

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
- Salary:** Rs 27,200 x 800 – 28,000 x 1,000 – 30,000 x 1,250 – 40,000 (17 56 67)
- Effective Date:** 3 November 2011
- Qualifications:** By selection from among officers in the grade of Senior Hospital Officer (Male) who reckon at least two years' service in a substantive capacity in the grade and who –
 - (i) possess good administrative and organising abilities;
 - (ii) have a good personality and leadership qualities; and
 - (iii) are capable of dealing with crisis situation.
- Role 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 –
 - (a) the supervision and day-to-day running of the Beau Bassin Prison Hospital and dispensaries at all penal institutions;
 - (b) the pharmacy of the health service of the Prison and the preparation and/or issue of medicines and drugs to all penal institutions;
 - (c) the carrying out of treatment prescribed by the Medical and Health Officer/Senior Medical and Health Officer at Beau Bassin Prison;
 - (d) the regular weighing of detainees;
 - (e) the keeping of all ledgers and vouchers up-to-date; and
 - (f) the submission of a monthly and an annual return to the Commissioner of Prisons through the Chief Hospital Officer.
 2. To assist the Chief Hospital Officer in the performance of his duties.

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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms
 Date..... 10 3 NOV 2011

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



CERTIFIED CORRECT


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*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*
Date..... **03 NOV 2011**