

Guidelines for engagement of Honorary Visiting Specialists.

Honorary Visiting Specialists are being engaged at Headquarter, Divisional & Sub-divisional Hospitals in replacement of existing Honorary Consultants Scheme.

Number of Honorary Visiting Specialists to be engaged in N.C.Railway Hospitals is as:-

- Central Hospital, Allahabad - 10 Nos.
- Divisional Hospital, Jhansi - 06 Nos.
- Divisional Hospital, Agra Cantt. - 04 Nos.
- Sub-divisional Hospital, Kanpur - 03 Nos.
- Sub-divisional Hospital, Tundla - 03 Nos.

(Honorary Visiting Specialists are to be engaged in the speciality as per the local need to be decided by CMD of the Zone).

1. Qualification and experience:

- 1.1 **Super Specialist** – minimum qualification will be Post Doctoral qualification DM/MCH or equivalent.
- 1.2 **Specialist** – Post-graduate degree from a recognized University. Minimum 3 years experience in the professional work related to concerned speciality after obtaining P.G. degree. Where suitable candidates with PG degree are not available PG Diploma holders with 5 years experience in the professional work related to concerned speciality after obtaining P.G. diploma.

2. Procedure of Selection:

A standing committee of three doctors as constituted by CMD, headed by MD/CMS incharge of the concerned Railway Hospital for undertaking selection shall invites the applications to fill up the vacancies by way of open advertisement in the leading Newspapers as well as over Indian Railways Website.

- 2.1 Screening of the papers only will be done and the selected doctors' name will be forwarded to Board with the zones recommendation.
- 2.2 Committee will record the rationale of making a particular choice.

3. Competent Authority to approve engagement of Honorary Visiting Specialists:

- 3.1 For a person being engaged for the first time as “Honorary Visiting Specialist” approval will be given by DG/RHS so as to ensure quality check at Board's level.
- 3.2 Thereafter, subsequent extension at the end of 1st year will be given by General Manager subject to adoption of a transparent method based on the performance report to be recorded at a senior level by medical department.

4. Age Profile:

- 4.1 During first time engagement, the preferred age is between 30 years to 64 years.
- 4.2 Upper age limit of continued engagement is 65 years.

5. Tenure of working:

- 5.1 Each time the offer is given, it is to be given for one year only.
- 5.2 After expiry of one year, extension can be given as per Para 3 above.

6. **Number of Visit/Number of Hours etc.:** Honorary Visiting Specialist can be engaged as per any of the three patterns.

6.1 Average of 2 hours every day/6 days/week.

6.2 Average of 2 hours every day/4 days/week.

6.3 Average of 2 hours every day/2days/week.

The Honorary Visiting Specialists will be giving consultations & performing operations and other advice as required. They would be performing operations also in the Railway Hospitals, and those cases which require referral and the condition of that patient is such that it is manageable during operation and post operative period in that Railway Hospital, will not be referred to Private/Govt. hospitals, for the speciality for which Visiting Specialists are available in that Railway Hospital. It is further clarified that few high risk patients will still be required to be referred to higher medical centres.

In addition they will have to come to hospital whenever called in for emergency on any day, including Sunday and Off day (for 4 days & 2 days/week) and at any time of the day.

7. **How to decide about who should be engaged for 6 days/4 days/2 days per week.**

7.1 To be decided depending upon workload in the required speciality & to be recorded by the concerned MD/CMS.

8. **Honorarium to be paid.**

Monthly Honorarium to be paid as follows: -

Hours of Duty	Specialist	Super specialist
2 hours a day for 6 days/week	Rs.32,000/ P.M.	Rs.40,000/ P.M.
2 hours a day for 4 days/week	Rs.20,000/ P.M.	Rs.25,000/ P.M.
2 hours a day for 2 days/week	Rs.10,000/ P.M.	Rs.12,500/ P.M.

9. **Free Railway Passes:**

9.1 One set of Complimentary Railway Pass valid all over Indian Railway & Konkan Railway in AC two tier including Rajdhani Express and in AC Chair Car of Shatabdi Express for self + spouse and dependent children (as per rules applicable for Railway employees) will be made available as per the entitlement of Selection Grade Officers in each calendar year.

9.2 The complementary pass can be availed after 3 months of engagement for the Calendar year.

10. **Daily Rate of deduction of remuneration:**

They are allowed to have 12 days leave every year. For any absence beyond 12 days, deduction will be made at the following rates.

Hours of Duty	Specialist	Super specialist
2 hours a day for 6 days/week	Rs.1360/ P.D.	Rs.1700/ P.D.
2 hours a day for 4 days/week	Rs.1250/ P.D.	Rs.1563/ P.D.
2 hours a day for 2 days/week	Rs.1250/ P.D.	Rs.1563/ P.D.

11. **Termination of Contract:**

The contracts may be terminated at any time, on one month notice on either side. The Administration reserves the right not to assign any reason for such termination.

Engagement of Honorary Consultants:

Introduction: - Honorary consultants are non-railway specialists of repute appointed by the Railways for their headquarters hospitals and divisional hospitals and in specified work shop hospitals and sub-divisional hospitals with a view to provide highly specialised consultant services.

(2) Powers to appoint the honorary consultants in the Head quarters hospitals and Divisional/Sub divisional/Work shop hospitals of the Railways including the renewals of their contracts, within the overall ceiling limits laid down above may be exercised by the General Managers, subject to the terms and conditions laid down.

The following guiding factors are being kept for appointments of such Hony. Consultants.

- a) The candidate must hold a post graduate degree in the relevant subject and post graduate qualification in the case of super specialties.
- b) He/she should have minimum of 10 Years standing in the profession in case he is a post graduate degree holder and 5 years standing in case of double PG qualifications in the case of super specialties.
- c) He/she should have proven abilities as judged by local reputation, publications and attachments.

While processing the proposal for such consultants, the following information must be required.

- i) Detailed Bio-data of the consultant proposed for appointment.
- ii) Detailed information of utilization of existing Hony. Consultants.
- iii) Detailed justification for additional consultant with proper projection of work load in the Specialty concerned.
- iv) Details of available infra structure in the Specialty where the new consultant is proposed to be appointed.
- v) Names and qualifications of regular Railway Medical officers in that Specialty and their deployment
- vi) Any other relevant information on the subject.

Note :- Consultants should *not* be appointed under the aegis of the Staff Benefit Fund.

Disciplines in which honorary consultants are to be appointed :-

(1) The essential disciplines/specialties in which honorary consultants may be appointed are General Medicine, Cardiology, Paediatrics, General Surgery, Orthopaedics, Ophthalmology, E.N.T. and Gynaecology. The other honorary consultants may be in disciplines over and above those referred to here keeping in view local requirements, provided that the prescribed limits are not exceeded.

(2) Not more than one consultant should be appointed in any particular discipline.

(3) In places like Kolkata and Mumbai, where more than one Railway has got its headquarters hospital (namely, South Eastern and Eastern Railways at Kolkata, Western and Central Railways at Mumbai), the consultants appointed may be for different specialties. A close co-ordination should be maintained between the Railway administrations so that maximum advantage can be derived from these consultants to cover all specialties rather than have duplicates in the same specialty.

Terms and conditions:-

(1) In entering into contracts with honorary consultants, only competent and reputed specialists who accept the prescribed terms and conditions should be considered. Retired Railway doctors may however be appointed only in exceptional circumstances with the prior approval of Minister of Railways on existing terms and conditions for Hony. Consultants. The number of such retired

doctors should not exceed 20% of the total number of Hony. Consultants on the Railway/Production unit. Further, in order to expose Railway doctors to different practices and modern developments available in the various specialties, there should be frequent changes among the consultants.

(2) The period of initial appointment would be from the date the honorary consultant joins duty to 31st March of the succeeding financial year.

(3) No doctor who has completed **70** years of age may be appointed or retained as honorary consultant.

(4) No honorary consultant may normally be engaged for more than **seven** years.

(5) The terms and conditions governing the appointment of honorary consultants are as follows;

Conveyance Charges: - They will be paid "conveyance charges" at the rate of Rs.5000/- per month each at the Head quarts hospitals & Rs 4000/- per month at the divisional/Production Unit/Sub-divisional/Workshop hospitals.

Note: - (1) The conveyance charges do not depend upon the actual number of visits paid.

(2) No conveyance charges are admissible for continuous absence for a period of one month or more.

(ii) They will undertake to work as consultants for a period of two years in the first instance but the period may be extended thereafter. The extension should normally be for 2 years co-terminating on 31st March for administrative convenience. The contracts may be terminated at any time, on one month's notice on either side. The administration reserves the right not to assign any reason for such termination.

(iii) They will be eligible to one set of first class complimentary passes for self and members of their family available over all Indian Railways per year. They will also be eligible to one additional set of first class complimentary pass for self alone to enable them to attend various professional conferences and specialists' meetings.

(iv) The consultants will normally attend the hospital twice a week but may, when requested by the head of the Railway medical institution concerned, attend at any time during the day or night in case of emergencies. The surgeon and the gynecologist consultants may also be called upon to perform operations involving complicated or advanced nature.

(v) In case the consultants are unable to attend the hospital on the appointed days of the week, they have to give prior notice so that alternative arrangements can be made.

(vi) The consultants will not be allowed to treat their own patients in Railway medical institutions but the diagnostic facilities and such other facilities as are provided in the institution will be made available to them on request being made to the head of that institution.

(vii) The consultants will not be authorized to issue any certificates either to the employees or to their family members, or dependent relatives in their official or private capacity.

(viii) The consultants will be required to abide by the rules of the institution to which they are attached.
