

SCHEDULE XX
Minimum essential requirements for hospital staff

Serial number	Designation or category of employee	Number of posts required as per bed strength				Available	Deficiency
		60	100	150	200		
Administrative zone							
Medical director (principal or dean or director)							
1.	Medical director (principal or dean or director)	01	01	01	01	01	
2.	Medical superintendent	01	01	02	02	01	
3.	Deputy medical superintendent	01	01	02	02	01	
4.	Administrator	Teachers of clinical Dept.					
Consultants							
5.	Resident medical officer including emergency medical officer	02	03	04	05	08	
6.	Matron or nursing superintendent	01	01	01	01	01	
7.	Assistant matron (for day and night shifts)	2 (1+1)	3 (2+1)	4 (2+2)	5 (3+2)	02	
8.	Office superintendent	1	1	1	1	01	
9.	Clerks and accountants	1	2	3	4	02	
10.	Store keeper	01	01	01	01	01	
11.	Multi tasking Staff	3	3	4	4	03	
Note: Modern medical staff (presence not mandatory for inspection or visitation)							
13.	Anaesthesiologist	Part time				01	
14.	Pathologist	Part time				01	
15.	Radiologist	Part time				01	
Reception and Registration							
16.	Receptionist cum telephone operator (graduation with computer knowledge and communication skills) (for all shifts. At least one shall be present per shift)	3	4	4	4	4	
17.	Registration and billing clerks (graduation with computer knowledge)	1	2	3	4	2	
18.	Medical record technician (qualified or trained)	1	1	1	1	1	
19.	Public relation officers	Optional As Required					
Out Patient Department Zone:							
20.	Nursing staff (one each for atyayika, Shalya and Prasuti and Streeroga)	3	3	3	5 (1+2+2)	3	
21.	Aya	3	3	3	5	3	
Dispensary							
22.	Pharmacist (qualified Ayurveda pharmacist or 12 th standard passed with training)	2	2	3	4	2	
23.	In-charge (Bachelor of Ayurvedic Medicine and Surgery or Bachelor of Pharmacy Ayurveda or Master of Pharmacy Ayurveda)	1	1	1	1	1	
Diagnostic Zone							
24.	Lab technician (diploma in medical laboratory technology)	2	2	3	4	2	
25.	Lab attendant (minimum 10 th Standard passed)	1	1	2	3	1	
26.	X-ray technician (qualified)	1	1	1	1	1	
27.	Dark room assistant (in case of non-digital x-ray)	1	1	1	1	1	
28.	ECG (electro-cardio-gram) technician	1	1	2	2	1	
29.	Nursing staff for ultrasound sonography and	1	1	1	1	1	

	electrocardiogram						
30.	Microbiologist (MSc microbiology)	1	1	1	1	1	
31.	Lab assistant for microbiology	1	1	2	2	1	
In-Patients Zone							
Medical In-Patients Section							
32.	Nursing staff (one for ten beds)	4	6	9	12	6	
33.	Ayah (one for twenty beds)	2	3	5	6	6	
34.	Resident medical officer (one for thirty beds) - Bachelor of Ayurvedic Medicine and Surgery	2(1+1)	2(1+1)	2(1+1)	2(1+1)	2	
Surgical In-Patients Section							
35.	Nursing staff (one for ten beds)	3	4	6	8	4	
36.	Ayah (one for twenty beds)	2	2	3	4	2	
37.	Resident surgical officer (one for thirty beds) - Bachelor of Ayurvedic Medicine and Surgery	2(1+1)	2(1+1)	2(1+1)	2(1+1)	2	
Procedural Management Zone							
Panchakarma							
38.	Nursing staff	1	1	2	2	1	
39.	Cook for preparation room	1	1	2	2	1	
40.	Therapists (male and female)	4 (2+2)	8 (4+4)	12 (6+6)	16 (8+8)	4	
41.	House officer or clinical registrar or senior resident- Bachelor of Ayurvedic Medicine and Surgery preferably with Master of Business Administration in hospital administration.	1	1	1	1	1	
42.	Clerk cum receptionist	1	1	1	1	1	
Operation Theatre							
43.	Nursing staff	1	2	3	4	1	
44.	Operation theatre attendants	2	3	4	5	2	
45.	Anushastra karma technician (12 th standard passed with biology) trained	1	1	2	2	1	
Labour Room including Prasuti and Stri rog procedural room							
46.	Nursing staff	3	3	6	6	3	
47.	Ayah (one per shift)	3	3	3	3	3	
Kriyakalpa							
48.	Kriyakalpa therapists	2	2	4	4	2	
Physiotherapy							
49.	Physiotherapist	1	1	1	1	1	
50.	Attendant or ayah	1	1	1	1	1	
Yoga							
51.	Yoga demonstrator	1	1	1	1	1	
Services Zone							
Pathya - Diet Section							
52.	In-charge (Bachelor of Ayurvedic Medicine and Surgery or Master of Science in Ayurveda Dietetics)	1	1	1	1	1	
53.	Pathya cooks	2	2	3	4	2	
54.	Multi-tasking staff	2	2	3	4	2	
Central sterilization							
52.	Nursing staff	1	1	1	1	1	
53.	Aya	1	1	1	1	1	
Note: Public relations officers, multi-tasking staff, housekeeping, maintenance staff, security, drivers may be appointed or outsourced as required.							