

ENGAGEMENT OF MEDICAL CONSULTANT (NON-SPECIALIST DOCTOR) AT AIRPORTS AUTHORITY OF INDIA, CHENNAI AIRPORT, CHENNAI-27.

Airports Authority of India invites applications from Doctors possessing the following qualification, experience etc. for engagement of Medical Consultant (Non-Specialist Doctor) purely on temporary basis at Chennai Airport. The period of engagement shall be for one year which may likely to be extended.

Job Specifications & Qualifications

Qualification	The Doctors having minimum qualification of MBBS or equivalent from the Recognized Universities as per MCI/Govt. of India Norms shall be considered as Medical Consultant (Non-Specialist Doctor).
Experience	At least 05 years after Graduation including one year as House Surgeon(Jr. Resident) in a teaching institution with preference for candidates having worked in Aviation Establishment, Government and PSUs.
Proximity	The Doctors residing in close proximity to the airport are preferred and make himself/herself available for duty within two hours of being informed for duty immediately in case of any airport emergency
Duration of Duty	Daily 06 hours duty on all working days excluding Saturdays, Sundays and Gazetted Holidays.
Honorarium	Rs.3000/- (inclusive of conveyance) for the first 06 hours duty on all working days. For every additional hour beyond 06 hours, Rs.500/- shall be paid.
Mode of Selection	Interview

Those fulfilling the above norms and willing to offer their service shall send their application in the prescribed format along with other documents duly signed and addressed to The Dy. General Manager(HR), Airports Authority of India, Chennai Airport, Operational Building, Meenambakam, Chennai – 27 or be mailed at hrhod_chn@aai.aero so as to reach on or before **31.12.2020**. The application shall be super scribed as “Engagement of Medical Consultant at AAI, Chennai Airport, Chennai”. The applications received beyond the stipulated date shall not be entertained.

**ENGAGEMENT OF MEDICAL CONSULTANT (NON-SPECIALIST DOCTOR) AT AIRPORTS
AUTHORITY OF INDIA, Chennai Airport CHENNAI-27.**

The application in the prescribed proforma **(Annexure-I)** shall accompany the following documents:

- a) Self-attested Xerox copies of documents including Registration Certificate (Original required to be produced for verification at the time of interview).
- b) One recent passport size photograph and proof of residential address.
- c) Acceptance of Remuneration, Terms and conditions of engagement and Termination of engagement. **(Annexure-II)**
- d) Acceptance of Charter of Duties and Responsibilities for Medical Consultant. **(Annexure-III)**
- e) Acceptance of Code of conduct for Medical Consultant. **(Annexure- IV)**

Annexure-I

Application Form for Engagement of Medical Consultant at Chennai Airport

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)

7. Temporary Address :

8. Nationality :

9. Educational Qualification :

10. Professional Qualification

Degree/Diploma	University/Board	Year of Passing

Contd. on next page

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.
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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 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, Chennai Airport 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 any 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

1. Rendering medical services to the employees of AAI, CISF personnel and their dependents.
2. Medical Consultant shall not charge consultation fee or any other charges from AAI, CISF employees and their dependents.
3. To provide medical advice on all kinds of illnesses, prescribe medication, administer injections, perform dressings etc.
4. To attend OPD at AAI designated MI Room as per prescribed duty hours.
5. To attend Operational duties like Medical emergencies, Fire Drill, Mock-up Exercise and any incident / accident at the Airport etc
6. To provide treatment/consultation to the medical emergency cases, if any, brought to the MI Room during duty hours.
7. Inspection of AAI Staff Canteen, Fire Station, MI Room Casualty Ward and other Office premises periodically from the hygienic point of view.
8. Ensure proper maintenance of First Aid Kit and Medical Equipment.
9. Attend airport on short notice in case of any emergencies.
10. Medical Consultant shall maintain discipline in general and instructions of the Chennai Airport/Head of Department.
11. Scrutiny of Medical bills / Medical Estimates submitted by the AAI and CISF personnel for verification of its genuineness and certification of their admissibility.
12. Recommendation of in-patient credit estimate for AAI and CISF Officials.
13. Scrutiny of medical bills of AAI and CISF Officials.
14. 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.
15. To provide professional opinion on medical issues referred to Medical Consultant by the Management of AAI.
16. The Medical Consultant will be one of the members in the Local Medical Committee of AAI for empanelment of hospitals, nursing home, pathological labs, and diagnostic centers etc., as per norms.
17. Attending non-panel hospital meeting for the clearance of medical bills of AAI and CISF Officials.
18. To do prophylactic inoculation/vaccination wherever required.
19. To issue certificates in support of leave on medical grounds wherever the leave/rest is prescribed.
20. Shall not refer any AAI beneficiary to the outside empanelled hospitals of AAI for taking indoor medical treatment.
21. 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.
22. Any other works assigned by the Airport 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 endeavor 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.
10. Medical Consultant shall not take up any issue with any other organization inclusive Central/ State Govt. without prior permission of the Airport Director or duly authorized executive of AAI.
11. Confidentiality of data and documents: The intellectual property rights (IPR) of the data collected as well as the deliverables produced for the Department shall remain with the Department. No one shall utilized or publish or disclose or part with to a third party any part with data or statistics or proceedings or the information collected for the purpose of this assignment or during the course of the assignment for the department, without the express written consent of the Department. The consultant shall be bound to hand over the entire set of records of assignment to the department before the expiry of the contract and as advised by the Appointing Authority or his authorized representative and it is a binding to consultant.
12. Conflict of interest: The Medical consultant appointed by the Department shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department.

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

Date:

Signature & Name of Applicant with Seal