

Minimum Requirements
For the recognition of

Bachelor
in
Public Health

Nepal Health Professional Council
Bansbari, Kathmandu, Nepal
Second Revision 2076 (2019)

Preface

The Nepal Health Professional Council was established under the Nepal Health Professional Council Act 2053 Bikram Era. Nepal Health Professional Council Act has paved the way to regulate the Health Profession except doctors and nurses. Its primary purpose is to protect the public by providing quality health service.

The Nepal Health Professional Council is the facilitator for the profession. As the statutory authority, Nepal Health Professional Council Act 2053 Bikram Era sets out condition for the registration of all Health Professional except doctor eligible to register in Medical Council and nurses. The Act prohibits any health profession practice without being registered with Nepal Health Professional Council. The Health Professional Council maintains register and those who are registered are granted with practicing certificate. The other important function of this Council is to prepare minimum requirements for the recognition of all level Health Professional Education programme.

The responsibility of quality control of the health professional education in the nation lies in the hands of NHPC. According to the legislative mandate, the NHPC is to make policies of terms and condition of admission criteria, syllabus and examination conducting system related policy and method of evaluation of any Health Professional Educational in all level.

Hence, in order to carry out these functions as mentioned in NHPC Act (2053 A. D.), NHPC had formed a committee to revise the minimum requirements for the recognition of Bachelor in Public Health. The followings experts are involved in the revision:

Coordinator Dr. Pradeep Pyakurel, Members, Mr. Ram Prasad Bhandari MPH Dr. Nabin Shrestha, Dr. Hari Lamsal, Mr. Hari Bahadur Kunwar, Dr. Suresh Tiwari, Dr. Sarad Wanta, Mr. Keshav Prasad Adhikari and Member Secretary Mr. Dhan Prasad Paudel Registrar, NHPC. Two days seminar was held to disseminate these minimum requirements in presence of concerned experts, representative from Ministry of Health & Population (MoHP), Respective Universities, Council for Technical Education & Vocational Training (CTEVT), Forum for Health & Technical Science (FHTS) Nepal & Federation of Private Technical School (FPTS) and finalized.

I want to give special thank to World Health Organization, Nepal for providing financial support and the team involved in revising this minimum requirement including Niketh Raj Poudel and Deepa Poudel from the beginning to end.

This document will be effective from 2068 B. S. and help to produce quality public health professionals. I would like to thank all senior Health Professionals and colleagues for their valuable suggestions and support.

Dr Hari Lamsal
Chairman

Preface to second edition

Nepal Health Professional Council (NHPC) has been striving to fulfill its responsibilities mandated by the nation through Nepal Health Professional Council Act 2053 and Nepal Health Professional Council Regulation 2056. Since its establishment, NHPC has been registering health professionals graduated in country and abroad, implement a code of ethics for different level of health professionals, and monitor to ensure that health professionals are practicing according to their professional ethics. In order to ensure minimum standard in different level of professional education, NHPC has also promulgated minimum requirements for different level and disciplines of health professional courses.

NHPC issued minimum requirement for Bachelor in Public Health programme in 2061 which was revised in 2068. This minimum requirement for Bachelor in Public Health is the revision of the 'Minimum requirement for Bachelor in Public Health 2068. Since its promulgation in 2068, considerable changes in this discipline and also the education system have been observed. Our own national experiences in running public health courses and also a wide variation in the degree obtained by Nepali public health professionals from different Universities abroad have demanded revision in the earlier requirement. With implementation of the revised minimum requirements, NHPC expects that the Bachelor level education in Public Health in country and abroad shall have uniformity in educational standard.

Some of the notable changes in this minimum requirement are in admission criteria for enrollment in course, number and eligibility of faculty, curricular requirements, and course duration. This revised edition has also specified requirements for students graduated from foreign universities.

Series of consultative meetings and workshop were held with public health professionals during the revision process. I would like to thank Mr Basant Adhikari, Registrar for initiation and coordination of the development process of this minimum requirement. I would like to acknowledge Prof Naveen Shrestha and Mr Rajan Paudel (member of subject committee) for their contribution in organizing workshops and meetings and bringing the document in this shape. I would also like to acknowledge Public Health Subject committee members Dr Krishna Man Shakya and Ms Yesoda Aryal for their contribution.

I also extend my sincere thanks to NHPC board members Hari Kunwar, Mukesh Kumar Jha, Sashikant Chaudhary, Shantalal Shrestha, Dr Dilip Sharma for their contribution. Last but not the least; thanks go to Deepa Paudel, Menuka Prasai, Shital Basnet and other staff of NHPC for their tireless support during the revision process.

Ram Prasad Bhandari
Chairman

Table of Contents

Preface	Error! Bookmark not defined.
Table of Contents	4
Introduction	5
Student	5
Entry Requirement for Students	5
Duration of Study	5
Admission Policies	5
Attendance Requirements	5
Course Coverage	5
Student's Evaluation	6
Teaching Faculty	6
Number of Faculties	6
Student Teacher Ratio in Teaching Learning	6
Qualification of Teacher	7
Work Load	7
Institution	7
Organizational Structure of the Constitutional or Affiliated Academic Institution	7
Principal or Campus Chief or Chief of Central Department or Director	8
Head of the Department (HoD) and/or Coordinator	8
Administrative Staff	8
Teaching Facilities	8
Facilities for Other Activities	9
Laboratory and Equipment	10
Registration for Foreign Degree	13

Introduction

Nepal Health Professional Council has approved this requirement according to clause of 9 (kha) of the Nepal Health Professional Council Act 2053. This requirement shall be called Minimum requirement for the recognition of Bachelor's Degree of Public Health Program (2061), first revision 2068 and second revision 2076 (2019).

An institution that plans to start or conduct Bachelor's degree of Public Health Program shall ensure the standard as specified in this minimum requirement in order to qualify for granting accreditation.

Student

Entry Requirement for Students

The entry requirement for a student in BPH will be Intermediate in Science (ISc) or Higher Secondary Level (10+2 Science streams) in biology stream or Proficiency Certificate Level (PCL, Science), or Certificate in Health Sciences or equivalent as recognized by concerned University/authorized body with at least 50% marks or equivalent grade score. Besides the basic academic requirement, an entrance examination will be held for all applicants and should secure 50% marks to be eligible for admission.

Duration of Study

Duration for the completion of all the requirements for the BPH program as a **full-time** student is **4 Years** in annual system and 48 months (8 Semesters) in semester system.

Admission Policies

- Intake of students should be annual
- The maximum number for intake of students is 40 per academic year
- The selection of the student should be in merit basis

Attendance Requirements

A student must attend every scheduled lecture, tutorial, seminar, field visit and practical classes. However, to accommodate for late registration, sickness and other contingencies, the attendance requirements will be a minimum of **80%** of the classes actually held.

Course Coverage

A student must attend the core courses (Public Health, Epidemiology, Community Diagnosis, Research Methodology, Health Management, Public Health statistics/biostatistics, Population health, Health Promotion and Education, Environmental Health, Reproductive/Family Health, Nutrition, Behavioral Science)

Student's Evaluation

A student's academic performance in a course is evaluated in two phases as:

- Internally by the concerned faculty member through quizzes, tutorials, lab works, home assignments, class tests, class participation, term papers, internal exam etc.
- Externally by the Office of the Controller of Examinations of concerned University through year/semester-end examinations.
- Practical, field practice and internship will be evaluated by **external examiner** through practical, demonstration, presentation (oral and poster) and oral examination.

Teaching Faculty

Number of Faculties

Number of faculties for BPH program should be maintained as follows:

- Professor/Associate Professor: 2 Full time
- Assistant Professor/Lecturer: 5 Full time

The above-mentioned number is for the full-fledged program and should be **at least 7** full time faculties. There should be at least one full time Professor/Assoc. Professor and two full time Assistant Professors at the beginning and the number should be increased before the new batch is enrolled.

Council will recognize the minimum qualification of a faculty as per the concerned university service commission eligibility.

- As per the curricular needs additional part time teachers or teachers in course contract should be managed by Institution.
- Full time teachers should be from core subjects (Public Health, Epidemiology, Research Methodology, Health Management, Public Health statistics/biostatistics, Public Health Demography/Population health, Health Promotion and Education, Environmental Health, Reproductive/Family Health, Public Health Nutrition, Behavioral Health Science).

Note: Faculties working as a full timer at one institution can NOT be full timer in another institution.

Student Teacher Ratio in Teaching Learning

There should be sufficient teachers to teach as per curriculum in a ratio as follows:

- One faculty per 40 students for theory classes.
- One faculty per 20 students for practical classes.
- One faculty per 10 students for field work.

Qualification of Teacher

- Minimum academic qualification for above-mentioned full-time teachers should be at least Bachelor Degree in Public Health or Health Sciences or other discipline with Master Degree in Public Health or Public Health Sciences, with at least 3 years of teaching learning experience. Among them, at least 50% of the teachers should be from BPH with Master Degree in Public Health or Public Health Sciences. Other requirements for the academic positions shall be as per the requirement of concerned University.

(Public Health Sciences include, but not limited to Epidemiology, Public Health Statistics/biostatistics, Public Health Demography, Population Health, International Health, Primary Health Care, Health System Management, Health Policy, Public Health Economics, Health Promotion and Education, Health Communication, Public Health Nutrition, Sexual and Reproductive Health, Family Health, Occupational Safety and Health, Global Health, Behavioral Health, Community Health, Medical Anthropology and other health sciences as decided by NHPC)

Work Load

- For taking the theory and practical classes as well as field practices
 - Principal/Chief: **8 hours/week** (maximum)
 - Professor: **12 hours/week** (maximum)
 - Associate professor: **14 hours/week** (maximum)
 - Assistant Professor/Lecturer: **16 hours/week** (maximum)
- One theory class equivalent to three hours practical classes and six hours field practices.
- One research supervision equivalent to one hour per week
- Co-supervisor's workload is calculated as half of main supervisor's workload
- One research supervisor can supervise only **5 students** maximum per academic year.
- Research supervisor shall be from outside the college/institute if he/she is BPH or Bachelor in health sciences and MPH (or specialized MPH) and registered in concerned council. The research supervisor should have minimum qualification of a teacher as mentioned above.

Institution

Organizational Structure of the Constitutional or Affiliated Academic Institution

Concern constitutional or affiliated academic institution should establish the following committees/sections;

- Departments/Instruction committee
- Examination section
- Student welfare committee
- Research Management Committee (RMC)
- A separate organizational financial system should include:
 - Financial viability plan
 - Annual budget for program
 - Source of income
 - Audit system

Principal or Campus Chief or Chief of Central Department or Director

- Sole Public Health College: S/He should have at least Bachelor Degree in Public Health or Health Sciences with Master Degree in Public Health or Public Health Sciences and 7 years of academic/teaching learning experience. S/He should be registered in NHPC.
- Multidisciplinary Health Science College: S/He should have at least Master Degree in any related subjects teaching in the college and 7 years of academic/teaching experience. S/He should be registered in concerned council.

Head of the Department (HoD) and/or Coordinator

- S/He should have at least Bachelor degree in Public Health or Health Sciences with Master Degree in Public Health Sciences and 5 years of academic/teaching experience.
- S/He should be registered in NHPC.

Administrative Staff

Administrative staff should be sufficient in number to facilitate the educational/ administrative works. The required staffs are as follows:

- Administrative Officer: S/He should have passed minimum Bachelor degree or equivalent in any subject.
- Finance Officer: S/He should have passed minimum Bachelor degree in Commerce/ Business Studies/Administration or equivalent.
- Account/Administrative Assistants: Accountant and Administrative Assistants should have passed 10+2 or equivalent.
- Librarian: The Head of the Library should have University Degree and must have sufficient training in library science.
- Computer Technician: S/He should have passed minimum Diploma/ Bachelor in computer sciences and should have command both in English and Nepali languages writings and reporting.
- Laboratory Assistant: S/He should have passed at least 10+2 (science) with training and or demonstrating laboratory work of Laboratory Assistant in concerning Faculty or Department of particular organization.
- Any Office Assistants (helper/peon/cleaner/driver) should be a Nepali citizen and should be literate in Nepali (Command in both Nepali and English languages is preferable).

Teaching Facilities

Land, building and physical facilities requirements are as follows:

- Land and Building: Building with adequate floor space and sufficient land
- There should be minimum of four rooms for routine classes, and three rooms for group discussion purposes. Number of classrooms should be increased with the number of sections.
- The class rooms should have:
 - Well ventilated with adequate light
 - 0.75 sq meter space per student
 - Appropriate desk and bench

- White board
- Multi-media
- The theory classroom should accommodate of at least 40 students.
- Principal's office room should have enough space for visitors/faculties and for small meeting.
- Administration office rooms should have enough space for administrative and financial work.
- Demonstration room for 20 students at a time on the basis of 1:20 teacher -student ratio for demonstration.
- Teachers' room with sufficient numbers of computers and printers.
- A Library should have enough space for book and students' study.
 - 1 course book per 5 students must be available in library.
 - Reference book in each subject should be available at ratio of 1:10 students in library.
 - Access to HINARI or other online data bases and other related free journals with a internet with high speed.
 - At least 5 professional recent journals should be available in the library.
 - Adequate number of reference books on each subject for teacher should also be available in library.
 - Other related books/dictionaries, magazines, newspapers should be made available.
 - Curriculum of the program must be available at office and at the library. Furniture like table, chair, open rack, must be available in the library as per required standard and quantity.
 - Sufficient Computer, printer, photocopy machine, email - internet facilities should be made available.
- For computer class, there should be one computer per two students and a separate computer classroom should be available.
- Audio-visual aid equipment should be available for classroom.
- Toilet at a ratio of 1:10 for working staffs and students (male/female separate).
- Multipurpose hall (at least 200-person accommodation with essential facilities) should be available.

Facilities for Other Activities

- An outdoors athletic ground
- Indoor games
- Provision of vehicles for field activities
- Parking space- faculties, staffs and students
- Space for student welfare with counseling services
- Students' hostel (Male and Female separate) is preferable
- Canteen with safe drinking water, hygienic kitchen and dining hall

Laboratory and Equipment

A minimum of following laboratories with sufficient equipment should be available.

Laboratory	Equipment	Quantity	Remarks
Anatomy, Physiology and First Aid lab	Stethoscope	20	
	BP set	20	
	Thermometer (oral)	20	
	Artery forceps	5	
	Sinus forceps	5	
	Kidney tray	5	
	Sponge holding Forceps	5	
	Disposable syringe (2ml, 5ml, 10ml)	40	
	Cotton roll	20	
	Suture set	20	
	Ryles tube	5	
	IV set	5	
	IV canula (16G, 18G, 20G and 22G)	5	
	Gloves surgical	40	
	Emergency drug kit	1	
	Examination bed	1	
	Rubber sheet	1	
	Cotton and silk thread	2 Roll	
	Gauze	1 Roll	
	Crepe bandage	5 Roll	
	Antiseptic solution (eg Savlon, betadine)	1 Bottle	
	Plain scissor	4	
	Drip stand	1	
	Tourniquet	20	
	Adhesive tape	2 Roll	
	Hospital bed adult	1	
	Bowl (small and large)	4	
	Splint	5	
	Incision & Drainage set	5	
	Tongue depressor	10	
	Glass syringe (50ml, 20ml)	20	
	Stretcher/ Patient Trolley	1	
	Life size skeleton model	1	
Models and charts of ENT, heart, lungs, kidney, brain, uterus, skin	1 each		
Human Body System's Anatomical chart	1 each		
Model of fetal development according to fundal height	1		
Infant and child development chart/ model	1		
Model of infant and adult (female)	1 each		
Model of female pelvic, fetal skull	1 each		
Baby doll and dummy	1		

Biochemistry and Pharmacology lab	Glass wares (Beaker, flask, test tubes, reagent bottles, measuring cylinders)	2	
	Pipettes (volumetric pipette, Pasteur pipette, push button pipette)	1	
	Analytical balance	1	
	Water bath	1	
	Colorimeter	1	
	Centrifuge machine	1	
	pH meter	1	
	Buffer solution of pH 4 & 7	1	
	pH strip	1	Per student
	Urine strip for glucose, protein and pH	1	
	Pregnancy test kit by hCG method	1	
	Urine collection container	1	Per student
	Molisch reagent	1	
	Benedict's reagent	1	
	Iodine solution	1	
	Starch	1	
	Glucose	1	
	Biuret reagent for qualitative examination of proteins	1	
	Ninhydrin reagent for qualitative examination of amino acids	1	
	Filter paper	1	Per student
	Phenolphthalein	1	
	Vacutainer	1	
	Glucose reagent kit by GOD/POD method	1	
Total protein reagent kit by Biuret method	1		
Cholesterol kit	1		
Microbiology, Parasitology and Entomology lab	Microscope (binocular)	10	
	Hot air oven	1	
	Autoclave	1	
	Incubator	1	
	Laminar air flow cabinet	1	
	Water bath	1	
	Refrigerator	1	
	Bunsen burner, wire gauge and tripod stand	20 each	
	Inoculating loop and wire	10	
	Micropipette (adjustable and fixed) 10,50 and 100µl	1 each	
	Electronic weighing balance (upto milligram)	2	
	Digital pH meter	1	
	Membrane filter apparatus	1	
	Cotton swabs	Sufficient	
	Lancet	1	Per student
	Other glassware and consumables as per the need.	Sufficient	
	Museum specimens (<i>Ascaris lumbricoides</i>)	1 each	

	(Round worm), <i>Taenia saginata</i> (Beef tapeworm), <i>Taenia solium</i> (Pork tapeworm), <i>Ancylostomaduodenale</i> , <i>Necator americanus</i> (Hookworm))		
	Permanent slides of <i>Plasmodium</i> species, <i>Giardia</i> species, <i>Entamoebahistoltytica</i> , eggs of round worm, hookworm, <i>Leishmaniadonovani</i>	1 each	
Public Health Lab-1 (Nutrition, Health Education and Communication)	A well ventilated and well-furnished nutrition lab	1	
	Computer	1	
	LCD projector	1	
	Audio system	1	
	Digital weighing scale for mother and baby	20	
	Height board	20	
	Holtain/Harpenden Calipers	10	
	MUAC tape-adult	100	
	MUAC tape-children	100	
	Food portion size weighing machine	10	
	Salter Brecknell weighing scale	10	
	Stadiometer (Wall mounted)	10	
	Non-Stretch Teflon Tape for Head Circumference	10	
	Nutrition related materials and models	Sufficient	
	Voice recorder	3	
	Multi-media equipments	1 each	
	Different types of chart, model and posters on relevant subjects		
	T.V./LED with accessories	1	
	Digital camera	1	
	Clip Board	2	
Flannel board	2		
IEC materials as per curriculum			
Public Health Lab - 2(Public Health and Environmental Health)	Contraceptives	10 each	
	Safe motherhood related materials	Sufficient	
	Child health related materials	Sufficient	
	Disease related materials- TB, HIV/AIDS, Leprosy, Malaria, Kalazar, Dengue etc	Sufficient	
	Water chlorination testing kit	1	
	Turbidity test kit (JTU)	1	
	Moulds casting RCC slab 3'x 3"x3'x3" latrine pit	1	
	Water seal pan and trap	1	
	Water filter	1	
	Aqua-guard	1	
	Septic tank model	1	
	Suction tubes for mosquitoes collection	1	
Torch light	1		

	Bottles for water sampling 500cc 2000cc	1	
	Dust bin	1	
	Cyanogas pump with nozzles	1	
	Rat trap	1	
	Fly trap	1	
	Testing kit for E coli, Arsenic	1	
	Petridishes 10 CM diameter	1	
	Autoclave	1	
	PH indicator disk	1	
	Conical flask 250 ml, 500ml, 1000ml	1	
	Mosquito/ fly proof netting Chemicals	1	
	Model of insects (House fly, Mosquito, flea, cockroach, Lice)	1	
	Related chart	1	
	Related posters	1	
	Water test kit	1	
	Model of garbage pit	1	
	LLIN (Long Lasting Impregnated Net)	1	
Computer lab	Internet facility with high speed		
	Computers	20	Students can individually bring and utilize their own PC/ laptop in the lab

Registration for Foreign Degree

- Must have Bachelor Degree in Public Health (BPH)
- Duration must be at least **four years** or **240 ECTS** equivalent
- Should submit a valid supporting document to prove a regular student (College letter of regular student, passport, visa, immigration documents).
- Must submit permission letter issued by NHPC
- Should have equivalence from concern authority of Nepal.
- Should have passed the entrance of a University of Nepal
- Must submit transcript which should include core subjects (Public Health, Epidemiology, Research Methodology, Public Health statistics/biostatistics)
- Must submit evidence of at least two months field practices in any forms such as practicum, internship or field posting.