

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

PUBLIC SERVICES – Subordinate Services – Andhra Pradesh Insurance and Medical Subordinate Services Rules – Issued.
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HEALTH MEDICAL & FAMILY WELFARE (Q1) DEPARTMENT

G. O. Ms.No.126.

Dated: 30-4-1998.

Read the following:-

1. Letter No.281/OMC/SPF-II/89-2, Dated: 18-12-1989.
2. From the Director of Insurance Medical Services Letter No. 16313/IMS/W/88, Dated: 21-9-1990.
3. From the Director of Insurance Medical Services Letter No.16313/ IMS/W/88, Dated: 13-7-1992.
4. From the Director of Insurance Medical Services Letter No.16313/ IMS/W/88, Dated: 9-10-1992.
5. From the Director of Insurance Medical Services Letter No.16313/ IMS/AA/88, Dated: 28-6-1993.
6. From the Director of Insurance Medical Services Letter No.16313/ IMS/AA/88, Dated: 13-12-1993.
7. From the Secretary, A.P.P.S.C. Hyderabad, Letter No. 1387/RR/3/97, Dated: 19-11-1997.

ORDER:-

In G.O.Rt.No 4433, General Administration Department Dated 4-12-1986. The Government have appointed the One Man Commission to comprehensively examine review and update the existing rules for various posts under State Government. The One Commission was also requested to frame rules for the posts for which there are no rules existing. Accordingly the One Man Commission took up the rules governing the Non- Gazetted categories in Andhra Pradesh Insurance and Medical Subordinate Services rules for examination among others. For the above purpose, the One Man Commission after through discussions with the Director of Insurance Medical and Family Welfare Department finalized the rules keeping in view the needs of the department, the observations of pay revision commission on service rules and the provisions of presidential order. The Government have after careful consideration hereby accept the recommendations of One Man Commission with certain modifications and decided to issue them.

2. The following notification will therefore be published in the Andhra Pradesh Gazettee :-

NOTIFICATION

In exercise of the powers conferred by the powers conferred by the provisions to article 309 of the constitution of India and all other powers here upto enabling and also in supercession of the special Adhoc Rules in G.O. Ms. No. 64. Health dated the 21st August, 1975; G.O.Ms. No. 415 LEN&T Department dated 7th November, 1985 read with G.O.Ms.No. 66 LEN&TE Department, dated 15th May, 1986; G.O.Ms.No. 5 Health Medical & Family Welfare Department; dated 2nd January, 1989

(P.T.O.)

and amended from time to time to the extent of the categories mentioned in these rules, the Governor of Andhra Pradesh hereby makes the following special rules for Andhra Pradesh Insurance Medical Subordinate Services.

SPECIAL RULES

I. Short Title :

These rules may be called the Andhra Pradesh Insurance Medical Subordinate Service Rules, 1984.

2. CONSTITUTION :

The services shall consist of the following classes and categories of posts in the Andhra Pradesh Insurance Medical Subordinate Service, namely :-

CLASS-A:

- | | | |
|-----------------|-----|----------------------------|
| <u>Category</u> | (1) | Occupation Therapist |
| <u>Category</u> | (2) | Physiotherapist |
| <u>Category</u> | (3) | Assistant Physiotherapist. |

CLASS-B:

- | | | |
|-----------------|-----|--|
| <u>Category</u> | (1) | Junior Analyst |
| <u>Category</u> | (2) | Labour Technician Grade-I |
| <u>Category</u> | (3) | Assistant Technician Grade-II including
Blood Bank Technician |
| <u>Category</u> | (4) | Lab Attendant |
| <u>Category</u> | (5) | Refractionist |
| <u>Category</u> | (6) | E.C.G. Technician Grade - I |
| <u>Category</u> | (7) | E.C.G. Technician Grade - II |

CLASS-C:

- | | | |
|-----------------|-----|--|
| <u>Category</u> | (1) | Chief Radiographer |
| <u>Category</u> | (2) | Radiographer |
| <u>Category</u> | (3) | Dark Room Assistant |
| <u>Category</u> | (4) | Dark Room Attendant
(Including Ray Attendant) |

CLASS D:

- | | | |
|-----------------|-----|---|
| <u>Category</u> | (1) | Head Nurse |
| <u>Category</u> | (2) | Staff Nurse |
| <u>Category</u> | (3) | Medico Social Worker |
| <u>Category</u> | (4) | Health Visitor |
| <u>Category</u> | (5) | Auxiliary Nurse Midwife including
Family Welfare Worker (Female) |

CLASS-E:

- Category (1) Pharmacist Grade - I
Category (2) Pharmacist Grade - I

CLASS-F:

- Category (1) Electrician (Including hitherto designated categories of Electrician, Grade - I and Grade - II)
Category (2) Plumber (including Tin Smith Plumber).
Category (3) Carpenter
Category (4) Tailor
Category (5) Packer

CLASS-G:

- Category (1) Sargeant
Category (2) Assistant Sargeant
Category (3) Family Welfare Worker (Male)
Category (4) Telephone Attendant
Category (5) Garden Supervisor
Category (6) Receptionist
Category (7) Theatre Assistant
Category (8) Nursing Orderly
Category (9) Dhobi

3. METHOD OF APPOINTMENT AND APPOINTING AUTHORITY:-

subject to the other provisions in these rules, the method of Appointment and appointing for the several categories shall be as follows:-

Class and Category (1)	Method of Appointing (2)	Appointing Authority (3)
<u>CLASS - A:</u>		
<u>Category</u> (1) Occupational Therapist	(i) By promotion of Head Nurses included in category (1) of Class - D/by direct recruitment. By direct recruitment 30%. (ii) If no Head Nurse is qualified for a promotion by the method (i) above by promotion of a Staff Nurse included in Category (2) of Class-D. (iii) If no qualified and suitable Candidate is available for promotion by the method (i) & (ii) above, by direct recruitment.	Director
<u>Category</u> (2)	(i) By promotion of	Director

Physiotherapist	Assistant Physiotherapist included in Category (3). (ii) If no qualified Assistant Physiotherapist is available for promotion by the method (i) above by promotion of Head Nurse included in Category (1) of Class-D. (iii)) If no Head Nurse is qualified for a promotion by the method (ii) above by promotion of a Staff Nurse included in Category (2) of Class-D. (iv) If no qualified and suitable Candidate is available for promotion by the method (i) & (ii) above, by direct recruitment.	
<u>Category (3)</u> Assistant Physiotherapist	By Direct recruitment	Director
CLASS - B: <u>Category (1)</u> Junior Analyst	(i) By promotion of Laboratory Technician Grade I included in Category (2). (ii) If no qualified Laboratory Technician Grade-I is available for promotion by the method (i) above by direct recruitment.	Director
<u>Category (2)</u> Laboratory Technician Grade I	(i) By promotion of Laboratory Technician Grade II included in Category (3).	Director
<u>Category (3)</u> Laboratory Technician Grade II (included Blood Bank Technician)	(i) By promotion of Laboratory Attendant included in Category (4). (ii) If no qualified is available for promotion by the method (i) above by direct recruitment.	Director
<u>Category (4)</u> Laboratory Attendant	By Direct recruitment	Superintendent of the concerned Hospital
<u>Category (5)</u> Rafractionist	By Direct recruitment	Director
<u>Category (6)</u> E.C.G. technician	By promotion of E.C.G. Technician Grade -II included in Category (7)	Director

Grade - I

<u>Category (7)</u> E.C.G. Technician Grade - I	By Direct recruitment	Superintendent of the concerned Hospital
<u>CLASS - C:</u> <u>Category (1)</u> Chief Radiographer	(i) By promotion of Radiographer included in category (2) (ii) If no qualified person is available for promotion by the method (i) above by direct recruitment.	Director
<u>Category (2)</u> Radiographer	(i) By direct recruitment OR (ii) By Promotion of Dark Room Assistant included in category (3)	Director
<u>Category (3)</u> Dark Room Assistant	By Direct recruitment	Superintendent of the concerned Hospital
<u>Category (4)</u> Dark Room Assistant (including X Ray Attendant)	-do-	-do-
<u>CLASS - D:</u> <u>Category (1)</u> Head Nurse	By promotion of Staff Nurse included in Category (2)	Director
<u>Category (2)</u> Staff Nurse	(i) By promotion of Health Visitor included in Category (4). (ii) By director recruitment	Director
<u>Category (3)</u> Medio Social Worker	By promotion of Auxiliary Nurse Midwife included in Category (5)	Director
<u>Category (4)</u> Health Visitor	(i) By promotion of Auxiliary Nurse Midwife included in Category (5). (ii) If no qualified Auxiliary Nurse Midwife is available for promotion by the method (i) above, by direct recruitment.	Director
<u>Category (5)</u> Auxiliary Nurse Midwife	By Direct recruitment	Deputy Director / Superintendent of the concerned Hospital
<u>CLASS - E:</u> <u>Category (1)</u> Pharmacist Grade - I	(i) By promotion of Pharmacist Grade - II included in category (2)	Director

(ii) If no qualified Pharmacist Grade -II is available for promotion by the method (i) above by direct recruitment.

<u>Category (2)</u>		Director
<u>Pharmacist -II</u>	By Direct recruitment	
CLASS -F:		
<u>Category (1)</u>	By Direct recruitment	Deputy Director (Administration Superintendent of the concerned Hospital)
Electrician (including formerly designated categories of Electrician Grade - I and Grade - II <u>Category - (2)</u>		-do-
	By Direct recruitment	
Plumber (including Tin Smith Plumber) <u>Category - (3)</u>		-do-
	By Direct recruitment	
Carpenter <u>Category - (4)</u>		-do-
	By Direct recruitment	
Tailor <u>Category - (5)</u>		-do-
	By Direct recruitment	
Parker		
CLASS- G:		
<u>Category - (1)</u>	(i) By promotion of assistant Sargeant included in category (2)	Superintendent of the concerned Hospital.
	(ii) If no suitable or eligible Assistant Sargeant is available by direct recruitment.	
<u>Category - (2)</u>	By Direct recruitment	-do-
Assistant Sargeant <u>Category - (3)</u>	By Direct recruitment	Deputy Director (Administration Superintendent of the concerned Hospital)
Family Welfare Worker (Male) <u>Category - (4)</u>	By Direct recruitment	Superintendent of the concerned Hospital.
Telephone Attendant <u>Category - (5)</u>	By appointment by transfer of Mail / Malan in the Andhra Pradesh Last Grade Service.	-do-
Garden Supervisor <u>Category - (6)</u>	By appointment by transfer of the Record	Superintendent of the concerned

<u>Receptionist</u>	Assistant in the Andhra Pradesh General Subordinate Service in the Insurance Medical Department.	Hospital.
<u>Category – (7)</u>	(i) By promotion of Nursing Orderly.	Superintendent of the concerned Hospital.
Theatre Assistant	(ii) If qualified Nursing Orderly is not available for promotion by the method (i) above by direct recruitment.	
<u>Category – (8)</u>	By Direct recruitment	Deputy Director /Superintendent.
Nursing Orderly		
<u>Category – (9)</u>	By Direct recruitment	-do-
Dhobi		

NOTE: I) 70% of the number of substantive vacancies in the categories of Lab Technician Grade –II (Category 3 of Class – B). Radiographer (Category 2 of Class-C) and Staff Nurse (Category 2 of Class-D) shall be filled by direct recruitment.
ii) 30% of the vacancies of occupational Therapist under Rule 3 category –I of Class-A, shall be filled direct recruitment.

4. Reservation in appointment:

(a) In the matter of direct recruitment to the categories of Head Nurses, Staff Nurse, Health Visitors and Ancillary Nurse Mid wives, only women, only women shall be selected.

(b) In the matter of direct recruitment to the various categories other than the categories mentioned under sub-rule (a) above the provision continued in rule 22 and 22-A of the A.P. State and Subordinate Service Rules shall apply.

5. QUALIFICATIONS:

No person shall be eligible for appointment by direct recruitment to the categories specified in column-(1) of the Annexure to these rules by the method specified in Column (2) unless he/she possesses the qualifications specified in the corresponding entry in column (3) thereof.

6. AGE:

Unless otherwise mentioned in these rules, no person shall be eligible for appointment by direct recruitment, if he/she has completed 28 years of age on the first day of July of the year in which the notification for selection is made.

7. MINIMUM SERVICE:

No person shall be eligible for appointment by transfer or promotion unless he/she has put in not less than three years of service and an approved probationer in the category from which promotion or appointment by transfer is made.

8. PROBATION:

Every person appointed by direct recruitment to any of the posts shall be on probation for a total period of two years on duty within a continuous period of three years and every person appointed by promotion or by transfer shall be on probation for a total period of one year on duty within a continuous period of two years from the date on which one commences probation.

9. TRAINING:

- (a) Every person appointed by direct recruitment to the post of Nursing Orderly shall undergo, immediately after appointment a course of training for such period and as per such programme and syllabus as may be prescribed by the Director from time to time and pass the examination held at the end of the prescribed period of training.
- (b) Every person appointed by direct recruitment shall before the commencement of training, execute an agreement bound that he/she shall serve the department for a period of three years after the completion of training referred to in sub-rule (a).

He/she shall be liable for refund to the Government the pay and allowances and other remuneration received by him/her and allowances and other remuneration received by him/her in addition to the amount spent by the Government on his/her training.

- i) If he/she fails to serve the department for a period of three years after the completion of his/ her training for any person. Or
 - ii) If he/she discontinues the training or is discharged from training course for misconduct or any other reason. Or
 - iii) If he/she secures any other employment, elsewhere than under the State Government.
- (c) The Period of training shall count for purpose of probation, increment, Leave and Pension.
 - (d) A direct recruit who is selected and appointment shall be eligible, during the period of training for the initial pay of the post with usual allowances admissible at the place of training.

10. UNIT OF APPOINTMENT:

For purpose of recruitment appointment, discharge for want of vacancy, re-appointment, seniority, promotion, transfer and posting and appointment as full member to the post specified in column (2) of the Table below, the unit of appointment shall be as specified in column (3) thereof:-

Category (1)	Post (2)	Unit of Appointment (3)
CLASS-A: 1. Occupational Therapist 2. Physiotherapist 3. Assistant Physio-therapist	Unit -I Zone-I	Comprising of Srikakulam, Vizianagaram and Visakhapatnam districts.
CLASS-B: 1. Junior Analyst 2. Lab Technician Grade-I. 3. Lab Technician Grade-II including Blood Bank Technician. 5. Refractionist 6. ECG Technician Grade-I	Unit -II Zone-II Unit -III Zone-III	Comprising of East Godavari, West Godavari & Krishna Districts. Comprising of Guntur, Prakasham & Nellore districts.
4. Lab Attendant 7. ECG Technician Grade-II	Each Revenue district in respect of posts in dispensaries.	Institution in respect of posts in hospitals.
CLASS-C: 1. Chief Radiographer 2. Radiographer 3. Dark Room Assistant 4. Dark Room Attendant (including x Ray Attendant)	Unit -IV Zone-IV	Comprising of Chittoor, Cuddapah, Ananthapur & Kurnool districts.
CLASS-D: 1. Head Nurse 2. Staff Nurse 3. Medico Social Worker 4. Health Visitor 5. Auxiliary Nurse Mid Wive including family welfare worker (Female)	Unit -V Zone-V	Comprising of Adilabad, Karimnagar, Wrangle and Khammam districts.
CLASS-E: 1. Pharmacist Grade-I 2. Pharmacist Grade-II	Unit -VI Zone-VI	Comprising of Medak, Nizamabad, Mahboobnagar, Nalgonda, Ranga Reddy and Hyderabad districts.
CLASS-F: 1. Electrician (including nither to designated categories of Electrician Grade-I and Grade-II)		
2. Plumber (including Tin Smith Plumber) 3. Carpenter 4. Tailor 5. Packer	Each Revenue District in respect of posts in dispensaries	Institution in respect of posts in Hospitals.

CLASS-G:

1. Sargeant
2. Assistant sergeant
3. Family Welfare Worker
(male)
4. Telephone Attendant
5. Garden Supervisor
6. Receptionist
7. Theatre Assistant
8. Nursing Orderly
9. Dhobi

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

**MD.SHARIOUZZAMAN
SECRETARY TO GOVERNMENT**

To

The Commissioner, Printing, Stationery and Stores Purchase (PW) for
publication of the Notification and to furnish 200 copies)

The Director of Insurance Medical Services, Hyderabad.

The Accountant General of Andhra Pradesh, Hyderabad.

The Pay and Accounts Officer, Hyderabad.

Copy to:

General Administration (Ser. D) Department.

Finance & Planning (SPF.A) Department.

Finance & Planning (Fin.PC.1) Department.

Finance & Planning (Expr) Department.

Law Department.

The Secretary, A.P. Public Service Commission, Hyderabad (10
Copies)

General Administration (DPC, Desk II) Department.

SF/SCs.

//FORWARDED BY ORDER //

SECTION OFFICER

A N N E X U R E
(See Rule-5)

G.O.Rt.No.126

Dated: 30-4-1998

Class & Category (1)	Method of appointment (2)	Qualification (3)
<u>CLASS-A:</u>		
<u>Category-1:</u>		
Occupational Therapist	By direct recruitment or by promotion	Must possess a Diploma in Occupational Therapy of any recognized Institution or its equivalent qualification.
<u>Category-2:</u>		
Physiotherapist	By direct recruitment or by promotion	Must possess a Diploma in Occupational Therapy of any recognized Institution or its equivalent qualification
<u>Category-3:</u>		
Assistant Physiotherapist	By direct recruitment	Must possess a Diploma in Occupational Therapy of any recognized Institution or its equivalent qualification
<u>CLASS-B:</u>		
<u>Category: I</u>		
Junior Analyst	By direct recruitment	Must possess a post Graduate Degree of M.Sc., with Bi-Chemistry or organic Chemistry or Microbiology after B.Sc., with BZC group of a University in India established or incorporated by or the instructions recognized by the University Grants Commission or an equivalent qualification.
	By promotion	Must possess a B.Sc., with (BZC) group of a University in India established or incorporated by or under a central act, provincial Act or a State Act or the Institutions recognized by the University Grants Commission or an equivalent qualification.
<u>Category: 2</u>		
Lab Technician Gr-I	By promotion	Must possess a Lab Technician Certificate from a recognized Institution.

Category: 3
Lab Technician Gr-II By direct recruitment or by promotion i) Must have passed 10th class examination or its equivalent examination.

ii) Must possess a Lab Technician Certificate from a recognized Institution.

Category: 4
Lab Attendant By direct recruitment i) Must have passed 10th class examination or its equivalent examination.

ii) Must possess a Lab Technician Certificate from a recognized Institution.

Category: 5
Refractionist By direct recruitment i) Must have passed Intermediate examination with science subject.

ii) Must possess a certificate of having undergone training as a Refractionist and optician in the School of Optometry at SDE Hospital and Institution of Ophthalmology, Hyderabad or any equivalent qualification from a recognized Institution.

Category: 6
E.C.G. Technician Gr-II By direct recruitment i) Must have passed Intermediate examination with science subject.

ii) Must have undergone training in E.C.G. for a period of not less than months in a Government Hospital or any Institution or reputed organization.

CLASS-C:

Category-I
Chief Radiographer By direct recruitment Must have passed the certificate of Radiological Asst. examination of a recognized Institution.

Category-2
Radiographer By direct recruitment Must have passed the certificate of Radiological Asst. examination of a recognized Institution

Category-3
Dark Room Asst. By direct recruitment Must possess a certificate of having successfully completed the training course for Dark room Assistant.

Category-4
Dark room
Attendant

By direct recruitment

i) Must possess the 8th class examination and

ii) Must have experience in photography and Dark Room Work (Development of Films) for a period of not less than one year.

CLASS-D:

Category-2:
Staff Nurse

By direct recruitment

Must possess diploma in General Sick Nursing and Mid-Wifery from a Recognized Institution.

OR

Must have undergone successful training for a period of not less than 8 years in General Sick nursing of men and women, and for a period of 6 months in Midwifery by training in Institutions approved by the State Govt. under rule 37 of the rules made under section (2) of section 11 of A.P. (Andhra area) Nurses and Midwives Act, 1926 or under Hyderabad Nurses, Midwives and Health visitors Council with qualification as Nurses and Maternity Assistants under the said Act.

Category-3:
Medico Social
Worker

By promotion

Must possess a Diploma or Certificate in Medico Social Work from any recognized Govt. Institution.

Category-4:
Health Visitor

By direct recruitment or by promotion

i) Must possess minimum general educational qualifications prescribed in the schedule to the A.P. State and Sub-ordinate Service Rules or its equivalent qualification.

ii) Must have completed the Mid-Wifery training, preferably with general sick nursing training, together with the Health Visitors Course at Delhi or at any Govt. Training school for health visitors of A.P. State and

iii) Must possess a certificate of having passed the Health Visitor's examination recognized by the State Government.

Category-5:
A.N.M.

By direct recruitment

Must have successfully undergone training in an institution approved by the State Govt. as a training center for Auxiliary Nurses Mid Wives under rules made under sub-section (2) of section 11 of A.P. (Andhra area) Nurses and Midwives Act, 1926 or under Hyderabad Nurses, Midwives and Health Visitors Council.

CLASS-E:

Category-1:
Pharmacist
Gr-I

By direct recruitment

Must possess diploma in pharmacy or its equivalent qualification from a recognized Institution.

Category-2:
Pharmacist
Gr-II

By direct recruitment

Must possess diploma in pharmacy or its equivalent qualification from a recognized Institution.

CLASS-F:

Category: I
Electrician

By direct recruitment

Must possess the certificate in plumbing trade issued by any ITI in the state or its equivalent qualification.

Category: 2
Plumber

By direct recruitment

Must possess the certificate in plumbing trade issued by any ITI in the state or its equivalent qualification.

Category: 3
Carpenter

By direct recruitment

Must possess the certificate in plumbing trade issued by any ITI in the state or its equivalent qualification.

Category: 4
Tailor

By direct recruitment

Must possess the certificate in plumbing trade issued by any ITI in the state or its equivalent qualification.

CLASS-G:

Category: I
Packer

By direct recruitment

i) Must possess the 8th class examination and

ii) Must have experience for not less than 2 years in

packing in a reputed firm.

Category: 1

Sergeant

By direct recruitment

i) Must possess the 8th class examination and

ii) Must be able to read and write Telugu and English or Hindi or Urdu.

iii) Must not have completed 45 years of age on the date specified in the notification for recruitment.

iv) Must be an ex-servicemen.

Category: 2

Asst. Sergeant

By direct recruitment

i) Must not have completed 45 years of age on the date specified in the notification for recruitment.

ii) Must be an ex-servicemen.

Category: 3

Family Welfare Worker (Male)

By direct recruitment

Must have passed minimum general educational qualification.

Category: 4

Telephone Attendant

By direct recruitment

i) Must possess the 8th class examination and

ii) Must have experience in handling telephone equipment for not less than one year

Category: 5

Garden Supervisor

By the appointment or transfer

i) Must possess the 8th class examination and

ii) Must have 3 years experience in maintenance of gardens as Mail/Malan.

Category: 6

Receptionist

By direct recruitment

i) Must have passed 10th class examination or its equivalent examination.

Category: 7

Theatre Assistant

By direct recruitment

i) Must have passed 10th class examination or its equivalent examination.

ii) Must have possess Frist Aid Training Certificate given by a recognized Institution.

Category-8:

Nursing

By direct recruitment

i) Must possess the 8th class

Orderly
Category-9:
Dhobi

By direct recruitment

examination.

i) Must be able to read and write Telugu

ii) Must have experience as a Dhobi or not less than three years.

**Md. SHAFIQUZZAMAN,
SECRETARY TO GOVERNMENT**

//FORWARDED BY ORDER //

SECTION OFFICER