

Powers and duties of Officers & Supervisors

1. **Medical Director:** Overall in-charge of Central/Zonal Hospital at Head Quarter level. Overall management and co-ordination of all activities pertaining to Medical and Health in a zonal Hospital.
2. **Chief Specialists:** Overall in-charge of respective specialties. Overall management and co-ordination of all activities pertaining to concerned individual specialties.
3. **ACHD/ADMN:** He looks after all general administrative jobs of the hospital in addition to patient care on outpatient basis.
4. **ACHD/Health:** Health administration and regular OPD services and medical examinations on rotational basis.
5. **ACHD/OPD:** In-charge of OPD services, family welfare services, medical examinations on rotational basis along with nominated administrative service.
6. **ACHD/Phy & Surgeon etc:** Looks after clinical services and nominated administrative services.
7. **Sr. DMOs/DMO/ADMO:** They have been distributed the works like colony calls, medical examinations, medical boards, tenders, Staff promotion and disaster management in addition to clinical services.
8. **Paramedical Staff** includes Nurses , Pharmacists, Radiographers, Lab Superintendants, ECG & Dialysis Technicians, Ophthalmology Technicians, Physiotherapists, Dieticians, Dressers etc who are mainly engaged in providing curative services i.e. treatment, procurement of drugs, physiotherapy, Hospital dietary services, Radiography etc.
9. **Health Inspectors and Family Welfare staff** are responsible for maintenance of sanitation and hygiene, health education & Family Welfare activity including implementation of small family norms.