

Indian Association of Cardiovascular Thoracic Anaesthesiologists

Election Notification: Associate Vice President, IACTA (Tenure: Feb 2024- Feb 2025)

Applications / nominations are invited for the post of Associate Vice President of IACTA. The tenure of the post is one year starting from February 2024. Election / nomination will be held during the annual General body meeting of IACTA during the National Conference of IACTA at Nagpur on Feb 10th, 2024.

Interested IACTA members are requested to apply in the form posted on the website (same in the Newsletter). The last date for receipt of application is 7th January 2024.

Application received after the cut-off date will not be entertained. Last date for withdrawal of application is January 15th, 2024.

Application should be sent to secretary office by surface mail. Applications may be sent by email, but a hard copy MUST reach IACTA secretariat by due date (address given below).

Eligibility Criteria for the post of Associate Vice President:

- i) Should be a life member IACTA for at least 12 years and actively involved in the practice of cardiac anesthesia.
- ii) Should have been a member of executive council of IACTA for at least two terms or one term as executive council member and the second term as a member of any subcommittee or committee.
- iii) Participation in National Conferences of IACTA on at least 8 occasions during the last 12 years.

Dr. N Kanagarajan, Secretary IACTA,

Anaesthesia House

First Floor, GCDA Shopping Complex

Panampilly Nagar, Cochin – 682036

Emails: drkanag@gmail.com , iactasecretariat@gmail.com

Mobile : 9952924218

Indian Association of Cardiovascular Thoracic Anaesthesiologists

Application for the post of Associate Vice President of IACTA

(Tenure: Feb 2024-2025, Last date for application 7th January, 2024)

Name.....

IACTA Life Membership No..... Date of Joining IACTA

Mobile No.....Email.....

Age.....Date of Birth.....Gender.....

Permanent Address.....

.....

Institution/Hospital address.....

.....

IACTA national conferences attended in last 12 yrs.:

1. 2023 Jodhpur Yes / No

2. 2022 Madurai Yes / No

3. 2021(Virtual) Yes / No

4. 2020 Goa Yes / No

5. 2019 Kolkata Yes / No

6. 2018 Hyderabad Yes / No

7. 2017 Pune: Yes / No

8. 2016 Chennai: Yes / No

9. 2015 Jaipur: Yes / No

10. 2014 Mumbai: Yes / No

11. 2013 Cochin: Yes / No

12. 2012 Delhi: Yes / No

Previous executive committee posts held in IACTA (Enter the tenure also):

1.....

2.....

Personal Achievements:

1.....

2.....

Proposed by (Two life members of IACTA):

1. Name IACTA number:

Mobile: Email:

2. Name IACTA number:

Mobile: Email:

Declaration

I, do hereby declare that the information provided above is the truth, to the best of my knowledge, and am aware that I am likely to be disqualified from contesting if anything is proved wrong.

Signature:

Place:

Date:

For Office use only

Verified the details: Yes / No

Date Received: / /

Names & Signatures:

SEND TO

(Emails and Surface mail)

Dr. N Kanagarajan, Secretary IACTA,

Anaesthesia House

First Floor, GCDA Shopping Complex

Panampilly Nagar, Cochin – 682036

Emails: drkanag@gmail.com , iactasecretariat@gmail.com

Mobile : 9952924218

Indian Association of Cardiovascular Thoracic Anaesthesiologists

Election Notification: Executive Council Member IACTA (Tenure: Feb 2024- Feb 2026)

Applications/nominations are invited for the post of Executive Council member of IACTA. The tenure of the post is two years starting from February 2024. Election/nomination will be held during the annual general body meeting of IACTA during the annual national conference of IACTA at Nagpur on Feb 10th, 2023. Interested cardiac anaesthesiologists (life members of IACTA) are requested to apply in the form posted on the website. The last date for receipt of application is 7th January, 2024. Application received after the cut-off date will not be entertained. Last date for withdrawal of application is January 15th, 2024. Application should be sent by email to Dr. N Kanagarajan, Secretary IACTA (iactasecretariat@gmail.com) with a copy marked to drkanag@gmail.com.

A hard copy should also be sent to the IACTA office, the address of which is given below.

Please note that there are eight posts falling vacant in Feb. 2024. The zonal distribution of the posts and the vacant posts are given in the table. If there are no applications from any of the eligible zones, candidates from the other zones may be selected. The applicant for these posts should be present in the GBM during election/nomination process.

Eligibility criteria for post of executive council member

- i) Should be a life member of IACTA for at least 8 years and actively involved in the practice of cardiac anaesthesia
- ii) Age should be more than 35 years
- iii) Participation in National Conferences of IACTA on at least 5 occasions during the last 7 years

Zonal Distribution of Posts

Zones	States included	Total no. of Posts	Vacant Posts (Feb 2024)
North	Delhi, Haryana, Punjab, Jammu & Kashmir, Chandigarh, Uttarakhand, Himachal Pradesh	3	
West	Maharashtra, Gujarat, Rajasthan, Goa	3	2
Central	Madhya Pradesh, Uttar Pradesh, Bihar, Chhattisgarh, Jharkhand, Andhra Pradesh, Telangana	2	2
East	West Bengal, Assam, Orissa, Sikkim, Tripura, Meghalaya, Manipur, Nagaland, Mizoram, Arunachal Pradesh	1	1
South	Tamil Nadu, Kerala, Karnataka, Pondicherry	4	3

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Indian Association of Cardiovascular Thoracic Anaesthesiologists

Application for the post of IACTA Executive Council Member

(Tenure: Feb 2024-2026, Last date for application 7th January, 2024)

Name.....

IACTA Life Membership No..... Date of Joining IACTA

Mobile No.....Email.....

Age.....Date of Birth.....Gender.....

Permanent Address.....

.....

Institution/Hospital address.....

.....

IACTA national conferences attended in last 7 yrs.:

1. 2023 Jodhpur Yes / No

2. 2022 Madurai Yes / No

3. 2021(Virtual) Yes / No

4. 2020 Goa Yes / No

5. 2019 Kolkata Yes / No

6. 2018 Hyderabad Yes / No

7. 2017 Pune: Yes / No

Previous executive committee posts held in IACTA (Enter the tenure also):

1.....

2.....

Personal Achievements:

1.....

2.....

Proposed by (Two life members of IACTA):

1. Name IACTA number:

Mobile: Email:

2. Name IACTA number:

Mobile: Email:

Applying EC member for IACTA zone:

North / West / Central / East / South

(please click whichever is applicable. For details of your zone, please see the election notification)

Declaration

I, do hereby declare that the information provided above is the truth, to the best of my knowledge, and am aware that I am likely to be disqualified from contesting if anything is proved wrong.

Signature:

Place:

Date:

For Office use only

Verified the details: Yes / No

Date Received: / /

Names & Signatures:

SEND TO

(Emails and Surface mail)

Dr. N Kanagarajan, Secretary IACTA,

Anaesthesia House

First Floor, GCDA Shopping Complex

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Mobile : 9952924218

Indian Association of Cardiovascular & Thoracic Anaesthesiologists

IACTA Echo Library

Guidelines for Selection of Chief Editor

1. Member of IACTA: Editor of Echo Library must be a life member of IACTA for last 10 years.
2. Indexed publications: He/she should have at least 5 publications on Echocardiography in indexed journals.
3. Contribution to echo library: He/she should have at least 10 publications at IACTA Echo Library. (minimum 6 as weekly echo manuscripts and minimum 4 as echo quiz).
4. He/she should be certified in peri-op TEE by IACTA or any of following international board (NBE USA; European Board (ESCVI); British board, Australian board, Japanese Board).
5. He/she should have a good working knowledge of video software required for editing videos and pictures.
6. He/she should have good knowledge of managing website and web based contents online.
7. All applications should be sent to Secretary IACTA for post of "Chief Editor, IACTA Echo Library".
8. He/she should come from a hospital/institute which is recognized as training center for "Practical TEE training" by IACTA. (This will ensure that the person has basic infrastructure available for TEE at his institute as mentioned. This will enable him to generate enough TEE data which might be required for editing publications). This clause is optional.

Responsibilities:

1. As editor, running of website.
2. Publication of scientific material.
3. Manuscript editing, having peer review done for submitted manuscripts.
 - a. Peer review should be done with at least two board certified reviewers.
 - b. Reviewer should be blinded to the identity and institute affiliation of the author.
 - c. Review should be time bound.
4. Communication to all quarries. Regarding IACTA Echo Library (IEL).
5. Communicate with website designer and take decision regarding smooth functioning of IEL.
6. Manage the financial issues of IEL.
7. To participate in IACTA executive committee.
8. Present the progress of IEL during scheduled meetings of Executive committee of IACTA.
9. To present the progress during general body meeting of IACTA.
10. To provide information regarding IEL as and when required by IACTA through its secretary.
11. To present the accounts and issues related to finances to IACTA.
12. To generate advertisements and revenue for IEL.
13. To constitute the editorial board for IEL:
 - a. Editor is the main executive person who shall have right to constitute its editorial board.
 - b. The different post on editorial board are:
 - i. Chairman: selected by Chief editor.
 - ii. Chief editor: as selected by IACTA.

- iii. Advisors: There are three advisors on editorial board which as fixed as per their designation:
 - 1. President IACTA.
 - 2. Chancellor, Indian College of Cardiac Anesthesia (ICCA)
 - 3. Dean Echo, ICCA.
 - c. The editorial board should have a total number less than 100.
 - d. Members of editorial board should be involved in review process of scientific material, improve the contents and features of IEL, promotion of IEL for its viewership and generating advertisement and revenue for IEL.
 - e. Chief editor in consultation with Chairman of the board should review periodically the members of board and should delete/add members as and when required.
 - f. There should be at least one meeting in a year of editorial board where all the members can contribute their suggestions. Preferably this should be during IACTA TEE meeting at Bangalore. All members should make their own arrangement to attend the meeting and may be planned on evening of first day of the TEE workshop. Chairman of Editorial board should preside the meeting and chief editor should present the progress.
14. Editor should have responsibility to maintain the backup of the website as per the understanding with the web designer. (Presently an understanding is to have the monthly backup of website which will be kept by web designer. Chief editor will send the hard drive/pen drive to web designer and he shall upload the monthly backup of at every 6 months interval and this will be kept with chief editor).
15. There should be a bank account opened in name of "IACTA Echo Library" (preferably the same bank as that of main IACTA account). Chief editor and Treasurer IACTA should be the signatories of this. Chief Editor should be responsible to maintain the account.
16. Chief editor should appoint support staff as per discussion with IACTA EC for managing the scientific material and smooth running of website e.g. editing of videos, pictures, managing emails, keeping check on forum on website etc.

INDIAN ASSOCIATION OF CARDIOVASCULAR & THORACIC ANAESTHESIOLOGISTS

Application/Nomination Form for the post of Chief Editor, IACTA Echo Library

(Tenure: 2 yrs.)

Name of the person nominated (Self or other) :

IACTA number :

Life membership of IACTA since:

Email :

Mobile No.

Address :

The applicant/nominee should have –

1. Life member of IACTA for last 10 years: Yes/No
2. Five (5) publications on Echocardiography in indexed journals: Yes/No (please attach the list)
3. Ten (10) publications at IACTA Echo Library. (Minimum six (6) as weekly echo manuscripts and minimum four (4) as mid-week quiz): Yes/No (please attach the list)
4. Certified in peri-op TEE by IACTA or any of following international board (NBE USA,, European Board (ESCVI); British board, Australian board, Japanese Board or IACTA FTEE : Yes/No
5. Good working knowledge of video software required for editing videos and pictures: Yes/No
6. Good knowledge of managing website and web based contents online: Yes/No
7. Optional Clause : Is your hospital/institute is recognized as training center for “Practical TEE training” by IACTA: Yes/No

I declare that the information given above is correct and true to my knowledge. If any information given is found incorrect, the application/nomination stand cancelled.

Date :

(Signatures)

If nominated by an IACTYA member, details of person nominating someone else:

Name :

Mobile :

Email :

Date:

Place:

(signature)

(The application/nomination form should reach to iactasecretariat@gmail.com by 07-01-2024)

Please go through the eligibility criteria carefully before filling the form.