

NRHM/Admin/5306/09/SPMSU

Office of the State Mission Director
National Rural Health Mission
Directorate of Health Services
General Hospital Jn,
Thiruvananthapuram - 35

Dated : 08th March 10

From

State Mission Director (NRHM)

To

Director, Indian Systems of Medicine
Director, Homoeopathy
District Medical Officers (ISM), all Districts
District Medical Officers (Homoeo), all Districts
District Programme Managers (NRHM) all Districts
Secretary, Grama Panchayath Dispensary in all districts

Sir,

Sub : Administrative guidelines for AYUSH doctors posted in temporary dispensaries and other institutions under NRHM arrangement

A copy of administrative guidelines for AYUSH doctors posted in temporary dispensaries and other institutions under NRHM arrangement, is forwarded herewith for information and implementation with immediate effect.

Yours faithfully,

State Mission Director (NRHM)

Copy to :-

PS to Minister (H & FW)

PS to Secy (H & FW)

Administrative guidelines for AYUSH doctors posted in temporary dispensaries and other institutions under NRHM arrangement

1. **Contract Period :-**

DMOs of the concerned districts may extend the contract terms of AYUSH doctors every six month assessing their performance and based on the report received from the respective Panchayaths subject to ratification by State Mission Director (NRHM).

2. **Salary disbursement :-**

All Panchayaths should submit the attendance certificates of the doctors working in their dispensaries on the last day of the month duly signed by an authorized official in the Panchayath to the DMO concerned. The attendance Certificate should reach DPM (NRHM) office by 02nd working day of the succeeding month and DPM should release the salary to all concerned not later than 5th of the succeeding month positively.

3. **Leave entitlements :-**

AYUSH doctors can avail 1 ½ days of casual leave in every month which can also be accumulated but will not be carried forward to next year. Apart from above, AYUSH doctors can avail all government / Public holidays in a year. All lady doctors under AYUSH scheme who have at least one year of contract service are eligible for 45 days maternity leave by producing necessary medical documents. Second Saturday is excluded from the holiday list and will be a regular working day. Sundays may be treated as weekly off.

4. **Transfer :-**

Mutual transfer among AYUSH doctors within the districts can be ordered by DMO of the concerned districts subject to ratification by State Mission Director (NRHM). However, cases involving change in districts should be forwarded to State Mission Director (NRHM) for approval. Any interdistrict transfer will be ordered by State Mission Director (NRHM)

5. **Appointment of doctors during leave period :**

When a lady doctor goes on maternity leave or when any doctor goes on leave on loss of pay for a period of 3 months or less, the Panchayath can appoint a doctor on daily wages basis against the vacancy. The doctor on daily wages basis will be paid salary @Rs. 369/- (ie. Rs, 11070/30 days) per day for number of days on which the doctor has worked on daily wages basis. This salary will be released by District Programme Manager (NRHM). When a

lady doctor goes on maternity leave, salary for her for 45 days as well as salary for doctor appointed on daily wages basis are to be released. For all other cases, salary for only daily wages doctor is to be released.

Panchayath should not post a doctor on daily wages basis when the contract doctor avails casual leave. Also, absence of a doctor for more than 3 months should be reported to HQrs wherein another doctor from the rank list will be posted. The contractual doctor will lose the eligibility to continue his/her service in NRHM in such case.

6. **Identity card**

District Health & FW Society has to issue Identity card for all AYUSH doctors. On transfer/termination, the Identity card so issued is to be received back and cancelled by issuing authority.

7. **Participation in NRHM activities**

District H & FW society should encourage participation of AYUSH doctors in various NRHM programmes including Pain & Palliative care projects, School Health Programmes etc.

8. **Monthly Meeting**

ISM/Homoeo DMOs are requested to permit all AYUSH doctors to attend the district level monthly meeting.

9. **HR Report**

Monthly HR report of the above doctors may be sent to NRHM state office by 5th working day of every month by the concerned DMOs



Dated : 08th March 2010

State Mission Director (NRHM)