



TERMS OF REFERENCE FOR THE POST OF 'DISTRICT MEDICAL OFFICER' UNDER ATAL AMRIT ABHIYAN SOCIETY

Place of Duty:

The normal place of work for the party will be in the district as mentioned in appointment letter.

Key Responsibilities:

He/ She shall work under the overall guidance and supervision of the Senior Medical Officer, Atal Amrit Abhiyan Society, Assam and will be directly responsible for the following tasks:

- Implement criteria for empanelment of hospitals & quality assurance in various categories
- Coordinate the empanelment and de-empanelment process of hospitals
- Enquire complaints related to hospital and submit the report with inference to SHA for necessary action.
- Responsible for medical audits, other anti-fraud activities as per guidelines.
- Compile and analyze the reported data to highlight trends in public safety and quality
- Restore grievances related to Health Benefit Packages and their proper effective implementation
- Responsible for quality service in the empanelled hospitals including implementation of STG.
- Responsible for District level trainings of scheme stakeholders.
- Involve in claim processing, investigation and audit process as per instructions issued by SHA.

Eligibility:

Qualifications – MBBS/BDS/BAMS from a recognized medical college. Preferable MBA (healthcare) or Master of Hospital/Health Administration or Public Health would be of additional advantage.

Experience – At least 5 years of work experience in the area of healthcare quality/hospital accreditation/hospital operations of a multi-specialty hospital

Required Skills:

- Strong analytical skills.
- Team player
- Strong strategic focus and project management skills.
- Eye for details.
- Excellent interpersonal and communication skills

Compensation:

Consolidated pay of Rs. 50,000/- per month