



# **Partnership & Collaboration Policy**

**International Medical Competency Accreditation Council (IMCAC)**

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# 1. Introduction

## 1.1 Purpose of the Policy

The purpose of this policy is to provide a structured framework for building and managing partnerships that uphold IMCAC's mission to develop and promote global competency-based standards in medical education, training, and accreditation. It ensures that all collaborations are designed with long-term sustainability, accountability, and shared impact in mind.

## 1.2 Scope & Applicability

This policy applies to all forms of collaboration undertaken by IMCAC, including but not limited to partnerships with universities, colleges, training academies, healthcare institutions, research centers, government bodies, professional associations, and industry stakeholders. It governs the establishment, management, monitoring, and termination of partnerships across all regions where IMCAC operates.

## 1.3 Guiding Principles

All IMCAC collaborations are underpinned by the following principles:

- **Mutual Respect:** Recognizing and valuing the expertise and contributions of all partners.
- **Transparency:** Clear and open processes in decision-making, communication, and financial accountability.
- **Equity:** Ensuring equal access to benefits, opportunities, and resources.
- **Ethical Integrity:** Upholding honesty, non-discrimination, and professional ethics.
- **Sustainability:** Creating collaborations that deliver long-lasting value.
- **Excellence:** Striving for the highest academic and professional standards.

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## 2. Objectives of Partnerships & Collaborations

### 2.1 Enhancing Global Standards in Medical Education

To foster harmonization of training curricula, certifications, and competency frameworks across international borders, ensuring healthcare professionals are trained to recognized global standards.

## **2.2 Promoting Research, Innovation, and Knowledge Exchange**

To establish collaborative research projects, facilitate publication opportunities, and encourage innovation in medical education technologies, teaching methods, and clinical practices.

## **2.3 Supporting Institutional Growth and Development**

To empower institutions by offering accreditation services, training modules, faculty development programs, and student mobility opportunities that enhance institutional reputation and competitiveness.

## **2.4 Ensuring Transparency and Mutual Accountability**

To maintain trust by ensuring that roles, responsibilities, and benefits are clearly defined, regularly reviewed, and mutually respected.

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# **3. Types of Partnerships**

## **3.1 Academic Partnerships**

These involve collaborations with universities, colleges, and academies to align academic programs with IMCAC standards, conduct faculty training, organize examinations, and award internationally recognized certifications.

## **3.2 Clinical & Healthcare Collaborations**

Partnerships with hospitals, clinics, and healthcare providers that allow hands-on training, competency assessment, and institutional accreditation in patient safety and quality of care.

## **3.3 Professional Associations & Councils**

Joint initiatives with professional medical associations, specialty boards, and regulatory councils to build a cohesive framework for accreditation and recognition of qualifications.

## **3.4 Research & Innovation Collaborations**

Partnerships with research institutions and think tanks to conduct studies, publish scientific outcomes, and promote innovation in areas such as simulation-based learning, e-learning platforms, and competency testing.

## **3.5 Industry & Corporate Partnerships**

Engagement with pharmaceutical companies, medical device manufacturers, EdTech firms, and healthcare service providers for ethical product validation, professional development, and skill training programs.

### **3.6 International & Regional Organizations**

Strategic collaborations with intergovernmental agencies, NGOs, and policy-making bodies to influence educational reforms, establish regional frameworks, and enhance student and faculty mobility.

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## **4. Eligibility & Criteria for Partnerships**

### **4.1 Institutional Accreditation & Recognition**

Partners must be formally recognized, registered, or accredited within their jurisdiction, and able to provide documentation verifying their legitimacy.

### **4.2 Alignment with IMCAC Vision & Mission**

Partnerships must demonstrate shared values and goals aligned with IMCAC's mission to improve quality of medical education and competency standards globally.

### **4.3 Ethical & Legal Compliance**

Partners must comply with local and international laws, uphold academic integrity, ensure non-discrimination, and respect intellectual property rights.

### **4.4 Financial & Operational Transparency**

Organizations must demonstrate accountability in governance, provide accurate financial reporting when required, and operate transparently to avoid conflicts of interest.

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## **5. Process of Establishing Partnerships**

### **5.1 Expression of Interest (EOI) Submission**

Potential partners must submit an EOI form (Annexure 1) with supporting documentation including institutional profile, accreditation proof, and relevant program details.

### **5.2 Evaluation & Due Diligence**

IMCAC's Partnership & Collaboration Committee (PCC) will evaluate submissions based on credibility, eligibility, and alignment with IMCAC's objectives.

### **5.3 Drafting Memorandum of Understanding (MoU) / Agreement**

Upon successful evaluation, a formal MoU (Annexure 2) will be drafted outlining objectives, responsibilities, timelines, and performance indicators.

### **5.4 Approval by IMCAC Partnership Committee**

All agreements will require approval by PCC before execution.

### **5.5 Implementation & Monitoring**

Once approved, activities will be launched in phases, with periodic reporting and review mechanisms in place.

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## **6. Roles & Responsibilities**

### **6.1 Responsibilities of IMCAC**

- Provide accreditation, standardization, and academic support.
- Offer training, certification, and faculty development programs.
- Ensure compliance with international competency standards.

### **6.2 Responsibilities of Partner Institutions**

- Maintain adherence to IMCAC guidelines.
- Provide institutional data, reports, and records transparently.
- Ensure availability of infrastructure and resources for collaboration.

### **6.3 Joint Responsibilities & Commitments**

- Co-develop programs, research projects, and capacity-building initiatives.
  - Share intellectual resources, knowledge, and expertise.
  - Commit to regular review and reporting.
-

## **7. Governance & Oversight**

### **7.1 Partnership & Collaboration Committee (PCC)**

This committee, comprising IMCAC representatives, will oversee evaluation, approval, monitoring, and renewal of partnerships.

### **7.2 Reporting & Compliance Mechanisms**

Partners must provide annual activity and performance reports, which will be reviewed by PCC.

### **7.3 Periodic Review & Evaluation**

Every 2 years, partnerships will undergo formal evaluation to determine relevance, performance, and scope for renewal.

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## **8. Ethical Standards & Compliance**

### **8.1 Academic Integrity & Non-Discrimination**

All collaborations must promote fairness, equality, and inclusion, ensuring programs are accessible without bias.

### **8.2 Conflict of Interest Policy**

Any financial, professional, or personal conflict must be disclosed in writing before or during the partnership.

### **8.3 Confidentiality & Data Protection**

IMCAC and its partners will safeguard sensitive data, institutional information, and research outcomes under GDPR and relevant laws.

### **8.4 Anti-Bribery & Anti-Corruption Measures**

Zero tolerance policy on bribery, financial misconduct, or unethical sponsorships.

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## **9. Monitoring & Evaluation**

### **9.1 Performance Indicators**

Indicators may include student success rates, research publications, institutional accreditation, training outcomes, and stakeholder feedback.

### **9.2 Annual Review Reports**

Partners must submit an annual review report (Annexure 3), detailing progress, achievements, and challenges.

### **9.3 Continuous Improvement Framework**

IMCAC will provide recommendations for improvement, capacity building, and innovation to strengthen long-term outcomes.

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## **10. Conflict Resolution & Dispute Management**

### **10.1 Mediation & Negotiation Mechanisms**

All conflicts will first be addressed through dialogue and negotiation between IMCAC and the partner institution.

### **10.2 Arbitration & Legal Remedies**

If unresolved, disputes may be referred to arbitration under mutually agreed jurisdiction, with legal remedies applied as necessary.

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## **11. Termination & Renewal of Partnerships**

### **11.1 Grounds for Termination**

Partnerships may be terminated in cases of breach of agreement, non-performance, unethical practices, or reputational harm.

### **11.2 Exit Procedures**

Termination requires three months' written notice from either party, along with a closing report on ongoing projects.

### **11.3 Renewal Process**

Partnerships may be renewed following re-evaluation and approval by PCC.

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## **12. Communication & Public Relations**

### **12.1 Joint Branding & Acknowledgment**

Partners may co-brand activities, events, and publications only with IMCAC's written approval.

### **12.2 Media & Public Communication Guidelines**

All press releases, media statements, or public announcements must be jointly reviewed and approved.

### **12.3 Use of IMCAC Logo & Brand Identity**

Unauthorized or inappropriate use of IMCAC's name, logo, or seal is strictly prohibited. Written permission must be obtained prior to use.

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## **13. Annexures**

- **Annexure 1:** Expression of Interest (EOI) Template
- **Annexure 2:** Sample Memorandum of Understanding (MoU)
- **Annexure 3:** Partnership Review Report Template
- **Annexure 4:** Key Contact Information at IMCAC

# Annexures

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## Annexure 1: Expression of Interest (EOI) Form

International Medical Competency Accreditation Council (IMCAC)  
Partnership & Collaboration – Expression of Interest (EOI)

### A. Institutional Information

1. Name of Institution/Organization: \_\_\_\_\_
2. Year of Establishment: \_\_\_\_\_
3. Type (University/College/Hospital/Research Center/Association/Other):  
\_\_\_\_\_
4. Address: \_\_\_\_\_
5. Website: \_\_\_\_\_
6. Contact Person: \_\_\_\_\_
  - Designation: \_\_\_\_\_
  - Email: \_\_\_\_\_
  - Phone: \_\_\_\_\_

### B. Accreditation & Recognition

1. National Accreditation/Registration Number: \_\_\_\_\_
2. Recognized by (Ministry/Council/Authority): \_\_\_\_\_

### C. Partnership Interest

- ☐ Academic Collaboration (Curriculum, Training, Certification)
- ☐ Clinical Training/Healthcare Collaboration
- ☐ Research & Innovation
- ☐ Professional Development & Capacity Building
- ☐ Industry/Corporate Collaboration
- ☐ Other (please specify): \_\_\_\_\_

### D. Objectives of Partnership

(Briefly describe your goals for collaboration with IMCAC)

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**E. Supporting Documents Attached**

- ☐ Institutional Profile
- ☐ Accreditation/Registration Certificate
- ☐ Annual Report / Brochure
- ☐ Any Other Relevant Documents

**Authorized Signatory**

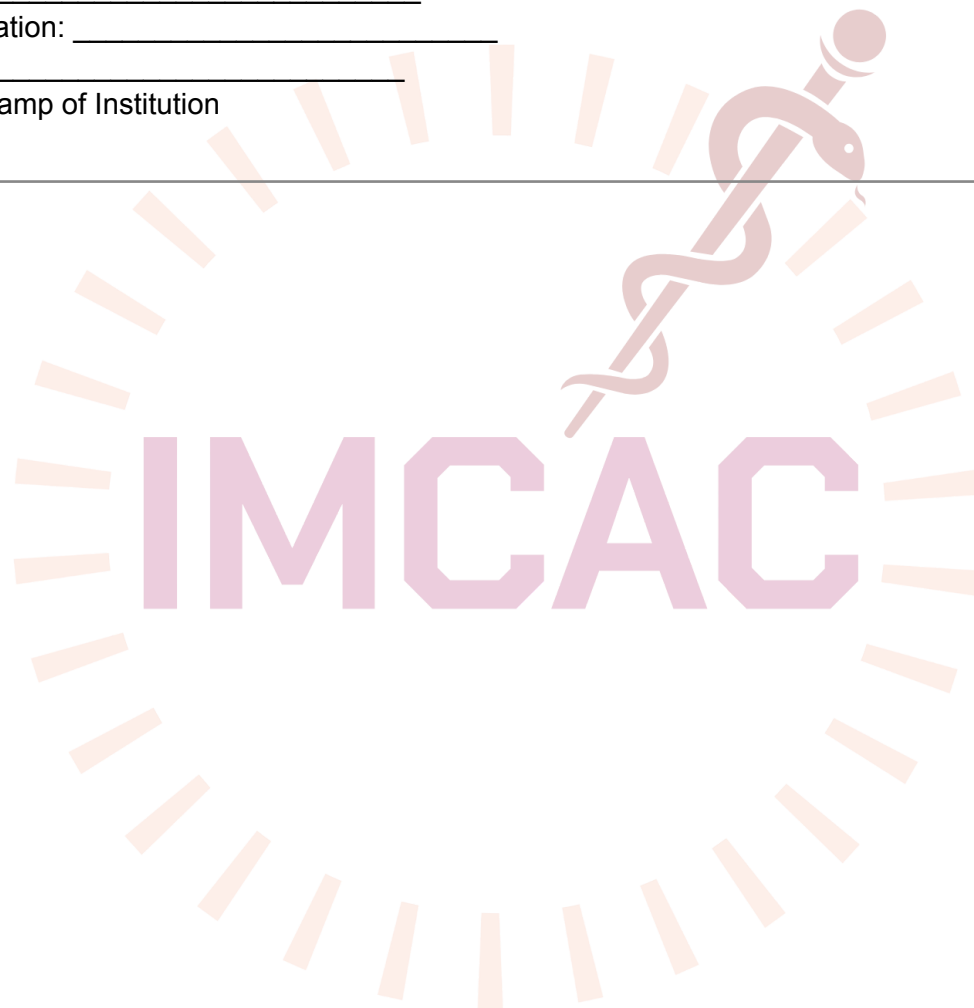
Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

Seal/Stamp of Institution

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# Annexure 2: Memorandum of Understanding (MoU) – Sample Draft

## MEMORANDUM OF UNDERSTANDING

Between

International Medical Competency Accreditation Council (IMCAC)

and

[Partner Institution Name]

This Memorandum of Understanding (MoU) is entered into on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between:

- **International Medical Competency Accreditation Council (IMCAC)**, headquartered at [Insert Address], hereinafter referred to as “**IMCAC**”, and
- **[Partner Institution Name]**, located at [Insert Address], hereinafter referred to as “**The Partner**”.

### 1. Purpose

This MoU establishes a framework for cooperation between IMCAC and the Partner to promote mutual objectives in medical education, training, accreditation, research, and professional development.

### 2. Areas of Collaboration

The Parties agree to collaborate in the following areas (select as applicable):

- Academic and curriculum development
- Accreditation and quality assurance
- Research and innovation
- Faculty and student exchange
- Professional training and certification
- Joint conferences, seminars, and workshops

### 3. Responsibilities of IMCAC

- Provide guidance on accreditation standards and best practices.

- Facilitate training, board certification, and capacity building.
- Ensure international benchmarking of programs.

#### 4. Responsibilities of The Partner

- Adhere to IMCAC standards and guidelines.
- Share institutional data and documentation as required.
- Support implementation of agreed programs.

#### 5. Joint Responsibilities

- Ensure transparent communication.
- Commit to non-discriminatory and ethical practices.
- Monitor and review partnership outcomes.

#### 6. Governance & Review

- The collaboration will be jointly monitored by designated coordinators.
- The MoU will be reviewed every 2 years for relevance and effectiveness.

#### 7. Duration & Termination

- This MoU shall remain valid for a period of **three (3) years** from the date of signing.
- Either party may terminate with a written notice of **three (3) months**.

#### 8. Legal Status

This MoU is not legally binding but expresses the goodwill and mutual intent of both parties.

##### Signed on behalf of IMCAC

Name: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Signed on behalf of Partner Institution**

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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# Annexure 3: Partnership Review Report Template

## International Medical Competency Accreditation Council (IMCAC) Partnership Review Report

### A. General Information

1. Name of Partner Institution: \_\_\_\_\_
2. Year of MoU Signing: \_\_\_\_\_
3. Review Period: From \_\_\_\_\_ To \_\_\_\_\_
4. Contact Person: \_\_\_\_\_

### B. Activities Implemented During Review Period

1. Academic Collaborations (e.g., curriculum alignment, student/faculty exchange):

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2. Training & Certification Programs:

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3. Research & Innovation Activities:

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4. Conferences/Seminars/Workshops:

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5. Other Collaborative Activities:

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### C. Outcomes & Achievements

- Student/Professional Beneficiaries: \_\_\_\_\_
- Research/Publications Produced: \_\_\_\_\_



- Accreditations/Certifications Awarded: \_\_\_\_\_
- Institutional Capacity Building Achievements: \_\_\_\_\_

#### D. Challenges & Limitations

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#### E. Recommendations & Future Plans

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##### Authorized Reviewer (Partner Institution)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

##### IMCAC Review Committee Remarks:

## Annexure 4: Key Contact Information at IMCAC

### Office of General Enquiries

International Medical Competency Accreditation Council (IMCAC)

IMCAC Enrollment Center: Unit 413, Swaroop Aditya Avenue, Marol Pipeline Rd, J B Nagar, Andheri East, Mumbai, Maharashtra 400099, India

 Email: [admin@medicalaccreditation.org](mailto:admin@medicalaccreditation.org)

 Website: [www.medicalaccreditation.org](http://www.medicalaccreditation.org)

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### Key Contact Persons

#### 1. Office of Partnerships & Collaborations

- **Name:** Amit Shaikh
- **Designation:** Director General, IMCAC
- **Email:** [admin@medicalaccreditation.org](mailto:admin@medicalaccreditation.org)
- **Phone (Direct):** +9185 3025 9627

#### 2. General Enquiries

- **Email:** [info@medicalaccreditation.org](mailto:info@medicalaccreditation.org)
- **Phone (Reception):** +91 82 6868 1414