Annexure-I

Application Form for Engagement of Medical Consultant (Non-Specialist Doctor) at RHQ/SR, Chennai

1. Name in full Shri./Kum./Smt. :
2. Father's Name/Spouse's Name :
3. Date of Birth & Current Age :
4. Marital Status :
5. Phone Number/Mobile No./Email id :
6. Permanent Address(with place of domicile)

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7. Temporary Address :

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8. Nationality :
9. Educational Qualification :
10. Professional Qualification

Degree/Diploma	University/Board	Year of Passing

11. Details of Experience (after Graduation)

Qualification	Post Held & place	From	To	Period	
				Years	Month

12. Any other achievement/information which applicant would like to bring into account in support of his/her application

I hereby declare that the information and particulars given by me in this form are true and correct. I also note that if any of the above statements are incorrect or false or if any material information or particulars has been suppressed, my candidature shall deemed to be null & void.

Signature of the Applicant

Place :

Date :

Annexure-II

Remuneration, Terms and Conditions of Engagement & Termination of Engagement

Remuneration	Rs.3000/- (inclusive of conveyance & incidental charges) for the first 06 hours duty on all working days. For every additional hour beyond 06 hours, Rs.500/- shall be paid.

Terms and Conditions of Engagement

(a) The period of engagement of Medical Consultant shall be for one year which may likely to be extended.

(b) The engagement of Medical Consultant is purely temporary. No claim shall lie for regular employment on that basis at any stage.

(c) The Medical Consultant shall perform daily 06 hours duty on all working days excluding Saturdays, Sundays and Gazetted Holidays

(d) The Medical Consultant will not be entitled for any leave and any other benefits enjoyed by the employees of AAI.

(e) Airports Authority of India will not undertake any liability for providing any other facility or any kind of compensation in lieu thereof

(f) They will not be entitled to any benefit like Provident Fund, Benevolent Fund, Group Insurance or any other kind of compensation available to the employee of Airports Authority of India

(g) There will be no other financial liability on part of Airports Authority of India

(h) They will be under the administrative control of In-Charge of respective Medical Centre of AAI, RHQ/SR, Chennai as the case may be or as notified from time to time

(i) They shall perform their duties as per the Charter of Duties & Responsibilities for Medical Consultant (Non-Specialist Doctor), as per **Annexure-III**

(j) They shall also observe and comply with the given code of conduct for Medical Consultant (Non-Specialist Doctor), as per **Annexure-IV**

Signature & Name of Applicant with Seal

Termination of Engagement

1. The engagement is liable to be terminated in case –
   (a) Medical Consultant commits a breach of code of conduct or the terms and conditions of engagement accepted by him/her.
   (b) Commits anything which is detrimental to the interests of AAI.
2. The Competent Authority of AAI can terminate the contract any time without assigning any reason and decision of AAI in this regard will be final.
3. The Medical Consultant may terminate the engagement after giving one month advance notice to the AAI.

I hereby accept the above remuneration, terms and conditions and termination of engagement.

Date: **Signature & Name of Applicant with Seal**

Annexure-III

Charter of Duties and Responsibilities for Medical Consultant

a. Rendering medical services to the employees of AAI, CISF personnel and their dependents.
b. Medical Consultant shall not charge consultation fee or any other charges from AAI, CISF employees and their dependents.
c. To provide medical advice on all kinds of illnesses, prescribe medication, administer injections, perform dressings etc.
d. To attend OPD at AAI designated MI Room as per prescribed duty hours.
e. To provide treatment/consultation to the medical emergency cases, if any, brought to the MI Room during duty hours.
f. Inspection of AAI Staff Canteen, Fire Station, MI Room Casualty Ward and other Office premises periodically from the hygienic point of view.
g. Ensure proper maintenance of First Aid Kit and Medical Equipment.
h. Attend airport on short notice in case of any emergencies.
i. Medical Consultant shall maintain discipline in general and instructions of the Regional Executive Director/Head of Department.
j. Scrutiny of Medical bills submitted by the AAI and CISF personnel for verification of its genuineness and certification of their admissibility.
k. To provide expert opinion about the appropriateness/reasonability and the cost of indoor treatment pertaining to various claims as and when the same is referred to Medical Consultant.
l. To provide professional opinion on medical issues referred to Medical Consultant by the Management of AAI.
m. The Medical Consultant will be one of the members in the Local Medical Committee of AAI for empanelment of hospitals, nursing home, pathological labs, diagnostic centres etc., as per norms.
n. To do prophylactic inoculation/vaccination wherever required.
o. To issue certificates in support of leave on medical grounds wherever the leave/rest is prescribed.
p. Breath Analyzer Examination for AAI Employees if required, to measure alcohol in his/her exhaled air so as to determine the concentration of alcohol in the blood.
q. Any other works assigned by the Regional Executive Director/Head of Department.

I hereby accept to the above Charter of Duties and Responsibilities for Medical Consultant.

Date: **Signature & Name of Applicant with Seal**

Annexure-IV

CODE OF CONDUCT FOR MEDICAL CONSULTANT

1. The Medical Consultant shall observe, comply and obey the orders/instructions issued from time to time by the AAI Management.
2. The Medical Consultant shall serve the AAI honestly and faithfully and show courtesy and attention in all transactions.
3. The Medical Consultant shall use his/her utmost endeavour to promote the health of the AAI beneficiaries.
4. AAI shall not be a party to the dispute arises out of any medical negligence/lapse occurring during the treatment rendered by the Medical Consultant.
5. The Medical Consultant shall not solicit or accept any gift from any employee.
6. The Medical Consultant shall not solicit or accept any gift, commission or bonus in consideration of or return for the referring or recommending AAI beneficiaries for the treatment to outside medical agencies.
7. The Medical Consultant shall not outsource his/her services to any other Doctors.
8. Medical Consultant shall abide by any law relating to intoxicating drugs and drinks enforced in the area.
9. No Medical Consultant shall indulge in any act of sexual harassment of any woman employee/beneficiary of AAI and shall be strictly abide by the law of the land and the rules/instructions issued by AAI time to time.

I hereby accept and adhere to the above Code of Conduct.

Date: **Signature & Name of Applicant with Seal**