



Engagement of Bank's Medical Consultants on contract basis with fixed hourly remuneration in Reserve Bank of India, Chennai

[Applications](#) are invited from eligible candidates for preparing a panel to fill up five (5) vacancies (General-03, Other Backward Classes-01 and Scheduled Castes-01) of Bank's Medical Consultants on contract basis, with fixed hourly remuneration for various dispensaries of Reserve Bank of India (hereinafter referred to as the Bank), Chennai so as to reach the Regional Director, Human Resource Management Department, Reserve Bank of India, Fort Glacis, 16, Rajaji Salai, Chennai – 600 001 on or before 5.00 pm on November 21, 2022.

Candidates are advised to thoroughly read this advertisement and satisfy themselves about their eligibility before submitting the application.

Please note that Corrigendum, if any, issued on the above advertisement shall be published only on the Bank's website www.rbi.org.in.

Applications not in the prescribed format or not accompanying with copies of requisite documents / certificates will be summarily rejected.

Eligibility, Terms & Conditions:

1. The applicant should possess MBBS degree of any recognised university in the Allopathic system of medicine.
2. Applicants having post graduate degree in General Medicine can also apply for the post.
3. The applicant should have a minimum of two (02) years of experience of practicing medicine in any hospital or clinic as a Medical Practitioner.
4. The applicant should have his/her dispensary or place of residence within a radius of 10-15 km from the Bank's dispensaries.
5. Candidates seeking reservation as SC/OBC, must ensure that they are entitled to such reservation and should also submit all the requisite certificates in the prescribed format in support of their claim.
6. Candidates seeking reservation as SC/OBC, shall have to produce a certificate in the prescribed proforma ONLY, meant for appointment to posts under the Government of India from the designated authority clearly indicating the candidate's caste, the Act/Order under which the caste is recognised as SC/OBC and the Village/Town the candidate is ordinarily a resident of. They must also ensure that the name of their caste/community and its spelling in their caste/community certificate should be exactly as mentioned in the lists notified by the central government from time to time (for OBC category list of castes recognized by the Government of India as OBC castes in the central list is available on the site <http://www.ncbc.nic.in> and for SC category the list of castes for each state is available on the site <https://socialjustice.gov.in>). A certificate containing any variation in the caste name will not be accepted. Further the OBC certificate should also clearly

indicate that the candidate does not belong to creamy layer as defined by the Government of India for applying to posts and services under the Central Government. Candidates belonging to OBC category but falling under the 'Creamy Layer' are not entitled to OBC reservation. OBC candidates availing reservation benefit will have to produce OBC certificate issued on or after April 01, 2022 with Non-Creamy Layer clause as per Government of India guidelines.

7. Engagement of SC/OBC candidates on contract basis is provisional and is subject to verification of the caste certificate from the competent authority. If the verification reveals that the claim of belonging to SC/OBC category is false, the services of such candidate shall be terminated forthwith without assigning any further reason and the Bank reserves the right to take such legal action as it may deem fit.
8. The remuneration of Bank's Medical Consultant on contract basis will be fixed with reference to the actual duty hours performed and will be all inclusive.
9. The contract for engagement of Bank's Medical Consultant will be for a period of three years. There will not be any renewal of engagement on completion of the contract. A fresh empanelment exercise will be undertaken after three years wherein existing Bank's Medical Consultants will be eligible to apply subject to terms and conditions.
10. The rate of remuneration, the location of the dispensaries and the indicative working hours (as envisaged now) are tabulated below:

Sl. No.	Name of Dispensary and Address	Working Days	Indicative working hours @	Remuneration
(i)	Reserve Bank of India, Annex Building, 16, Fort Glacis, Rajaji Salai, Chennai – 600001.	Monday to Friday	10.30 am - 2.30 pm 4.00 pm - 5.30 pm	₹1000/- per hour for the entire period of contract i.e., three years. Out of the total monthly remuneration so payable, a sum of Rs.1000/- may be treated as conveyance expense. Reimbursement of Mobile Charges at the rate of ₹1,000/- per month.
(ii)	Reserve Bank of India Staff Quarters, Besant Nagar	Monday to Saturday	7.30 am - 10.30 am	
(iii)	Reserve Bank of India Staff Quarters, K K Nagar	Monday to Friday	6.30 pm - 8.30 pm	
		Saturday	10.00 am - 12.00 pm	
(iv)	Reserve Bank of India Officers' Quarters, SAF Games village, Koyembedu	Monday to Saturday	7.30 am - 9.30 am	
(v)	Reserve Bank of India Staff Quarters, Choolaimedu High Road	Monday to Saturday	7.30 am - 9.00 am	
(vi)	Reserve Bank of India Officers' Quarters, Anna Nagar	Monday to Saturday	7.30 am - 9.30 am	

@ Subject to change as per requirement

11. The Bank's Medical Consultants engaged may be attached to any one or more of the above dispensaries as per the requirement.
12. The Bank reserves the right to review the rate of remuneration from time to time, alter the duty hours as well as the dispensary to be attached for the Bank's Medical Consultant at its discretion,

in case it becomes expedient to suit administrative and operative requirements. Accordingly, the selected candidate/s may have to attend to dispensaries of the Bank as advised from time to time.

13. Interested and eligible candidates may make an application in the prescribed format as at [Annex-III](#). The application should be sent in a sealed cover superscripted as:

“Application for the post of Bank’s Medical Consultant on Contract Basis (with fixed hourly remuneration)”

Selection Procedure

1. The Bank will conduct an interview for the shortlisted candidates.
2. The Bank reserves the right to raise the minimum eligibility standards in order to limit the number of candidates to be called for interview. The decision of the Bank in this regard will be final. Mere fulfilling of the eligibility criteria does not entitle the candidate to be called for Interview. Apart from those who may be called for interview, the Bank will not entertain any correspondence with the applicants who are not found eligible / not considered eligible for interviews.
3. The shortlisted applicant/s after interview will be subjected to medical tests and document verification process before engagement as Bank’s Medical Consultant. The cost of these medical tests will have to be borne by the applicants.
4. Candidates selected for the post will be engaged subject to their being found medically fit, completion of verification of documents and acceptance of Terms and Conditions of Contract as per [Annex-I](#) and Code of Conduct as per [Annex-II](#).
5. The selected applicant would have to sign an Agreement of Contract with the Bank before engagement of their services as Bank’s Medical Consultant on contract basis with fixed hourly remuneration.

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

1. To attend to the Bank's dispensaries during prescribed duty hours as mentioned in para 10 of the advertisement (or for such longer period as may be necessary) excluding Bank holidays except days declared as holidays for purposes of half-yearly closing and annual closing subject to the condition that the dispensary will not be kept closed for two successive days. The Bank may also use your services in any of the Bank's dispensaries at Chennai during the working hours of that dispensary.
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 (the timings and / or duration may be changed as and when considered necessary by the Bank). You will be available for consultation at your private clinic in urgent cases in respect of employees of the Bank at any time with charges at the rate prescribed in the schedule. The Schedule of charges applicable to the Staff/Officers of the Bank would be made available on request.
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 in the Staff Quarters 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 circumstance 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 of the Bank's Medical Consultant at the RBI dispensaries will also include, apart from other requirements as mentioned above:
 - i) Treatment of minor and major illness for which the employees and their dependents may call on you.

- ii) Treatment of emergency cases brought to the dispensary or in the departments or in the Bank's premises or outside the Bank's premises 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. As a rule, administration of injections by the Pharmacists in your absence is to be discouraged. You will be required to train the Pharmacists to administer routine and simple type of injections when the work is heavy.
 - iv) The important dressings and minor surgeries are to be handled only by you. If you are convinced that the Pharmacists have the requisite competence, routine dressings may be handled by them.
 - v) In case of Cardio-vascular or other major emergencies and accidents, you should accompany the patient to the hospital, if you are available at the location.
6. To visit any member of the Bank's Staff staying in the Quarters 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 the 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) on 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 in case the employees of the Bank or their families (for indoor hospitalization under Direct Settlement Facility) require such facilities in the hospital.
 12. To inspect the Office premises/Staff Quarters and Officers' Quarters once a month and report whether they are kept in a sanitary and hygienic condition.
 13. To do prophylactic inoculations for typhoid, etc. and vaccination for small – pox whenever necessary.
 14. To submit an annual report as on the 31st March in the prescribed form on the general health of the staff.

15. You will be responsible for the proper storage of medicines and their distribution and you will arrange the maintenance of all necessary records for the purpose.
16. To advise on drug indents, and to counter-check the drug stock-balance and consumption.
17. 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.
18. 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.
19. For the services rendered by you, you will be paid a fixed remuneration at the rate of ₹1000/- per hour for the entire period of contract i.e., 3 years. The fixed remuneration is payable on a monthly basis. Out of the total monthly remuneration so payable, a sum of ₹1000/- per month will be treated as conveyance expenses. Further, you will not be eligible for any superannuation benefit viz. Pension, Provident Fund or Gratuity. You will not be entitled to Leave or any other perks/facilities except if you are required to attend to the Dispensary on any public holiday, compensation @ ₹1,000/- per hour would be paid. Taxes on the income would be deducted at source as per extant rates and Government notifications.
20. In the event of your absencing from duty, you shall be required to make substitute arrangements acceptable to the Bank viz., in terms of qualification and experience at your own risk and cost.
21. You will be under the administrative control of the Regional Director, Reserve Bank of India, Chennai.
22. To adhere to the Code of Conduct as given in [Annex-II](#) of these Terms and Conditions.
23. Your contract will be valid for a period of three years from the date of engagement subject to your accepting the above Terms and Conditions as given in Annex-I and observing the Code of Conduct of the Bank as given in [Annex-II](#).
24. 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.
25. The contract will be terminable during the period of the contract, on three months' notice on either side or three months' remuneration calculated on the basis of hours per month in lieu thereof.
26. The Bank reserves the right to review the rate of remuneration from time to time and alter the duty hours and the duty dispensary at its discretion in case it becomes expedient to suit administrative and operative requirements.
27. Any dispute arising on account of the contract shall be subject to the jurisdiction of the Courts of Chennai.

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

1. Every Bank's Medical Consultant shall observe, comply with and obey all orders and directions which may from time to time be given to him / her by any person or persons under whose jurisdiction, superintendence or control he / she may for the time being be placed.
2. Every Bank's 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 of 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/her duties. In cases related to sexual harassment, Section 16 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 shall be followed.
3. Every Bank's Medical Consultant shall serve the Bank honestly and faithfully and shall use his / her utmost endeavour to promote the interests of the Bank and shall show courtesy and attention in all transactions.
4. No Bank's 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. No Bank's Medical Consultant shall 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 Bank's 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 / her possession in his / her capacity as Bank's Medical Consultant of the Bank. The Bank's Medical Consultant shall indemnify the Bank for any loss suffered by the Bank as a result of disclosure of any confidential information.
7. The Bank's Medical Consultant shall not solicit or accept any gift from any employee.
8. The Bank's Medical Consultant shall not absent from his / her duties without the permission from the Bank and without making alternate arrangement acceptable to the Bank during his / her absence. Such alternate arrangement shall not exceed five days at a time.
9. The Bank's Medical Consultant shall not outsource his / her service to the Bank.
10. The Bank's Medical Consultant shall:
 - i) strictly abide by any law relating to intoxicating drinks or drugs in force in any area in which he / she may, for the time being, happen to be;

- ii) not be under the influence of any intoxicating drink or drug while on duty and shall also take care that performance of his / her duties at any time is not affected in any way by the influence of such drink or drug;
- iii) refrain from consuming, in a public place, any intoxicating drink or drug;
- iv) not appear in a public place in a state of intoxication;
- v) 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 Bank's Medical Consultant shall indulge in any act of sexual harassment of any woman at workplace.

Explanation: For the purpose of this Regulation, "Sexual Harassment" means sexual harassment as defined under Section 2 (n) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the circumstances as specified under Section 3(2) of the said Act.

- 12. The contract is liable to be terminated if the Bank's Medical Consultant is arrested for debt or on a criminal charge or is detained in pursuance of any process of law.
- 13. The Bank's 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. He / She 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 / her or any person, specimen or material for diagnostic purposes or other study / work.
- 15. Every Bank's Medical Consultant shall also maintain patient confidentiality and shall not share the patient profile with any outsider/third party. The confidentiality requirement shall be perpetual and shall survive after the termination of contract. The Bank's Medical Consultant shall indemnify and keep the Bank indemnified for any loss suffered by the Bank as a result of disclosure of any confidential information.
- 16. The contract is liable to be terminated in case a Bank's Medical Consultant commits a breach of the code of conduct of the Bank as mentioned in Annex-II or the terms and conditions of the contract as mentioned in [Annex-I](#) 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.

Application Form

Reserve Bank of India, Chennai

**Application Form for Engagement of the services of Bank's Medical Consultant (BMC)
on contract basis with fixed hourly remuneration in Reserve Bank of India, Chennai
(Last date for submission of Application Form: November 21, 2022)**

**Fix recent
self-attested
passport size
photograph**

1. Name in full: Shri/Kum./Smt. _____
(To be given in block letters, Surname to be stated first)
2. Father/Husband's Name: _____
3. (a) Address:

Present	Permanent	Dispensary/Hospital where presently working

(b) Phone No. : _____

(c) Mobile No. : _____

(d) Email ID : _____

(e) Approximate distance from the Bank's Dispensary located at Main Office Premises
at Reserve Bank of India, 16, Rajaji Salai, Fort Glacis, Chennai-600001

Distance from Residence (in Kms.)	Distance from Hospital/Dispensary where presently workings (in Kms.)

4. Date of Birth:

D	D	M	M	Y	Y	Y	Y

5. Place of birth and Domicile: _____
6. Nationality: _____
7. Whether belongs to SC/ST/OBC/Unreserved (General): SC/ST/OBC/UR
8. Educational Qualifications (Indicate Degree/Diploma obtained in the order of highest to least)

S. No.	Degree/Diploma	University/Board	Year of Passing	Percentage/Class/Rank

9. Particulars of any other courses in medicine completed by the applicant: _____

10. Details of Experience
(Experience after graduation should only be stated) (Add additional sheet if required)

S. No	Experience	From	To	Period	
				Year/s	Month/s

11. 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, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in the application is incorrect or false or if any material information or particulars have been suppressed or omitted therefrom or that I do not satisfy the eligibility criteria according to the Bank, my candidature/engagement/services are liable to be cancelled/terminated without notice or compensation in lieu thereof. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

Place:

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. Self-Attested copies of certificates regarding age, educational qualifications, caste, experience, Registration Certificate issued by Medical Council of India/National Medical Commission etc. should accompany the application.
4. In support of the experience gained by the applicant the submitted Certificate must contain the details of duty hours and the nature of duty.
5. If the candidate is working as a Medical Officer for any Institution, the details thereof and working hours therein should also be indicated.
6. The candidate working as a Medical officer for any institution should also submit No-objection certificate during the time of the interview.
