



**SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL  
SCIENCES AND TECHNOLOGY, TRIVANDRUM  
THIRUVANANTHAPURAM- 695011.**

**INSTITUTIONAL ETHICS COMMITTEE (IEC)**

IEC/SCTIMST/ 2014(2)

06.12.2014

**NOTIFICATION**

**USE OF ABBREVIATIONS IN THE DOCUMENTS BEING SUBMITTED**

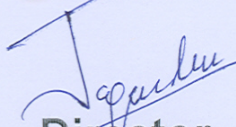
It is hereby notified for the information of the various students, residents and faculty researches that in all submissions before the Institutional Ethics Committee (IEC), including IEC application forms, informed consent forms etc., invariably full forms of routine medical terms/procedures/phrases/clauses shall be first used with short forms in the brackets. In case of repetition of such medical terms/procedures/ phrases/ clauses the use of short forms would suffice.

While explaining medical terms/procedures in the IEC application forms/informed consent forms etc. commonly used words/phrases shall be used, along with technical words/phrases/clauses.

**Explanatory Note:**

It has been brought to the notice of IEC that in IEC submissions, short forms of certain medical terms/phrases alone are used and that in certain submission commonly used words/phrases are omitted and technical phrases/terms alone are used.

All members of the IEC are not well versed with the short forms that are routinely used in clinical practice. Therefore, usage of short forms without mentioning the full forms often causes confusion while processing the IEC submissions. So also, omission of the commonly used words/phrases along with technical phrases/terms causes confusion. The IEC has felt that there shall be clarity and uniformity in IEC submissions. This notification is intended to achieve the said objective.

  
**Director**