



GOVERNMENT OF KERALA

Abstract

H&FWD - Health Services - Establishment - Restructuring of the Administrative Cadre under Health Services Department - Orders issued.

HEALTH & FAMILY WELFARE (A) DEPARTMENT

G.O.(MS) No.567/11/H&FWD Dated, Thiruvananthapuram 14.12.2011.

Read:-G.O(MS) No. 331/10/H&FWD dated 29.05.2010.

ORDER

As per the Government Order read above, Specialty / Administrative Cadre system was implemented in Health Services Department. All the then existing doctors in the Department were categorized into Specialty Cadre, Administrative Cadre and General Cadre based on their option and specialty qualification. All the existing posts of Medical Officers in Health Services Department were re-designed as per the cadre structure of the Specialty, Administrative and General Cadre.

The structure of Administrative Cadre has continued unchanged since commencement eventhough many changes have occurred in the programme areas. Therefore, it is necessary to reorganize the existing posts in the Health Services Department.

In the above circumstance, the following reorganization of posts are ordered under the Administrative Cadre with specific responsibilities shown against their new designations.

STATE LEVEL

a) Additional Director

- (i) Additional Director (Medical) is re-designated as **Additional Director (Medical and Hospital Administration)** and will be in charge of developing master plans for hospitals, obtaining plan proposals for equipment and post creation of all hospitals above Community Health

Centres, monitoring civil construction and installation of equipments, monitoring the functioning of the Hospital Development Committees, accreditation of hospitals and for monitoring their quality and performance.

(ii) In order to relieve the Director of Health Services of the burden of specific administrative responsibilities and to free up Programme Officers to concentrate on their specific programmes, the following programmes are shifted to Additional Director (Administration & Training).

- ◆ Leave surrender & Earned Leave.
- ◆ Provident Fund.
- ◆ House Building Advance.
- ◆ Passport related matters and NOC.
- ◆ Post graduate admission of doctors of Health Services.
- ◆ All types of training programmes.
- ◆ Establishment matters of the entry cadre posts for which the District Medical Officers (Health) are the appointment authority, i.e, JPHN Gr. I & II, JHI Gr. I & II, Staff Nurses Grade I & II and other similar categories.

b) Deputy Director

1. The post of State Leprosy Officer (SLO) is re-designated as **Deputy Director (PH)** in charge of communicable diseases other than NVBDCP and SLO.
2. Deputy Director NPCB is re-designated as **Deputy Director (PH)** in charge of NCD, Tobacco Control and Blindness Control.
3. Deputy Director, PMR is re-designated as **Deputy Director (Medical & Hospital administration)**, shifted to administrative control of Additional Director (Medical and Hospital Administration) and given the added responsibility of Pain and Palliative Care, Cancer Care.

4. One of the posts of the Deputy Director is shifted to Planning and designated as **Deputy Director (Planning)**.
5. The remaining Deputy Director in the FW side will be designated as **Deputy Director (FW)**.

c) Assistant Director

1. **Assistant Director (PH)** will support Deputy Director (PH) for NVBDCP, other communicable diseases, IDSP and Disaster Management.
2. **Assistant Director (ORT):** The present post of Assistant Director (ORT) will continue as the programme officer in charge of diarrhoeal diseases, and as nodal officer, Tribal Health.

d) Junior Administrative Medical Officers

Out of the five Junior Administrative Medical Officers at the Director of Health Services, following division of work are ordered:

- ◆ Two will be attached to the Public Health side for supporting the IDSP, surveillance and implementation of Public Health programmes.
- ◆ One each will provide supportive roles in Planning and Medical.
- ◆ One will be designated for training and the post will be shifted to State Institute of Health and Family Welfare (SIHFW).

Reorganisation of the responsibilities at the DMO (H) level:

1. One of the Deputy District Medical Officers (DSO) will be in charge of **Deputy District Medical Officer (Public Health)** including IDSP and NCDS.
2. Other Deputy District Medical Officer (H) will be designated as **Deputy District Medical Officer (Administration)**, who will be specifically made responsible for the issues of Hospitals at and above taluk level.
3. District Leprosy Officer (DLO) post will be re-designated as **Deputy District Medical Officer (Primary Health)** and responsible for

the administrative matters of the Primary Health Centres and Community Health Centres along with the LSGI planning and pain and palliative care.

4. **RCH Officer** is in charge of RCH including Adolescent health and School Health Programme.
5. **Junior Administrative Medical Officer** will be made responsible for the epidemiologist's duties (IDSP), support and daily reporting.

By Order of the Governor
M. ARCHANGELO
 Special Secretary to Government.

To

The Director of Health Services, Thiruvananthapuram.
 The Additional Directors of Health Services Department.
 All District Medical Officers (Health).
 The Senior Administrative Officer / Senior Finance Officer, Directorate
 of Health Services, Thiruvananthapuram.
 The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.
 The Accountant General (A&E), Kerala, Thiruvananthapuram.
 The Director, Information & Public Relations Department.
 All Officers / Sections in Health & Family Welfare Department.
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 Section Officer