

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 6 of the advertisement (or for longer periods 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 use the services of Bank's Medical Consultant at its other dispensaries as per requirement.

2. To give advice free of charge, prescribe medicines and administer injections free of charge to the members of the staff including staff of the other offices of the Bank on tour or visit to Nagpur, 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 the dispensary timings (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, for 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. 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.

5. The duties at the Bank's dispensary will also include the following apart from the requirements 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 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 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 to 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 shall 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 Officer's 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 30th June in the prescribed form on the general health of the staff.

15. To ensure proper storage of medicines and their distribution as also arranging 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. The remuneration is fixed at Rs.850/- **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 Rs.1000/- per month will be treated as conveyance expenses. Further, no superannuation benefits viz. Pension, Provident Fund or Gratuity will be payable. No leave, perquisites/facilities would be admissible. If required to attend to the Dispensary on any public holiday, compensation @ Rs. 850/- per hour shall be paid. Taxes on the income would be deducted at sources as per extant rates and Government notifications.
20. In the event of your absents 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, Nagpur.
22. You will be required to adhere to the Code of Conduct of Bank's Medical Consultant as given in Annex-II.
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.
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 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 for administrative and operative requirements.
27. Any dispute arising on account of the contract shall be subject to the jurisdiction of the Courts of Nagpur.