Ministry: Health
Post: Restyled Director, Health Services
Salary: Rs 4,500 (MID-6) Rs 21,750 (UMB-7)
Effective Date: 6th July 1990
Qualifications: By competition from officers of the Ministry of Health who have:

A. A medical Degree or Diploma together with a post graduate qualification of at least one academic year of study acceptable to the Public Service Commission.
   Possession of a degree or diploma in Management would be an advantage.

B. At least ten years' service as a medical practitioner in the Ministry of Health in a substantive capacity.

C. Administrative ability to plan, manage, implement and evaluate health programmes; and

D. Leadership and Communications skills.

Duties:

1. To be accountable to the Responsible Officer through the Chief Medical Officer for the following:

   (i) Ensuring the execution of all Government health policies related to the implementation of curative, preventive, promotive and rehabilitative services, in close collaboration with Regional Health Directors, Consultants and Heads of other related services and sectors;

   (ii) Assisting in the formulation of health policies;

   (iii) Framing of appropriate health legislation in line with Government policies;

   (iv) Coordinating health programme in liaison with the Regional Health Directors and other heads of health institutions for the purpose of regular information exchange, manpower development, monitoring and evaluation of health services;

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(v) Making arrangements for the provision of the necessary staffing - professional, technical and supporting and their appropriate training for the smooth running of the health institutions under his responsibility;

(vi) Promoting an interdisciplinary approach to health management and sound managerial processes.

2. To perform such cognate duties as may be assigned.

For Curative Services

(i) Ensuring that policy decisions relating to the services of hospitals and annexed institutions are implemented in accordance with approved policy.

(ii) Ensuring the efficient management and functioning of the hospital services and annexed institutions in collaboration with the Regional Health Directors and other heads of health services.

(iii) Administering all legislation relating to hospitals, private clinics, pharmacies, the practice of medicine, dentistry and professions supplementary thereto, the medical care and fitness of Government employees and injured workers.

(iv) Exercising proper control on the management and running of all health institutions for the treatment of the sick.

(v) The improvement and upgrading of all hospitals to ensure provision of effective care, quality assurance, medical auditing and best use of available resources.

For Preventive Services

(i) Ensuring that policy decisions relating to the preventive services are implemented in accordance with approved policy.
(ii) Ensuring the efficient management and functioning of all health and sanitary institutions apart from hospitals and annexed institutions for the treatment of the sick.

(iii) Exercising proper control on the management and running of the following services and assisting in the:

(a) Environmental Health Surveillance (Water Supply and Solid Waste Control);
(b) Vector control and the eradication of pests;
(c) Food hygiene services;
(d) Quarantine service at the Port and Airport;
(e) Epidemiological surveillance of communicable diseases and non-communicable diseases;
(f) the Health Services provided by Local Government Authorities;
(g) Occupational Health Services;
(h) Public Health Laboratory, Entomological, Bacteriological and Chemical Services.

(iv) Administering all legislation relating to public health and environmental sanitation.

For Primary Health Care/Community Health Services

(i) Ensuring that policy decisions regarding primary health care/community health development, family health, maternal and child health, family planning, nutrition, immunization, health education are properly implemented in accordance with approved policy;

(ii) Ensuring the efficient management and functioning of Health Centres and Community Health Centres in collaboration with Regional Health Directors and other heads of Health Services.
(iii) Administering all legislation relating to primary health care.

(iv) Exercising proper control on the management and running of all health centres and community health centres.

(v) The upgrading of health centres to satisfy the needs for improved health care to the community.

For Planning and Development Services

(i) Framing of development plans and health programmes in accordance with approved policy.

(ii) Supervising and monitoring the implementation of approved development health plans and ensuring their execution within planned periods.

(iii) The assessment of specific health needs and preparation of programmes in accordance with approved policy.

(iv) Dealing with bilateral and multilateral co-operation in the field of health.

For Research and Training Services

(i) The collection, analysis, dissemination and exchange of relevant health information and statistics.

(ii) Evaluation of health programmes and policies.

(iii) Planning, execution and evaluation of the training programmes of the health sector.

(iv) Running and coordinating the units under the umbrella of the Ministry of Health dealing with health sector training, health systems research and development.

(v) Organising all examinations related to training conducted by the Ministry of Health.

(vi) Organising and managing properly the health information, education and communication sector.