

Appointment of Bank's Medical Consultant (on contract basis) with fixed hourly remuneration

Applications are invited from eligible candidates to fill up one (01) post (unreserved) of Bank's Medical Consultant (on contract basis) with fixed hourly remuneration for RBI, Ranchi at Kutchery chowk, 4th floor ,RRDA Building, Ranchi-834001 so as to reach the General Manager (Officer-in-Charge) , Reserve Bank of India, Kutchery chowk, 4th floor ,RRDA Building, Ranchi-834001 not later than **March 07, 2014**.

Applicant should possess MBBS (or higher) degree of any recognized university in the allopathic system of medicine. The applicant should possess at least 2 years experience in any hospital or as Medical Practitioner.

1. Contract will be initially for a period of three years. This term can be extended on such terms and conditions which are mutually agreeable to both the parties.
2. Candidates who have their dispensary/ residence near the RBI office at Ranchi will be given preference.
3. The remuneration of the Bank's Medical Consultant (on contract basis) will be fixed with reference to the actual duty hours as given below (inclusive of all taxes).

Sr.no.	Dispensary at	Working hours	Remuneration
1.	Reserve Bank of India, Kutchery Chowk, 4 th floor, RRDA Building, Ranchi-834001	11.00 A.M to 12.00 (Monday to Friday exclusive of Bank holidays)	Rs 450/- per hour for the first three years of contractual service and Rs 550/- per hour after completion of three years of contractual service. Out of the total monthly remuneration a sum of Rs 1000/-per month may be treated as conveyance expense.
2.	At Private Dispensary of Bank's Medical Officer	7.00 PM to 8.00 PM (on all days)	
		Total duty hours: Maximum 12 hours per week	

4. The Bank reserves the right to review the rate of remuneration from time to time and alter the duty hours at its discretion in case of administrative and operative requirements.
5. Application should be submitted in the attached format only. The application should be sent in a cover superscribed 'Application for the post of Bank's Medical Consultant (on contract basis)' with fixed hourly remuneration.
6. The Bank will be conducting an interview for the short listed candidates. The Bank will not enter into any correspondence with the applicants who have not been called for interview.
7. Documents in original, in support of educational qualifications and experience will have to be furnished by the Candidates at the time of interview.
8. No other facilities/perks will be available to the Bank's Medical Consultant engaged on contract basis on fixed remuneration.

**FORM OF APPLICATION
FOR THE POST OF BANK'S MEDICAL CONSULTANT (ON
CONTRACT BASIS) WITH FIXED HOURLY REMUNERATION
RESERVE BANK OF INDIA, RANCHI**

Please affix a
recent passport
size photograph
& sign across the
photograph

1. Name in full: Shri/Kum./Smt.

(To be given in block letters, surname to be stated first)

2. (a) Address : Residence Dispensary

(b) Phone No. :

(c) Approximate distance:
From RBI, Ranchi
(RRDA building Kutcheri Road)

3. Date of Birth and age:
as on January 01, 2014

4. Place of birth and domicile:

5. Nationality:

6. Educational Qualifications:

(State degree/diploma
Obtained, the highest
Degree first, second
Highest next and so on

Degree/Diploma

University/Board

Year of passing

Class/Rank

7. Particulars of any other :

Course in Medicine
Completed by the
Applicant

8. Details of experience

(Only experience gained
After graduation should be
Stated)

From

To

Period

Years

Months

1. Hospital :
As a Physician

2. General Practice :

9. Any other factors which
the applicant would like to
Bring into account for
Considering his/her
Application:

I hereby declare that the information and particulars given by me in this form are true and correct. I also note that if any of the above statements are incorrect or false or if any material information or particulars has been suppressed or omitted there from , my services are liable to be terminated without notice or compensation in lieu of notice.

Date:

(Signature of the applicant)

INSTRUCTIONS

1. All the details in this form must be filled by the applicant.
2. Applications which do not contain the full particulars called for are liable to be rejected.
3. Copies of certificates regarding age, educational qualifications, experience etc. duly attested by a gazetted officer or officer of RBI should accompany the application.
4. If the candidate is working as a Medical Officer for any institution the details thereof and working hours therein should also be indicated.

Engagement of the services of Bank's Medical Consultant (on contract basis)
with fixed hourly remuneration - Terms and Conditions of Contract

1. To attend Reserve Bank of India, Kutchery Chowk, 4th floor, RRDA Building, Ranchi 834001 with duty hours from 11.00 AM to 12.00 noon on week days (Monday to Friday excluding Bank's holidays) (or for longer period as may be considered necessary) and at Private Dispensary of Bank Medical Officer from 7.00 PM to 8.00 PM (on all days).

2. To give advice free of charge, prescribe medicines and administer injections free of charge to the members of the staff including touring staff of the Bank, the members of their families including dependent parents and retired employee members/their spouses who are members of the Medical Assistance Fund Scheme, who present themselves during that time. Further, you will be available for consultation free of charge at your private clinic in urgent cases in respect of employees of the Bank at any time.

3. To provide the facilities referred to in paragraph (2) above to the relatives of the employees who have been permitted to reside with them and facilitate recovery of charges from the employees for credit to the bank's account at the rates prescribed by the Bank from time to time.

4. You will be required to perform duties similar to those of a General Medical Practitioner irrespective of whatever post-graduate or other medical qualifications you may possess/ acquire in future. It shall be your responsibility to ensure that the qualifications you hold or acquire in future do not restrict you in any manner from rendering the services required of a General Medical Practitioner and if as per any stipulations by the Indian Medical Association, the qualification you hold or acquire as the case may be, comes into conflict with the Bank's requirements as indicated above, to work as a general practitioner, you will be required to ensure that no liability or responsibility on this account devolves on the Bank under any circumstances and shall indemnify and keep indemnified the Bank at all times against the same.

Your liability will be that of an independent contractor and not that of an agent of the Bank.

5. The duties at the RBI, Ranchi will also include, apart from other requirements as mentioned above:

(i) Treatment of illness for which the employees and their dependents may call on you.

(ii) Treatment of emergency cases with the Bank's premises or outside and reference to appropriate Hospitals whenever called upon to attend even when such necessity arises outside your normal working hours.

(iii) Administration of all types of injections-the responsibility for administering all types of injections rests with you for any untoward reaction.

6. To visit any member of the Bank's Staff at their residence whenever required to do so by the Bank and submit a report on their health. For such visits you will be paid visit fees as per the schedule of rates fixed by the Bank.
7. To issue certificate in support of leave on medical grounds wherever necessary and countersign the certificates produced by the employees from other qualified medical practitioners, if you are satisfied about the genuineness of the case.
8. To attend to officers and members of their family at their residence when required by them and will be entitled to charge them a visit fee or consultation fee, as fixed by the Bank having regard to the local conditions. The visit fee/consultation fee, so fixed, will be inclusive of charges for administration of injections, etc. No other charges should be levied by you for such visits.
9. If and when required to do so, you will certify in such form as may be prescribed by the Bank from time to time as to the state of health and / or fitness for service of any employee or any prospective employee who may be selected for appointment at any Office of the Bank.
10. To issue order forms (prescribed) to the approved chemists of the Bank for supply of special/costly drugs or injections required for curative purpose to the Bank's staff and forward copies thereof to the Bank for payment of the relative bills.
11. To use your good offices for securing hospital facilities (for indoor hospitalization under Direct Settlement facility) in case the employees of the Bank or their family members require such facilities in the hospital.
12. To inspect the office premises once a month and report whether they are kept in a sanitary and hygienic condition.
13. To do prophylactic inoculations for typhoid and other vaccinations as prescribed by IMA or IAP from time to time.
14. To submit an annual report as on the 30th June of each year in the prescribed form on the general health of the staff.
15. To give professional opinion including reasonableness of the cost of treatment pertaining to the various items of medical claims as and when the same are referred to you.
16. To attend to any other work assigned by the Bank from time to time relating to administration of Bank's Medical Facilities Scheme and Medical Assistance Fund Scheme including dispensary facility as are generally performed / required to be performed by a General Medical Practitioner.

17. The remuneration is fixed at Rs. 450/- per hour for the initial 3 years of contract. The fixed remuneration is payable on a monthly basis. Further, no superannuation benefits viz. Pension, Provident Fund or Gratuity will be payable. There will be no entitlement for leave. No perquisites/facilities also would be made available.

18. To make substitute arrangements acceptable to the Bank at your own risk and cost in case of absence from duty. Such substitute arrangement shall not exceed 5 days at a time.

19. To adhere to the code of conduct as given in the Annex II to this terms and conditions.

20. You will be under the administrative control of the Officer-in Charge, Reserve Bank of India, Ranchi.

21. Your contract will be valid for a period of three years subject to your accepting the above terms and conditions and observing the code of conduct of the Bank as given in Annex. II.

22. The engagement under the contract is temporary. No claim shall lie for regular employment on that basis at any stage or for pay and perks payable to regular employees.

23. The contract will be terminable during the period of the contract, on three months' notice on either side or three months' remuneration calculated @ 12 hours per week, in lieu thereof.

Code of Conduct for Medical Consultants whose services are engaged on contract on hourly basis with fixed remuneration

1. Every Medical Consultant shall observe, comply with and obey all orders and directions which may from time to time be given to him by any person or persons under whose jurisdiction, superintendence or control he may for the time being be placed.
2. Every Medical Consultant shall maintain the strictest secrecy regarding the Bank's affairs and the affairs of its constituents and shall not divulge, directly or indirectly, any information of a confidential nature either to a member of the public or to the Bank's Staff, unless compelled to do so by judicial or other authority, or unless instructed to do so by a superior officer in the discharge of his duties.
3. Every Medical Consultant shall serve the Bank honestly and faithfully and shall use his utmost endeavor to promote the interests of the Bank, and shall show courtesy and attention in all transactions.
4. No Medical Consultant shall take an active part in politics or in any political demonstration, or stand for election as member for a Municipal Council, District Board or any Legislative Body.
5. Medical Consultant shall not become or continue to be a member or office-bearer of, or be otherwise directly or indirectly associated with, any trade union or a federation of such trade union or resort to, or in any way abet, any form of strike or participate in any violent, unseemly or indecent demonstration in connection with any matter pertaining to his/her terms and conditions of contract.
6. No Medical Consultant may contribute to the press anything relating to the affairs of the Reserve Bank of India without the prior sanction in writing from the Bank or publish any document, paper, or information which may come into his possession in his capacity as Medical Consultant of the Bank.
7. Medical Consultant shall not solicit or accept any gift from any employee.
8. Medical Consultant shall not absent from his duties without the permission from the Bank and make alternate arrangement acceptable to the Bank during his absence. Such alternate arrangement shall not exceed five days at a time.
9. Medical Consultant shall not outsource his service to the Bank.
10. Medical Consultant will
 - a) strictly abide by any law relating to intoxicating drinks or drugs in force in any area in which he may, for the time being, happen to be;
 - b) Not be under the influence of any intoxicating drink or drug while on duty and shall also take care that performance of his duties at any time is not affected in any way by the influence of such drink or drug;
 - c) Refrain from consuming, in a public place, any intoxicating drink or drug;

d) Not appear in a public place in a state of intoxication;

e) Not use any intoxicating drink or drug to excess.

Explanation : The term "public place" would include clubs even exclusively meant for members where it is permissible for the members to invite non-members as guests, bars and restaurants, public conveyances and all other places to which the public have or are permitted to have access, whether on payment or otherwise".

11. No Medical Consultant shall indulge in any act of sexual harassment of any woman employee at work place.

Explanation: For this purpose, "Sexual Harassment" shall include such unwelcome sexually determined behaviour, whether directly or by implication as :

a) Physical contact and advances,

b) demand or request for sexual favours,

c) sexually coloured remarks,

d) showing pornography,

e) any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

12. The contract is liable to be terminated if a Medical Consultant is arrested for debt or on a criminal charge or is detained in pursuance of any process of law.

13. Medical Consultant shall not give, solicit or receive nor shall offer to give solicit or receive, any gift, gratuity, commission or bonus in consideration of or return for the referring, recommending or procuring of any patient for medical, surgical or other treatment. You shall not directly or indirectly, participate in or be a party to act of division, transference, assignment, subordination, rebating, splitting or refunding of any fee for medical, surgical or other treatment.

14. The provision at 13 above shall apply with equal force to the referring, recommending or procuring by him or any person, specimen or material for diagnostic purposes or other study work.

15. The contract is liable to be terminated in case a Medical consultant commits a breach of the code of conduct of the Bank mentioned above or the terms and conditions of the contract accepted by him/her, displays negligence, inefficiency or indolence, or knowingly does anything detrimental to the interests of the Bank or in conflict with its instructions or is guilty of any other act of misconduct.