

3. सटीकता और जवाबदेही

- a. संस्था के प्रमुख/प्रिंसिपल/डीन यह सुनिश्चित करने के लिए ज़िम्मेदार होंगे कि संस्था की वेबसाइट और डिजिटल क्लिनिकल डैशबोर्ड पर दी गई सभी जानकारी सटीक, पूरी, ताज़ा और वेरिफ़ाई करने योग्य हो।
- b. ज़रूरी जानकारी को छिपाने, गलत तरीके से पेश करने, उसमें हेरफेर करने या तय समय सीमा के भीतर अपडेट न करने को गंभीरता से लिया जाएगा। इसे लागू नियमों का उल्लंघन माना जा सकता है और नेशनल डेंटल कमीशन एक्ट, 2023 और लागू नियमों के तहत उचित कार्रवाई की जा सकती है।

4. स्टैंडर्डाइज़ेशन और डिजिटल रिपोर्टिंग

- a. NDC समय-समय पर एक स्टैंडर्ड वेबसाइट फ़ॉर्मेट, जानकारी देने का टेम्पलेट, डिजिटल रिपोर्टिंग फ्रेमवर्क, क्लिनिकल डैशबोर्ड का ढांचा और डेटा की परिभाषाएँ तय कर सकता है। इसका मकसद डेंटल कॉलेजों/डेंटल संस्थाओं में एकरूपता, तुलना करने की सुविधा, पारदर्शिता और प्रभावी रेगुलेटरी निगरानी सुनिश्चित करना है।
- b. इसलिए, सभी डेंटल कॉलेजों/डेंटल संस्थाओं को निर्देश दिया जाता है कि वे अपनी मौजूदा वेबसाइटों की समीक्षा करें और ऊपर बताई गई ज़रूरतों का पालन सुनिश्चित करें। संस्था एक उपयुक्त अधिकारी/फैकल्टी सदस्य को 'वेबसाइट और डिजिटल डिस्कलोज़र नोडल ऑफ़िसर' के तौर पर नियुक्त करेगी, जो जानकारी को समय पर अपडेट करने, वेरिफ़ाई करने और बनाए रखने के लिए ज़िम्मेदार होगा।
- c. ज़रूरी जानकारी संस्था की आधिकारिक वेबसाइट पर एक साफ़ तौर पर पहचाने जाने वाले सेक्शन में उपलब्ध कराई जाएगी, जिसका शीर्षक "NDC अनिवार्य जानकारी" (NDC Mandatory Disclosures) या कमीशन द्वारा तय किया गया कोई अन्य शीर्षक होगा।

यह सक्षम अधिकारी की मंजूरी से जारी किया गया है।

The National Dental Commission (NDC) is committed to strengthening transparency, accountability, public disclosure and digital reporting in dental education and healthcare institutions.

In this regard, all Dental Colleges/Dental Institutions are hereby directed to maintain a functional, publicly accessible and regularly updated official institutional website containing accurate and complete information relating to their academic, administrative, clinical, research and regulatory activities.

1. Institutional Website

The institutional website shall be update the prescribed information at least once every month. The disclosures may include information, inter alia, as listed in Annexure-I and any such other information as may be prescribed by the Commission from time to time.

2. Digital Clinical Dashboard

- a. Every Dental College having an attached Dental Hospital shall also maintain a Digital Clinical Dashboard on its institutional website for public disclosure of key aggregate clinical service indicators.
- b. The Digital Clinical Dashboard may be updated on monthly basis and may include aggregate information as per Annexure-II and such other indicators as may be prescribed by the Commission.
- c. The Digital Clinical Dashboard shall contain only aggregate and non-identifiable information. Under no circumstances shall patient-identifiable information, photographs,

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medical records or other confidential patient information be displayed on the publicly accessible dashboard.

3. Accuracy and Accountability

- a. The Head of the Institution/Principal/Dean shall be responsible for ensuring that all information disclosed on the institutional website and Digital Clinical Dashboard is accurate, complete, current and verifiable.
- b. Any concealment, misrepresentation, falsification or failure to update mandatory information within the prescribed timelines shall be viewed seriously and may constitute a violation of applicable regulatory requirements and attract appropriate action under the National Dental Commission Act, 2023 and applicable Regulations.

4. Standardisation and Digital Reporting

- a. The NDC may prescribe, from time to time, a standardised website format, disclosure template, digital reporting framework, clinical dashboard architecture and data definitions to ensure uniformity, comparability, transparency and effective regulatory monitoring across Dental Colleges/Dental Institutions.
- b. All Dental Colleges/Dental Institutions are therefore directed to review their existing institutional websites and ensure compliance with the above requirements. The institution shall nominate an appropriate officer/faculty member as the Website and Digital Disclosure Nodal Officer responsible for timely updating, verification and maintenance of the information.
- c. The required disclosures shall be made available on the official institutional website in a clearly identifiable section titled "NDC Mandatory Disclosures" or such other title as may be prescribed by the Commission.

This issues with the approval of the competent authority.

भवदीय/Yours faithfully,

(अरिंदम मोदक/Arindam Modak)

सचिव/Secretary

प्रतिलिपि/Copy to:

1. निजी सचिव, अध्यक्ष, राष्ट्रीय दंत चिकित्सा आयोग/PS to Chairman, NDC
2. निजी सचिव, सचिव, राष्ट्रीय दंत चिकित्सा आयोग/ PS to Secretary, NDC
3. निजी सचिव, अध्यक्ष, डीएआरबी/ईडीआरबी, राष्ट्रीय दंत चिकित्सा आयोग/PS to the President DARB/EDRB
4. सदस्य, यूजीपीजी-डीईबी/ डीएआरबी/ईडीआरबी, राष्ट्रीय दंत चिकित्सा आयोग/Member of UGPG-DEB/DARB/EDRB/National Dental Commission
5. गार्ड फाइल/Guard File

Annexure I

Sr. No.	Information	Attachment	Information updated on
1	Name and contact information (telephone number, email address) of • Head of the institution • Heads of departments • Heads of college committees • Heads of administrative sections	--	
2	Approved intake capacity of academic programmes • BDS • MDS (per specialty) • Dental auxiliary (per course)	Approval letter from the competent authority	
3	Status of recognition, accreditation, permissions and statutory approvals	Approval letter from the competent authority	
4	Number of students studying in each year of the academic programmes • BDS (I, II, III, Final Year, Interns) • MDS (per specialty per year) • Dental auxiliary (per course per year)	--	
5	Name of the affiliating university	The most current letter of affiliation	
6	Approved fee structure and other charges	Approval letter from the Fee Regulatory Authority	
7	Examination results and academic performance indicators of all programmes	--	
8	Research projects, grants, patents, innovations and scholarly activities	--	
9	Academic events, continuing dental education programmes, workshops, conferences, faculty development and outreach activities	Lists of various events and activities	
10	List of awards, honours and achievements		
11	Institutional policies relating: • Admissions • Anti-ragging • Student welfare • Grievance redressal • Gender sensitization • Research ethics • Disability support	Policy documents	
12	Annual reports, disclosure reports, audit reports and other documents prescribed by the Commission	Reports	

Annexure II: Digital Clinical Dashboard
(To be updated monthly)

Sr. No.	Item	Information / Data	Updated on
1	Central Patient Registration (CPR) timings		
2	Number of new patients registered at the CPR		
3	Number of re-visit/ appointment/ old patients registered at the CPR		
4	Total of Sr. No. 2 and 3		
5	Number of in-patients, if applicable		
6	Number of patient beneficiaries: • Community outreach • Mobile dental clinic		

Department-wise number of patients:

Sr. No.	Department	Number of Consultations/ Clinical Procedures/ Radiographs/ Samples
1	Oral Medicine (excluding CPR new patients)	
2	Oral & Maxillofacial Radiology: • Periapical • Bitewing • Occlusal • Panoramic • Cephalograms • Extra-oral • CBCT • Any other imaging (please specify)	
3	Periodontology • Non-surgical • Surgical • Implant-related procedures • Any other (please specify)	
4	Prosthodontics and Crown & Bridge • Complete denture procedures • Removable partial denture procedures • Fixed partial denture procedures • Implant-related procedures • Any other (please specify)	
5	Pediatric & Preventive Dentistry • Restorative procedures • Interceptive procedures • Preventive procedures • Endodontic procedures • Oral prophylaxis • Trauma management • Conscious sedation • Procedures under GA • Any other (please specify)	
6	Orthodontics • Patient assessment • Removable orthodontics	