

website

PROCEEDINGS OF THE DIRECTOR -DIRECTORATE OF HEALTH SERVICES,
THIRUVANANTHAPURAM

Sub:- Estt-HSD -Recruitment through Kerala Public Service Commission to the post of Medical Record Librarian Grade I1 Posting -Orders issued.

Read: 1) Advice Letter No.RIE(3)/7655/2023/GW.Dated.02/05/2023

ORDER NO.ED4/10694/2023/ DHS 24-07-2023

The candidates ,who have been advised by the Secretary,Kerala Public Service Commission Thiruvananthapuram as per letter read above are temporarily appointed under Rule 9 (a)(1)of KS&SSR in the Health Service Department as Medical Record Librarian Grade I1 in the scale of pay 31 100-66800 and posted at the institution noted against their names.

The candidates are directed to report for duty before the Director of Health Services within 15 days for publishing of this appointment order failing which action will be taken to cancel the appointment.

SINo.	Name and Address of the candidate	Name of Father	Date of Birth	Qualification and experience	Station to which posted
1	Santhy.S Vayalappallil Kumaranalloor.P.O Kottayam-686016 (BC Turn-Ezhava). Communication Address	Sathyan.V.K	22/02/1986	Master of applied science(Medical Documentation)	THQH KODUNGALLUR THRISSUR
2	Sree Bhavan Athirampuzha Kottayam-686562 (Mappila) Communication	Mohammed Rafi.V.P	12/04/1985	Master of applied science(Medical	GENERAL HOSPITAL MANJERI

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	Address			Documentation)	
	Kodambiyakam House Near Sakthi Takies KK Junction Ponnani Malappuram 679577				
3	Arya.c.Murali Chirakkal Karottu Kudamaloor Kottayam-686017 SC-Mannan Communication Address Padikkal Thazham Mannur.P.O Kadalundi (Via) Kozhikkode-673328 Sc Mannan	Murali	30/05/1988	Master of Applied Science(Medical Documentation)	GENERAL HOSPITAL KALPETTA WAYANAD
4	SreeLekshmi.S Chembakasseril Muthukulam South Alapuzha-690506 OC-Turn	Sreevallabhan pillai	31/05/1987	Master of applied Science in(Medical Documentation)	GENERAL HOSPITAL KASARGOD
5	Jilu.S.Ezharakathu Ezharakathu Pandippara Pandippara Idukky-685515 OC Turn	SunnyMathew	03/05/1987	Master of applied science in medical documentation	DISTRICT HOSPITAL IDUKKY
6	Ambily.V.Kumar Mandapathil Ramapuram Kottayam Ezhacherry Communication Address Medical Records	Vijayakumar	03/09/0992	Master of applied science in medical Documentation	DISTRICT HOSPITAL KANNUR

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Library Dovernment Medical College Mulamkunnathukavu Medical College.p.O Thrissur				
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The candidates should produce the following documents at the time of joining duty.

- 1.Original Documents to prove the Date of Birth and Educational Qualification.
- 2.Certificate of Physical Fitness obtained from the Medical Officer in Government Service not below the rank of Civil Surgeon/Consultant
- 3.Prescribed Community Certificate

The appointment of the candidates are subject to Rule 3(c) of the General Rules of the Kerala State and Sub ordinate Service Rules 1956. The appointment is purely provisional and the candidates are eligible for appointment in regular service only if the Character and antecedence found Satisfactory on verification.

The Head of office should satisfy himself about the identity of the candidates before they are allowed to join duty for this purpose ,the scanned copy of identification Certificate produced by the candidate at the time of selection test is enclosed herewith. There is a signature of the candidate on the passport size photograph affixed to the identification certificate. The candidates are also signed the declaration given below the photograph affixed on the identification Certificate. The photograph and signature of the candidate should be verified and the fact maybe recorded by the Head of Office on the scanned copy of the identification certificate itself. if there is any discrepancy the candidate should not be allowed to join duty and the fact shouldbe reported to the office forthwith. After the candidates are allowed to join duty scanned copy of the identification certificate verified by the Head of office and found acceptable maybe kept pasted in their Service Book.

The service book will be opened with in one week of joining duty and attested photocopy of the page containing name address fingerprint identification mark Qualification and identification certificate of Public Service Commission should be forwarded to this office for Public service Commission Service Verification . The appointment shall be regularized only after obtaining a verification certificate from Kerala Public Service Commission and Police Verification Certificate.

The Head of the Institution will obtain the enclosed Annexure - 1 duly filled up and signed by the candidates before they are allowed to join duty and forwarded the same to this office for further action . The Head of the office should verify the documents mentioned above to see that the particulars given by the candidates shown in the Statement is correct before they are admitted to join duty and also satisfy himself about the identification of the candidates with reference to the Photograph and Signature affixed in the Identification Certificate which is enclosed .

After the candidates are allowed to join duty the identification certificate verified and found acceptable should be kept pasted in the service book of the candidates. The date on which the candidates join duty should be reported. Application for correction of Date of Birth if any should be made by the candidates within 5 years from the date of

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entry in service as per provisions laid down in G.O(Rt). No. 45/91/P&ARD , dated 31.12.1991.

If the candidates fails to join duty within the stipulated time the fact should be reported to this office along with identification certificate of the candidate after the expiry of the joining time .

In the event of discharge from service for want of vacancies the candidates may either re register their name in the office of the Public Service Commission from where they were advised and get themselves re appointed the the post in the department . In case they desire to continue probationers in the post from which they were discharged vide Government circular Memorandum No. 3737/Rule - 1 / P&ARD , dated 29.03.1990 and Government order No. 7/1991/P&ARD , dated 15.02.1991.

Signed by

Reena K J

Date: 24-07-2023 16:17:15

DIRECTOR OF HEALTH SERVICES

To,

1. Santhy.s,SreeBhavan,Athirampuzha,Kottayam-686562
- 2.Raihanath.V.P,Kodambiyakam House,Near Sakthi Takies ,K.k.Junction Ponnani,Malappuram.676597
- 3.Arya Murali,Padikkalthazham,Mannur.P.o,Kadalundi Via Kozhikkode-673328
- 4.Sreelekshmy.S Chembakaseril Muthukulam South,Alpuzha 690506
- 5.Jilu.S.Ezharakath Ezharakath,Pandippara Pandippara Idukky-685515
- 6.Ambili.V.Kumar Medical; Reord Library Govt.Medical College Mulamkunnathukav Medical College P.O Thrissur

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2) Concerned DMOS

3) File/Stock file.