

**SCHEDULE OF ACCREDITATION VISIT TO FACULTY OF MEDICINE, 20-22 NOVEMBER 2017**  
**UNIVERSITI MALAYA (UM), 50603 KUALA LUMPUR**  
**SARJANA MUDA PERUBATAN DAN SARJANA MUDA PEMBEDAHAN (MQA/FA 2525)**

Time & Day	Itinerary	Members	Venue
<b>Sunday 19 Nov 2017</b>			
<b>3.00 pm</b>	Check-In Hotel	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Eastin Hotel, Seksyen 16 PJ</b>
<b>7.30 – 8.30 pm</b>	Dinner (buffet; reserved table)		<b>Eastin Hotel</b>
<b>8.30 – 10.30 pm</b>	Discussion with panel members		<b>Hotel meeting room (Nyatoh Room, Level LG)</b>
<b>Day 1 – Monday 20 Nov 2017</b>			
<b>7.00 – 8.00 am</b>	Breakfast	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Eastin Hotel</b>
<b>8.00 – 8.30 am</b>	Hotel to Faculty of Medicine	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>UM Transport</b>
<b>8.30 - 9.00 am</b>	MQA panel members meet	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Dean's Conference Room 1</b>
<b>9.00 - 9.10 am</b>	Welcome address by the Dean	Dean	<b>Faculty Room</b>
<b>9.10 - 10.00 am</b>	Briefing by the Deputy Dean for the MBBS programme - the UMMP	DDU	<b>Faculty Room</b>
<b>10.00 - 10.30 am</b>	Tea break	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Dean's Conference Room 1</b>
<b>10.30 - 12.00 pm</b>	Team meets with academic officers (deputy deans for curriculum and student affairs; heads; office of medical education and Stage coordinators) to: <ul style="list-style-type: none"> <li>• Medical Education Unit (Mission &amp; Function)</li> <li>• Obtain an overview of the curriculum; organization and management of the educational program.</li> </ul>	Panel Assessors, Observer Panels, MMC & MQA Secretariat  DDU; Head of Merdu; MERDU Coordinators – Curriculum, Assessment, Evaluation & Faculty Development; Theme Coordinators; Stages 1, 2, 3.1, 3.2 Coordinators; NIC stage 3B Coordinator	<b>Faculty Room/ MERDU meeting room</b>
<b>12.00 – 1.00 pm</b>	Meet with top management of FOM	Panel Assessors, Observer Panels, MMC & MQA Secretariat	
<b>1.00 - 2.00 pm</b>	Lunch with junior and senior lecturers (mixture of pre-clinical and clinical)	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Gallery</b>
<b>2.00 - 3.00 pm</b>	Checking of documents	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Dean's Conference Room 1/MERDU</b>
<b>3.00 - 5.00 pm</b>	Tour of educational and student facilities (include students as guides).  Team A <ul style="list-style-type: none"> <li>• Medical and Anatomy museum</li> <li>• Exam unit</li> <li>• Clinical Skills Unit</li> </ul>	Panel Assessors (Dato' Raymond, Prof Yong)  Dr. Sheriza, A/P Vinod/ Dr Foong Cik Faridah En Benn UMMP students Prof Normadiah (Anatomy) Prof. Jamiyah (CSU)	<b>Dean's Conference Room 1</b>
<b>3.00 - 5.00 pm</b>	Tour of educational and student facilities (include students as guides).  Team B <ul style="list-style-type: none"> <li>• TJ Danaraj Library (under renovation)</li> </ul>	Panel Assessors (Dr Awang & Prof Lela)  A/P Vinod/ Dr Foong Cik Faridah	<b>Dean's Conference Room 1</b>

	<ul style="list-style-type: none"> <li>Lecture halls</li> <li>Cube</li> <li>Canteen Medicafe</li> <li>Centerpoint</li> <li>6<sup>th</sup> Residential College (Hostel)</li> </ul>	En Benn Prof Noor Zurani (representative) UMMP students	
<b>5.00 pm</b>	Faculty of Medicine to hotel	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>UM Transport</b>
<b>7.30 - 8.30 pm</b>	Dinner (buffet; reserved table)	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Eastin Hotel</b>
<b>8.30 – 10.30 pm</b>	Meeting with panel members	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Hotel meeting room (Nyatoh Room, Level LG)</b>
<b>Day 2 - Tuesday 21 Nov 2017</b>			
<b>7.00 – 8.00 am</b>	Breakfast	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Eastin Hotel</b>
<b>8.00 – 8.30 am</b>	Hotel to Faculty of Medicine	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>UM Transport</b>
<b>8.30 – 9.30 am</b>	Courtesy call to top management of UM - VC 8.30 am - DVC (Academic) 9.30 am	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>UM Transport</b>
<b>9.30 - 11.00 am</b>	Meeting with theme chairs and interdisciplinary course coordinators. <ul style="list-style-type: none"> <li>Basic &amp; Clinical Sciences</li> <li>Patient-Doctor</li> <li>Population Medicine</li> <li>Personal and Professional Development</li> <li>Pre-Internship</li> <li>Elective</li> <li>Prescribing skills</li> </ul> Document checking	Panel Assessors, Observer Panels, MMC & MQA Secretariat  Prof Jamuna Prof Lim Soo Kun A/P Mas Ayu Dr. Foong Prof Jamiyah Dr. Jasmine Lim Prof Debra Sim	<b>MERDU</b>
<b>11.00–12.00 pm</b>	Meetings with Heads and Coordinators of all departments	Panel Assessors, Observer Panels, MMC & MQA Secretariat  Department Heads Department Coordinators for MBBS	<b>Faculty Room</b>
<b>12.00 – 1.00 pm</b>	Meeting with students: <ul style="list-style-type: none"> <li>Team A Clinical (Stage 3.1, 3.2)</li> <li>Team B Pre-clinical (Stage 1 and 2)</li> </ul>	Team A (Dato' Raymond & Prof Yong)  Team B (Prof Lela & Dr Awang)	<b>Team A: Faculty Room Team B: Bilik Serbaguna</b>
<b>1.00 - 2.00 pm</b>	Lunch with students - Student Representative Council - President of Student Societies - Batch leaders - 6th college student representatives	Panel Assessors, Observer Panels, MMC/MQA Secretariat & students	<b>Gallery</b>
<b>2.00 - 4.00 pm</b>	Visit Klang - meeting with Hospital Director and liaison officer; visit student facilities  Visit to Klinik Kesihatan Kuala Lumpur  Document checking	Panel Assessors, Observer Panels, MMC & MQA Secretariat  Klang HTAR: Prof. Yang, Prof Suren, Harith (Stage 3.2)  KKKL: Prof Christina, Dr. Mohazmi	<b>HTAR/ UM Transport  KKKL/ UM Transport</b>
<b>4.00 pm</b>	Faculty of Medicine to hotel	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>UM Transport/ Hotel</b>
<b>7.30 - 8.30 pm</b>	Dinner (buffet; reserved table)	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Eastin Hotel</b>
<b>8.30 – 10.30 pm</b>	Meeting with panel members	Panel Assessors, Observer Panels, MMC & MQA	<b>Hotel meeting room (Nyatoh Room, Level LG)</b>

		Secretariat	
<b>Day 3 - Wednesday 22 Nov 2017</b>			
7.00 – 8.00 am	Breakfast		<b>Eastin Hotel</b>
8.00 am-8.30 am	Hotel to Faculty of Medicine		<b>UM Transport</b>
9.00 – 10.00 am	Briefing by PPUM Management	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>PPUM</b>
10.00 - 11.00 am	Visit to PPUM - Visit to learning facilities in the hospital (to be guided by students): exam ward, on-call room - RUKA	Prof. Dr. Nazirah UMMP students	
11.00 – 1.00 pm	Document checking and reports	Dean Head of Departments/Units Senior Assistant Registrar QMEC	<b>Faculty Room</b>
1.00 – 2.00 pm	Lunch with FOM	Panel Assessors, Observer Panels, MMC & MQA Secretariat Staff of FOM	<b>Gallery</b>
2.00 – 3.30 pm	Report preparation	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Dean's Conference Room 1</b>
3.30 – 4.00 pm	Exit conference with Dean, Deputy Deans, Heads of Department and senior administrators	Panel Assessors, Observer Panels, MMC & MQA Secretariat	<b>Faculty Room</b>
4.00 pm	Faculty of Medicine to Hotel/ Check-Out  Hotel to KLIA	Panel Assessors, Observer Panels, MMC & MQA Secretariat  Panel Assessors (Prof. Lela & Dr Awang)	<b>UM Transport</b>