



# PROSPECTUS

## Nursing Courses 2023

### **Dr. B. Borooah Cancer Institute**

(Tata Memorial Centre)

A Grant-in-Aid Institute of Department of Atomic Energy, Govt. of India  
Guwahati – 781016, Assam, India



## Institute Profile



**LOKMANDHU**  
Dr. Bhubaneswar Borooah (1893-1956)  
A luminous soul who dyed for others,  
alleviating human pain and sufferings  
remains as living spirit  
in our mission  
to care, cure, comfort and console  
the human race.

জ্যোতিষ্মান আত্মা, লোকবন্ধু  
ডাঃ ভুবনেশ্বৰ বৰুৱা (ইং ১৮৯৩-১৯৫৬)  
অগণন আৰ্থ লোকৰ বাবে  
এগৰাকী দেৱদত্ত।  
আমাৰ এই মানৱ সেৱা আৰু গুৰুমাৰ  
পবিত্ৰমাতৃ তেওঁ এক অকৃত,  
শ্ৰেণীৰ অমল উৎস।

Dr. Bhubaneswar Borooah Cancer Institute (BBCI) was set up by a voluntary organization called 'Dr. B. Borooah Cancer Society Trust'. Dr. Bhubaneswar Borooah (4th September 1893 - 25th September 1956) was a great physician, freedom fighter and philanthropist of Assam. The Institute was recognized as Regional Cancer Centre by the Ministry of Health & Family Welfare, Govt. of India in the year 1980. On 6th of August, 1986 the Institute was handed over to the Government of Assam by the B Borooah Cancer Society Trust retaining its autonomy. The First Tripartite Agreement for revitalization of the Institute involving the North Eastern Council, Government of Assam and the Department of Atomic Energy, Govt. of India became operational from November 1989. This tripartite arrangement for funding and management of the Institute continued till 2017. On a historical development, Dr. Bhubaneswar Borooah Cancer Institute (BBCI) on the 27th November 2017 has become a central institute under the Department of Atomic Energy, Government of India and as a unit of Tata Memorial Center, Mumbai, following a decision of Cabinet Committee under the Chairmanship Hon'ble Prime Minister of India Shri Narendra Modi. With his landmark decision, the hospital would be able to provide affordable cancer care across the entire North Eastern (NE) states with a holistic approach.

The Institute is a 230-bedded Hospital, land covering an area of 14.2 acres (43 bighas), located at Gopinath Nagar, Guwahati, Assam. About 12,000 new and 80,000 old cancer patients visit the Institute every year. The hospital provides Preventive, Diagnostic, Therapeutic, Rehabilitative and Palliative Support Services to all patients in addition to Teaching, Training and Research. Hence, the hospital is equipped with almost all necessary and latest technologically advanced machineries, developed in cancer fields required to treat patients in a holistic approach.

The Institute conducts various academic courses like MD in Radiotherapy, M.Ch in Surgical Oncology, DM in Medical Oncology, 2 Years Post Graduate Fellowship Programme in Head & Neck Oncology, Gynaecologic Oncology, Surgical Oncology, Medical Oncology and Onco-Pathology in collaboration with Tata Memorial Hospital, Mumbai, Ph.D, M.Sc in Radiological Physics and many other paramedical courses like Diploma in Medical Laboratory Technology (DMLT), Diploma in X-Ray and Imaging Technology, Diploma in O.T. Technology, which are affiliated to Srimanta Sankardeva University of Health Sciences, Assam and Gauhati University.

Director, BBCI





## Dear Prospecting Student

**Greetings.** We eagerly await to welcome you to Dr. Bhubaneswar Borooh Cancer Institute, Guwahati

Dr. B Borooh Cancer Institute has been serving the patients of North-East India for the past 50 years. This is presently a Unit of Tata Memorial Centre, a Grant-in-Aid Institute under the Department of Atomic Energy, Govt. of India. This has also been the Regional Cancer Centre recognized by Mo HFW since 1980.

We receive approximately 12,000 new patients every year. The institute is equipped with modern facilities for diagnosis and treatment of cancer. The Institute also conducts Superspeciality Courses of MCh in Surgical Oncology, Head & Neck Oncology, Gynae Oncology, DM in Medical Oncology, Oncopathology, PG Fellowships in Surgical Oncology, Medical Oncology, Head & Neck Oncology, Gynecological Oncology, Onco-Pathology, Paediatric Oncology and Adult Haematolymphoid Malignancy, PG Studies (MD) in Radiation Oncology and MSc in Radiation Physics and many other technical programs.

MSc in Oncology Nursing and Diploma in Post Basic Nursing was opened in the Year 2020. Both these programs have seen 100% successful pass outs, who have gone ahead with confidence in their respective career paths. The courses are conducted by Six highly experienced faculty with knowledge sharing by all clinical units. A part of the clinical training is conducted in the Tata Memorial Hospital, Mumbai.

Dr B Borooh Cancer Institute is committed to provide excellent training in an environment of care and compassion. If your vision of future is aligned with our principles, then we shall be happy to include you into our fold, and also see you rise in career and position.

With Best Wishes!

**Dr. B B Borthakur**  
Director  
BBCI, Guwahati



## Dear Students

**Please accept my heartfelt congratulations** on your decision to advance your degree! As you are aware you have chosen to join the most noble and rewarding profession, the profession built on dedication, personal sacrifice, and empathy. Although your educational journey may be difficult at times, you will reap the reward of utmost satisfaction when holding your diploma/degree at the end of the course and nothing will ever compare to the fulfilment, that improving and saving the lives of others will bring! Just as Florence Nightingale's lamp lit up the night and helped the healing, your dedication to advancing your profession is admirable. As a medical professional myself and my colleagues can vouch for that.

Dr B Borooah Cancer Institute will be glad to facilitate your learning and professional growth, we are in the process of developing newer generations of well-educated, competent, confident, and compassionate oncology nurses who, in turn, will improve the health and quality of life of individuals afflicted with cancer.

We will leave no stones unturned and work together to improve the quality of education and training with the latest professional evidence and practices into the classroom. In our training programs we plan to offer smaller clinical groups so that each learner can receive personalized attention from faculty. Our high end digital library services offer a huge source of information through which you can enrich your learning. Remember that all of us at BBCI are here to support you in becoming a great nurse or growing in your professional career. Once again, on behalf of the BBCI Academia, faculty, administration, and staff, congratulations and welcome to theBBCI family!

**Dr. D. Barmon**  
Deputy Director (Academics)  
BBCI, Guwahati

# NURSING COURSES

COURSES AFFILIATED WITH SRIMANTA SANKARDEVA UNIVERSITY OF HEALTH SCIENCE, ASSAM

## Post Basic Diploma in Oncology Nursing

INC believes that registered nurses need to be trained in Oncology nursing care in clinical and community setting in order to provide competent care to cancer patients and enhance their quality of life. Expanding role of nurses and advances in technology necessitates additional training prepare them for effective participation in preventive, promotive, curative, rehabilitative and palliative nursing care. This course will help the registered nurses to be competent enough to give quality nursing care to the cancer patients.

This course is designed to prepare registered nurses (GNM or B.Sc.) with specialized knowledge, skills and attitude in providing advance quality care to cancer patients, their families and communities at primary, secondary and tertiary levels of care.

The post basic Diploma in Oncology Nursing is designed to prepare specially trained Oncology nurses. The outcome of the programme will be to have more nurses prepared as oncology nurses providing competent care at the institutional and community levels.

## M. Sc. Medical Surgical Nursing (Oncology Nursing)

This course is designed to assist students in developing expertise and in depth understanding in the field of Oncology Nursing. It will help students to develop advanced skills for Nursing intervention in various oncological conditions. It will enable the student to

function as oncology nurse Practitioner/Specialist and provide quality care. It will further enable the student to function as educator, manager and researcher in the field of Oncology Nursing.

Courses	Seats	Eligibility	Affiliated with
One year Post Basic Diploma in Oncology	20	<ul style="list-style-type: none"> <li>Diploma in General Nursing and Midwifery or B.Sc. Nursing with minimum experience of 1 year.</li> <li>Nurses from other countries have to register or get an equivalent certificate from Indian Nursing Council.</li> <li>Should be proficient in reading, writing and spoken English.</li> <li>Be physically fit</li> </ul>	Srimanta Sankaradeva University of Health Sciences, Assam.
Two Years of M. Sc. Medical Surgical Nursing (Oncology Specialty)	10	<ul style="list-style-type: none"> <li>Only Indian Nationals can apply.</li> <li>B. Sc. Nursing / Post Basic B.Sc. Nursing / B.Sc. Nursing Honours / Any Recognized University with min. 55% aggregate marks and registered with State Nursing Council.</li> <li>Minimum 1 Year of work experience after state Nursing Council registration post Basic B.Sc. Nursing.</li> <li>Minimum 1 Year of work experience prior or after Post Basic B. Sc Nursing.</li> <li>Candidate should be medically fit.</li> <li>5% relaxation of Marks for SC/ST candidates may be given.</li> </ul>	Srimanta Sankaradeva University of Health Sciences, Assam.

## Fees Structure for Post Basic Diploma in Oncology Nursing

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Course Fee	:	Non-Sponsored candidates	:	Rs. 12,000/- + 18% GST
		Sponsored Candidates	:	Rs. 27,500/- + 18% GST
Hostel	:	Rs. 5,000/- (Refundable)		
Library	:	Rs. 5,000/- (Refundable)		

## Fees Structure for M. Sc. Medical Surgical Nursing (Oncology Specialty) / year

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Course Fee	:	Annual College Tuition Fee will be Charged Rs. 50,000/- per year.		
Hostel	:	Rs. 5,000/- (Refundable)		
Library	:	Rs. 5,000/- (Refundable)		

*\* Registration Fees, Exam Fees, & Convocation Fees as per the University Norms for both the Courses.*

Dr. B Borooah Cancer Institute maintains a healthy and pleasant academic environment for the students within the campus. Ragging in campus is completely banned and strict disciplinary action will be taken against the students if found for. In this regard the Institute has

constituted an Anti- Ragging Committee and a Monitoring Committee for Anti Ragging with the following members. The committee members for Anti-ragging are-

- |  |                       |                    |
|--|-----------------------|--------------------|
| 1. <b>Dr. Debabrata Barmon</b><br>Deputy Director (Academics), BBCI                | :: Phone – 9864066814 | : Chairperson      |
| 2. <b>Dr. A. K. Kalita</b><br>Professor & HoD, Dept. of Radiation Oncology, BBCI   | :: Phone – 9864035015 | : Member           |
| 3. <b>Dr. Munlima Hazarika</b><br>Professor & I/c, Dept. of Medical Oncology, BBCI | :: Phone – 9864043056 | : Member           |
| 4. <b>Mr. Nisanka Choudhury</b><br>Scientific Officer (SB) Library Science, BBCI   | :: Phone – 9707728257 | : Member Secretary |

The monitoring committee members for anti-ragging are :

- |   |                       |                    |
|---|-----------------------|--------------------|
| 1. <b>Dr. Tarulata Kakoti Majhi</b><br>Principal cum Professor (Nursing)              | :: Phone – 9435011743 | : Chairperson      |
| 2. <b>Mr. Jamil Ahmed Barphuiya</b><br>Assistant Medical Social Worker (Tech-G), BBCI | :: Phone – 9854040078 | : Member           |
| 3. <b>Ms. Avonu</b><br>Scientific Assistant – B, KEVAT, BBCI                          | :: Phone – 9856482056 | : Member           |
| 4. <b>Mr. Tarun Sonowal</b><br>Assistant Medical Social Worker, BBCI                  | :: Phone – 9577121983 | : Member Secretary |

Application Form No. : \_\_\_\_\_



# Dr Bhubaneswar Borooah Cancer Institute

A Grant-in-Aid Institute of Dept. of Atomic Energy, Govt. of India  
and a Unit of Tata Memorial Centre (Mumbai)  
Guwahati-781016, Assam, India

Affix your recent  
passport size photograph  
here with your  
signature across

1. Name of the course applied for : \_\_\_\_\_  
\_\_\_\_\_

2. Marks obtained BSc. Nursing / GNM/PBB Sc. Nursing :  
Total Marks : \_\_\_\_\_ Percentage : \_\_\_\_\_

3. a) Title Preferred (Tick and one in the appropriate box)

Mr.  Mrs.  Ms.

b) First Name (Block Letters)

c) Middle Name (Block Letters)

d) Last Name (Block Letters)

4. Date of Birth :           Sex : Male  Female   
(DD/MM/YYYY)

5. Permanent Address : \_\_\_\_\_ Nationality : \_\_\_\_\_

Father/Guardian's Name : \_\_\_\_\_

Village/TownArea : \_\_\_\_\_ P.O. \_\_\_\_\_

District \_\_\_\_\_ P.S. \_\_\_\_\_

Pin \_\_\_\_\_, State \_\_\_\_\_, Phone No. \_\_\_\_\_

6. Present Address : Father/Guardian's Name : \_\_\_\_\_

Village/TownArea : \_\_\_\_\_ P.O. \_\_\_\_\_

District \_\_\_\_\_ P.S. \_\_\_\_\_

Pin \_\_\_\_\_, State \_\_\_\_\_, Mobile No. \_\_\_\_\_

Phone No. \_\_\_\_\_, e-mail : \_\_\_\_\_

7. Academic Qualification :

Name of Examination	Board / College/ University	Year	Division / Class	% marks	Aggregate Marks in General Course
H.S.					
B.Sc.					
Others					



8. 

Government <input type="checkbox"/> / Institute Sponsored <input type="checkbox"/> / Self <input type="checkbox"/>

9. **Course/s Applied For :** .....

.....

.....

*Preference*

- a] One year Post Basic Diploma in Oncology Nursing Programme  .....
- b] Two year M.Sc. Medical Surgical Nursing (Oncology Speciality)  .....

**10. CHECKLIST OF DOCUMENTS ATTACHED**

- a] FILLED APPLICATION FORM
- b] PASSPORT SIZE PHOTO
- c] ADDRESS PROOF
- d] AGE VERIFICATION CERTIFICATE
- e] MARK-SHEET OF QUALIFYING EXAM
- f] PROOF OF PAYMENT
- g] SELF ATTESTED COPY OF REGISTRATION CERTIFICATE FROM STATE NURSING COUNCIL
- h] EXPERIENCE CERTIFICATE
- i] IN CASE OF SPONSORED CANDIDATE, HE OR SHE MUST SUBMIT HER COPY OF NO OBJECTION CERTIFICATE (NOC) FROM THE EMPLOYER.

**11. Declaration by Applicant :**

*I declare that the information given above is correct and complete to the best of my knowledge. If any of the above information is found to be incorrect, my admission will be liable to be cancelled and I shall be liable to disciplinary action as may be decided upon the Institute.*

\_\_\_\_\_  
Signature of the Applicant

\_\_\_\_\_  
Signature of the Parent/ Guardian

Date : \_\_\_\_\_

Date : \_\_\_\_\_





# Health/Medical Information Form

(Please write in BLOCK LETTERS)

Name of the candidate : .....

Name of the Father : ..... Name of Mother : .....

Residential Address : .....

.....

## MEDICAL INFORMATION

Blood Group : .....

History of any major illness (if any) : .....

.....

Allergies to medicine or food (if any) : .....

.....

## MEDICAL FITNESS CERTIFICATE

(Doctor's Name, Qualification and Regd. No. to be mentioned)

**Seal & Signature of Doctor / Physician with Registration Number**

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Signature of Guardian*

Annexure – I

# UNDERTAKING BY THE CANDIDATE/STUDENT

1) I,.....  
 S/o D/o of Mr./Mrs/Ms.....,having been admitted to ....., have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutes,2009' (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, activity, or passively, or being part of a conspiracy to promote ragging.

I hereby solemnly aver and undertake that-

- I will not indulge in any behaviour or act that may constituted as ragging under clause 3 of the Regulations.
- I will not participate in or abet or propagate through any act of commission or omission that maybe constituted as ragging under clause 3 of the Regulations.

2. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

3. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be canceled.

Declared this .....day of ..... month of ..... year.

.....  
*Signature of deponent*

Name : .....

Annexure – II

# UNDERTAKING BY THE PARENT/GUARDIAN

- 1) I, Mr./Mrs./Ms.....  
 Father/mother/guardian of .....,  
 have been admitted to ....., have received  
 a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher  
 Educational Institution, 2009, (hereinafter called the "Regulation"), carefully read and  
 fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what  
 constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully  
 aware of the penal and administrative action that is liable to be taken against me in case I  
 am found guilty of or abetting ragging, activity or passively, or being part of a conspiracy  
 to promote ragging.
- 4) I hereby solemnly aver and undertake that –
  - a) My ward will not indulge in any behaviour or act that may constituted as ragging  
 under clause 3 of the Regulations.
  - b) My ward will not participate in or abet or propagate through any act of  
 commission or omission that may be constituted as ragging under clause 3 of the  
 Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment  
 according to clause 9.1 of the Regulations, without prejudice to any other criminal action  
 that may be taken against my ward under any penal law or any law for the time being in  
 force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any  
 institution in the country on account of being found guilty of abetting or being part of a  
 conspiracy to promote, ragging; and further affirm that, in case the declaration is found to  
 be untrue, the admission of my ward is liable to be canceled.

Declare this.....day of .....month of .....year.

.....  
 Signature of deponent

Name:

Address:

Telephone/Mobile No.:



Annexure – III (A)

**(TO BE PREPARED ON RS. 100/- STAMP PAPER)****Two Years M. Sc. Medical Surgical Nursing (Oncology Specialty)  
agreement with Dr. B. B. Borooh Cancer Institute, Guwahati**

Dear .....

Pursuit to the interview we have had, we are glad to offer you as a student of ..... in Oncology Nursing at Dr. B Borooh Cancer Institute, Guwahati on full-time basis on the following terms and conditions:

1. In order to impart the knowledge of prevention, early diagnosis, treatment, rehabilitation and palliation of cancer patients, you are being selected as a student of... .....on a full time basis. This course is purely an academic activity which is designed to enhance your knowledge and develop a holistic,compassionate approach to combat cancer.
2. The tenure of the Two Years M. Sc. Medical Surgical Nursing (Oncology Specialty) is for a period of (2) two years at Dr. B Borooh Cancer Institute (BBCI), Guwahati.
3. Your anticipated course will be starting from ....., 20.....
4. Stipend during course period and pay during service period is subject to TMC policy. (Decision awaiting). Sponsored candidates (Government) will not be eligible for any stipend from Dr. B Borooh Cancer Institute.
5. You will not be entitled to any relocation expenses for the purpose of joining Two Years M. Sc. Medical Surgical Nursing(Oncology Specialty)
6. As per the BBCI policy it is necessary to document your presence while on duty. Therefore, “swiping in” and “swiping out” is mandatory.
7. You are required to be on duty round the clock as and when required, including emergency calls in rotation as per schedule. You will carry out the work assigned to you from time to time as per the instructions of your Superiors.
8. You will be required to perform the usual duty requirements of the department and will be responsible for issues pertaining to ward, OT, in-patient and out-patient care. Organizing and smooth functioning of multi-disciplinary meeting will also be a part of your duty schedule. You will also be an integral part of the team and will need to counsel, negotiate and manage work with personnel in allied specialties, so as to ensure comfortable patients navigation.
9. Your performance during the course is subject to periodical assessment every six months. BBCI reserves right to terminate from the course, if your clinical and academic performance at BBCI is found not satisfactory with a written notice of two months or two months' course stipend in lieu thereof. In case, you wish to leave the course midway, you are required to give penalty of a lump sum Rs. 25,000/- (Rupees twenty-five thousand) only+ last month stipend and at least two months' written notice.
10. On the day of your joining, you are required to give an undertaking that you will not apply outside for any post or scholarship/fellowship or appear for any competitive examination without obtaining prior written approval from the Organization.
11. You are eligible to 12 (twelve) days all-purpose leave in a year as admissible without any form of accumulation. You are also eligible for special leave for presenting papers in conferences.
12. You will obey all the rules and regulations of the Organization in force from time to time for the said course.
13. Attendance at the Lectures and Meetings is compulsory failing it may not be possible to give you the certification for your tenure of Course; Seminars, meetings, faculty lectures, and workshops will be a part of the curriculum. You will be expected to actively participate in such events. A point based CNE will also be devised for continued professional development. You will also be expected to perform regular audits on various issues related to patientcare.
14. Apart from Clinical and Professional responsibilities, you will also be expected to take active participation in Nursing Education, Clinical Research, Clinical Audit, Training, and Community Programmes and any other professional duties and needs of the Organization.
15. You will also be encouraged to present/publish Papers based on your work after due process of approval from the Principal, Oncology Nursing, BBCI and Director, BBCI.
16. You will administratively and functionally report to the Principal, Nursing as appropriate and as determined by the Organization from time to time for various activities and carry out the responsibilities assigned to you from time to time.

17. You shall devote your whole time and attention to your engagement with the Organization and shall discharge your duties such that you undertake not to engage yourself directly or indirectly with or without remuneration in any other employment or service.
18. This admission is subject to you being found medically fit by our Medical Consultant after a standard medical examination. In case there is any requirement for further investigations after the standard medical examination, the cost of such further investigation at BBCI will be borne by you. You are also subjected to the Organization's medical check-up by our Medical Consultant from time to time during the course of your engagement and the continuance of your engagement shall be subject to your being medically fit. In case you wish to resign from the course within a year of your admission, BBCI would reserve the right to recover the cost of the pre-employment health checkup from you.
19. Any misleading information furnished and/or suppression of facts or information by you explicitly or implicitly or discovered by us or having come to our knowledge, at any time, having a bearing on your selection directly or indirectly for the fellowship offered to you hereinabove, will automatically render this offer as cancelled without any notice to you, apart from your being liable for any such action as provided under the Law/ Rules and Regulations of the Government/ BBCI.
20. Further, you will be required to sign a Confidentiality Agreement. The Confidentiality is to ensure that all proprietary information, intellectual property and documents obtained during your association with the Organization will not be utilized by you at any point of time to undermine the interests of BBCI. We will be happy to provide the details of the Contractual Agreement and Confidentiality Agreement to you in due course. You will also be required to sign IT Security Policy and Guidelines declaration.
21. As a student, you will be privy to sensitive and commercially valuable information concerning the Organization which must not be disclosed during or after the cessation of your academic programme to any third party without prior written consent of the Organization. You shall indemnify the Organization and its affiliates from any loss or damage arising from any breach of this undertaking.
22. This course offer is valid for acceptance within 15 (fifteen) days of issue of this letter.
23. Please note that this offer does not vest or shall not be constructed to vest on you any right to the offer made to you herein above.
24. A penalty for students of a lump sum Rs. 25,000/- (Rupees twenty-five thousand) only+ last month stipend will be charged for dropout in the middle of the session.
25. This is purely an academic Programme and does not establish any employee- employer relationship between you and the Organization.

We welcome you to our organization and we are sure that our professional and academic relationship would be mutually beneficial.

We look forward to your association with us.

If you accept this Letter under the terms described above, please so indicate by signing and dating this letter in the space provide below and return it to us.

Regards,  
Yours sincerely,

**(Dr. B. B. Borthakur)**  
Director  
Dr. B Borooah Cancer Institute

.....  
I accept the Offer Letter on the above terms and will be pleased to take admission in the course Two Years M.Sc Medical Surgical Nursing (Oncology Specialty) at Dr. B Borooah Cancer Institute, Guwahati on  
.....

Printed Name : .....

Date : .....

Annexure – III (B)

**(TO BE PREPARED ON RS. 100/- STAMP PAPER)****One Year Post Basic Diploma in Oncology Nursing  
agreement with Dr. B. B. Borooh Cancer Institute, Guwahati**

Dear .....

Pursuit to the interview we have had, we are glad to offer you as a student of .....in Oncology Nursing at Dr. B Borooh Cancer Institute, Guwahati on full time basis with the following terms and conditions:

1. In order to impart the knowledge of prevention, early diagnosis, treatment, rehabilitation and palliation of cancer patients, you are being selected as a student of .....on a full time basis. This course is purely an academic activity which is designed to enhance your knowledge and develop a holistic, compassionate approach to combat cancer.
2. The tenure of the One Year Post Basic Diploma in Oncology Nursing is for a period of (1) one years at Dr. B Borooh Cancer Institute (BBCI), Guwahati and one (1) year mandatory service at Dr. B Borooh Cancar Institute (BBCI) after successfully completion of the course.
3. Your anticipated course will be starting from ....., 20.....
4. You will receive Rs. 12000/- (Rs. Twelve Thousand Only) per month as stipend for the period of One (1) year as non-sponsored students from the date of enrollment. Non-Sponsored candidates are required to execute an agreement to serve the Dr. B. Borooh Cancer on a consolidated remuneration of Rs.27,000/- p.m. (Rupees Twenty-Seven Thousand Only) for a period of one year after completion of the course. Sponsored candidates (Government/self-sponsored) will not be eligible for any remuneration/salary from Dr. B Borooh Cancer Institute.
5. You will not be entitled to any relocation expenses for purpose of joining **One Year Post Basic Diploma in Oncology Nursing course.**
6. As per the BBCI policy it is necessary to document your presence while on duty. Therefore, “**swiping in**” and “**swiping out**” is mandatory for attendance purpose.
7. You are required to be on duty round the clock as and when required, including emergency calls in rotation as per schedule. You will carry out the work assigned to you from time to time as per the instructions of your Superiors.
8. You will be required to perform the usual duty requirements of the department and will be responsible for issues pertaining to ward, OT, in-patient and out-patient care. Organizing and smooth functioning of multi-disciplinary meeting will also be a part of your duty schedule. You will also be an integral part of the team and will need to counsel, negotiate and manage work with personnel in allied specialties, so as to ensure comfortable patients navigation.
9. Your performance during the course is subject to periodical assessment every six months. BBCI reserves right to terminate from the course, if your clinical and academic performance at BBCI is found not satisfactory with a written notice of two months or two months' course stipend in lieu thereof. In case, you wish to leave the course midway, you are required to give penalty of a lump sum Rs. 25,000/- (Rupees twenty five thousand) only+ last month stipend and at least two months' written notice.
10. On the day of your joining, you are required to give an undertaking that you will not apply outside for any post or scholarship/fellowship or appear for any competitive examination without obtaining prior written approval from the Organization.
11. You are eligible to 12 (twelve) days all purpose leave in a year as admissible without any form of accumulation. You are also eligible for special leave for presenting papers in conferences.
12. You will obey all the rules and regulations of the Organization in force from time to time for the said course.
13. Attendance at the Lectures and Meetings is compulsory failing it may not be possible to give you the certification for your tenure of Course, Seminars, meetings, faculty lectures, workshops will be a part of the curriculum. You will be expected to actively participate in such events. A point based CNE will also be devised for continued professional development. You will also be expected to perform regular audits on various issues related to patientcare.
14. Apart from Clinical and Professional responsibilities, you will also be expected to take active participation in Nursing Education, Clinical Research, Clinical Audit, Training, and Community Programmes and any other professional duties and needs of the Organization.
15. You will also be encouraged to present/publish Papers based on your work after due process of approval from the Principal, Nursing, BBCI and Director, BBCI.



16. You will administratively and functionally report to the Principal, Nursing as appropriate and as determined by the Organization from time to time for various activities and carry out the responsibilities assigned to you from time to time.
17. You shall devote your whole time and attention to your engagement with the Organization and shall discharge your duties such that you undertake not to engage yourself directly or indirectly with or without remuneration in any other employment or service.
18. This admission is subject to you being found medically fit by our Medical Consultant after a standard medical examination. In case there is any requirement for further investigations after the standard medical examination, the cost of such further investigation at BBCI will be borne by you. You are also subjected to the Organization's medical check-up by our Medical Consultant from time to time during the course of your engagement and the continuance of your engagement shall be subject to your being medically fit. In case you wish to resign from the course within a year of your admission, BBCI would reserve the right to recover the cost of the pre-employment health checkup from you.
19. Any misleading information furnished and/or suppression of facts or information by you explicitly or implicitly or discovered by us or having come to our knowledge, at any time, having a bearing on your selection directly or indirectly for the fellowship offered to you hereinabove, will automatically render this offer as cancelled without any notice to you, apart from your being liable for any such action as provided under the Law/ Rules and Regulations of the Government/ BBCI.
20. Further, you will be required to sign a Confidentiality Agreement. The Confidentiality is to ensure that all proprietary information, intellectual property and documents obtained during your association with the Organization will not be utilized by you at any point of time to undermine the interests of BBCI. We will be happy to provide the details of the Contractual Agreement and Confidentiality Agreement to you in due course. You will also be required to sign IT Security Policy and Guidelines declaration.
21. As a student, you will be privy to sensitive and commercially valuable information concerning the Organization which must not be disclosed during or after the cessation of your academic programme to any third party without prior written consent of the Organization. You shall indemnify the Organization and its affiliates from any loss or damage arising from any breach of this undertaking.
22. This course offer is valid for acceptance within 15 (fifteen) days of issue of this letter.
23. Please note that this offer does not vest or shall not be constructed to vest on you any right to the offer made to you herein above.
24. A penalty for students of a lump sum Rs. 25,000/- (Rupees twenty five thousand) only+ last month's stipend will be charged for dropout in the middle of the session.
25. This is purely an academic Programme and does not establish any employee-employer relationship between you and the Organization.

We welcome you to our organization and we are sure that our professional and academic relationship would be mutually beneficial.

We look forward to your association with us.

If you accept this Letter under the terms described above, please so indicate by signing and dating this letter in the space provide below and return it to us.

Regards,  
Yours sincerely,

**(Dr. B. B. Borthakur)**  
Director, Dr. B Borooah Cancer Institute

.....  
I accept the Offer Letter on the above terms and will be pleased to take admission in the course One Year Post Basic Diploma in Oncology Nursing at Dr. B Borooah Cancer Institute, Guwahati on .....

Printed Name : .....

Date : .....

# List of the Teaching staff of DR. B. BOROOAH CANCER INSTITUTE

## DEPARTMENT OF HEAD & NECK SURGERY

1. Dr. T. Rahman
2. Dr. A. K. Das
3. Dr. R. J. Das
4. Dr. Kishore Das
5. Dr. Anupam Das
6. Dr. Kaberi Kakoti

## DEPARTMENT OF DENTAL & PROSTHETICS SURGERY

1. Dr. Avinash Kumar
2. Dr. Manas Rajkhowa (Dentistry)

## DEPARTMENT OF MEDICAL ONCOLOGY

1. Dr. Munlima Hazarika
2. Dr. P. S. Roy
3. Dr. Asif Iqbal
4. Dr. Duncan Khanikar
5. Dr. Mnasa Kakunje

## DEPARTMENT OF SURGICAL ONCOLOGY

1. Dr. B. B. Borthakur
2. Dr. Abhijit Talukdar
3. Dr. Deep Jyoti Kalita
4. Dr. Gaurab Das
5. Dr. Shivaji Sharma
6. Dr. Pompei D Buragohain

## DEPARTMENT OF RADIOLOGY & IMAGING

1. Dr. B. K. Choudhury
2. Dr. Kabita B. Baruah
3. Dr. Geetanjali Barman

## DEPARTMENT OF PATHOLOGY

1. Dr. Anupam Sarma
2. Dr. Shiraj Ahmed
3. Dr. Lopa Mudra Kakoti
4. Dr. Ranjita Sarma
5. Dr. Sakshi Gupta

## DEPARTMENT OF BIOCHEMISTRY

1. Dr. Swamik Das

## DEPARTMENT OF BLOOD SERVICE CENTRE

1. Dr. Ranjita Sharma
2. Dr. Chandana Kalita

## DEPARTMENT OF MICROBIOLOGY

1. Dr. Rashmi Snata Barman
2. Dr. Amrita Talukdar

## DEPARTMENT OF RADIOTHERAPY

1. Dr. A. K. Kalita
2. Dr. M. Bhattacharyya
3. Dr. Jyotiman Nath
4. Mr. Shachindra Goswami
5. Ms. Mithu Borthakur
6. Mr. Pranjal Goswami
7. Mr. M. Nara Singh
8. Mr. Shashi Bhushan Sharma
9. Mr. Bhaveswar Yadav
10. Mr. Shantanu Kumar Mishra

## DEPARTMENT OF NUCLEAR MEDICINE & MOLECULAR IMAGING

1. Dr. S. Ejanbemo Ezung

## DEPARTMENT OF GYNECOLOGIC ONCOLOGY

1. Dr. Debabrata Barmon
2. Dr. Upasana Baruah
3. Dr. Dimpny Begum

## DEPARTMENT OF ANAESTHESIOLOGY

1. Dr. Anupam Das
2. Dr. Minati Baruah
3. Dr. Marie Ninu
4. Dr. Dockney Chintey
5. Dr. Tridip Jyoti Borah
6. Dr. Barnali Kakati
7. Dr. Sonai Datta Kakati
8. Dr. Nilanjana Howborah

## DEPARTMENT OF PALLIATIVE MEDICINE

1. Dr. K. Bhagabati

## DEPARTMENT OF PREVENTIVE ONCOLOGY

1. Dr. S. M. Bhagabati

## DEPARTMENT OF CANCER REGISTRY, EPIDEMIOLOGY & BIostatISTICS

1. Dr. Manigreeva Krishnatreya

## DEPARTMENT OF NURSING

1. Dr. Tarulata Kakoti Majhi, Principal-cum-Professor
2. Ms. Gitanjolee Buruka, Professor
3. Ms. Lily Lalhlutmawii, Associate Professor
4. Ms. Sushila K. Chanu, Assistant Nursing Superintendent.
5. Ms. Pallabi Boruah, Assistant Professor
6. Ms. Anima Sinha, Assistant Professor.

### Dr. B. Borooah Cancer Institute

(Tata Memorial Centre)

A Grant-in-Aid Institute of Department of Atomic Energy, Govt. of India  
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