
Terms of Reference

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Medical Officer (Full Time)

for

Urban Health & Wellness Centers (U-HWC) under XV Finance Commission Health Grant

Background

The National Health Mission Mizoram has implemented XV Finance Commission Health Grant in the state with an objective to strengthen public health institutions and the health systems at the grassroot level to deliver universal Comprehensive Primary Health Care. The U-HWC are envisaged to enable strengthening the care continuum for upward and downward linkages, improve access to high quality care, minimize the out of pocket expenditure incurred on health care services, and decongestion of secondary and tertiary health care facilities. It also aims to expand and build an IT enabled disease surveillance system by developing a network of surveillance laboratories at block, district, regional and national levels, Points of Entry and in Metropolitan areas for effectively detecting, investigating, preventing and combating Public Health Emergencies and Disease Outbreaks.

Contract duration: *(34 months)*

Objective:

To provide expertise in smooth implementation of the Urban Health & Wellness Centers component as per the Technical & Operational Guidelines: Implementation of FC-XV Health Grants through Local Government.

Scope of work:

The grant requires engagement of the Medical Officer to support the state in planning and implementation of the scheme. The Medical Officer will work closely with the Mission Director NHM, Chief Medical Officer, State Nodal Officer, and all key stakeholders for effective planning and implementation of the scheme in the state.

Job Responsibilities:

1. Implement and facilitate execution of XVFC component in the state.
2. Provide daily Out-Patient service at the U-HWC as per government's timing with a provision of Outreach OPD Services at the linked SHC-HWC
3. Comply with all existing National Health Programs and deliver comprehensive range of primary health care services i.e. preventive, promotive and curative as described in the Operational Guidelines for Comprehensive Primary Health Care through Health and Wellness Centers issued in 2018.
4. Provide services acting as a hub as well as spoke to ensure continuum of care through

Teleconsultation.

5. Plan and conduct Specialist services/Polyclinic at the facility.
6. Organize Wellness Activities and Health promotion as required from time to time.
7. Organize and coordinate meetings of Jan Arogya Samiti with the local authorities.
8. Undertake online and offline recording and reporting as mandated from authorities at the state and national level.
9. Undertake any other task that may be assigned from time to time.

Key Skills:

A. Qualification(s):

- i. MBBS from a recognized university.
- ii. Having a working knowledge of Mizo language at least Middle School standard.

B. Desirable:

- i. Having a good knowledge about implementation of National Health Programs.
- ii. Experience of working in the public sector will be added advantage

C. Skills and Competencies:

- i. Knowledge of English and Mizo
- ii. Effective communication skills, with demonstrated ability to talk and listen to people and build rapport with them
- iii. Computer proficiency and familiarity with MS Word, Excel, PowerPoint.

D. Age limit:

Up to 35 years as on date of advertisement with five years' relaxation for reserved (SC/ST/OBC) category.

Emoluments:

Consolidated Pay of Rs. 60,000 per month with a provision for extension of contract on a satisfactory performance.

Reporting:

The Medical Officer will report to Mission Director, Chief Medical Officer and the State Nodal Officer.

Contract Term:

The assignment is on purely contractual basis and do not infer/bestow upon his/her right to claim for regular appointment in the government. The tenure will be 34 months duration. The initial contract will be for 1 year at a time and extended based on satisfactory performance.

General Information:

Engagement of the Medical Officer will be on a full-time basis and the provision for Casual Leave/Earned Leave/Medical Leave will be as per NHM Mizoram norms.