

**CIRCULAR**

Sub: - HSD-DHS\_ Administrative Cadre – Inviting Option from the Medical Officers -2021-  
reg

Ref: - 1. G.O(P) No.69/2010/H&FWD, dated: 17.2.2010

2. G.O(Ms) No.33/2021/H&FWD, Dated : 14.2.2021

3. This officer circular of Even No. Dated : 29.1.2021

It is decided to invite revised option to Administrative Cadre (Junior Administrative Medical Officer) 2021 from the Medical Officers working under General Cadre due to amendment made by reference 2<sup>nd</sup> cited.

Medical Officers who wish to opt Administrative Cadre shall have the qualification prescribed as clause 7 of Kerala Health Service (Medical Officers) special Rules amendment on 2021 in the Government Order cited 2<sup>nd</sup> above (Copy attached). Qualification and criteria are given below.

1. Degree in Modern Medicine (MBBS) or equivalent qualification.
2. Masters Degree in community Medicine or Master of Public Health or Masters of Business Administration or Master of Hospital Administration or Degree in Hospital Administration or Degree/Diploma in Public Health Qualification (Qualification as per II is applicable for those who entered in service from 1.1.2018).
3. Minimum 2 years service as Assistant Surgeon.

Medical Officers who wish to opt Administrative Cadre due to the amendment shown in reference 2<sup>nd</sup> cited shall submit options in the prescribed proforma enclosed here with through concerned District Medical officers of Health. Those who have already included in the seniority list of JAMO in the previous year shall not submit new option.

All Medical Officers submitting options shall enclose the copy of Certificates proving qualification and copy of order of declaration of probation. Medical officers who have not successfully completed probation can also submit their options. **“Options once exercised shall be final”. The previous circular shown in reference 3<sup>rd</sup> is hereby cancelled.**

All District Medical Officers of Health shall collect the option forms submitted by the Medical officers and informed the same so as to reach this office on or before **25.3.2021**

Sd/-

**Dr.Sarita.R.L**

**Director of Health Services**

To

1. All The District Medical officers of Health
2. The Superintendent/ Medical Officers of all Government hospital
3. File, Stock file

// Forwarded//

  
**Superintendent**

## OPTION FORM

1.	Name of Cadre Opted	a. Branch A(Administrative Cadre)	
		b. Branch C- Speciality Cadre	
		c. Branch D – (a). Public Health Lab Cadre (b). Blood Bank/ clinical Lab(Transfusion Medicine) Cadre	
2.	Speciality cadre, Name of speciality opted		
3	Name of Doctor(in block letters)		
4	Present Designation and cadre		
5	Date of Birth		
6	Gender(Male/Female)		
7	Date of entry in Health Services Department		
8	Details of probation declaration along with copy		
9	Details of advice whether PSC/Govt/Inter Department(with order/Advice number)		
10	Date of regularisation of appointment with order number (Copy of order to be enclosed)		
11	Date of regularisation of appointment with order number(Copy of order enclosed)		
12	Present station with address		
13	Permanent residential address with pin code		
14	Date from which working in the present station		

15. Details of qualifying examinations passed.

Sl.No.	Course	Name & Year of acquiring degree	Medical council/ Dental council Reg.No.
1	MBBS/BDS		
2	P.G.Diploma		
3	P.G Degree/DNB		
4	Super Speciality Degree DM/M.ch/ DNB		

16. Address for communication (Residential address with district)

17. Contact number

Mobile	Land Phone(with STD code)

**DECLARATION**

I .....(Name & Designation) hereby declare that I have read the provisions in the Kerala Health Services (Medical Officers) special Rules, 2010 published vide G.O.(Ms)No.33/2021/H&FWD, Dated : 14.2.2021 and agree to abide by them.

Signature of the applicant with date.

Signature of Head of Institution

Counter signature of  
District Medical Officer of Health

**Instructions**

1. The medical officers shall read the Kerala Health Services (Medical Officers) Special Rules amendment on 2021 before filling the option form.
2. The medical officers who are in service and acquired PG up to 31.12.2020 can submit option
3. Self attested copies of certificates of Degree, PG Diploma/Degree, TCMC registration, order of declaration of probation, Order of regularisation of Service shall be enclosed.
4. The Head of institution and DMO(H) concerned shall countersign the option form only after verifying the certificates of the applicant.
5. Options submitted without the signature of head of institution and countersignature of DMOH will summarily be rejected.