



Medical Handbook
Session 2019/2020

DEAN'S FOREWORD

Faculty of Medicine and Health Sciences would like to congratulate and welcome all the new students who have registered for the medicine programme. You have chosen health care as your career path and you would encounter a number of challenges along the way as you move along during your teaching-learning sessions as well as when you do your clinical training. All these challenges could be overcome as long as you believe that you have made the right choice and have the confidence in yourselves to complete the programme successfully.



You have the opportunity to explore new knowledge in both theory and practice. The educational approach here is very much student centred where all students should have the ability to explore new knowledge and have the initiative to improve their interactive skills whenever they encounter staff and patients. The health profession has a lot to do with the personal development of patients which covers aspects of physical and psychological health; as such every student needs to show appropriate attitude and behaviour in such circumstances.

During the course of your training you would have the opportunity to visit various hospitals, health centres and villages, which would be arranged according to your learning blocks in phase one and according to your clinical posting in phase two. These are meant to expose you to the health needs of the population both in the rural as well as in the urban areas and at the same time you would learn the impact of socio-economic and cultural factors in medical disorders.

In this guide book there is a list of names of key personnel in the faculty who would be able to help you, so please do not hesitate to contact them if necessary.

To conclude, I would like to wish you all the best and I am confident that with the support of all our staff together with all of your determination we would be able to face the challenges successfully.

Professor Dr. Kamarudin bin Kana
Dean
Faculty of Medicine and Health Sciences

1.0 INTRODUCTION

UNIMAS Mission

The University's mission is to establish itself as an exemplary university of internationally acknowledged stature and as a scholarly institution of choice for both the students and academics through the pursuit of excellence in teaching, research and scholarship.

Brief Information on UNIMAS

University Malaysia Sarawak (UNIMAS), Malaysia's eighth university was officially incorporated on 24 December 1992. A university that is contemporary in character and forward-looking in outlook, it is committed in providing the nation with leaders, managers, scientists and technical specialists as well as thoughtful citizens who are capable of handling the complex challenges of our common future - confidently, competently, and creatively.

With about 30 academic staff, the University opened its doors to the first batch of 118 students on 8 August 1993. The students were registered in the two pioneering faculties, the Faculty of Social Science and the Faculty of Resource Science and Technology. Two academic support centres were also established: the Centre for Applied Learning and Multimedia, and the Centre for Academic Information Services.

The following year (1994) saw four more faculties opening their doors for degree courses: the Faculty of Cognitive Sciences and Human Development, the Faculty of Applied and Creative Arts, the Faculty of Engineering, and the Faculty of Information Technology. Staff and student numbers quadrupled. Meanwhile, the University also grew in profile as most faculties began to offer postgraduate programmes. Research activities began to take root with the establishment of the Institute of Biodiversity and Environment Conservation, which focuses on the myriad of flora and fauna in Borneo. Links with various universities abroad were also established. In the same year, the Centre for Technology Transfer and Consultancy UNIMAS, won the contract for EIA study of the Bakun Hydroelectric Project, the biggest ever EIA project in the country.

The period between January 1995 and the end of December 1996 saw further consolidation in the academic and research structure of the university. Two more faculties began taking in their pioneer batches of students; the Faculty of Medicine and Health Sciences (1995) and the Faculty of Economics and Business (1996). These brought the total number of faculties to eight, as originally planned. The Centre for Language & Communication Studies began to offer the TESL programme, in addition to generic language courses. The Institute of Health and Community Medicine, and the Institute of Software Technology were then added to the list of research institutes.

The historic year of 1997 witnessed the pioneering batch of graduates receiving their degrees at the inaugural convocation of the University. The year also saw the establishment of the Institute of East Asian Studies.

The year 2000 witnessed the change in the Vice-Chancellor seat; Professor Dato' Zawawi Ismail, the first Vice-Chancellor succeeded by Professor Datuk Yusuf Hadi as the second Vice-Chancellor of UNIMAS. Prof Datuk Dr Abdul Rashid Abdullah was appointed as the third Vice-Chancellor on 1 February 2005. From 2001 until 31 March 2013, Professor Datuk Dr Khairuddin Ab Hamid was appointed as the fourth Vice-Chancellor of UNIMAS. YBhg Prof Dr Morshidi bin Sirat was later appointed as the fifth VC on 1 April 2013. His tenure, however, was brief as he was recalled to occupy the position of Director General at the Ministry of Education, Malaysia. Consequently, YBhg Prof Dato' Dr Mohamad Kadim Suaidi took over as the sixth Vice-Chancellor of UNIMAS on 16 April 2013.

2.0 FACULTY'S MISSION AND EDUCATIONAL PHILOSOPHY

2.1 Vision

To become an exemplary medical and health sciences school in the region

2.2 Mission

The Faculty of Medicine and Health Sciences, Universiti Malaysia Sarawak (UNIMAS) is committed to be an exemplary educational centre, producing competent and compassionate graduates to meet the health care needs of the community through educational excellence and research of international standards.

2.3 Educational Philosophy

The educational programme emphasizes the total development of highly competent health professionals who will be an integral part of the community and sensitive to its needs. They will be imbued with high moral and ethical values as well as aesthetic sensibility. These will be achieved through an innovative, broad-based, student-centred and problem-based educational programme that is community and practice oriented, and achieving a balance between the science and the art of medicine.

3.0 INTRODUCTION TO MEDICAL PROGRAMME

3.1 Undergraduate Medical Programme

UNIMAS offers a medical education system that is progressive and comparable to the medical education programmes offered in the medical faculties of advanced countries.

Medical education today requires medical students who are critical of their own learning processes. They should be able to seek knowledge of their own accord, evaluate medical problems in great detail and seek solutions to the challenges that they encounter. They are expected to be able to communicate effectively and to manage issues related to medicine and the health of the community. These characteristics are not fostered fully in most current medical educational systems, many of which emphasise passive learning approaches. However, the medical education approaches to teaching and learning employed by this Faculty offer medical students opportunities to develop their potential and creativity and to make full use of these capabilities. These approaches require students who are confident that the medical profession is their best choice.

3.0 Programme Objectives

The undergraduate medical programme is planned to meet the needs of the nation and the current needs of the profession. It takes into account changes that are happening in various medical disciplines. Teaching-learning experiences are arranged such that they fulfil the demands of the local professional body in terms of medical functions and roles. Each learning experience is constructed in such a way that there is an appropriate balance and integration between basic needs for scientific knowledge and the needs of competent clinical practice.

On successful completion of the programme, candidates should possess the ability: -

- a) To promote effective acquisition and understanding of the core knowledge of the basic medical sciences.
- b) To promote acquisition of knowledge, and skills for competent patient-care and health promotion specifically at the primary level, but to be broad-based enough to be a foundation for further training at secondary and tertiary levels.
- c) To emphasise the importance of individual, family, community and cultural differences in the manifestations and impact of physical and mental illness.
- d) To foster desirable attitudes to ensure humane, and ethical, cost-effective health care delivery.
- e) To develop skills in information handling.
- f) To understand the concepts of scientific research methodology.
- g) To encourage interest and skills in self-directed, life-long learning to assimilate the advances in knowledge which will occur throughout his/her working life.

3.1 Learning Outcome

- a) Master the core knowledge of the basic and clinical & community medical sciences.
- b) Master skills for competent medical sciences and patient-care.
- c) Master skills in community medicine and public health and practice public responsibility

- d) Practice the values, attitudes and ethical behaviour and professionalism in the medical field
- e) Communicate effectively in practice and disseminate knowledge in the medical field.
- f) Apply a creative and innovative way to solve problems in the medical field.
- g) Able to find and manage information relevant to the medical field, and capable of lifelong learning.
- h) Ability to lead and work in the team and conduct research in the medical field.

3.2 Facilities available in the Faculty

To ensure that the undergraduate medical programme is conducted in the most effective manner, integrated laboratories complete with computer facilities, anatomy modules and biochemistry, physiology and pharmacology experimental facilities and equipment are available.

Reference materials in printed and electronic form are available from the Faculty's library in the faculty and from the Centre of Academic and Information Services (CAIS).

UNIMAS' Medical Education Complex is located adjacent to the Sarawak General Hospital in Kuching. In addition to this, the Serian and Sibu Hospitals are being used for clinical education and training. All medical students are required to undergo practical and clinical training in these complexes as well as in general practitioner clinics and a variety of community settings.

In addition, the Faculty aims to build a teaching hospital in the vicinity of the at UNIMAS main campus in Kota Samarahan. These resources will greatly facilitate effective clinical learning processes in the future.

4.0 ENTRY REQUIREMENTS

4.1 Basic Requirements

Candidates must pass the Sijil Pelajaran Malaysia (SPM) with 5 Bs each in Biology, Chemistry, Physics, Mathematics (or Add Mathematics) and another subject or any equivalent examination recognised by the Malaysian Government and/or other equivalent qualifications approved by the Senate, and a credit in both Bahasa Malaysia/Bahasa Melayu and English Language. A credit in Bahasa Malaysia/Bahasa Melayu July paper is also accepted.

4.2 UNIMAS Pre-U/Matriculation Qualification

- a) Applicants must acquire at least a Grade B+ (CGPA 3.33) in these two subjects:-
 - Biology.
 - Chemistry.
- b) Applicants must acquire at least a Grade B (CGPA 3.00) in any one of these subjects:-
 - Physics.
 - Mathematics.
- c) Obtained at least a Band 3 in the Malaysian University English Test (MUET).

4.3 STPM/HSC Qualification

- a) Applicants must acquire at least a Grade B+ (CGPA 3.33) in these two subjects:-
 - Biology.
 - Chemistry.
- b) Applicants must acquire at least a Grade B (CGPA 3.00) in any one of these subjects:-
 - Physics.
 - Mathematics T.
 - Further Mathematics T.
- c) Obtained at least a Band 3 in the Malaysian University English Test (MUET).

5.0 ACADEMIC MATTERS

5.1 The Medical Curriculum

The UNIMAS undergraduate medical curriculum is designed to achieve two main goals:-

- a) To provide a sound education for beginning “generalist” medical practice, and;
- b) To serve as a firm foundation for later career specialisation.

The following are the key features of its curricular approach:-

- a) Integration is the crucial concept that brings together knowledge drawn from various disciplines into a meaningful whole.
- b) The focus of the course content is on medical knowledge, clinical skills and the development of appropriate attitudes and effective communication skills as well as on professional ethics and behaviour as the essential foundation for continued development of the individual.
- c) Generic and university elective courses, which contribute to the development of these attributes, are also part of the medical curriculum. Students must satisfy the requirements of these courses before being awarded their degree.
- d) The sequence of the curriculum is a planned progression of cumulative learning, in both theory and practice, which reinforces horizontal and vertical integration of the different components of medical knowledge and skills.
- e) The problem-based learning approach, in relating basic medical sciences to clinical problems, mirrors the educational philosophy of community-based problem solving.
- f) Early clinical exposure serves not only to ensure integration and relevance but also to stimulate student interest.

- g) Students' learning environments include a wide range of settings from Faculty-based facilities to real, everyday medical practice settings in hospitals, homes and community health care facilities. Although the Faculty does not have its own university hospital, the establishment of appropriate linkages with the Ministry of Health, local medical practitioners and a range of community-based health care facilities, has enabled the Faculty to access many examples of exemplary health care management for incorporation into its clinical teaching- learning programme. Resources in Sarawak that are used for teaching and learning activities include health centres, maternal and child health clinics, polyclinics, day care centres, clinics for the treatment of sexually transmitted diseases, psychiatric and private hospitals. The flying doctor service, mobile dispensaries and private medical practitioners' clinics are also used for clinical teaching purposes.
- h) Individual capability and differences are recognised and various teaching-learning methods and strategies are employed, for example, the provision for elective subjects, problem-based learning, contractual learning, small group tasks, family education, projects, lectures, tutorials where and when needed and seminars in addition to learning in wards and relevant health care facilities.
- i) The evaluation of students' performances is done through continuous assessment, end-of-block/posting examinations and professional examinations at the end of each of the two phases of study.

5.2 Duration of the Undergraduate Medical Programme

The duration of the undergraduate Medical programme is five (5) to seven (7) academic years. A student may repeat any year but is not permitted to repeat any particular year twice.

5.3 Categories of Courses

A Core Courses

The programme is divided into two phases, Phase 1 and Phase 2. Phase 1 is primarily devoted to the study of the basic medical sciences and Phase 2 to the clinical disciplines. However, there is considerable integration between the presentation of the basic medical sciences and the clinical aspects in both phases so that students can understand the relevance and application to actual medical practice of each of the subjects or topics they are studying.

i. Phase I

This phase comprises the first two years of the course where core courses are offered using an integrated block system rather than a discipline-based approach.

There are 11 discrete blocks and one (1) short, non-clinical elective in this phase. The primary focus of these blocks is the study of the basic medical sciences where the principal subjects are anatomy, physiology, biochemistry, parasitology, microbiology, pharmacology, immunology, genetics and pathology.

Communication and observation skills, medical ethics, behavioural science perspectives and beginning research concepts and processes are also discussed and explored.

The focal teaching-learning activity is problem-based learning (PBL) where the various organ systems are studied in an organised manner by the use of contrived paper cases dealing with common clinical situations (triggers). Through small-group discussions, the students formulate their learning needs, and subsequently engage in self-directed learning using a variety of information sources such as textbooks, models, dissected specimens (anatomy), charts, electronic sources and discussions with Faculty members. This material is then shared within the group and is guided by the facilitator.

To enhance the learning process, PBL sessions are supplemented, as appropriate, with lectures, tutorials, practical sessions, seminars, hospital-based clinical activities, and laboratory exercises.

Weekly clinical sessions are conducted at the Sarawak General Hospital and Serian District Hospitals. Selected patients are studied to highlight the pathophysiology that could occur in the organ-system that the students are currently studying. Students are also introduced to clinical skills by engaging in history-taking and performing simple clinical examinations, under supervision, on relevant patients. This early clinical exposure helps the students to understand the relevance of the material they are studying, and aids in retention, internalisation, and the ability to apply this information.

A community orientation is stressed and achieved through a programme of family health activities whereby students 'adopt' a family and follow the health and socio-economic status of the family by monthly visits.

For 2017/2018 session, the Phase 1 blocks that are conducted in Year 1 and Year 2 are as follows:-

Year 1

MDP 10108	Foundation Block	8 weeks
MDP 10208	Man in the Environment	8 weeks
MDP 10307	Blood and Immunology	7 weeks
MDP 10408	Musculoskeletal System	8 weeks
MDP 10507	Endocrine, Metabolism & Nutrition	7 weeks
MDP 10702	Family Health Block 1	2 weeks

Year 2

MDP 20109	Nervous System and Behaviour	9 weeks
MDP 20208	Gastrointestinal Tract	8 weeks
MDP 20310	Cardiovascular and Respiratory System	10 weeks
MDP 20902	Family Health Block 2	2 weeks
MDP 20409	Renal and Reproductive System	9 weeks
MDP 20505	Elective I	5 weeks

ii) Phase II

This phase comprises the 3rd, 4th and 5th years of the curriculum during which students are involved in clinical clerkships or postings at the Sibuan and Sarawak General Hospital (Year 3), Sarawak General Hospital (Year 5) and at other clinical facilities such as Serian Hospital, Sentosa Psychiatric Hospital, private clinics and various district health centres (Year 4).

During these clinical clerkships, students interact directly with patients acquiring expertise in history-taking, physical examinations, making clinical diagnoses and performing simple bedside procedures under the supervision of the Faculty's clinicians and the staff of the particular hospital/health care facility.

Postings are organised to ensure that the students get ample opportunity to observe the longitudinal care and comprehensive management and supervision (physical, mental, spiritual) of patients. This helps with the acquisition of problem solving skills relevant to patient management and the development of clinical skills.

During the community health posting, students are required to perform epidemiological studies in the community, and observe the delivery of health care in the community and public health care settings.

Students are encouraged to develop patterns of learning which are active and self-directed, and relevant to the curriculum. Towards this end, weekly seminars are planned to cover the core curriculum and every student is required to participate in an active manner. Here, emphasis is placed on the application of basic science knowledge.

Skills in communicating with patients and other health professionals are emphasised in an informal manner as students interact with patients and ward staff during the clinical postings.

Emphasis is also given to issues in medical practice, for example medical ethics, medico-legal issues (including malpractice), control of health risks in occupations and in the environment, and the development of an understanding of behaviours that can contribute to the onset of diseases. The foundation of ethical principles acquired during Phase 1 is developed further during clinical postings through role-modelling and active discussions.

For 2017/2018 session, the discipline foci and duration of the Phase 2 postings are shown below:-

Year 3

MDP 30101	Introduction to Clinical Clerkship	1 weeks
MDP 30209	Medicine	9 weeks
MDP 30309	Surgery	9 weeks
MDP 30408	Obstetrics & Gynaecology	8 weeks
MDP 30609	Community and Public Health	8 weeks
MDP 30702	Forensic Medicine	2 weeks
MDP 30804	Elective II (Clinical Elective)	4 weeks

Year 4

MDP 41102	Forensic Medicine	2 weeks
MDP 40210	Psychological Medicine	10 weeks
MDP 40408	District Hospital and Family Medicine	8 weeks
MDP 40603	Ophthalmology	3 weeks
MDP 40703	Ear, Nose and Throat	3 weeks
MDP 40902	Clinical Diagnosis Laboratory	2 weeks
MDP 41004	Elective II (Clinical Elective)	4 weeks
MDP 40802	Radiology	1 weeks
MDP 41208	Paediatrics	8 weeks
MDP 41308	Orthopaedics	8 weeks

Year 5

MDP 50108	Paediatrics	8 weeks
MDP 50208	Obstetrics & Gynaecology	8 weeks
MDP 50308	Orthopaedics	8 weeks
MDP 50512	Surgery, A & E and Anaesthesiology	12 weeks
MDP 50612	Medicine	12 weeks

B. University Courses (“Kursus Universiti”)

Courses under this category are designed to develop students with positive attitudes and culturally acceptable behaviour and personality traits. These courses also encourage the development of a balance between autonomy and co-operation, assertiveness and working independently, without direction from higher authorities, and the willingness to work as a team member in achieving common objectives.

University courses are **compulsory** for all undergraduates at UNIMAS to fulfil the criteria for graduation. They are also referred to Certain Generic courses will require that the student meet the minimum level of competency. Those that do not meet with these pre-requisites are required to take Remedial Courses (*Kursus Penguakuan*). The current minimum number of credits required for Generic courses is **12 credits**.

Transfer of credits may also be considered to a maximum of about a third of the total course credits for Generic Courses (i.e., up to 4 credits) provided that the student can supply evidence that he/she has previously attended similar courses with satisfactory results (i.e., at least the equivalent of grade B-) from institutions recognised by UNIMAS.

Grades obtained in Generic courses are considered when calculating the student's CGPA.

Refer to **Appendix A** for details on the courses offered under this category.

C. University Elective Courses (“*Kursus Elektif Universiti*”)

University Elective courses are additional courses, which all UNIMAS students must take. These courses are aimed at enabling students to acquire reasonable in-depth knowledge in fields other than that of their chosen field. Consequently, University Elective courses are more challenging compared to the Generic courses.

Even though UNIMAS students can choose to take any course that interests them, students at FMHS are only allowed to choose from sets of courses that have been endorsed by the faculty. This is because the programmes at FMHS uses a block and posting system that is different from those used by the rest of the university. In addition, the nature of the training of medical student makes it necessary that these courses are to be taken in an orderly and timely manner. It is virtually impossible to take these courses after Year 2, as students will be heavily involved in the various clinical postings/rotations.

Students must complete a total of **3 credits**. Grades obtained in University Elective courses are considered when calculating the student’s CGPA.

Details on the sets of endorsed courses will be provided during the orientation session at FMHS or on the faculty notice boards.

D. Remedial Courses (“*Kursus Pengukuhan*”)

Students that do not meet with the minimal requirements for Generic courses are required to take the following courses:-

Course Code	Course Title
PBI 1112	Preparatory English, Level I
PBI 1122	Preparatory English, Level II

The objective of this category of courses is to strengthen/increase the students’ level of proficiency/competency. Students will only get a Pass (L) or Fail (G). These courses are not considered in CGPA calculations.

Refer to **Appendix A** for details on the courses offered under this category.

i) Malaysian University English Test (MUET)

All UNIMAS students who scored Band 1-3 in MUET will have to register for Preparatory English (Level 1) in Semester 1 of the 2017/2018 academic session.

Upon scoring a Pass (L) in Preparatory English (Level 1), the student must then register for Preparatory English (Level 2) in Semester 2

Those who scored Band 4-6 in MUET are allowed to skip the Preparatory English course and register for the English Elective courses.

Note:

If a student obtains Band 4-6 in another attempt at MUET, after entering UNIMAS, he/she can apply for an exemption from Preparatory English Level II, and advance to the English Elective courses.

All UNIMAS students are required to register and successfully complete the Preparatory English courses and/or two out of six Elective English courses during their studies at UNIMAS.

E. Registration

Prior to registering, refer to the schedule provided above, for the list of courses for that particular semester.

The number of credits for each semester has been pre-determined by the faculty.

Registration for Generic and University Elective courses are done at the beginning of a new semester.

Students must pass all of the courses listed. Otherwise, the course will have to be repeated until a passing grade is obtained.

F. Rules and Regulations

All FMHS students are expected to:-

- a) Take responsibility for meeting all the Core, University Courses and University Elective courses' requirement.

- b) Inform the Academic Office of any irregularities that may prevent them from graduating. This must be done at the earliest opportunity.

UNIMAS has adopted a formal policy about attendance at all scheduled teaching sessions (i.e. lectures, laboratory sessions, clinical sessions, tutorials and presentations). Students will be barred from sitting for the final examination of any courses concerned if he/she has failed to attend a minimum of **90%** of the total scheduled teaching sessions.

If a student falls sick and cannot attend the scheduled teaching session, he/she is expected to inform the lecturer concerned at least an hour before the scheduled activity followed by submission of a medical certificate at the next scheduled session. Only medical certificates from government hospitals/clinics and UNIMAS panel clinics are acceptable.

The use of purchased air tickets will **NOT** be entertained as a valid reason for re-scheduling of presentations or examinations.

Generic and University Elective examinations are synchronised throughout the university and are scheduled to be held as follows:-

- a) Mid Semester Examination - Week 7 or Week 8 of each semester.
- b) End of Semester Examination – UNIMAS Examination Week, at the end of each semester.

For any further questions or concerns about the Generic and University Elective courses, please contact the following persons:-

Course Category	Medical & Nursing Programme
Generic / University Elective	Dr Norhida bt Ramli
Soft Skills	Dr Khatijah Yaman
Problem Base Learning (PBL) Coordinator	Assoc Prof Dr William Lim Kiong Seng
Academic Advisor Phase I	Dr Isabel Fong Lim
Academic Advisor Phase II	Dr Kevin Ng Boon Han

6.0 TUITION FEES

All students are required to pay the tuition fees during registration at the beginning of the semester.

One-off Payment	: *Registration	-	RM	750.00
Annual Payment	: Takaful	-	RM	6.00
Payment for every semester	Tuition Fee	-	RM	900.00
	Health	-	RM	25.00
	Laboratory	-	RM	50.00
	Welfare	-	RM	5.00
	Hostel Accommodation	-	RM	384.00
	Miscellaneous	-	RM	120.00
Total Amount			RM	2,240.00

*Registration fee includes:-

a) Registration	RM	20.00
b) Orientation	RM	270.00
c) Student Smart Card	RM	10.00
d) Alumni	RM	100.00
e) Co-curriculum	RM	300.00
f) Medical Check-up	RM	50.00

All fees are subject to changes

7.0 ASSESSMENT SYSTEM

(for details please refer to the assessment system in the Academic Procedure Booklet for undergraduate students)

7.1 Types of Assessment

There are two main types of assessment, continuous and End-of-Block/Posting.

A. Continuous Assessment

Students' progress is continuously monitored throughout the programme and feedback regarding their performance is provided on a regular basis.

Components of continuous assessment in Phase 1 include short quizzes (e.g. MCQs (**Each MCQ carries minus one mark for wrong answer**)) or Best Answers Questions, practical sessions in the laboratory, problem-based learning activity and, in some blocks, clinical assessments. In Phase 2, components of continuous assessment vary depending on the specific nature of different postings; almost all postings include two or

More of the following: case presentations, case write-ups, seminars, and the observation and/or performance of specified procedures.

In addition to monitoring progress in the acquisition of knowledge, understanding and psychomotor skills, and continuous assessment also takes into account students' attitudes, personal qualities, on-going patterns of learning behaviour and involvement in co-curricular activities.

Continuous assessment in Phase I (except the Family Health and Elective 1 Research which are conducted over extended periods of time in parallel with standard Phase 1 blocks) contributes 20% to the final grade for each block. In Phase II, the extent of the contribution of continuous assessment to the final grades differs between 'major' and 'minor' postings. Major postings, defined as postings of more than three weeks' duration, have a continuous assessment contribution of 30%, while minor postings, defined as postings having duration of three weeks or less, have a continuous assessment contribution of 20%.

B. End-of-Block/Posting Examinations

The End-of-Block Examinations are held at the end of every block in Phase I. The End-of-Block examination contributes to 80% of the block assessment. The Elective 1 Research assessment is held in the form of a dissertation submitted by the students in groups of 3 to 4, oral and poster presentation judged by a panel.

The End-of-Posting Examinations are held at the end of every posting in the Phase II. The End-of-Posting examination contributes to 80% and 70% of the posting assessment for major and minor posting respectively. The Elective II (Clinical) assessment is held in the form of supervisor and student report.

C. Professional Examinations

There are two Professional Examinations, the First Professional Examination at the end of Phase I (i.e. the end of the second year of study) and the Final Professional Examination at the end of Phase II (i.e. the end of the fifth (final) year). Both examinations are monitored by external examiners from other Malaysian Medical Schools/Faculties or from overseas. A pass in the Final Professional Examination is an essential requirement for graduation

7.2 Eligibility to take the Examinations

A. End-of-Block/Posting Examinations

To be eligible to take the End-of-Block/Posting Examinations, a student must have a satisfactory attendance during learning and teaching sessions, with at least **90%** attendance in the following activities:-

Phase I:

- a) PBL sessions.
- b) Practical sessions.
- c) Clinical sessions.
- d) Seminars.
- e) Lectures.

Phase II:

- a) All scheduled teaching-learning activities.
- b) Clinical sessions.

B. Professional Examinations

In order to qualify to take the Professional Examination, a Phase I student is required to pass all End-of-Block Examinations in Year 2 and a Phase II student, all End-of-Posting Examinations in Year 5.

7.3 Methods of Assessment

A. Phase I Assessment

YEAR 1

The End-of-Block Examinations comprises 20 MCQs (T/F), 10 Best-Answers Questions, 3 MEQs with/without 15 OSPEs.

Continuous Assessment from the PBL sessions, practicals, seminars and Quiz contributes to 20% of the block assessment.

At the end of Year 1, a student who scores at least 50% in the cumulative End Of Block examinations marks of Year 1 will be promoted to year 2. The average marks for all of End of Block Examinations in Year 1 excluding Family Health block

YEAR 2

The End-of-Block Examination comprises 30 MCQs, 10 BAQs and 3 MEQs and 15 OSPEs.

The First Professional Examination consist of 60 MCQs, 20 BAQs, 5 MEQs and 20 OSPEs.

B. Phase II Assessment

The End-of-Posting Examinations and the Final Professional Examination each consist of two components. The first component is the theory examination and the second is the clinical examination.

Each theory examination may consist of True-False Multiple Choice Questions (MCQs), Best Answer Questions (BAQs), Modified Essay Questions (MEQs), and/or Short Answer Questions (SAQs).

Clinical examination may consist of long cases, short cases, Objective Structured Clinical Examination (OSCE), and/or viva.

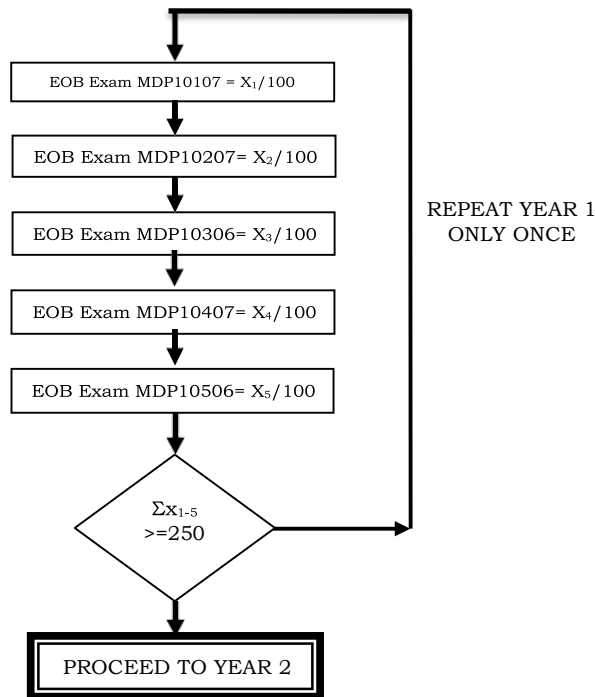
Instead of an examination, assessment of the Year 4 Elective 2 (Clinical Elective) posting is via written reports by both students and supervisors.

7.4 Criteria for Promotion

A. Phase I

YEAR 1

For Year 1 student to be promoted to Year 2, he/she **must** pass the End-of-Block Examination. A student who **fails** to achieve average grade of 250 will be required to repeat Year 1. **A student is allowed to repeat any year of study only once.** If a student **fails** again in the repeating year, he/she will automatically be barred from continuing the Medical programme.



YEAR 2

To be eligible for the First Professional Examination will be based on cumulative end of block examination marks of Year 2. A student that scores at least 50% in the cumulative end of block examination marks of Year 2 will be eligible to sit for First Professional Examination

To be promoted to Year 3, a student must pass the First Professional examination. A student who fails this examination is required to sit supplementary examination and is he/she fails he/she have to repeat Year 2

B. Phase II

A student must pass all End-of-Posting Examinations to be promoted to the next year of study.

YEAR 3

To be promoted to Year 4, a Year 3 student must pass all posting.

Those who **fail** in **one** posting (either minor or major) will be promoted to year 4.

Those who fail in two major posting will be required to repeat year 3.

Those who **attain borderline failure (grade C- or D) in one or not more than two major posting** will be promoted if the average marks for all posting is more than 50% from the total marks.

YEAR 4

To be promoted to Year 5, a Year 4 student must pass all End-of-Posting Examinations or attain **borderline failure** (grade C- or D) in only **one** posting (either minor or major).

Those who **fail** in **one** posting (either minor or major), and **fails badly** (grade F) in two major posting will be required to repeat year 4.

Those who **attain borderline failure (grade C- or D) in one or not more than two major posting** will be promoted if the average marks for all posting is more than 50% from the total marks.

NB: Two minor postings grade will be averaged as one major posting.

YEAR 5

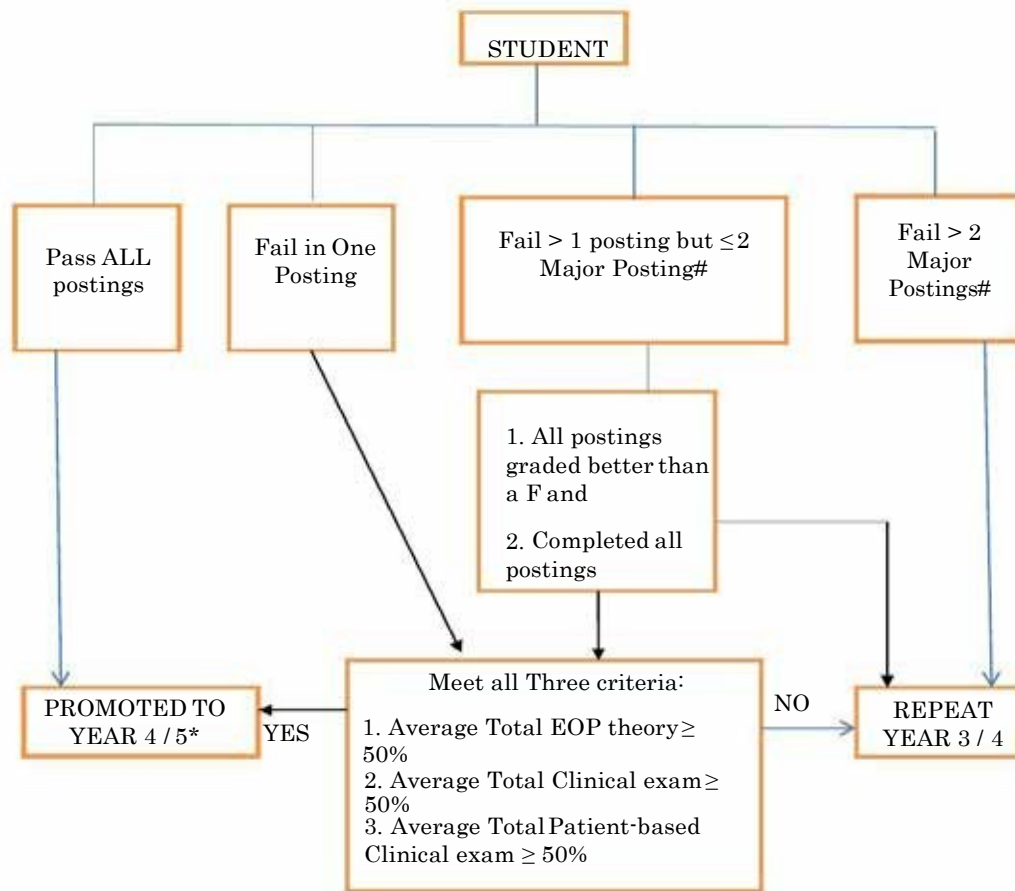
To be eligible to take the Final Professional Examination, a student must complete satisfactorily, all Year 5 postings, pass each of them.

Those who **attain borderline failure (grade C- or D) in one or not more than two major posting** will be eligible to sit for the Final Professional Examination if the average marks for all posting is more than 50% from the total marks.

Those who attain average marks less than 50% are required to sit for the supplementary Final Professional Examination after 6 Months

Those who **fail badly** (grade 2F) in two postings or **fail more than two** postings will be required to repeat Year

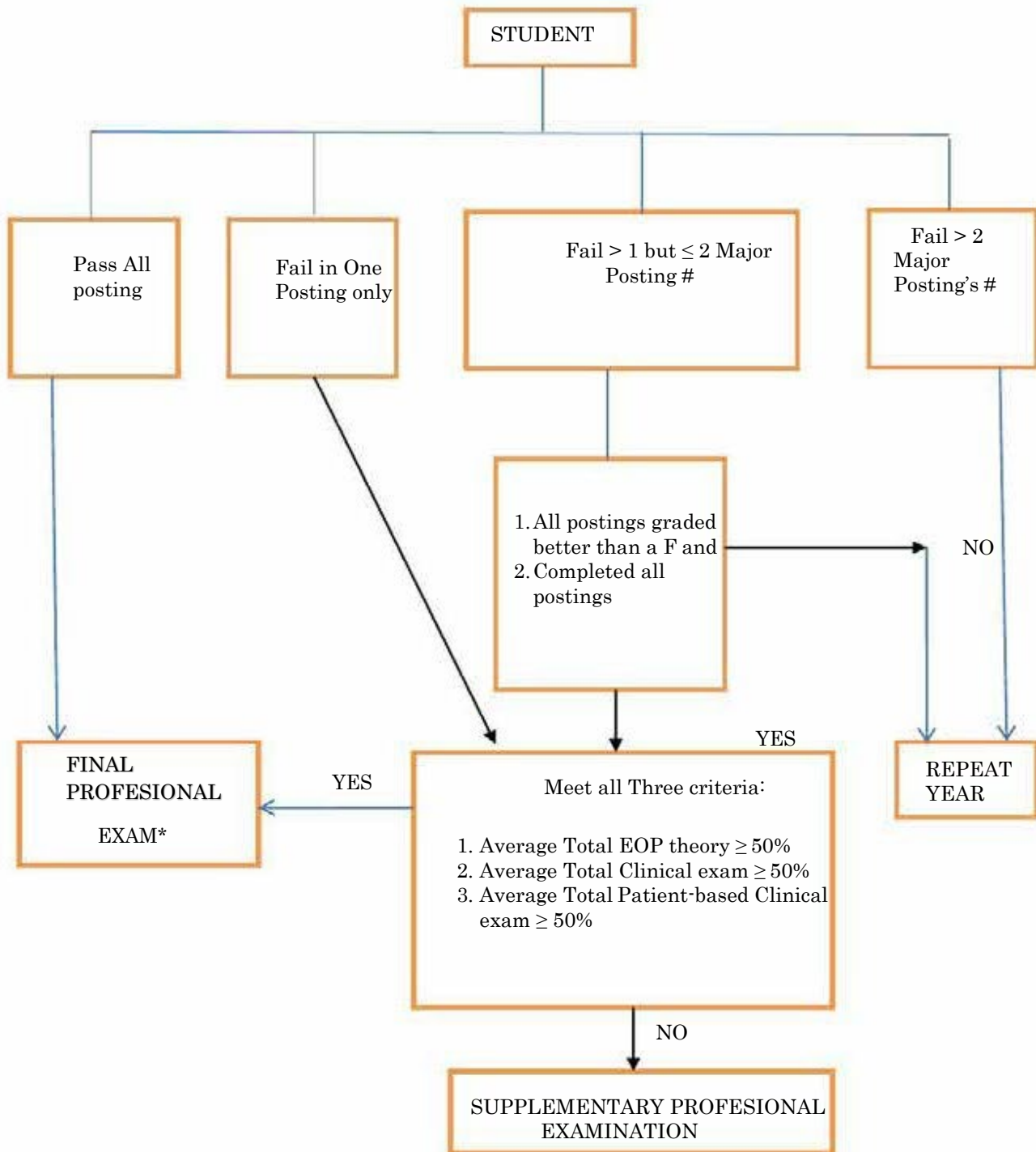
ASSESSMENT SYSTEM IN YEAR 3 & 4 (approved at Faculty Meeting 4th October 2012)



* Final decision on eligibility to be promoted would be subjected to the decision from relevant committee in the faculty

Fail in two minor postings is equivalent to fail in one major posting

ASSESSMENT SYSTEM IN YEAR 5 (approved at Faculty Meeting 4th October 2012)



* Final decision on eligibility to take Professional examination would be subjected to the decision from relevant committee in the faculty

Fail in two minor posting is equivalent to fail in the major posting

8.0 DEFERMENT OF STUDY

8.1 Consideration for deferment of study

A student who is sick for an extended period can apply to the Dean of the Faculty to defer his/her study for a certain period of time. For all such cases, an appropriate verification from a registered medical doctor is required. In special cases where the verification is not from a registered medical doctor, application for deferment of study can only be considered if the student has initially sought medical treatment. In psychiatric cases, approval for deferment will be subjected to the recommendation of the doctor involved.

The medical doctors who provide treatment and verification for students must be from the Ministry of Health, the University or from the University's panel of doctors.

All decisions relating to such applications are made at the Faculty level.

8.2 Consideration for deferment of sitting for examination

A student who is sick or facing other serious problems during the examination period must apply to the Dean of the Faculty to defer his/her sitting for the examination. However, any application for a deferment must be made **within 48 hours of the examination**.

Any application to defer the sitting of any examinations on medical grounds must be made with verification from the registered medical doctor who is treating the student. The attending doctor must be from the Ministry of Health, the University or from the University's panel of doctors.

9.0 PLAGIARISM

Plagiarism is generally defined as the deliberate incorporation in an essay or paper of material drawn from the work of another person without proper acknowledgement.

The university view plagiarism very seriously. Any student who is found to have plagiarized will be severely penalised.

10.0 THE ACADEMIC ADVISOR SYSTEM

10.1 Purposes

The purpose of the Academic Advisor system is to provide guidance to students on academic matters and to foster a close and constructive professional relationship between students and the staff of the Faculty. While all lecturers in the Faculty are potentially academic

advisors to all students who seek their advice, each lecturer (mentor) is assigned particular responsibility to a small group of students (mentees).

C 10.2 Role of Academic Advisor

In essence, the key roles of academic advisor are to:-

- a) Assist their mentees to gain an understanding of the curriculum, the faculty's expectations of its students and the University's requirements (for example, in respect of its student registration system);
- b) Provide advice and guidance to students regarding academic matters;
- c) Provide feedback and opportunities for reflective review following the release of End-of-Block and End-of-Posting results;
- d) Assist students in solving problems and, when necessary, refer them to an appropriate authority or resource person;
- e) Perform any other functions as required by the Faculty.

10.3 Responsibilities of Academic Advisee

All Students are encouraged to meet academic advisee, on a regular basis, to discuss their learning progress including any academic problems encountered.

10.4 Implementation of the Academic Advisor

Although each student will be assigned to academic advisor, students may seek advice from other academics with whom they feel comfortable. Mentors and mentees are expected to meet on a regular basis, for example, approximately three to four times per year under normal circumstances. Appointments for meetings between mentor and mentee are usually arranged for a time and place suitable to both. A written report of each meeting is prepared and all reports are filed in the students' Faculty files.

11.0 SEXUAL HARASSMENT CODE

Universiti Malaysia Sarawak (UNIMAS) has in place, procedures to deal with complaints about sexual harassment. Sexual harassment is defined as uninvited, unwelcome, unwanted behaviour of a sexual nature, which makes a person feel offended, humiliated or intimidated.

Sexual harassment manifests itself in five possible forms, namely:-

- a) Verbal - Eg. offensive or suggestive remarks, comments, telling crude jokes, innuendoes, sexually explicit conversation;
- b) Non-verbal/Gesture – Eg. leering, ogling with suggestive overtones, licking lip provocatively, hand signals or sign language denoting sexual activity;
- c) Visual – Eg. showing pornographic materials, offensive images, drawing sex-based sketches or writing letters, sexual exposure;
- d) Psychological – Eg. repeated unwanted social invitations, relentless proposals for dates and intimacy;
- e) Physical – Eg. Inappropriate behaviour such as touching, patting, pinching, stroking, brushing up against someone, hugging, kissing, fondling, sexual assault.

The university takes the issues of victimisation very seriously. All enquiries and complaints are dealt with confidentially and impartially. If you are experiencing a problem which you think might be sexual harassment, contact your mentor/Head of Department/Head of Programme/Deputy Dean/ Dean or trusted personnel in the university.

12.0

TOP MANAGEMENT OF THE UNIVERSITY



Vice-Chancellor

YBhg Prof Datuk Dr Mohamad Kadim bin Suaidi



Deputy Vice-Chancellor (Student Affairs & Alumni)

Professor Datu Mohd Fadzil bin Abdul Rahman



Deputy Vice-Chancellor (Research & Innovation)

Professor Dr Wan Hashim bin Wan Ibrahim



Deputy Vice-Chancellor (Academic & International)

Prof. Dr. Ahmad Hata bin Rasit



Registrar

Mr Henry Tening Sengeng

13.0 FACULTY'S MANAGEMENT AND ACADEMIC STAFF

Dean



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Deputy Dean (Postgraduate)



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Deputy Dean (Development And Clinical Services)



Prof. Dr. Mohammad Zulkarnaen bin Ahmad Narihan
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Deputy Dean (Student Affair & Alumni)



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Deputy Registrar, Division of Service Management & Teaching Hospital



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**Personal Assistant to the Deputy Dean
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Tel: 084-228251

Assistant Administrators in-charge of :

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Year 3 & 5

Mr Gasan ak Chula

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Year 4, MPH & DrPH, MSO

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**Nursing Programme &
Master of Nursing**

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Administrative

Mdm Za'arah bt. Razali

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Head of Department/Coordinators

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- 3 Pathology**
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- 4 Medicine**
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- 5 Surgery**
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- 9 Psychological Medicine**
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- 10 Community Medicine and Public Health**
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- 11 Family Medicine**
Assoc. Prof. Dr. Zurraini binti Arabi
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Tel: 581000 ext 7531
- 12 Ophthalmology**
Prof. Dr. Lim Lik Thai
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581000 ext 7730
- 13 Head and Neck Surgery Otorhinolaryngology**
Professor Dr. Tang Ing Ping
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Tel: 581000 ext 7334
- 14 Radiology**
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Bojeng Email:
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- 15 Nursing**
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- 18 Phase I Coordinator**
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- 19 Director**
Malaria Research Centre
Prof. Dr. Balbir Singh Mohan Singh
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Year 1 Coordinator
Mdm Tay Siow Phing
Email: sptay@unimas.my

Year 1 Block Coordinators

Foundation Block [MDP 10108]	Assoc Prof Dr. Ashley Edward Roy Soosay
Man In The Environment [MDP 10208]	Mdm Siti Maryam Ahmad Kendong
Blood And Immunology [MDP 10307]	Mdm Tay Siow Phing
Musculoskeletal System & Head & Neck [MDP 10408]	Dr Myat Su Bo
Endocrine, Metabolism and Nutrition [MDP 10507]	Dr. Khatijah Yaman
Family Health I [MDP 10702]	Dr Rosalia Saimon

Year 1 Clinical Coordinators

Foundation Block [MDP 10108]	Dr Koa Ai Jun
Man In The Environment [MDP 10208]	Assoc Prof Dr Tin Moe New (Anatomy)
Blood And Immunology [MDP 10307]	Prof Dr Henry Gudum (Haematology)
Musculoskeletal System [MDP 10408]	Dr Haniza Sahdi (Orthopaedic)
Endocrine, Metabolism and Nutrition [MDP 10507]	Dr. Loh Huai Heng

Family Health I
[MDP 10702]

AP Dr Noorzilawati Sahak
(Public Health)

Year 2 Coordinator

Prof. Dr. Dayangku Norlida bt Awang Ojep

Email: aodnorlida@unimas.my

Year 2 Block Coordinators

Nervous System And Behaviour [MDP 20109]	Dr. Tan Cheng Siang
Gastro-Intestinal System [MDP 20208]	Mdm Amelia bt. Mohamad
Cardiovascular & Respiratory System [MDP 20310]	Dr Siti Fairouz Ibrahim
Renal & Reproductive System [MDP 20409]	Dr Paul Cliff Simon Divis
Elective I [MDP 20505]	Dr Angela Siner
Family Health [MDP 20902]	Hjh. Zainab Tambi (Community Nutrition)

Year 2 Clinical Coordinators

Nervous System And Behaviour [MDP 20109]	Dr Htwe Htwe Chit (Medicine)
Gastro-Intestinal System [MDP 20208]	Dr Aini Ibrahim (Surgery)
Cardiovascular & Respiratory System	Dr. Diana Ng Leh Ching
Renal & Reproductive System [MDP 20409]	Dr William Tiong Hok Chuon (Surgery) & Dr Myat San Yi (O&G)
Elective 1 [MDP 20505]	Dr Angela Siner
Family Health [MDP 20902]	AP Dr Noorzilawati Sahak (Public Health)

Year 3 Coordinator

Prof. Dr P.T. Thomas

Email: pthomas@unimas.my**Year 3 Posting Coordinators**

Introduction To Clinical Clerkship [MDP 30101]	Dr. Htwe Htwe Chit
Medicine [MDP 30209]	Prof Dr Puthiaparampil T. Thomas / Dr Affizal bin Samsudin
Surgery [MDP30309]	AP Dr Kyi Kyi Win / Dr William Tiong Hok Chuon
Obstetrics & Gynaecology [MDP 30408]	Dr Yee Yee Kaing / Dr Thidar
Community Medicine And Public Health (MDP 30609)	Dr Ayu Akida Binti Abdul Rashid
Forensic Medicine [MDP 30702]	AP Dr Win Kyi / Dr Mohammad Hamdi Mahmood
Elective II [MDP 30804]	Prof Dr Chew Keng Sheng

Year 4 Posting Coordinators

Forensic Medicine [MDP 41102]	AP Dr Win Kyi
Paediatrics [MDP 41208]	Dr Wai Wai Shein
Psychological Medicine [MDP 40210]	Dr Ang Ai Ling
District Hospital & Family Medicine [MDP 40408]	AP Dr Imam Bux Brohi / Dr Rafidah Elias (FM) Dr Cliffton Akoi (District)
Ophthalmology [MDP 40603]	Dr Ting Siew Leng
Ear, Nose And Throat (ENT) [MDP 40703]	Dr Dayang Suhana bt Abg Madzhi
Clinical Diagnosis Lab (CDL) [MDP 40902]	Dr. Than Than Aye

Elective II [MDP 41004]	Dr Chew Keng Sheng
Radiology (MDP 40802)	Dr Koa Ai Jiun
Orthopaedics [MDP 41308]	Dr Haniza bt Sahdi

Year 5 Coordinator

Dr Nariman Singamamae @ Nariman Binti Hama Sanamay

Email: snariman@unimas.my

Year 5 Posting Coordinators

Paediatrics [MDP50108]	Dr Tan Sue Lyn
Obstetrics & Gynaecology [MDP 50208]	Dr Mi Mi Khaing / AP Dr Soe Lwin
Medicine [MDP50612]	Dr Htwe Htwe Chit / Dr Chai Chee Shee
Orthopaedics (MDP50308)	Dr Ong Lik Han
Surgery, A & E and Anaesthesiology [MDP50512]	Dr Myo Nyunt / Dr Aini Ibrahim (Surgery) Dr Nariman Singmamae @ Nariman Binti Hama Sanamay (A & E)

PHASE I / YEAR 2 COORDINATOR

Prof. Dr Dayangku Norlida Awang Ojep

PHASE II COORDINATOR

Dr. Nariman Singmamae @ Nariman bt. Hama Sanamay

YEAR 1

Mdm Tay Siow Ping

ADVISEE-ADVISOR COORDINATOR

PHASE I : Dr. Isabel Fong Lim

PHASE II : Dr Kevin Ng Boon Han

GENERIC & UNIVERSITY ELECTIVE COORDINATOR

Dr Norhida bt Ramli

PROBLEM BASED LEARNING (PBL) COORDINATOR

Assoc. Prof. Dr. William Lim Kiong Seng

IDA YEAR 5 COORDINATOR

Datu Dr Zulkifli Jantan

SOFT SKILLS COORDINATOR

Dr Khatijah Yaman

Appendix A: Remedial Courses

Bil	Kod Kursus	Nama Kursus	Jam Kredit
1.	PBI 1112	Persediaan Bahasa Inggeris 1 <i>Preparatory English 1</i>	0
2.	PBI 1122	Persediaan Bahasa Inggeris 2 <i>Preparatory English 2</i>	0

** Applicable to those students who did not sit for MUET or scored MUET with Band 1-3. SPM (English) grades will no longer be used as a criterion for exemption from Remedial English courses. These students must first take Preparatory English Level 1 and Preparatory English Level II, respectively.

Appendix B: Generic Courses

Course Code	Course Title	Credits	Remarks
PBI 1072	English for Professional Communication	2	Students have to register two courses only
PBI 1102	Academic English I	2	
PBI 1092	Academic English II	2	
PBI 1082	English for Occupational Purposes	2	
MPU 3312	Bahasa Melayu	2	
MPU 3122	TITAS	2	
MPU 3112	Hubungan Etnik	2	
MPU 3222	Asas Pembudayaan Keusahawanan	2	
MPU 3422	Inovasi Sistemik	2	
PPD1041	Kesukarelawan dan Asas	1	
PPD1032	Ko-Kurikulum Berkredit	2	

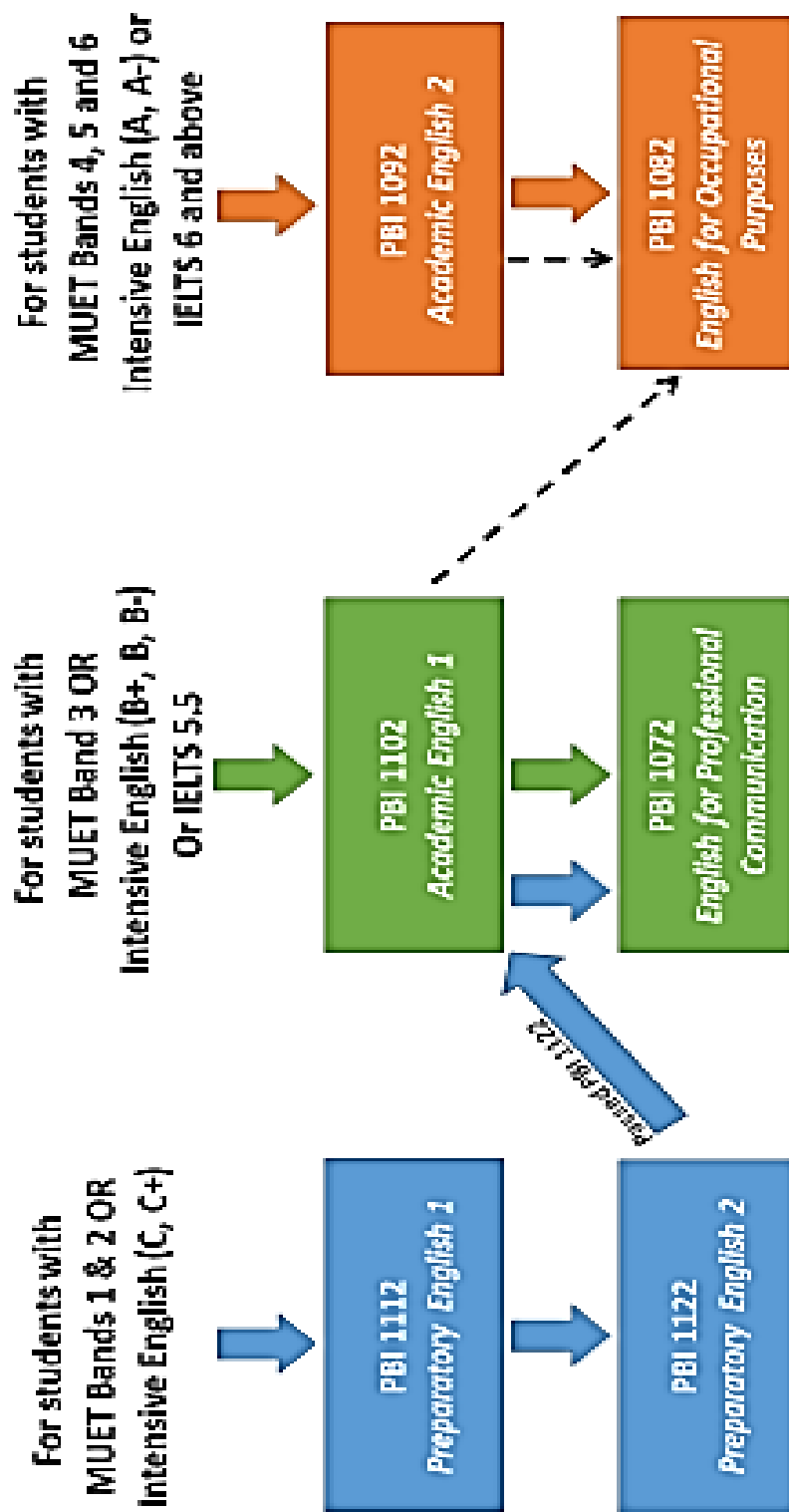
**List of Elective Course Offered
Semester 1, Session 2018/2019**

Bil	Kod Kursus	Nama Kursus	Jam Kredit
1.	MDU 1123	Introduction to Learning Disabilities / <i>Pengenalan Kepada Masalah Pembelajaran</i>	3
2.	MDU 1083	Introduction to Health and Behaviour / <i>Pengenalan Kepada Tingkahlaku dan Kesihatan</i>	3
3.	MDU 1033	Healthy Lifestyle / <i>Gaya Hidup Sihat</i>	3
4.	MDU 1073	Introduction to Biomedical Physiology / <i>Pengenalan Kepada Fisiologi Bioperubatan</i>	3

Semester 2, Session 2019/2020

Bil	Kod Kursus	Nama Kursus	Jam Kredit
1.	MDU 1013	Basic First Aids / <i>Asas Pertolongan Cemas</i>	3
2.	MDU 1023	Introduction to Medical Genetics / <i>Pengenalan kepada Genetik Perubatan</i>	3
3.	MDU 1093	Introduction to Human Cancer / <i>Pengenalan kepada Kanser Manusia</i>	3
4.	MDU 1053	Introduction to Medical Parasitology / <i>Pengenalan Kepada Parasitologi Perubatan</i>	3
5.	MDU 1083	Introduction to Health and Behaviour / <i>Pengenalan Kepada Tingkahlaku dan Kesihatan</i>	3
6.	MDU 1113	Introduction to Medical Fiqh / <i>Pengenalan kepada Fiqh Perubatan</i>	3

Faculty of Language and Communication New Structure for English Courses for 2015/2016 intake onwards



Note: Preparatory English 1 and 2 will now have 2 credits, which means both courses will be given grades (no longer pass/fail only). After passing PBI1122, MUET Bands 1 and 2 students (also international students with C and C+ for Intensive English) will have to take PBI1102 and PBI1072 too.

--- ➔ Only for medical students

This only applies to 2015/2016 intake onwards (not applicable to previous intakes).

