

**TERMS OF REFERENCE
FOR
PHARMACIST**

Background:

The National Rural Health Mission (NRHM) IS A National effort at ensuring effective healthcare through a range of interventions at individual, household, community, and most critically at the health system levels. Despite considerable gains in health status over the past few decades in terms of in increased life expectancy, reductions in mortality and morbidity serious challenges still remain. These challenges vary significantly from state to state and even within states. The National Common Minimum Programme spells out the commitment of the Government to enhance Budgetary Outlays for Public Health and to improve the capacity of the health system to absorb the increased outlay so as to bring all round improvement in public health services. This Mission seeks to provide effective health care to the rural population, especially the disadvantaged groups including women and children, by improving access, enabling community ownership and demand for services, strengthening public health systems for efficient service delivery, enhancing equity and accountability and promoting decentralization.

The Hospital Pharmacies at present are being managed by Nursing or Paramedical staff because there is shortage of qualified pharmacists in the facilities. Nursing or Paramedical staffs who are over burdened are unable to devote time for day to day management of the pharmacy. In order to run hospital pharmacy in an effective manner and to provide the safe, appropriate and cost-effective medicines to the patient, the govt of Rajasthan has made a provision for appointment of Registered Pharmacist at all secondary level hospital of the state. The pharmacist will be overall responsible for management of hospital pharmacy i.e. Procurement, dispensing and distribution drug storage, record keeping, preparation of inventory list and indenting, need based quantification and Consumer education. Pharmacist will report to concerned Facility in charges.

Role and Responsibilities of Pharmacist: Following tasks will be performed by Pharmacist.

- Preparation of list of need based medicines.
- Proper Drug quantification-To maintain continuous supply of drugs and medical items.
- Proper arrangement and storage of drug to maintain the potency and quality of drugs.
- Drug dispensing and distribution.
- Keep accurate inventory record- To provide stock movement information for forecast needs.
- Separate inventory record for controlled substances.
- Develop monthly consumption record.
- Preparation of indenting and with higher canter for procurement of drugs as and when required and placing of orders timely.
- Patient education/counselling about the medicines they have been prescribed route of administration, side effects.
- Provide support services in purchase and inventory control.
- Cleanliness and sanitation of Hospital pharmacy.
- Management of hospital pharmacy infrastructure.
- Display of available medicines and prices outside the pharmacy.
- Computerization Drug management information system.

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- Community education.
- Other works as and when assigned by the facility in charge.

TERMS AND CONDITIONS:

1. The tenure of appointment shall be one year (12 months).
2. The appointee shall be paid a consolidated pay of Rs. 7000/- per month and shall not be eligible for any other allowances.
3. In case journeys are performed in the interest of the department, he/she shall be eligible for TA and DA as per TA/DA rules of Government of Rajasthan.
4. The candidate shall be eligible for 20 days casual leave and sick leave in a year.
5. Apart from the benefit converged under the terms and conditions, the candidate is not eligible for any other benefit such as Time Bond Advance, Promotion, Pension, medical reimbursement etc.
6. The contract appointee is bound to make good any loss sustained by Govt. Due to his/her misbehaviour or negligence.
7. This contract appointment shall not be considered as permanent for any reasons whatsoever.
8. During the tenure of office the contract appointee shall keep all official information i.e., obtained or collected strictly confidential.
9. In case any of the above conditions are violated the appointment automatically stands cancelled.
10. The services of Pharmacist shall stand automatically terminated at the expiry of the contract period. The duration of retainer ship may be mutually extended for further period as per requirement.
11. The pharmacist will not accept any full time part time employment or engage in any other work, business occupation or pursue any study course without the prior approval.

Duration:

The duration of contract appointment will be one year (12 months) from the date of start of services, on retainer ship basis. The duration of retainer ship may be mutually extended for further period as per requirement. The duration of services shall be reckoned from the date of appointment to the satisfactory completion of all the tasks and handing over of all deliverables. In case the candidate is found guilty of breach of the agreement his services can be terminated at a notice of 15 days without any compensation. If he gives-up the assignment in between i.e. before the contract period, he shall be required to give a prior notice of one month.

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