

GOVERNMENT OF MAURITIUS

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

**Ministry:** Health and Quality of Life  
**Post:** Haemodialysis Supervisor  
**Salary:** Rs 11,770 x 400 – 12,970 x 500 – 15,470 (HNR 15)  
**Effective Date:** 10 April 2003  
**Qualifications:** Candidates should :-

- (i) be fully registered as a Nurse in accordance with legislation in force in Mauritius;
- (ii) possess a certificate in Nephrology from a recognised institution; and
- (iii) have at least seven years' experience in haemodialysis management and care.

Candidates should produce written evidence of all experience claimed.

**Note**

For the first intake, consideration will be given to the employee holding appointment as Unit Administrator at the National Trust Fund for Renal Dialysis Treatment although not possessing the qualification mentioned at (ii) above.

**Duties:**

1. To be responsible to the Chief Nursing Officer for the efficient and effective administration of the Haemodialysis Unit which include:-
  - (i) the maintenance of high standard of nursing care to patients; and
  - (ii) the co-ordination of clinical and technical haemodialysis practice in all hospitals.
2. To advise on the procurement of:-
  - (i) consumables used for dialysis; and
  - (ii) equipment and materials used for dialysis departments.

/2...

CERTIFIED CORRECT

  
.....  
for Secretary for Public Service Affairs

Date..... 10 APR 2003



6230/12/93—10m

GOVERNMENT OF MAURITIUS

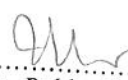
SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

- 2 -

3. To advise on matters affecting haemodialysis nursing policy.
4. To study, set and review standards and procedures of haemodialysis nursing care.
5. To participate in the running of in-service training programme and supervise the training of nursing and ancillary staff in haemodialysis procedures.
6. To investigate serious mishaps and complaints and report to the Chief Nursing Officer.
7. To advise staff on principles of infection control.
8. To monitor, control and evaluate the health status of patients.
9. To initiate and develop new ideas and methods and encourage staff to adopt the same progressive attitude.
10. To co-operate and participate actively, whenever required, with medical and other staff in the care of patients in relation to dialysis treatment.
11. To take all possible steps to safeguard the welfare and safety of patients and staff.
12. To communicate with patients' relatives, as and when required.
13. To advise on the setting up of haemodialysis unit, including its physical set-up.
14. To ensure that the units are adequately staffed and equipped and submit staffing and equipment requirements.
15. To control supplies of stock and preventive maintenance and ensure the proper functioning of dialysis equipment.

/3...

CERTIFIED CORRECT

  
.....  
for Secretary for Public Service Affairs

Date.....  
10 APR 2003



GOVERNMENT OF MAURITIUS

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS, 1967


- 3 -

16. To check by inspection and through reports that works are carried out in accordance with approved policy and that a satisfactory service is provided in all the dialysis centres.
17. To collaborate and liaise with heads of other sections.
18. To perform such cognate duties as may be assigned.

**NOTE**

1. The Haemodialysis Supervisor is expected to work, as and when required, during week-ends, on Public Holidays and outside normal working hours.
2. The Haemodialysis Supervisor is first and foremost a nurse by profession and through his mature personality, developed critical sense and good judgement, should inspire confidence around him and with that end in view, should perform and assume any other duties or responsibilities not listed above but that will be conducive to the smooth running of the service under his charge.

CERTIFIED CORRECT

  
.....  
for Secretary for Public Service Affairs

Date..... 10 APR 2003

