

Annapoorana Medical College & Hospitals, Salem

Mentorship Programme

Mentoring of medical students in AMCH is conducted with the purposes of offering support and guidance, providing a fulfilling Student experience and stimulating or sustaining professional development. This Mentor Mentee Program is also utilized to increase students' understanding of the competencies required of Physicians and the Professional roles they are to fulfil.

The operative definition of Mentorship adopted is: *"A process whereby an experienced, highly regarded, empathetic person (the mentor) guides another (usually younger) individual (the mentee) in the development and re-examination of their own ideas, learning, and personal and professional development"*

Mentor-Mentee Program: Areas of Review

1. Orientation and Goal Setting.

Objective- Introduce mentor and mentee, discuss program expectations, set initial academic and personal goals.

Areas to be covered- Attendance, Academic Matters, Basic Etiquette.

2. Academic Progress and Review.

Objective- Review academic progress, discuss challenges, and offer guidance on study techniques.

Areas to be covered- Academic Matters, Discipline.

3. Well-being Check & Behavioural Feedback

Objective- Discuss mental and physical health, personal challenges, and behaviour in academic and clinical settings.

Areas to be covered- Health, Behaviour.

4. Talent Nurturing and Extracurricular Support.

Objective- Recognize and nurture talents, provide guidance on balancing academics with extracurricular activities.

Areas to be covered - Talents/Achievements, Discipline.

5. Pre-Exam Academic and Stress Management

Objective- Review academic readiness for exams, provide stress management techniques, and offer last-minute study tips.

Areas to be covered- Academic Matters, Health.

6. Year-End Review and Feedback

Objective- Comprehensive review of the year's progress, feedback on program effectiveness, and discussion of goals for the next year.

Areas to be covered- Attendance, Academic Matters, Behaviour.

Three students from each academic batch will be assigned to one mentor, during their complete course of study with a maximum number of 15 students (mentee) per mentor. There will also be a Joint Mentor for each Mentor, who is available for the respective mentees in case of the mentor is not available on that day of counselling.

The meeting with the students has been conducted preferably once a month during each Academic Year across all Phases of Undergraduate Education, on the First Week of every Month from Monday to Friday (One Day for each Phase of Students) between 12.30 PM and 01.00 PM. This fixed timing for the meetings would be included in all Time Tables.

A log book has been prepared for the Mentorship Programme; It would be maintained from first Year to Final Year MBBS with complete details of all areas of review. Also, these details will be available in the Students Support Service Portal (SSSP) of AMCH, Salem called Acadpro, where the Mentors and Mentees can access and see the process of this program.

Mentorship Program: Standard Operating Procedure Guidelines

Objectives:

Each mentor should focus on the various aspects of their mentees' needs, goals, and expectations. The following objectives should be pursued with each mentee during monthly meetings and whenever required:

1. Introduction and Initial Setup:

Introduce yourself as the mentor and get to know the mentee. Discuss program expectations and set initial academic and personal goals.

2. Academic and Personal Guidance:

- Review academic progress.
- Discuss challenges faced and offer guidance on study techniques.
- Provide support for balancing academics with extracurricular activities.

3. Health and Well-being:

Discuss mental and physical health, personal challenges, and behaviour in academic and clinical settings.

4. Talent and Skills Development:

- Recognize and nurture talents.

- Provide guidance on balancing academics with extracurricular activities.
5. **Exam Preparation:**
 - Review academic readiness for exams.
 - Provide stress management techniques and offer last-minute study tips.
 6. **Year-End Review:**
 - Conduct a comprehensive review of the year's progress.
 - Provide feedback on the program's effectiveness.
 - Discuss and set goals for the next year.

Also,

1. ***Time Management and Effective Use of Learning Hours:***
 - Encourage students to develop strong time management skills by setting clear goals, prioritizing tasks, and breaking study sessions into manageable chunks. Students should be guided on how to allocate their learning hours effectively, balancing academic, extracurricular, and personal activities.
2. ***Parent-Mentor Communication:***
 - When necessary, the mentor can have a telephonic conversation with the mentees' parents to gather feedback on the students' progress and well-being. This communication can help ensure that parents are aware of their child's academic and personal development.
3. ***Academic Progress Report Verification:***
 - The mentor should ensure that the academic progress reports are consistently reaching the parents, keeping them informed of their child's achievements, challenges, and areas for improvement.
4. ***Creating a Supportive Environment:***
 - The program must foster a non-threatening, student-friendly atmosphere, helping students feel safe and supported. After each mentor-mentee meeting, students should leave feeling more confident and empowered.
5. ***Encouraging Research Participation:***
 - Suitable students with an aptitude for research should be motivated and encouraged to participate in research activities, fostering a spirit of inquiry and academic curiosity.

The goal is to support mentees in becoming successful Indian Medical Graduates by addressing their academic, personal, and professional development needs.