

GOVERNMENT OF MAURITIUS

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 16 OF THE DISCIPLINED FORCES SERVICE COMMISSION REGULATIONS

- Department:** Mauritius Prison Service
- Post:** Principal Hospital Officer (Female)
- Salary:** Rs 33,275 x 900 – 34,175 x 1,200 – 37,775 x 1,500 – 52,775 (17 61 75)
- Effective Date:** 10 February 2014
- Qualifications:** By selection from among officers in the grade of Senior Hospital Officer (Female) who reckon at least two years’ service in a substantive capacity in the grade and who –
 - (i) possess good administrative and organising abilities;
 - (ii) possess good leadership qualities; and
 - (iii) are capable of dealing with crisis situation.
- Roles and Responsibilities:** To be responsible for the effective management of the health service of the respective unit such that detainees are provided with a comprehensive health care.
- Duties:**
 1. To be responsible for -
 - (i) the supervision and day-to-day running of the Medical Centre and dispensaries at all penal institutions;
 - (ii) the pharmacy of the health service of Prison and the preparation and/or issue of medicines and drugs to all penal institutions;
 - (iii) the carrying out of treatment prescribed by the Medical and Health Officer/Senior Medical and Health Officer or any Government Medical Officer;
 - (iv) the regular weighing of detainees;
 - (v) the keeping of all ledgers and vouchers up-to-date; and
 - (vi) the submission of a monthly and an annual health related statistics to the Commissioner of Prisons through the Chief Hospital Officer.

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R. Agnew

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

10 February 2014

Date.....

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-2-

2. To assist the Chief Hospital Officer in the performance of his duties.
3. To ensure that all directives given by the Medical and Health Officer/Senior Medical and Health Officer or Chief Hospital Officer are complied with.
4. To maintain high nursing and hygienic norms.
5. To be responsible for the organisation of rehabilitation and support programmes for substance abusers and detainees living with HIV/AIDS in prisons.
6. To plan, allocate and co-ordinate the work of subordinate staff.
7. To ensure the optimum use of resources.
8. To ensure that appropriate orders, directives are adhered to for the smooth running of the health service of the Mauritius Prison Service.
9. To perform such other duties as are laid down in the Reform Institutions Act, Prison Regulations and legislations in force.
10. To use ICT in the performance of her duties.
11. 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 Principal Hospital Officer (Female) in the roles ascribed to her.



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

10 February 2014

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