


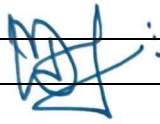
Medical Coding/ Medical Writing/ Pharmacovigilance

Units	Syllabus	Hours
1	Medical Coding: (CPT, ICD 9-CM, ICD -10 CM, DSM, CDT, APC, and HCPCS) CPT – Current Procedural Terminology ICD – International Classification of Diseases DSM- Diagnostic and Statistical manual CDT – Code on Dental Procedures and Nomenclature. APC- Ambulatory Payment Categories HCPCS- Healthcare Common Procedure Coding System	5 Hours
2	Health Insurance Policies Health insurance Portability and Accountability Act Evaluating medical services, procedures, and guidelines Documenting medical records Medical Ethics Anaesthesia	5 Hours
3	Medical Writing: 1- Introduction in Healthcare Communication and Medical Writing: <ul style="list-style-type: none"> • Understanding the term 'Medical Writing' • Types of medical writing • Qualities required in a medical writer • Target audience • Employers and clients 2- The Writing Process <ul style="list-style-type: none"> • The four steps in the writing process • Prewriting strategies • Drafting 	5 Hours

	<ul style="list-style-type: none"> • Revising • Refining <p>3- Online and Offline Writing Skills for Media</p> <ul style="list-style-type: none"> • Reader behaviors • Differences between web and print media • Effective web writing techniques 	
4	<p>□Regulatory Submissions and Interactions</p> <ul style="list-style-type: none"> • Electronic Common Technical Document (eCTD) format • Preparation and submission of regulatory dossiers • Regulatory meetings and communications with regulatory authorities • Post-submission requirements and updates 	5 hours
5	<p>□ Basic Rules of Writing</p> <ul style="list-style-type: none"> • Basic structure of a write-up • Writing the basic components • Grammar basics • General rules of writing 	5 Hour
6	<p>Consumer writing</p> <ul style="list-style-type: none"> • General rules for consumer writing • Types of consumer writing • Consumer news • Consumer reviews • Blogs • Newsletters • Fact sheets • Care guides 	5 hours
7	<p>Pharmacovigilance:</p> <p>1. Introduction to Pharmacovigilance</p> <ul style="list-style-type: none"> • History and development of Pharmacovigilance • Importance of safety monitoring of Medicine • WHO international drug monitoring programme 	5 hours

	<ul style="list-style-type: none"> • Pharmacovigilance Program of India(PvPI) <p>2. Basic terminologies used in pharmacovigilance</p> <ul style="list-style-type: none"> • Terminologies of adverse medication related events • Regulatory terminologies <p>3. Drug dictionaries and coding in pharmacovigilance</p> <ul style="list-style-type: none"> • WHO adverse reaction terminologies • Med DRA and Standardised MedDRA queries • WHO drug dictionary • Eudravigilance medicinal product dictionary 	
8.	<p>4. Information resources in pharmacovigilance</p> <ul style="list-style-type: none"> • Basic drug information resources • Specialized resources for ADRs <p>5. Establishing pharmacovigilance programme</p> <ul style="list-style-type: none"> • Establishing in a hospital • Establishment & operation of drug safety department in industry • Contract Research Organisations(CROs) • Establishing a national programme <p>6. Pharmacovigilance methods</p> <ul style="list-style-type: none"> • Passive surveillance–Spontaneous reports and case series • Stimulated reporting • Active surveillance-Sentinel sites, drug event monitoring and registries • Comparative observational studies–Cross sectional study, case control study and cohort study • Targeted clinical investigations 	5 hours

Subject In charge:

IQAC In charge	Dr. Atul Bendale
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