

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS**

**Ministry:** Health and Quality of Life

**Post:** Consultant-in-Charge

**Salary:** Rs 75,000 (09 00 88)

**Effective Date:** 9 June 2011

- Qualifications:**
- A. By promotion, on the basis of experience and merit, of officers in the grade of –
    - (i) **Medical Services**  
Specialist/Senior Specialist who reckon at least seven years' service in a substantive capacity in the grade and in their speciality in the Ministry of Health and Quality of Life after obtaining their specialist qualification.
    - (ii) **Dental Services**  
Specialist (Dental Services) who reckon at least seven years' service in a substantive capacity in the grade and in their speciality in the Ministry of Health and Quality of Life after obtaining their specialist qualification.
  - B. Candidates should possess –
    - (a) administrative ability to plan, implement and evaluate health programmes; and
    - (b) good communication and interpersonal skills.

**Role and Responsibilities:** To be responsible for the promotion and provision of an effective and efficient Clinical Service in his speciality.

- Duties:**
- A. **Medical Services**
    - 1. Under the general direction of the Regional Health Director –
      - (i) to perform clinical work in his speciality and to advise on matters pertaining to his speciality;
      - (ii) to co-ordinate the activities of his speciality and to ensure proper mentoring and training of medical staff with particular emphasis on the training of Pre-Registration House Officers;

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**CERTIFIED CORRECT**

*Alec Leasing*  
.....  
for Senior Chief Executive  
Ministry of Civil Service and  
Administrative Reforms

Date.....  
09 JUN 2011

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- (iii) to ensure that his speciality has a 24-hour coverage by Specialist/Senior Specialist and medical staff and to see that optimum use is made of all available resources; and
  - (iv) to be responsible for conducting research projects.
2. To use ICT in the performance of his duties.
3. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Consultant-in-Charge in the roles ascribed to him.

**B. Dental Services**

1. To be responsible to the Director, Dental Services through the Regional Health Director –
- (i) to perform clinical work in his speciality and advise on matters pertaining thereto;
  - (ii) to organise, co-ordinate and supervise clinical activities relating to his speciality throughout the country;
  - (iii) to be responsible for mentoring, training and continued education of Dental Surgeons/Senior Dental Surgeons and allied staff, and to participate in the training of other health personnel in his field of competence;
  - (iv) to ensure a proper and optimum standard of clinical activities in his speciality;
  - (v) to work in collaboration with other specialists, as and when required, for the treatment of patients;
  - (vi) to ensure that his speciality has a 24-hour coverage by Specialist (Dental Services) and medical staff and to see that optimum use is made of all available resources; and

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2. To use ICT in the performance of his duties.
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