not be eligible to sit for the practical term end examinations. In case seats are vacant and you wish to take your contact session at an alternate LSC, it is feasible with the approval of the programme coordinator and the consent of the Coordinators and Regional Directors of the respective LSC and RC. On the other hand if for a particular session the number of students who opt for the practical contact sessions at a particular LSC is less than 5, then the contact sessions in this LSC will not be held and you will be given a choice of undertaking your activity in any of the other LSCs where the contact session will take place. In case you are not able to complete the counselling sessions, you will have to join with the next batch.
6. **Timely Submission of Assignments:** The submission dates are mentioned in the assignment. Some of the commonly faced problems related to assignment are discussed in the later section 6.2. For any other problems, please contact the programme In-charge or Programme Coordinator ([rkuba@ignou.ac.in](mailto:rkuba@ignou.ac.in)). In case you are unable to undertake the assignments prepared for your session, you will be required to take the assignments for the next sessions.
7. **Filling of Term-end Examination Form:** You are required to fill the term end examination form online. The last date for submitting the theory examination form **March 31/September 30 for the June/December examination**. The dates if changed, will be placed on the website or intimated to you from time to time. For details regarding filling term-end examination form, see sections 6.3 and 7.3

**8. Taking Exams:** The examination schedule commonly known as Date Sheet is put on the website generally in the month of May/Nov for the June/Dec exams. Practical exam is conducted on the last date of the counselling sessions and the same is communicated to you by the coordinator of the LSC allotted to you.

**9. Declaration of Result:** All the results of students are computerized and when a student completes all the courses of the programme, a printed mark sheet (called grade card) along with a provisional pass certificate is sent to the students. You can also access the grade card from the website under the student zone. The degree certificate is subsequently provided to the students who are successful. The university does not issue yearwise or semesterwise statement of marks/grade card but issue a comprehensive statement of marks/grade card after completion of the programme.

## 4. PROGRAMME STRUCTURE

### MME-011: CBRNE Threats and Agents

**Credits:04**

#### Course Overview

This course is a fundamental course, wherein you are familiarised with the basic concepts of CBRN. A typical medical officer is assumed to have no prior background in CBRN. Beginning from the definitions and historical perspectives, you are given to understand the current importance of the subject at the global level and particularly in the Indian context. The pivotal role medical management has to play in such disasters has also been explained. Overview of different CBRN scenarios are provided detailing on what medical response mechanisms will be needed to save thousands of human lives. Starting with basic concepts of physics and chemistry, you are familiarized with various detection, protection and decontamination strategies. Details of radiological, chemical and biological agents that constitute the CBRN threat are given with the medical perspective. Peculiarities and uniqueness of CBRN medical management are brought out.

#### Course Objectives

After studying this course, you should be able to:

- describe the global, regional and Indian perspective of CBRN warfare and terrorism
- pen-picture of the roles and responsibilities of a medical officers in various scenarios.
- draw a comprehensive picture on current technology status in Detection, Protection, Evacuation and Decontamination strategies.
- outline the information on preliminary medical management aspects, including blast injuries by high end explosives
- discuss the philosophy and practice of triage

#### Pre-requisite for students

Before you take up the course it would be useful to have

- Optimum level of general awareness of current World Affairs
- Awareness of role of a medical officer in disasters and major accidents where triage is needed
- Working knowledge of Triage principles

#### Course Outline

Block 1	Introduction to CBRNE threats	1
Block 2	Basics of Radiological Agents	1
Block 3	Basics of chemical / industrial disaster agents and new age explosives	1
Block 4	Basics of Biological agents	1

### MME-012: Health effects and Medical Management of CBRNE Agents

**Credits:06**

## Course Overview

This Course gives you the details of health effects of various relevant CBRN agents at molecular, cellular, tissue, individual and community levels. Signs and symptoms are then related to the pathological changes. Complicated injuries are discussed, including combination wounds, such as radioactive burns and explosive injuries and chemically contaminated war wounds. Relevant pathological changes are then related to possible pharmacological strategies, a topic that is perhaps unique to this Course.

Medical management of all aspects of CBRN and detailing of the research products now made available by DRDO and other government agencies is the highlight of the course. New drugs, doctrines and technologies are suggested that add an entirely new echelon to the medical management that at best remains 'preliminary' at best in the country. Medical micromanagement and macro-management are given due importance.

An underrated topic is the aftermath of a CBRN disaster. In fact, agencies are expected to be organized only during the aftermath of the disaster, not during the 'eye of the storm'. Medical leadership will be required to harness all available resources to medically manage thousands of people in the acute phase and monitor and run OPDs for lakhs of victims (actual and suspected ones) for actual wounds, counselling and psychological issues including PTSD. The Course prepares the students for this massive national rebuilding task.

## Course Objectives

After studying this course, you should be able to:

- describe the complete pathology picture of the entire gamut of CBRN syndromes and diseases, including biochemical, structural and functional aspects.
- realise diagnostic skill, both clinical and through Tests
- discuss comprehensive medical management skill and knowledge base
- outline information on research products available at national and regional level
- become familiar with knowledge and skill to prepare and manage large scale CBRN disasters
- inculcate the knowledge and skill to prepare and manage chronic effects of CBRN disasters

## Pre-requisite for students

- Completion of MME 011 would help you understand the concepts explained in this course better
- Attending the Practical sessions at LSC where you get an opportunity to discuss and clarity on concepts
- Completion of relevant Log book portions
- Going through various means provided to impart information such as films, power-points and interactive sessions/ tutorials

## Course Outline

Block 1	Effect of nuclear and radiological agents on human health	1
Block 2	Medical Management of Radiation & Nuclear injuries	1
Block 3	Health effects of chemical agents	1
Block 4	Medical management of chemical threats and new age explosives	1
Block 5	Health effects and medical management of biological agents	1



Block 6	Approach to investigate and manage a CBRNE attack	1
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### **MMEL-013: Practical Aspects of CBRNE**

**Credits:06**

#### **Course Overview**

Like any other IGNOU medical Programme, practical Training (MME 013) of PGCMDM is the heart of the entire endeavour. This part of the teaching program aims at imparting practical hands on training & skills in all aspects of CBRN, whether pre-hospital or at hospital, in terms of detection, self-protection, decontamination, evacuation, decontamination and medical management technologies. Close to 60 Practical exercises belonging to categories: 'Nuclear & Radiological', 'Chemical' & 'Biological' have been prepared for the Program.

Practicals will be carried out at your LSC after about 3-4 months of registration in the program and at a learner support centre, subsequently. The practicals conducted over a period of four days will be followed by practical term end Examination.

Through Tabletop exercises, discussions & interactive sessions, demonstrations, group film viewing, and Do-it-Yourself exercises, essential and desirable skills shall be imparted leading to enhancement of competence gained after theory learning.

#### **Course Objectives**

After studying this course, you should be able to:

- Opportunity to learn the CBRN skills through Live-agent training and Practical
- Learning about medical managements during such disaster through simulation technologies since real-time disaster response training is impossible
- Opportunity to see and learn through demo various drugs, devices and equipment relevant to medical management. Most of these are 'off-the-shelf' innovations and research products not to be seen at any other institute or agency in the country.
- Opportunity to relearn by entering the details of Practical and Tutorials in the Log Book and refreshing the experience while preparing for the Examination.
- Reinforcement mechanisms like films, PPTs, interaction with Experts etc.

#### **Pre-requisite for students**

- Completion of MME 011 and MME 012
- Make sure that you have taken adequate leave and can complete the entire counselling sessions since attendance is compulsory for all days
- Bring your practical manuals and log books with you for the sessions
- Up-to-dating with the Practical Text Book information is necessary for complete immersion with the activities taking place at your Learner Support Centre
- Boarding & lodging will be the responsibility of the student during the Practical, hence please make necessary arrangements before coming for the sessions

#### **Course Outline**

Practical Manual 1	Radiology	2
Practical Manual 2	Chemical	2
Practical Manual 3	Biology	2

## **5. HOW TO STUDY ?**

As in any distance education system, you are provided self instructional material (SIM) for self study. These materials are learner friendly and attempt to replace the teacher by providing interactive content. In addition to self-learning, multiple media in the form of audio, video, radio counselling and teleconferencing are part of the programme package. Theory and practical counselling sessions are available wherein the programme in charge and counsellors enhance your skills and clear your doubts in the subject area. You are also evaluated through a term end examination both in theory as well as the practical.

## 5.1 Studying using the SIM

The programme consists of two theory courses (of 4 credits and 6 credits each) and one practical course of six credits. Thus you are required to undertake the study to a total of 16 credits for completing the entire programme. Remember that one credit equals 30 learning hours which includes, reading, assimilating the study material, doing the assignments, participating in the counselling sessions and completing your activities at your work place and using the audio video material for your comprehension.

The theory courses comprises of booklets called blocks as mentioned in the section 4 on programme structure above. Each block has 2-5 chapters called units. The units are designed in such a way that the contents of later units are based upon the contents of initial units. The practical course has three practical manuals (radiology, biology and chemical) which provide a guide for the counselling sessions of the practicals. There are also corresponding log books where you are required to record all the activities undertaken. You will be evaluated on your participation during these activities and your records in the log book. Be sure to carry your log book during the practical term end examination.

All the course material has been written in the self instructional style, with dialogue and a personal system of writing to create a sense of interactivity. It has been attempted to involve you actively through various experience-based activities and assignments. Each unit begins with the learning objectives and has a brief introduction which serves as a motivation and a study guide for the unit. There is summary at the end of the unit and a glossary of the commonly used terms in the unit. All these access devices, help you to be self directed for completion of the material and enable you to apply the new knowledge and skills learnt in this programme.

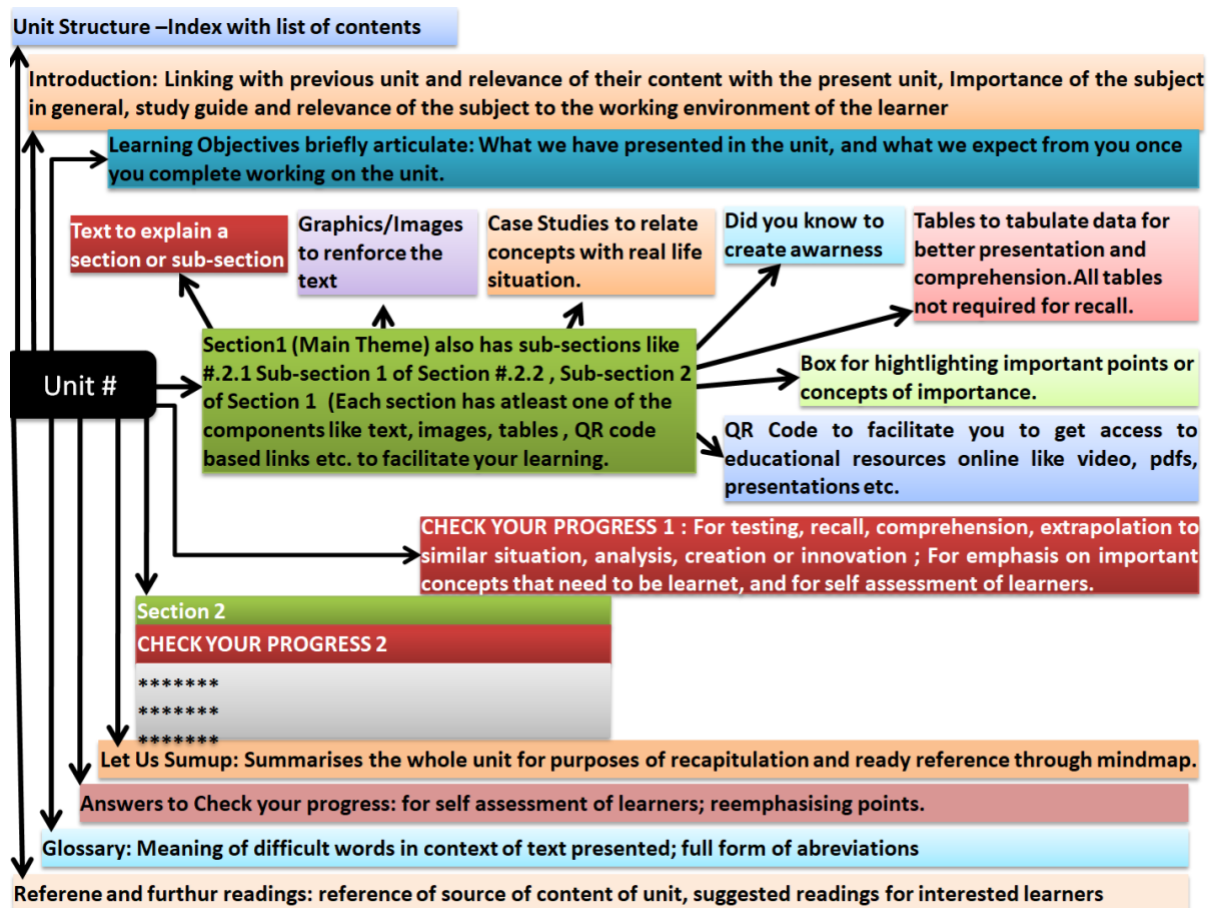
The content in each unit has been divided into smaller sections and sub sections for effective learning. As you go through the units, you may like to jot down important points in the space provided in the margin. ***Broad margins in the booklets are there for you to write your notes on.*** These notes will help you prepare for the examination as also in assimilating the content. Besides, you will be able to save on time. They will also help answer the self-check exercises and easily identify the item(s) to be clarified.

After almost each section there are self assessment questions in the form of check your progress. We hope that we have given enough space for you to work on the self-check exercises. The purpose of giving check your progress will be served satisfactorily if you compare your answers with the possible ones given at the end of each unit after having written your answer in the blank space. **You may be tempted to have a glance at answer(s)** given at the end of the unit as soon as you come across an exercise. But we do hope that you will overcome the temptation and turn to these answers only after you have written yours. These exercises are ***not*** meant to be submitted to us for correction or evaluation. The exercises are to function as study tools to help you keep on the right track as you read the units. They also serve to stress upon the salient points in the material. They also help in self evaluation.

The relevant references and further readings have been provided at the end of each unit for your convenience. The reference books are listed for those who want to know further about the subject. The content presented in the course material is sufficient for your study. Please note that all the questions

either in assignments or in term-end examination will be from the syllabi as mentioned in this guide and covered in your course material. You will have to write the assignments related to each block.

Please read all the course material carefully, before reading the next one because; it may be difficult to follow the later units without a proper understanding of the earlier ones. Wherever you face problem in understanding the content, please make note of it and you can always email the questions to [rkuba@ignou.ac.in](mailto:rkuba@ignou.ac.in) or discuss the same in the discussion forum. You can also informally clear your doubts whenever you come in contact with your counsellors at LSC, during your counselling session..



**Fig. : Access devices in the Unit**

The **Fig. 3** shows how each of the component of the unit – structure, objective, introduction, etc is an access device. This means how each component has an important purpose in interacting with you and providing you guidance in addition to relevant information.

## 5.2 Theory counselling

You have an opportunity to clear doubts during the theory counselling sessions which are organized through online mode by experts from premier organisations like INMAS, DRDE, AIIMS, AMS Doctors etc. The counsellors may also like to arrange group discussions, viewing of videos and open house discussions on some common topics or difficult concepts. Be sure to have gone through your course material before you come for these counselling session and make the most out of them.

## 5.3 Practical counselling sessions

You will be given an opportunity to attend counselling sessions for four days in the learner study centre allotted to you. You shall be demonstrated various skills related to medical management of CBRNE

disasters. You will get an opportunity to perform various activities in order to gain proficiency in these skills. There will be various types of activities like role play, experiments, scenario based learning, problem solving approaches, quizzes, identification of slides and show and tell the object. All these activities are arranged to develop your psychomotor skills in the related areas.

#### **5.4 Audio Video**

In addition to the course material, audio video programmes have been prepared as supplementary to the print material. The audio and video programmes will be available to you, in addition to the course material.

#### **5.6 Radiocounselling**

This is a two way audio programme, during which various topics of public importance are discussed. The viewers can interact in real time and ask questions related to the topic under discussion. You are provided with a schedule on the IGNOU website so that you can tune in for hearing and interacting in the programme of your interest. The wavelength for tuning in is 105.6 MHz at Delhi. You can dial in using toll free number 1800112346, 180012347.

#### **5.7 Gyan Vani**

IGNOU has been offering FM radio channels in 40 cities and towns for education and development. Electronic Media Production Centre (EMPC) is the nodal agency for implementing the project. As many as 10 FM radio stations at Allahabad, Bangalore, Coimbatore, Vishakhapatnam, Mumbai, Lucknow, Bhopal, Kolkata, Chennai and Delhi are already on air. You can tune in to the Delhi station for participating in the gyanvani programmes at 105.6 MHz.

#### **5.8 Teleconferencing**

Teleconferencing is two way audio and one way video (facility of two way video also available at few centres). This facility helps you to interact online with the experts of this programme. Teleconferencing is linked with the theory courses. The subject experts are invited to the studio to deal with various subject areas as planned for the sessions. While dealing with the components, principles, concepts dealt in different units will be highlighted. The questions raised by you synchronously will be answered with the help of examples so that you comprehend the subject better. At times, you may also be showing clips of videos and the same discussed.

These sessions are planned as per feasibility of telecast. We advise you to attend these sessions regularly at your Regional Centre. You can also view these sessions through internet based telecast from the link available at the homepage of IGNOU website. You can learn from the home page of IGNOU about the timing and schedule of the teleconferencing as and when they are scheduled.

#### **5.8 Gyandarshan**

Gyandarshan is a television channel where video lectures are displayed regarding the different academic programmes prepared in the university. Students desirous of buying the audio CD/DVD can procure them from buying marketing unit EMPC, IGNOU, Maidan Garhi, New Delhi – 110068.

#### **5.9 Telecast**

The video programmes are transmitted by Doordarshan at national network (DD1) . The slot reserved for IGNOU from 6:00 am everyday wherein programmes of different courses of IGNOU are telecast. You learn more about the broadcast of video related to your programme through home page of IGNOU

## 6. HOW WILL YOU BE EVALUATED?

In Indira Gandhi National Open University (IGNOU), every course is considered as an independent entity. Hence every course will be evaluated separately.

Evaluation is both concurrent (assignment/ internal assessment) and at the end (term-end-assessment) for both the theory courses and practical course. The weightage of the internal assessment is 30% while term end-assessment will be 70% for both the theory courses and 50% each for the internal assessment and term end examination for the practical course. For successful completion of the programme, you will have to **pass each individual component of all the four courses that you undertake with a minimum score of 50%** in each component and a combined total of 50% or more.

### 6.1 Distribution of Marks

Each core or elective theory course has a total of 100 full marks. It may be noted that even though you have to secure pass mark separately in both the components, all the successful components are carried forward till the end of the registration period of 2 years. So, you have the option of either completing all the components in 6 months or over a period of 2 years, in a phase wise manner as feasible to you. However, if you are not able to complete all the courses in 2 years of registration, you can get a 6 months extension by undertaking readmission.

#### Course-wise Distribution of Marks

Course Code	Nature of Course	Internal Marks	Term-end Marks	Total
MME-011	Theory	30 (15)	70 (35)	100
MME-012	Theory	30 (15)	70 (35)	100
MMEL-013	Practical	50 (25)	50 (25)	100
<b>Total(You need to successfully clear each of the components of all the three courses)</b>				<b>400</b>

### 6.2 Assignments (internal assessment)

Assignments are part of the internal assessment of the courses under study. You will have to undertake two assignments for each of the theory or elective courses. You have to secure an aggregate of at least 50% in each assignment to pass. If you fail to secure 50% marks, you will have to repeat the assignment/(s) in which you have scored less than pass mark. New assignments are uploaded for each session. In case you miss or fail an assignment, you will be required to do the assignments of the next session.

Submission of assignments is a pre-requisite for appearing in theory examination. If you appear in the term-end theory examination without submitting the respective assignments, the term-end theory examination may not be reflected in the grade card.

You will be marked for the internal assessment of the practical courses depending upon your participation and interaction during the practical counselling sessions and your records in the log books.

Some of the commonly faced problems related to assignment are discussed below. If you still find some problem, please contact the programme In-charge or Programme Coordinator ([rkuba@ignou.ac.in](mailto:rkuba@ignou.ac.in))

#### 1. Missing content

Whenever you download the set of assignments, check them immediately and email at [rkuba@ignou.ac.in](mailto:rkuba@ignou.ac.in) for any discrepancy or doubt.

## 2. **Writing process**

The assignment responses should be complete in all respects. Before submission you should ensure that you have answered all the questions in all assignments. Incomplete answer sheets bring you poor marks. Please leave sufficient margin (about 5 cm) on the answer sheet so that the counsellor can write his comments there. All the assignments have to be own hand written.

## 3. **Submission schedule**

You must submit your assignments according to the schedule indicated in the assignment itself to your programme in charge. You will be provided feedback on the assignments usually within one to two months of submission. The University/Programme In-charge has the right to reject the assignments received after the due date. You are, therefore, advised to submit the assignments before the due date.

## 4. **Repeating assignment**

Each assignment is valid only for the session for which it has been uploaded. In case you are not able to clear the assignments, you , should attempt the fresh assignments as and when uploaded for the next session after downloading the same from the IGNOU website.

## 5. **Content of Assignment**

The main purpose of assignments is to test your comprehension of the learning material you receive from us and also to help you get through the courses by providing assessment on the assignments. They also serve to provide feedback to you. The information given in the printed course materials should be sufficient for answering the assignments.

## 6. **Style of writing**

Try to write the assignments in your own style and give suitable examples wherever necessary. This will help you to get good marks. Note that a new set of assignments is prepared for every session.

## 7. **Defaulters**

If you have not been able to submit all the assignments within the six months time frame of your admission, then you are required to download the next set of assignments that have been prepared for the next session and submit the same to your programme in charge for evaluation..

## 8. **Non-entry/wrong entry of marks**

The LSC Coordinators forward a copy of assignment marks in a prescribed format to Regional Centre. The entry of assignment marks is initiated at the level of Regional Centre which is forwarded to SE Division. So, in case of non-entry of assignment marks, report to the Regional Centre or to LSC Coordinator in writing regarding the problem..

## 9. **Wrong Totaling**

Please note that *re-evaluation of assignments is not done*. However re-totaling of marks is carried out locally by the respective counsellor and reported to the LSC Coordinator. This should be done immediately after you receive the assignment feedback and feel that you may like to request for a re totaling.

## 6.3 Term-end Examination

Term-end examination for theory courses are held twice in a year i.e. in the month of June/December. There will be one paper for each core/elective theory course of 70 marks each. The paper will be of 3 hours duration. You will have to secure at least 35 marks (50%) in each of the theory papers for successful completion.

You can appear in the examination for both courses together. However, in case you are not prepared, you may like to take the examination of the second course at a later date, but within the maximum, i.e two years period of your registration. For appearing in the theory term-end examination, you should

*fulfill two requisites, i.e. filling up the form in time and timely submission of assignments* related to that theory paper or the papers that you want to appear. Some of the commonly asked questions related to term-end theory examination are discussed below. If you still have some additional questions, please contact the programme In-charge or Programme coordinator ([rkuba@ignou.ac.in](mailto:rkuba@ignou.ac.in))

The term end examination of the practical course is held on the last day of your practical counselling session in the learner support centre. You will be evaluated by an internal and external examiner. You will require to achieve 50 % or more of the marks to be successful. You will also require to have completed both your contact sessions at learner support centre.

### **1. Eligibility for the term end examination**

To make you eligible, you will have to fill the term-end examination for both the theory as well as the practical courses *through online mode only at IGNOU website [www.ignou.ac.in](http://www.ignou.ac.in)* online. Please note that you will have to *pay examination fee @ Rs.250/- per paper*. (This fee is subject to change as per University decision)

### **2. Date of the examination**

Hall ticket will be made available at IGNOU website [www.ignou.ac.in](http://www.ignou.ac.in) learner(s) and can be downloaded during 3<sup>rd</sup> week of May for June examination & 3<sup>rd</sup> week of November for December examination. (The dates may change as per University decision)

### **3. Last date of submission of the Examination form**

The last date for submission of examination form without late fee is 30th September for examinations to be held in December and 31<sup>st</sup> March for examinations to be held in June without late fee. The last date of form submission may vary with new notification put on the IGNOU website from time to time

### **4. Centre for Examination**

You can choose the centre for the term end examination when you fill the online form. However the centre will be finalized by Student Evaluation Division. You will be allotted the centre that you have asked for if that centre is identified as an examination centre for that session. Otherwise a nearest possible centre is allotted. The allotted centre is intimated to you in the admit card.

### **5. Intimation Slip**

The intimation slip can be downloaded from IGNOU website only..

### **6. Admit card/Hall ticket**

Your admit card/hall ticket for examination can be downloaded from IGNOU website only generally two weeks before commencement of examination.

### **7. Non-receipt of Admit Card**

If you do not get Hall Ticket from IGNOU website, by one week before the examination, you may contact at IGNOU Head Quarters at helpline no. /email id which is available at online submission of examination portal. .

### **8. Misplaced Admit Card**

If you know your examination centre, you can report to the examination centre superintendent with the IGNOU identity card (Student Identity Card) and take the examination.

### 9. ID card for Examination

You are provided a student ID card by your Regional Centre. You can also download from IGNOU website. In case you lose it, you must get a duplicate one prepared immediately. Always remember to carry your ID card for the programme for taking the examination, or else you may be denied entry. **Mobiles and other electronic gadgets are not permitted in the examination hall.**

### 10. Wrong Enrollment Number

Your enrolment number is your Roll Number for examinations. Be careful in writing it. Any mistake in writing the Roll Number will result in non-declaration of your result.

## 6.4 Result and Certification

The results of the assignments and the term end examinations are uploaded on the website. After all the courses are successfully cleared, the student earns a certificate

## 6.5 Declaration of Result

All the results of students are computerized and **when a student completes all the courses of the programme, a printed mark sheet (called grade card) along with a provisional pass certificate is sent to the students.** The grade card is also displayed in the IGNOU website and can be downloaded from here. There is a provision of issuing duplicate grade card on receipt of request application along with a demand draft for the required fee in favour of IGNOU and payable at New Delhi. Link for the obtaining duplicate copy of grade card, marksheet or provisional certificate is given in Appendix 3.

There is a provision of informing you about the term-end theory result after you appear in an examination each time. You can also see the result in the website. Usually, it takes 2-3 month's time for declaration of term-end theory result. If you are unsuccessful in a theory paper, you should apply for next examination in the prescribed form. You can also opt for early declaration of result by filling the form for the same available in the website. You do not have the number of attempts written anywhere in your grade card or certificate.

At times, some component of the results is not reflected in the grade card or mark sheet. In that situation, please write an application to the Registrar SE Division enclosing a xerox copy of the partial reflected grade card. You should also follow it up with the Regional Centre for necessary action or write to student support service centre/grievance cell.

## 6.6 Re-evaluation of Answer Scripts

When you are not satisfied with your term-end theory marks, you have an option of approaching IGNOU for re-evaluation of answer script. You should apply online for that within a month of declaration of result in website. You can also ask for the photocopy of your answer script online

There is a scope for improving the grade/marks in the theory paper that you have passed by taking the examination again. For this, you have to apply in the form available in IGNOU website. The relevant links to all the forms are available.

## 6.7 Convocation

The final degree certificate in PGCMDM will be offered by the university after the convocation ceremony. Usually every year this is organized in the month of February-March. **The students of certificate courses are not invited to the convocation.** The certificate is sent by post.



## 7. Roles and Responsibilities

Let us now look into the various roles and responsibilities of the different divisions of IGNOU, learner support centre and the students.

### 7.1 Role of IGNOU – School and Divisions

- The SOHS is responsible for the curriculum design, programme development as well as framing the guidelines for various aspects of the implementation process in consultation with the concerned divisions. Besides it will be monitoring the programme to ensure the quality of training.
- The Student Evaluation Division (SED) is responsible for maintenance of progress report and evaluation (both concurrent and end-assessment) including the certification.
- Computer division possesses the student data to provide address level of students for dispatch of study materials and correspondence with students.
- Material Production & Distribution Division (MPDD) is responsible for dispatch of print materials.
- Regional Service Division (RSD) is the coordinating division between the head quarter and peripheral set up. So most of the information from Regional Director will go to head quarter only through RSD. Besides RSD appoints the counsellors, programme-in-charge and takes care of the financial aspects of running the programme.

### 7.2 Role of Learner Support Center(LSC)

Each LSC will have the following major functions:

1. **Counselling** –  
Your counselling will be **undertaken in your** Learner support centre - You will attend theory counselling sessions for one day and practical counselling for four days
2. **Viewing of audio video:** discussions on the various audio and videos can be scheduled during your counselling sessions in the centres
3. **Evaluation of Assignment:** You will be given assignments having long, short and problem based questions. The counsellors at your learner support centre will evaluate them and return to you for feedback.
4. **Library:** There will be availability of relevant course materials, reference books as suggested for further reading, audio video materials related to the programmes run by the learner support centre. You will be able to avail the library facility of the Medical College to which the learner support centre is attached. Please use your Identity Card for this purpose.
5. **Practical term end examination:** You will undergo the term end practical examination on the last day of your counselling in your learner support centre.

### 7.3 Student Responsibility

- ❖ **Log-book Maintenance:** You will maintain the log-books for the practical course. Each of the activity done at LSC should be signed by the respective counsellors. You are requested to carry the log book in all the workshop sessions. You may be denied attendance in the workshop session if you don't carry the log book. You are required to submit your completed log book at the end of the session for final evaluation.

- ❖ **Attendance in counselling sessions:** All the sessions (All days) of the counselling are compulsory. However, you have the option to complete them over 2 years. You should inform in advance to the LSC coordinator regarding your inability to attend the counselling sessions in the scheduled session for your batch, so that you will be given an option to attend it with the next batch.
- ❖ **Timely Submission of Assignments:** The submission dates are mentioned in the assignment.
- ❖ **Filling of Term-end Examination Form:** You will have to fill up *theory term-end examination form separately* and submit them online. The last date for submitting the theory examination form **March 31/September 30 for the June/December examination**. You must however confirm the date from the website in case of any change. You are encouraged to fill the theory application form on line through IGNOU website. You have to pay Rs. 250/- (Rupees fifty only) per course as examination fee for the theory courses. Please check the IGNOU website for the latest form for theory term end examination and the per course examination fee. It is a prerequisite that you have to deposit your assignments before you submit your term end examination form. More information has already been provided in the term end examination section 6.3.

For the practical term end examination, you are required to fill the form in your programme guide and submit it to your programme in charge after certification of completion of the counselling sessions.

- ❖ **Invalid Registration:** Even after completing the programme, your registration could be declared as invalid at the time of announcing the result. The reason could be one or more of the following:
  - You have appeared in the examination without registration.
  - Your registration period has expired.
  - Your registration details are not forwarded from the concerned Regional Centre to the SED division.
  - You were not eligible for registration for the particular programme/course.

Hence, you should first check the details from the respective Regional Centre before approaching to the head quarters.

- ❖ **Feedback of the Programme:** Kindly fill the feedback questionnaire in the email rkuba@ignou.ac.in and return the same to us at the address communicated. This will be useful for further improvement in the programme..
- ❖ **Disciplinary Action:** Candidate will be governed by the disciplinary regulations of the respective institution as well as the rules and regulations of IGNOU. Any act of indiscipline by a PGCMDM student is immediately intimated by LSC's to respective IGNOU Regional Director (RD) and Programme Coordinator for appropriate action. Strict action is taken by the university on such action of indiscipline.

## 8. Some important Information

As discussed earlier, the programme implementation is made by a team effort. Different divisions of IGNOU look after different components of this implementation process. Any missing link could create hurdles. Hence, if you as a distant learner face any problem, please follow the guidelines as mentioned below.

### 8.1 Change of Address

If your address gets changed, please xerox and fill up the form mentioned in Appendix 3 of this guide. This form needs to be submitted to the **Registrar, SRD through your Regional Director**. Your new address will be taken care of. You can also download the form from IGNOU website.

### 8.2 Interaction with Fellow Students

You get an opportunity to interact with your peer groups and other students that could help you to overcome the problems faced by a distant learner. You can interact face to face during the induction meeting, counselling sessions and workshop (if you opt for the workshop course) or through virtual interactions during the discussion forum. You can overcome the feeling of being isolated from other students.

### 8.3 Channel of Communications and Addresses

❖ **Student Support Service Centre:** The Student Support Service Centre was established at IGNOU headquarters in 1998 and provides you complete information pertaining to the old and newly launched academic programmes of IGNOU. It is a single window enquiry for students. So, all enquiry regarding admission, material, examination, etc. can be made to this centre. You may get an immediate reply for general query. For specific issues, they will help you to get the relevant information from concerned section. Any type of unsolved problems could be sent to the student support service centre (ssc@ignou.ac.in). Please refer Section for further details. In addition to the above, SSC also forwards the request received from the students regarding the change of address, corrections in the student's name and father's name, incorporation of assignments/practical marks, term-end theory examination form and the unresolved problems received from regional centres. The centre remains open on all the week days except Saturday, Sunday and Gazetted holidays.

❖ **Marketing Cell (MPDD):** All the IGNOU materials can be purchased through the marketing cell located at IGNOU head quarters. A request application should be made to A.R. (marketing cell), MPDD, IGNOU, New Delhi-110068 mentioning the Course Code, No. of Copies of material required, etc. The Marketing Cell calculates the cost of material and the cost of Postal charge and writes back to you.

On receipt of the amount of money in form of Demand draft in favour of IGNOU, payable at New Delhi, the books are sent by registered parcel. Please note that books can also be purchased by paying cash amount at the marketing cell.

❖ **Marketing Cell (EMPC):** The lists of audio-video material for sale are available in the website. They can be purchased by cash amount or by placing order to be sent post.

❖ **Interaction with Coordinator:** You could interact with your coordinator through e-mail on any of the administrative or academic problems related to the programme. The e-mail id for the purpose is rkuba@ignou.ac.in. You will also be able to interact with your peers on the discussion forum. All important information and announcements will also be communicated through the email

❖ **Information by LSC Coordinator:** The Coordinator is provided information on different activities either by Regional Centre or by the School from time to time. The LSC Coordinator in turn also informs you about the relevant activities by post/email.

❖ **Information by Regional Centre:** Some of the information is sent to you by the Regional Centre. The Regional Director/Nodal Officer takes care of this activity. You can note their contact details from the IGNOU website.

❖ **Information from Headquarters:** Information on evaluation and material distribution goes directly from the respective divisions located at head quarters. You could also communicate directly to these divisions. Addresses of important divisions and the School are given in the Appendix 5. However, in case of any problem, you could inform to the Regional Centre/LSC Coordinator as the case may be. You may kindly send your mobile number and email id to the Programme coordinator to get regular update from the headquarters.

- ❖ **Information through Gyan Vani:** Gyan vani is an educational FM radio channel (105.6 mhz) operating through several FM radio stations each covering a radius of about 70 km. You can interact during the live broadcast through toll free number. Please contact your regional centre for details.
  
- ❖ **Information through Doordarshan:** IGNOU video recorded programmes are telecasted in Doordarshan Channel-1 every day at 6-6.30 a.m. Important messages are also transmitted to students at the beginning or end of the transmission.
  
- ❖ **Information from Website:** All the latest information is provided in the website of IGNOU (<http://www.ignou.ac.in>).

## Detailed Programme Design

Course Code	Title	Credits
<b>MME 011: CBRNE Threats and Agents</b>		<b>4</b>
<b>Block 1 – Introduction to CBRNE threats</b>		
Unit – 1 – Understanding chemical and explosive threats		
Unit – 2 – Understanding radiological and nuclear threats		
Unit – 3 – Understanding biological threats		
<b>Block 2 – Basics of Radiological Agents</b>		
Unit – 1 – Characteristics of Radioactivity and Radiation		
Unit – 2 – Diagnostic and forensic tools in nuclear and radiological attack		
Unit – 3 – Epidemiological considerations and case studies		
Unit – 4 – Elements of preparedness		
<b>Block 3 – Basics of chemical / industrial disaster agents and new age explosives</b>		
Unit – 1 – Characteristics of chemical / industrial disaster agents		
Unit – 2 – Diagnostic and forensic tools in chemical / industrial attack / incident		
Unit – 3 – Epidemiological considerations and case studies		
Unit – 4 – Elements of preparedness		
Unit – 5 – Elements of preparedness and current doctrine in early medical management of new age explosives		
<b>Block 4 – Basics of Biological agents</b>		
Unit – 1 – Characteristics of a biological warfare agent		
Unit – 2 – Diagnostic and forensic tools in biological attack/incident		
Unit – 3 – Epidemiological considerations and case studies		
Unit – 4 – Elements of preparedness		
<b>MME 012: Health effects and Medical Management of CBRNE Agents</b>		<b>6</b>
<b>Block – 1 – Effect of nuclear and radiological agents on human health</b>		
Unit – 1 – Acute and chronic effects of ionizing radiation		
Unit – 2 – Contamination in different scenarios		
<b>Block – 2 – Medical Management of Radiation &amp; Nuclear injuries</b>		
Unit – 1 – Hospital Preparedness		
Unit – 2 – Radioactivity decontamination, decorporation & protection		
Unit – 3 – Patient management		
<b>Block – 3 – Health effects of chemical agents</b>		
Unit – 1 – Health effects of chemical warfare agents (main-line)		
Unit – 2 – Health effects of chemical agents (other than nerve gas and mustard)		
Unit – 3 – Health effects of Industrial hazardous chemicals		
<b>Block – 4 – Medical management of chemical threats and new age explosives</b>		
Unit – 1 – Medical management of chemical agents I		
Unit – 2 – Medical management of chemical agents II		
Unit – 3 – Current doctrine in medical management of new age explosives		
<b>Block – 5 – Health effects and medical management of biological agents</b>		
Unit – 1 – Virus		
Unit – 2 – Bacteria		
Unit – 3 – Toxins		
Unit – 4 – Agroterrorism and Veterinary Terrorism		
<b>Block – 6 – Approach to investigate and manage a CBRNE attack</b>		
Unit – 1 – Approach to investigate an unknown radiological & Nuclear attack and macro management of the emergency		
Unit – 2 – Aftermath of a CBRNE disaster		
Unit – 3 – Response to Chemical weapon incident		

Unit – 4 – Approach to investigate and manage an unknown biological entity and macro management of the emergency

### **PRACTICAL COURSES**

#### **MMEL 013 –Practical Aspects of CBRNE**

**6**

Practical Manual 1(Radiology) and Logbook

Practical Manual 2 (Chemical) and Logbook

Practical Manual 3 (Biology) and Logbook

**SOME IMPORTANT LINKS**

1.	<b>IGNOU WEBSITE</b> <a href="http://www.ignou.ac.in">www.ignou.ac.in</a>
2.	<b>WEBSITE OF SCHOOL OF HEALTH SCIENCES</b> <a href="http://www.ignou.ac.in/ignou/aboutignou/school/sohs/introduction">http://www.ignou.ac.in/ignou/aboutignou/school/sohs/introduction</a>
3.	<b>PGCMDM Programme Page</b> <a href="http://www.ignou.ac.in/ignou/aboutignou/school/sohs/programmes/detail/230/2">http://www.ignou.ac.in/ignou/aboutignou/school/sohs/programmes/detail/230/2</a>
4.	<b>WEB SUPPORT EMAIL LINK</b>
5.	<b>Know your registration details</b> <a href="http://admission.ignou.ac.in/changeadmdata/admissionstatusnew.asp">http://admission.ignou.ac.in/changeadmdata/admissionstatusnew.asp</a>
6.	<b>e Gyankosh –A digital repository</b> <a href="http://www.egyankosh.ac.in">www.egyankosh.ac.in</a>
7.	<b>Downlaod Assignments</b> <a href="https://webservices.ignou.ac.in/assignments/">https://webservices.ignou.ac.in/assignments/</a>
8.	<b>Student Zone</b> <a href="http://www.ignou.ac.in/ignou/studentzone">http://www.ignou.ac.in/ignou/studentzone</a>

## LINKS TO FORMS

1.	<b>REVISED FEE FOR OTHER SERVICES</b> <a href="http://ignou.ac.in/userfiles/ANNEXURE-II_othercharges.doc">http://ignou.ac.in/userfiles/ANNEXURE-II_othercharges.doc</a>
2.	<b>APPLICATION FORM FOR CHANGE/CORRECTION OF ADDRESS</b> <a href="http://www.ignou.ac.in/upload/address_change_name_correction.pdf">http://www.ignou.ac.in/upload/address_change_name_correction.pdf</a>
3.	<b>TERM END EXAMINATION FORM</b> <a href="http://www.ignou.ac.in">www.ignou.ac.in</a> at home page to submit exam form through online mode only.
4.	<b>FORM FOR OBTAINING DUPLICATE COPY OF CERTIFICATE</b> <a href="http://www.ignou.ac.in/userfiles/Duplicate%20Degree,Diploma%20and%20Certificate%20Form.pdf">http://www.ignou.ac.in/userfiles/Duplicate%20Degree,Diploma%20and%20Certificate%20Form.pdf</a>
5.	<b>FORM FOR OBTAINING DUPLICATE COPY OF THE GRADE CARD OR MARK SHEET</b> <a href="http://www.ignou.ac.in/userfiles/Duplicate%20mark%20sheet%20form.pdf">http://www.ignou.ac.in/userfiles/Duplicate%20mark%20sheet%20form.pdf</a>
6.	<b>FORM FOR ISSUE OF OFFICIAL TRANSCRIPT</b> <a href="http://www.ignou.ac.in/userfiles/Official%20Transcript%20form.pdf">http://www.ignou.ac.in/userfiles/Official%20Transcript%20form.pdf</a>
7.	<b>APPLICATION FORM FOR IMPROVEMENT IN DIVISION/CLASS</b> <a href="http://www.ignou.ac.in/userfiles/Improvement%20form.pdf">http://www.ignou.ac.in/userfiles/Improvement%20form.pdf</a>
8.	<b>EARLY DECLARATION OF TERM END EXAMINATION RESULT</b> <a href="http://www.ignou.ac.in/userfiles/Early%20declaration%20of%20results%20form.pdf">http://www.ignou.ac.in/userfiles/Early%20declaration%20of%20results%20form.pdf</a>
9.	<b>NOTIFICATION FOR OBTAINING PHOTOCOPY OF ANSWER SCRIPTS</b> <a href="http://www.ignou.ac.in/upload/noti.photocopy.asn.sctps..doc">http://www.ignou.ac.in/upload/noti.photocopy.asn.sctps..doc</a> - to be applied online
10.	<b>OBTAINING PHOTOCOPY OF ANSWER SCRIPT</b> <a href="http://www.ignou.ac.in/upload/form-photocopy%20of%20ans.scrpt.doc">http://www.ignou.ac.in/upload/form-photocopy%20of%20ans.scrpt.doc</a> - to be applied online
11.	<b>RE EVALUATION OF ANSWER SCRIPTS</b> <a href="http://www.ignou.ac.in/userfiles/Application%20form%20for%20Reevaluation%20of%20Answer%20Scripts.pdf">http://www.ignou.ac.in/userfiles/Application%20form%20for%20Reevaluation%20of%20Answer%20Scripts.pdf</a> - to be applied online
12.	<b>DIRECTIONS FOR OBTAINING VERIFICATION REPORT FOR THE CERTIFICATES OF THE IGNOU STUDENT FOR THEIR MARK-SHEET/GRADE CARD/PROVISIONAL CERTIFICATE / DEGREE &amp; DIPLOMA CERTIFICATES ETC.</b>  <a href="http://www.ignou.ac.in/userfiles/Instructions%20for%20Verification%20of%20mark%20sheet%20and%20certificates.pdf">http://www.ignou.ac.in/userfiles/Instructions%20for%20Verification%20of%20mark%20sheet%20and%20certificates.pdf</a>



**13.**

**RESULT RELATED LINK FOR**

- *Hall ticket/admit card*
- *Result of term end*
- *Grade card*

<http://www.ignou.ac.in/ignou/studentzone/results/1>



## Appendix 4

### List of Learner support centres (LSCs) for PGCMDM Programme\*

S.No.	Address
1.	AIIMS Bhopal
2.	AIIMS Rishikesh
3.	AIIMS Jodhpur
4.	NIMS Hyderabad
5.	Research and Referral Centre Delhi

\*Few new centres may be notified. The final list of the active centres under a region can be obtained from the respective Regional Centres.

## Appendix 5

### WHOM TO CONTACT FOR WHAT

1.	Identity Card, Fee Receipt, Bonafide Certificate Migration, Certificate, Scholarship Forms, change of name, correction of name/address	Concerned Regional Centre
2.	Non-receipt of study material and assignments	Registrar(MPDD), IGNOU, Maidan Garhi, New Delhi-110068
3.	Change of Elective/Medium/opting of left over electives/ Deletion of excess credits	Concerned Regional Centre
4.	Re-admission and Credit Transfer	Student Registration Division, Block No. 1 & 3, IGNOU, Maidan Garhi, New Delhi-110068
5.	Purchase of Audio/Video CDs	Marketing Unit, EMPC, IGNOU, Maidan Garhi, New Delhi-110068
6.	Academic Content	Director of the School concerned
7.	Approval of a Project Synopsis	Project Co-ordinator in the Concerned School
8.	Student Support Services and Student Grievances, pre-admission Inquiry of various Programmes in IGNOU	Director, Student Service Centre, IGNOU, Maidan Garhi, New Delhi – 110068 E-mail : <a href="mailto:ssc@ignou.ac.in">ssc@ignou.ac.in</a> Tel.Nos.: 29572514
9.	International Students residing in India should contact	Director, International Division, IGNOU, Block-15, Section K, Maidan Garhi, New Delhi. Tel. Nos. : 29533987; 29571684 E-mail : <a href="mailto:internationaldivision@ignou.ac.in">internationaldivision@ignou.ac.in</a>

	Issues related	Contact No.	Controlling Officer & Telephone No.	E-mail ID
10.	Issue of Deree/ Diploma Certificate/Despatch of returned Degrees/Verification of Degrees/Convocation	011-29572213 011-29535438	Asstt. Registrar 011-29572224	<a href="mailto:convocation@ignou.ac.in">convocation@ignou.ac.in</a>
11.	Issue of Hall Ticket/ Correction in the hall ticket for handicapped students/Non-receipt of hall tickets for term-end	011-29572209 011-29572202	Asstt. Registrar 011-29535064	<a href="mailto:sgoswami@ignou.ac.in">sgoswami@ignou.ac.in</a> <a href="mailto:jitenderkr@ignou.ac.in">jitenderkr@ignou.ac.in</a>

	examination & Entrance Test/ Entrance, Test Results/Queries related to dispatch of attendance, list of examinees etc./ writer			
12.	Declaration of results of Masters & Bachelors degree level programme/Issue of grade card and provisional certificate of Masters and Bachelors degree level prog./ Practical marks of all programmes	011-29572212	Section Officer 011-29536103	mdresult@ignou.ac.in <a href="mailto:bdresult@ignou.ac.in">bdresult@ignou.ac.in</a>  practicalsed@ignou.ac.in
13.	Declaration of results of Masters, Bachelor and Diploma programme/Issue of gradecard and provisional certificate of Masters, Bachelor and Diploma level programme	011-29572211	Section Officer 011-29536743	bdresult@ignou.ac.in <a href="mailto:dpresult@ignou.ac.in">dpresult@ignou.ac.in</a>
14.	Declaration of results of DPE and Certificate programme/ Issue of grade card and provisional certificate of DPE & Certificate level programme	011-29572208	Section Officer 011-29536405	<a href="mailto:cpresult@ignou.ac.in">cpresult@ignou.ac.in</a>

15.	Verification of genuineness of provisional certificate and grade card/ Issue of Transcript	011-29572210	Section Officer 011-29536405	<a href="mailto:gcverification@ignou.ac.in">gcverification@ignou.ac.in</a>
16.	Queries related to UFM cases	011-29572208 011-29576405	Section Officer	ufmgroup@ignou.ac.in
17.	Status of Project Report of all Programmes/ Dissertation and Viva marks	011-29571324 011-29571321	Asstt.Registrar 011-29532294	projects@ignou.ac.in
18.	Queries related to Assignment Marks	011-29571325 011-29571319	Asstt.Registrar 011-29571313	assignment@ignou.ac.in
19.	Students general enquiries and grievances/ Issue of duplicate mark sheet	011-29572218 011-29571313	Asstt. Registrar	<a href="mailto:sedgrievance@ignou.ac.in">sedgrievance@ignou.ac.in</a>
20.	Discrepancy in grade card, non updation of grade/marks programmeswise in the grade card etc	011-29572206 011-29572215 011-29572219	Dy. Director/Asstt. Director	garora@ignou.ac.in

**IGNOU EPBAX: 29536980, 29535924-32, 29572524**

**IGNOU Website: [ignou.ac.in](http://ignou.ac.in); Email: [directorsohs@ignou.ac.in](mailto:directorsohs@ignou.ac.in)**