

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Multipurpose Health Workers (Female) Training Schools - Policy on regulation of grant of permission to the Private Multipurpose Health Workers (Female) Training Schools and other matters connected therewith - Rules - Issued.

HEALTH, MEDICAL AND FAMILY WELFARE (D2) DEPARTMENT

G.O.Ms.No. 314

Dated:16-8-1997

Read the following:

1. G.O.Ms.No.555, Health, Medical and Family Welfare (K1) Dept., Dt. 7-9-1989.
2. G.O.Ms.No. 217, Health Medical and Family Welfare (M2) Dept., Dt. 3-5-1995.
3. From the Director, Family Welfare Lr.Rc.No. 16459 / RHS.D/94, Dt. -11-1996.
4. G.O.Ms.No. 267, Health, Medical and Family Welfare (E1) Dept., Dt. 14-7-1997.

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ORDER:

The Government have been considering for quite some time now about the need to have a comprehensive policy for granting permission to Multipurpose Health Workers (Female) Training Schools and also to have regulation as regards their functioning. The concern of the Government to maintain the minimum standards required in these institutions arose out of certain reports in the Press and other media about the falling standards in Multipurpose Health Workers (Female) Training Course. The need for having an adequate number of properly trained Female Health Workers can never be over-emphasized, in view of the crucial role they play in the delivery of Family, Welfare and maternal and Child Health Services with this background in mind, Govt. in Health, Medical & Family Welfare Department, appointed an Expert Committee in G.O.Ms.No.217, Health, Medical and Family Welfare (M2) Department Dt. 3-5-1995 to study the functioning of the existing Multipurpose Health Workers (Female) Training Schools in the Private Sector.

The Department have examined the Report of the Expert Committee and approved a Draft Policy on regulation of grant of permission to private Multipurpose Health Workers (Female) Training Schools and placed it before the Council of Ministers on 15-7-1997. The Cabinet have decided to constitute a Cabinet Sub-Committee with Dr. N. Janardhan Reddy, Hon'ble Minister for Health, Medical & Family Welfare, Sri K. Srihari, Hon'ble Minister for Social Welfare and Sri. K Chandrasekhara Rao, Hon'ble Minister for Transport as members to study the guide-lines prepared by the Department and submit a report for consideration of the Cabinet. The Cabinet sub-Committee had sittings on 16-7-1997 and 18-7-1997 and made certain recommendations. As per the recommendations of the Cabinet sub-Committee, Government in super session of any guide-lines/ instructions issued earlier, hereby make rules in regard to according permission to the Private Multipurpose Health Workers (Female) Training Schools and procedure for admission of students as detailed below :-

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NOTIFICATION :

In exercise of the powers conferred by section 99 of the Andhra Pradesh Education Act, 1982 (Act. 1 of 1982) the Governor of Andhra Pradesh hereby makes the following Rules.

RULES :

1. These rules may be called the “Andhra Pradesh Multipurpose Health Workers (Female) Training Schools (Admission into Multipurpose Health Workers (Female) Training and Grant of Permission to Private Multipurpose Health Workers (Female) Training Schools) Rules 1997.”
2. They shall apply to all the Private Multipurpose Health Workers (Female) Training Schools/ Institutions imparting Multipurpose Health Workers (Female) Training Course.
3. They shall come into force with immediate effect.

2. CATEGORISATION OF SEATS:

50% of the total number of seats shall be called “free seats” and the remaining 50% shall be called “Management Seats”.

3. METHOD OF ADMISSION:

1. Admissions to “Free seats” shall be made by a selection Committee consisting of the following:-

I.	Joint Collector of the District	---	Chairman
II.	Dist. Medical & health Officer	---	Member-Convenor
III.	Superintendent of the Dist Head Quarters Hospital	---	Member
IV.	Deputy Director, Social Welfare	---	Member
V.	Principal of the Concerned training institution	---	Member

The above Committee shall make selections based purely on the merit on the basis of the aggregate marks obtained by the candidates in the minimum qualifying examination for Multipurpose health Workers (Female) Course, I.e., SSC Public Examination or its equivalent. In deciding such merit, candidates who pass under compartmental system will be placed after candidates who pass in a single sitting :

2. The Principals of Private institutions shall admit candidates as allotted by the above committee on the basis of ranking assigned to them against 50% “Free seats”.
3. The maximum number of students to be admitted in an institution shall not exceed (40) forty. However, if infrastructural facilities, teaching staff etc. in an institution are found to be inadequate to train (40) forty students, Government have the right to permit a lesser number of students; and

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4. Admission to “management seats” shall be done by the institution only after the list of students to be admitted is checked by the Selection Committee.

4. RULE OF RESERVATION :

Rule of reservation shall be strictly followed while making selection for both free seats and management seats. Un filled seats meant for reserved categories shall be kept vacant and shall not be filled up. The stipulation of local area reservations as prescribed in the rules of force by the Education Department shall be followed.

5. FEE STRUCTURE :

A maximum fee of Rs. 500% per month per head may be charged for Free Seats. As regards the Management Seats the fee shall not be more than five times the applicable for Free Seats. Government will have the authority to fix the maximum fee chargeable for free seats and also to fix an upper limit in respect of fee for the management seats.

6. QUALIFYING EXAMINATION & MINIMUM AGE :

The minimum educational qualification for admission into Multipurpose Health Workers (Female) Training Course will be SSC (Xth Class) and minimum age for admission should be 15 years.”

7. REQUIREMENT OF PHYSICAL FACILITIES :

The physical facilities in terms of land, buildings, Class-room facilities, laboratory facilities, requirement of personnel and equipment shall be as follows :

(i) **BUILDING FOR TEACHING & ADMINISTRATION :**

		Plinth Area (Sft)
(1) Class Rooms	30' x 20' ... 2 ...	12000
(2) Demo-Lab Room	20' x 15' ...1 ...	300
(3) Library	20' x 15' ...1...	300
(4) Office Rooms	15' x 12' ...2 ...	360
(5) Stores (for equipment And Teaching aids) all rooms with necessary furniture)	15' x 12' ...1 ...	180
	Total (SFT)	2340

The individual room sizes may be marginally different, subject to total space being ensured.

(ii) BUILDINGS FOR HOSTEL FACILITY :

(1) Dormitories / OR	30' x 20'2(two)
Rooms for 40-Students	10' x 12'10(ten)
(2) Dining Room	20' x 15'	...1(one)
(3) Study Room (Desirable)	10' x 15'	1(one)
(4) Toilets		8(eight)
(5) Bathrooms		8 (eight)

(iii) OTHER FACILITIES REQUIRED :

- (1) Common Room/ Recreation Room adequately furnished
- (2) Adequate Electricity and Water Supply facilities
- (3) Facilities for out-door / in-door games are desirable.

(iv) Teaching Aids to be provided :

1. Sufficient books, Journals, A.V.Aids, Charts, Model Kits, anatomical Models & Female Pelvis, Model Foetus of different Months as prescribed by the Director, Medical Education.
2. T.V. and V.C.R.
3. Laboratory Equipment for Examinations of H.B. Urine, B.P. Apparatus, Stethoscope, height, an weight Machines as prescribed by the Director, Medical Education.

8. STAFFING PATTERN :

(i) Teaching staff :

(1) Principal Nursing Officer	...	1(one)
(2) Public Health Nurses	...	3(three)
(3) Nursing Tutor	...	2(two)
(4) Senior Sanitarian	...	1(one)

Qualifications of the Teaching staff should be as prescribed by the Nursing Council.

- Note: (1) The Senior Sanitarian may be taken as a Guest Faculty :
(2) The Qualifications of the Staff Nurses employed should be Higher Grade in Nursing.

(ii) Non-Teaching Staff :

1. Chowkidar / Watchmen	...	3(three)
2. Attender, Cook, Sweeper, etc.	...	As per requirement
3. House-keeper / matron	...	1(one)
4. Clerk	...	1(one)

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(iii) **Guest Lecturers/part-time lecturers by government Teaching Staff:**

Experts working or retired may be engaged on Guest lecturer/ part –time lecturer basis on suitable remuneration: however in case of part-time lecturers, one individual shall not be employed by more than one Institution on part-time basis. District Medical & health Officer of the district should be empowered to check up the list of teaching staff in the Multipurpose Health Workers (Female) Training Institutions so as to compare and see if the same Teacher is shown as working in two Institutions.

(iv) **In-service / Training of the Faculty :**

The training Institutions including the existing Institutions should provide in-service training for the Faculty, at their own cost at Indian Institute of Health and Family Welfare Hyderabad or any other Institutions identified by the Government.

9. **ATTACHMENT FOR HOSPITAL OR FOR FIELD TRAINING :**

- (i) The Training Institution should be attached to one or two Hospitals with a total of at least 60 (sixty) beds with majority for maternity cases and also having pediatrics, general and surgical cases: and
- (ii) No Training Institutions shall be permitted to have attachment to a Hospital, to which another Training Institution is already attached.

10. **CLINICAL ATTACHMENT FEE :**

Multipurpose Health workers (Female) Training Schools which require Clinical attachment for purposes of training of their students in Government Hospitals will have to pay a fee of Rs. 500/- per head per annum. However Government reserve the right to revise this fee from time to time.

11. The Director of Medical Education in the capacity of Ex-Officio President of Andhra Pradesh Nursing Council will prepare an appropriate proforma for application form for Essentiality Certificate and the price of the application form shall be Rs. 5,000/- and is revisable by the Government from time to time. There shall also be an inspection fee of Rs. 5,000/- which is revisable by the Government from time to time for organizing an inspection by the director of Medical Education.

12. **CURRICULUM :**

- (i) The Curriculum as prescribed by Nursing Council shall be followed.
- (ii) Multipurpose Health Workers (Female) Training Institutions must ensure the prescribed number of deliveries to be conducted by a candidate under supervision of Teacher/Doctor as prescribed by the Nursing Council. This should be incorporated in the teaching plan worked not by each Institution, in consultation with the Hospital to which it is attached for practical training.

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- (iii) The concerned Teacher of the Multipurpose Health Workers (Female) Training Institution must be present in the Hospital concerned during the hour their candidates being trained. This is necessary for improving knowledge of the candidates and.
- (iv) **Field Visits:**
Before candidate appear for the Final Examination they should be exposed to the field situation through attachment to primary Health Centers and with specific Auxiliary Nurse Midwives (ANMs) for 6 weeks. They should accompany Auxiliary Nurse Midwives (ANMs) in their village visits and Immunisation / Ante-natal clinics.

13. SYLLABUS AND CONDUCT OF EXAMINATION FOR AWARDING DIPLOMA / CERTIFICATE :

Syllabus for the Course shall be prescribed by the director Medical Education as per the guidelines of Nursing Council of India and the Examination for awarding of Diploma of certificate shall be conducted by the Director Family Welfare as per the guide-lines of the Nursing Council

14. PERIODICITY OF ADMISSION :

- (i) All the Recognized Multipurpose Health Workers (Female) Training Institutions under the Private Management shall admit candidates uniformly either in March or April, or in September or Oct. of the year (According to the completion of the previous course) by proper paper Notification in at least two leading daily News Papers, one of which shall be in Telugu : and
- (ii) The duration between one batch and another batch shall be one and half years (18 months being the length of the Course). The Institution shall not admit more than 40 (forty only) candidates. If any Institution admits more number of candidates they will not be eligible to appear for the common Board of Examinations, and serious action will be taken on the Managements of such schools.

15. END OF THE COURSE EXAMINATION :

- (i) A common End of the Course Examination shall be conducted by the Director Medical Education.
- (ii) To prevent malpractices in the Examination at the time of admissions itself of every batch, a list (Register of all candidate with names, addresses, identification marks and attested Photographs) shall be sent to the director , Medical Education. Issue of hall tickets for examinations shall be limited to the no of students admitted as per the list so furnished and
- (iii) Examinations shall be held in a centralized place in each District. Preferably outsides Departments Staff (College Principals, Faculty etc.,) shall be nominated as Chief Superintendents. Other staff also shall be from outside Departments.

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16. CLINICAL SKILL TRAINING TO THE STUDENTS BEFORE ISSUE OF FINAL CERTIFICATE :

The Training Institution should depute the candidates after passing their Multipurpose Health Workers (Female) Training Examination held by the Board of Examination, to under-go three(3) months Clinical skills training in any recognized Hospital /Clinic/First referral unit identified by the Government preferably in obstetrics and Gynecology Units before /Original /Provisional Certificate is issued.

17. The Government have constituted a Committee for consideration of the applications for establishing private Multipurpose Health Workers (Female) Training Schools vide G.O.Ms.No.287, Health, medical and Family Welfare (F1) Dept. Dt. 14-7-1997 under the chairmanship of Justice V. Ramachandra Raju (Retd.) Judge). Government will issue essentiality certificate to only such applicant institutions which are recommended by this committee.

18. Institutions which obtain essentiality certificate from Government shall be deemed to be recognized by the State Government and Diploma or Certificate awarded by them shall be considered valid unless the Nursing Council of India or the Andhra Pradesh Nursing Council finds its performance below par and recommends to the state Government to de-recognise the institution.

19. (a) The above rules shall be made applicable to the existing institutions also. The existing institutions having any deficiencies as per the stipulations of these rules shall make good such deficiencies within a period of one year from the date of issue of these rules and

(b) In case, any deficiencies or irregularities are noticed during the course of the functioning of an institution depending on the gravity of such deficiencies or irregularities a notice shall be given to the institution concerned calling upon it to make good the deficiencies and also to take appropriate steps for its proper functioning within a maximum period to be notified. If the institution fails to do so, the permission accorded to it shall be cancelled and the students undergoing studies there shall be transferred to the nearest government run Multipurpose Health Welfare (Female) Training School. The students so transferred to the Government institution shall not be entitled for stipend on par with the other students.

20. SECURITY DEPOSIT:

(1) There shall be a security Deposit to be maintained by the applicant Institutions for a minimum period of 5 (five) years in Nationalised Bank in the joint name of the principal of the Institution and the Head of the Department concerned of Health Medical and Family Welfare Department as an evidence of the financial credibility of the Institution. This Security Deposit which shall be maintained in the form of Fixed Deposit Certificate shall be kept in the custody of the concerned Head of the Department till the period of 5 (five) years is completed. The period of Five Years will be reckoned from the date from which the Institution Commences the first batch of admissions. The Security Deposit to be maintained by the Multipurpose Health Workers (Female) Training Schools should be as follows:

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- a. Rs. 2,00,000/- (Rupees two lakhs only) where the Institution is located in places other than those recognized as backward areas:
 - b. Rs. 1,00,000/- (Rupees one lakh only) for Institutions to be located in backward areas: and
- (2) The definition of Backward area shall be as fixed by the Government from time to time.
21. On issues other than those expressly provided for in these rules, the regulations of Indian Nursing council shall apply.
22. The Director of Medical Education / commissioner and Director of Family Welfare, Andhra Pradesh, Hyderabad and all other officers concerned shall take suitable action as per the instructions issued through this G.O.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

C. ARJUNA RAO
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Director, Medical Education, Hyderabad.
The Registrar, A.P. Nurses and Midwives, ANM's &
HV's Council, Hyderabad.
The Registrar, Indian Nursing Council, New Delhi.
The Commissioner and Director of Family Welfare, Hyderabad.
The Director, Printing, Stationery and stores Purchase,
Hyderabad (for publication in the Andhra Pradesh Gazette).

Copy to:

General Administration (Cabinet) Department.
Social Welfare/ Education Department.
D.S. to C.M.
P.s. to Minister (HM&FW)
P.S. to Principal Secretary (HM&FW) / Secretary (FW)
The Scrutiny cell of Law Department.
SF/SC

// Forwarded :: By Order//

SECTION OFFICER