PROSPECTUS FOR
GENERAL NURSING DIPLOMA COURSE (04-YEARS)
SESSION 2016-20
AT
VARIOUS SCHOOLS OF NURSING, KHYBER PAKHTUNKHWA
ADMINISTERED BY:
PROVINCIAL HEALTH SERVICES ACADEMY (PHSA)
HEALTH DEPARTMENT
GOVERNMENT OF KHYBER PAKHTUNKHWA
TABLE OF CONTENTS

MESSAGE FROM SECRETARY HEALTH
MESSAGE FROM DIRECTOR PHSA

ABOUT PHSA
VISION
ABOUT NURSING DIPLOMA EDUCATION
MISSION
OBJECTIVES OF THE PROGRAM

NURSING INSTITUTIONS AND ITS SANCTIONED SEATS FOR 04 YEARS
TEACHING FACULTY
ACADEMIC YEAR
TEACHING /LEARNING STRATEGIES

YEAR WISE COURSES OFFERED IN GENERAL NURSING DIPLOMA PROGRAM

ADMISSION AND SELECTION CRITERIA:
EDUCATIONAL ELIGIBILITY / COMPETENCY CRITERIA
INSTRUCTIONS TO THE CANDIDATES:

SELECTION COMMITTEE

Website: http://www.phsa.edu.pk  E-mail: info@phsa.edu.pk
ENROLMENT

EXAMINATION POLICY

CHANCES FOR RE-SIT

POLICY FOR NIGHT DUTY

ATTENDANCE

The program shall commence from the first week of October.

LEAVE RULES

MARRIAGE POLICY OF PNC

UNIFORM RULES

SCHOLARSHIP POLICY

PAYMENT RULES

CO-CURRICULAR ACTIVITIES

HOSTEL FACILITIES

HOSTEL RULES AND REGISTRATIONS

MINOR INFRACTION

MAJOR INFRACTION

Website: http://www.phsa.edu.pk   E-mail: info@phsa.edu.pk
MESSAGE FROM SECRETARY HEALTH

"Health for all" is envisioned globally. This dream can come true through concerted efforts of all related stakeholders including nurses. Nurses are playing a key role in ensuring Health Care Service Delivery to the people of the province. To promote nursing profession is therefore, one of the priority areas for the Government of Khyber Pakhtunkhwa. Nurses not only furnish their imperative services to the health sector but also contribute to the economic growth development of the country by serving abroad.

For either reason quality education for nurses is more crucial. Improving nursing education’s quality has direct impact on the health status of the individual family and the community. It also promises a career path for the nurses both on national and international frontiers. For such a win-win relationship, linkages are and will further be developed with relevant institutions to reach internationally acceptable levels. Nurses have served to their best potential along with their colleagues, seniors and subordinates belonging to the medical field. These painstaking efforts have led the country and the province to reach closer to health related millennium Development Goals. The trainings at School of Nursing (SONs) will surely, lead to improved health service delivery and better health status of the communities of this province.

SECRETARY HEALTH /CHAIRMAN, NURSING EXAMINATION BOARD
KHYBER PAKHTUNKHWA
MESSAGE FROM DIRECTOR PHSA

Nurses can be proud of being providing Nursing care as extended by Bibi Fatima Tuz Zohra (R.A) and other pious Sahabiyat in the battlefield of Auhad and during other Ghazwat. Nursing professional is an important pillar of health care system. Pakistan needs highly skilled nurses in sufficient numbers to deliver health care to clients shoulder to shoulder with the doctors. With the passage of time, nursing profession has gained tremendous importance. Now this realization has dawned on the policy makers all over the world that no single profession can cope with the burden of disease and inaccessible health care delivery system. Over and above all this, is escalating health care costs and iniquitous distribution of health care workforce. Nurses can bring in a positive revolution in the health care delivery system of this province. Therefore, it is the vision of PHSA to produce highly qualified and skilled nurses in sufficient numbers that every household in the far flung areas of this province have round the clock access to nurses. The student nurses on one hand are meeting the deficiency of Nurses as concern Nurses Patient ratio and Nurses-bed ratio and on the other hand they are filling the gaps of absence of pharmacists in the line of patient care, thus affecting their training of Nursing care of patient so nursing students are advised to attain all competencies required for a nurse as given in their curriculum. The hard work and dedication is the key towards success and towards bright future in Pakistan and abroad.

The PHSA is working hard to provide them with enabling environment of academic activities. The Schools will ultimately run the BSc Nursing four years program & BSc-N (Post RN) two years program before 2015.

I wish bright future for the students.

DIRECTOR, PHSA
MESSAGE FROM THE NURSING COORDINATOR

Nursing is a noble profession. Nursing institutions aim to produce nurse professionals equipped with advance knowledge and professional skills in order to meet the challenges of new era. To cope with these challenges the government of Khyber Pakhtunkhwa has made special efforts to trained nursing faculty in the province. Therefore schools of nursing are successfully achieving high academic standards through well qualified nursing faculty. In the view of the above mentioned realities, change has been brought into curricula at Pakistan Nursing Council, focused on overall accumulation of courses encompassing specific ingredients. All the public sector schools of nursing in the province are recognized by the Pakistan Nursing council, and affiliated with Nursing Examination Board Khyber Pakhtunkhwa for the purpose of examination. I have my best wishes and prayers for the success of the good work you are doing.

COORDINATOR NURSING
PRINCIPAL POST GRADUATE COLLEGE OF NURSING
HAYATABAD, PESHAWAR

Website: http://www.phsa.edu.pk  E-mail: info@phsa.edu.pk
ABOUT PHSA

The lack of capacity for service delivery and management in the health sector started receiving due attention recently. Human Resource Development was a major objective of the World Bank and Family Health Project launched in 1992. Under this project Provincial Health Development Center (PHDC) and Divisional Health Development Centers (DHDCs) were setup in the provinces for in-service and on-the-job training of all cadres of health personnel.

The Government of Khyber Pakhtunkhwa has taken up Health Human Resources Development as a critical component of its on-going health Sector Reform agenda. To sustain the capacity building initiative of Family Health Project, after it's winding up in December 1999, the PHDC was raised to the status of an academy, named Provincial Health Services Academy (PHSA) and notified as an attached department of the Health Department Government of Khyber Pakhtunkhwa. Some pre-service and on job trainings and teaching institutions of the Department of Health have been attached administratively and financially to the Academy and formed PHSA Network, including the following nursing institutions.

1. Post Graduate College of Nursing Hayatabad Peshawar.
2. School of Nursing LRH Peshawar
3. School of Nursing KTH Peshawar
4. School of Nursing HMC Peshawar
5. School of Nursing D.I.Khan,

Website: [http://www.phsa.edu.pk](http://www.phsa.edu.pk)   E-mail: info@phsa.edu.pk
6. School of Nursing Bannu
7. School of Nursing Kohat
8. School of Nursing Mardan
9. School of Nursing Swat
10. School of Nursing DHQ Abbott Abad and
11. School of Nursing ATH Abbott Abad.

VISION

The vision for the academy is to establish and develop into an institution recognized nationally, regionally and internationally, as a center of excellence for training and capacity building in health services delivery and management. The academy aspires to attain the highest international standard in health systems research and become a repository of all health related information required for health policy and planning for the Province of Khyber Pakhtunkhwa specifically and Pakistan generally.

ABOUT NURSING DIPLOMA EDUCATION

MISSION

PHSA has a network of 10 Schools of nursing where 04-Years Diploma of General Nursing is offered. The purpose of offering diploma nursing program is to prepare competent, skillful and knowledgeable nurses at operational level; those can serve the individual, families, and communities within the diverse culture and eligible to attain first line position in the health care system. We are further planning to upgrade the status of all these schools to colleges to further enhance the service
OBJECTIVES OF THE PROGRAM

- To provide holistic care to client, families, and community.
- To assume responsibility in discharge of care, and be accountable for her professional conducts.
- To solve problems through reflective practice.
- To apply decision making abilities in problem situations.
- To think critically and bring changes appropriately.
# NURSING INSTITUTIONS AND ITS SANCTIONED SEATS FOR 04 YEARS

<table>
<thead>
<tr>
<th>S.NO</th>
<th>NAME OF INSTITUTION</th>
<th>NUMBER OF SEATS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>School of Nursing, Lady Reading Hospital, Peshawar</td>
<td>300</td>
</tr>
<tr>
<td>2</td>
<td>School of Nursing, Khyber Teaching Hospital, Peshawar</td>
<td>375</td>
</tr>
<tr>
<td>3</td>
<td>School of Nursing, Hayatabad Medical Complex, Peshawar</td>
<td>150</td>
</tr>
<tr>
<td>4</td>
<td>School of Nursing, Ayub Teaching Hospital Abbottabad</td>
<td>100</td>
</tr>
<tr>
<td>5</td>
<td>School of Nursing, Mardan Medical Complex, Sheikh Maltoon Town Mardan</td>
<td>75</td>
</tr>
<tr>
<td>6</td>
<td>School of Nursing, Saidu Group of Hospital, Swat</td>
<td>75</td>
</tr>
<tr>
<td>7</td>
<td>School of Nursing, Mufti Mehmood Memorial Hospital Daraban Road, D.I.Khan</td>
<td>75</td>
</tr>
<tr>
<td>8</td>
<td>School of Nursing, DHO Hospital Abbottabad</td>
<td>50</td>
</tr>
<tr>
<td>9</td>
<td>School of Nursing, Liaqat Memorial Hospital, Kohat</td>
<td>35</td>
</tr>
<tr>
<td>10</td>
<td>School of Nursing, DHO Hospital Bannu</td>
<td>35</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>1270</strong></td>
</tr>
</tbody>
</table>

Note: Vacant seats position for admission to 1st Year nursing diploma varies for each school as it depends on the number of already enrolled students in 2nd, 3rd and 4th year.

Website: [http://www.phsa.edu.pk](http://www.phsa.edu.pk)  
E-mail: [info@phsa.edu.pk](mailto:info@phsa.edu.pk)
TEACHING FACULTY
Nursing faculty possess following qualifications

1. B.Sc Nursing
2. Diploma in Nursing.
3. Diploma in Midwifery.
5. Diploma in Teaching Management.
6. Adjunct faculty & Visiting faculty, Master Degree in relevant subject or Bachelor degree with experience

ACADEMIC YEAR
The academic year starts from the month of September each year

TEACHING /LEARNING STRATEGIES
1. Lecture
2. Demonstration
3. Role Play
4. Group Discussion
5. Panel discussion
7. Tutorials
8. Practical in hospital laboratory.

Website: http://www.phsa.edu.pk   E-mail: info@phsa.edu.pk
10. Clinical placement in various units/hospitals.

**Field trips as per curriculum needs.**

1. Teaching Hospitals.
2. Community Health Centers
3. Visits to various professional organizations and private hospitals.
## YEAR WISE COURSES OFFERED IN GENERAL NURSING DIPLOMA PROGRAM

<table>
<thead>
<tr>
<th>1st Year Nursing</th>
<th>3rd Year Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Anatomy &amp; Physiology</td>
<td>1. Community Health Nursing</td>
</tr>
<tr>
<td>2. Community Health Nursing</td>
<td>2. Medical/Surgical Nursing</td>
</tr>
<tr>
<td>3. Fundamental of Nursing</td>
<td>3. Psychiatric Nursing</td>
</tr>
<tr>
<td>5. Microbiology</td>
<td>5. Pakistan Studies (Baccalaureate)</td>
</tr>
<tr>
<td>6. English (Part-I Intermediate)</td>
<td></td>
</tr>
<tr>
<td><strong>Clinical Hours</strong></td>
<td>690</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2nd Year Nursing</th>
<th>4th Year Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Community Health Nursing</td>
<td>1. Obstetrics</td>
</tr>
<tr>
<td>2. Medical/Surgical Nursing</td>
<td>2. Obstetrical Nursing</td>
</tr>
<tr>
<td>3. Psychology &amp; Sociology</td>
<td></td>
</tr>
<tr>
<td>4. Pediatric Nursing</td>
<td>3. English Part I &amp; II (Baccalaureate)</td>
</tr>
<tr>
<td>5. Islamiat</td>
<td></td>
</tr>
<tr>
<td>6. English (Part-II Intermediate)</td>
<td></td>
</tr>
<tr>
<td><strong>Clinical Hours</strong></td>
<td>825</td>
</tr>
</tbody>
</table>

Website: [http://www.phsa.edu.pk](http://www.phsa.edu.pk)  E-mail: [info@phsa.edu.pk](mailto:info@phsa.edu.pk)
ADMISSION AND SELECTION CRITERIA:

EDUCATIONAL ELIGIBILITY / COMPETENCY CRITERIA

a. Educational Qualification
   i. Secondary School Certificate (SSC) i.e. Matric (Science with Biology) with 55% marks or equivalent or
   ii. Higher Secondary School Certificate i.e. F.Sc.(Pre-Medical) with 50% marks or equivalent

b. Entry Test
   i. To appear in Entry test conducted by NTS.

GENERAL ELIGIBILITY CRITERIA

i. Age Limits: 15-30 years (to be reckoned at the closing date of application submission).
ii. Gender: Female only
iii. Nationality: Pakistani
iv. Domicile: Khyber Pakhtunkhwa/ FATA only
v. Marital Status: Un-married
vi. Physical Fitness: Medical Fitness Certificate from Medical Superintendent after selection of the candidate

MERIT FORMULA WEIGHTAGE

Merit will be compiled on following percentage formula

a. 50% Entry Test Marks
b. 30% SSC (Science-Biology) Marks
c. 20% F.Sc. (Pre-Medical) Marks

Website: http://www.phsa.edu.pk  E-mail: info@phsa.edu.pk
INSTRUCTIONS TO THE CANDIDATES:

1. In Service LHV’s Midwives applying for admission, must fulfill the laid down admission and selection criteria for admission and forward its application through proper channel.

2. No relaxation in age limits will be granted.

3. Only valid qualification will be accepted, any certificate(s) found fake at any stage of course, the admission will be canceled and student will be terminated from the program.

4. Date of interview for admission in the relevant schools will be held as per schedule published on NTS/PHSA website.

5. Candidates should submit their admission forms complete in all aspects, along with the following documents on the address to the office of NTS as appeared in the advertisement.

   i. A copy of Secondary School Certificate (SSC)
   ii. A copy of Higher Secondary School Certificate (F.Sc)
   iii. A copy of DMC of Secondary School certificate.
   iv. A copy of DMC of Higher Secondary School Certificate (F.Sc)
   v. A copy of character Certificate from the head of the institution last attended.
   vi. A copy of Computerized NIC or Form-B.
   vii. Three recent passport size photographs.
   viii. A copy of Domicile certificate.

Note: All the documents should be attested on the front side and photographs should be attested at the back side by any gazetted officer.
SELECTION COMMITTEE

<table>
<thead>
<tr>
<th>S.NO</th>
<th>DESIGNATION</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Director PHSA</td>
<td>Chairperson</td>
</tr>
<tr>
<td>2.</td>
<td>Medical Superintendent concerned Hospital</td>
<td>Member</td>
</tr>
<tr>
<td>3.</td>
<td>Deputy Director HRD</td>
<td>Secretary</td>
</tr>
<tr>
<td>4.</td>
<td>Coordinator Nursing Education</td>
<td>Member</td>
</tr>
<tr>
<td>5.</td>
<td>Principal concerned Nursing School</td>
<td>Member</td>
</tr>
</tbody>
</table>

NOTE:

1. Every candidate has to appear before the Selection Committee for interview, if any candidate fails to present herself, she will not be considered for selection.

2. The admission granted by the selection committee shall be final and if admission has not been availed within specified time, the admission will be consider to be cancelled and next candidate on the waiting list shall be given admission.
ENROLMENT

The academic year of school starts from September each year, student must be enrolled with Nursing Examination Board, Khyber Pakhtunkhwa Peshawar within two month after admission.

EXAMINATION POLICY

i. Annual Examination will be held at the end of each academic year

ii. Supplementary Examination will be held after 40 days of the announcement of annual result.

CHANCES FOR RE-SIT

i. 1st year nursing student will be removed from training, after availing three examinations unsuccessfully.

ii. To 2nd year and 3rd Year nursing student one more chance to be provided. If she is unable to clear the examination, she will be expelled from training.

POLICY FOR NIGHT DUTY

During 1st year No Night duty
During 2nd year Two months night duty
During 3rd year Two months night duty

Website: http://www.phsa.edu.pk  E-mail: info@phsa.edu.pk
During 4th year Two months night duty

ATTENDANCE

i. The program shall commence from the first week of October.
ii. Counting of attendance will start from the date when session term starts till the date of commencement of examination.
iii. The student with less than 85% attendance in each course shall not be allowed to sit in NEB examination

LEAVE RULES

i. Leave of absence will be granted on hand written application of the student.
ii. Sick leave for more than two days will be sanctioned only on the production of authentic medical certificate. In all kind of leave except sick leave and in case of demise of near relative, the student may proceed on Leave only when the leave has been sanctioned, otherwise they will be treated as absent.
iii. All the application for leave will be scrutinized by class teacher and countersigned by principal. Student will be entitled 30 days leave in each academic year all kind of leaves, including sick leave,

Medical rest emergency leave will be deducted from annual leave.

Website: http://www.phsa.edu.pk   E-mail: info@phsa.edu.pk
ASSESSMENT/ EXAMINATION/ PROMOTION

i. Regular unit tests from the essential ingredients of curriculum are held throughout the academic year for all classes and all subjects.

ii. Number of chances for re-appearing in exams with stipend or without stipend is provided according to policy laid by Pakistan Nursing Council (PNC).

iii. Result of passing Board Examination of each year and its result (DMC) serve the purpose of promotion to the next class.

iv. A student failing at any exam either at theory or at practical will be considered failed in both.

v. Attempts for re-appearing in Board examination will be observed as set by Pakistan Nursing Council (PNC).

vi. Students must take their examination in a disciplined manner, instance of undisciplined, copying assaulting fellow students etc, and punishable offence: each case will be decided by the Nursing Board.

vii. In Case students is unable to sit in any Board Examination due to serious illness. She has to produce medical Certificate / Admission discharge certificate from the concern Government hospital verified by Medical Superintendent and same have to be submitted to the controller NEB at least one week before the commencement of examination, so that her chance shall remain intact.

Website: http://www.phsa.edu.pk    E-mail: info@phsa.edu.pk
viii. Continuous performance will be done by the course teacher in the school.

MARRIAGE POLICY OF PNC

Students is not allowed to undergo marriage during their studies as Nurse Student as per PNC decision. In case of violation the admission of the student will be liable to cancellation.

UNIFORM RULES

As prescribed by the Pakistan Nursing Council (PNC)

i. **Summer**: White Shalwar, Kameez and Dupatta, white Jacket, Black shoes (Non Noisy)

ii. **Winter**: Same dress with green Jersey.

SCHOLARSHIP POLICY

The selected candidate will be awarded a stipend of Rs. 5000/- per month during course as per prevailing rules to cover educational expenses with allied school dues.

PAYMENT RULES

All admission fee and School funds must be paid on prescribed time by the student herself.

CO-CURRICULAR ACTIVITIES

Students have different societies, committees established by the school authority which provides opportunities to students to promote their talent.
HOSTEL FACILITIES
Free accommodation is provided to students during training period at concerned nursing school on availability. Students will run their mess by their own contribution and arrangement; however support staff i.e. Cook, Bearer and Khansama will be provided by the concerned school to prepare meals.

HOSTEL RULES AND REGISTRATIONS
i. No stranger male or female shall be permitted inside the hostel premise. Student will only be allowed to attend notified visitors in visiting hours.

ii. In order to maintain hostel discipline, parents can allow only two visitors by providing their photographs and a copy of NIC to hostel warden.

iii. Parents are allowed to visit the hostel after school timings on visitor’s day only.

iv. Students must abide by rules set by school administration.

v. No student is allowed to entertain any male or female guest while she is on clinical practice (hospital) or bring them into hostel.

vi. Electronic appliances (TV, VCR, CD, Refrigerator, Electric heater, mobile phone, etc.) are not allowed to be kept with student during course.
**PROHIBITED ACTS**

Following acts are strictly forbidden in school premises.

**MINOR INFRACTION**
Stealing, borrowing money, smoking, Cheating, immoral conduct, damaging school/ hostel property, rowdy's frequent truancy habitual untidiness and absenteeism and leaving class without permission.

**MAJOR INFRACTION**
Leaving class without permission of teacher, pasting sticker or writing slogans on the walls, staging and instigating or participating in any strike or agitation activities etc. In serious disciplinary cases, if students found guilty, the action will be taken according to decision of following disciplinary committee.

**DISCIPLINARY COMMITTEE:**
1. Deputy Director HRD PHSA as Chairperson
2. Principal / Vice Principal of concerned Nursing School as Member
3. Chief Nursing /Nursing Superintendent (Optional) as Member
4. Senior Nursing Instructor of concerned Nursing School as Member.

PHSA Administration wish you good luck and will be happy to hear from you.
For any inquiry feel free to contact at “info@phsa.edu.pk” / Phone Nos. 091-2614223 or 091-2614224 or visit us on “http://www.phsa.edu.pk”.

Note: Parents/Guardians are requested to accompany their daughter(s) at the time of their admission.