

Self checklist to be used as guide

SELF CHECKLIST (STS-2011)		
S.N	CHECKLIST ITEMS	(Put \sqrt Mark)
A.	(i) Report submission form (to be checked/ filled in ONLINE Part- A,B,C)	Yes / No
	(ii) Enclosure-I: STS Report (upto 2 Mb)	Yes / No
	(iii) Enclosure-II: Report Attestation Form (Scanned upto 1 Mb)	Yes / No
	(iv) Enclosure-III: Institutional Ethics Committee (IEC)/ Institutional Animal Committee certificate (Scanned upto 1 Mb)	Yes / No
B.	STS REPORT IN ICMR FORMAT ON-LINE SUBMISSION-<i>as PDF File only</i> (File Name – “Your full name/Reference ID/State”)	
	(a) Reference ID	Yes / No
	(b) Title	Yes / No
	(c) Introduction	Yes / No
	(d) Review of Literature	Yes / No
	(e) Aims & Objectives	Yes / No
	(f) Material & Methods	Yes / No
	(g) Observations and Results	Yes / No
	(h) Discussion	Yes / No
	(i) Conclusions	Yes / No
	(j) Summary	Yes / No
	(k) References	Yes / No
	(l) Questionnaire/ Study Tool (Format of questionnaire/ data collection sheet / case record form/ any other tool used etc).	Yes / No
	(m) Informed Consent Form or Waiver of Consent (Sample Patient Information Sheet/ Informed Consent Form/ Waiver of Consent Certificate)	Yes / No
	(n) Suggestions, if any	Yes / No
C.	REPORT ATTESTATION FORM Duly filled by the student, signed and forwarded by the Guide	Yes / No
D.	ETHICAL APPROVAL <i>Research should not be initiated without an ethical clearance and report will not be accepted in such case</i> a. Institutional Ethics Committee (IEC) Approval Certificate if work done on Humans (including research on biological material/ retrospective study on records etc.) OR	Yes / No
	b. Institutional Animal Ethics Committee (IAEC) Approval Certificate if work involves use of animals	Yes / No