

## **MANUAL-I**

PUBLICATION INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4 (1) (B) (i) OF THE RIGHT TO INFORMATION ACT, 2005.

### **(The Particulars of the Organization, Functions and Duties)**

**At District Level:** DHS is supported by Civil Surgeon (CS), who takes care of implementation of various National and State Health Programmes, Implementation of Registration of Births & Death Act and Prevention of Food Adulteration Act. District Health Officer assists the CS in the implementation of the Disease Control Programmes.

**At Sub Divisional Level:** Civil Surgeon is supported by Senior Medical Officer I/c Civil Hospitals in enforcement of PNDDT Act as Sub-Divisional Appropriate Authority and Implementation of different schemes in his area under National Family Welfare Programme

**At Block Level:** CS is supported by Senior Medical Officer I/c of PHCs/CHCs and Medical Officers in implementation of various National and State Health Programmes at grassroots level.

**At Mini Primary Health Centre/Sub-Centre Level:** Senior Medical Officers are supported by Medical Officer I/c MPHC and Multipurpose Health Workers (Male & Female) in Implementation of different schemes in the MPHC & Sub-Centre Area. Medical Officers I/c are supported by Multipurpose Health Worker (Male/Female) in implementation of (i) Universal Immunization Programme (DPT, Hepatitis B, Polio, BCG, Measles & TT for Pregnant mothers). (ii) Maternal & Child Health (Ante-natal Check Up, Institutional Delivery & Post Natal Check Up). (iii) Family Planning: Counseling/motivation. (iv) Janani Suraksha Yojana (V) Management of diarrhea especially in infants. (vi) Health Education: Educating the community about the various available services. (vii) Control of Acute Respiratory Infection especially in infants. (viii) Identify the women requiring help for medical termination of pregnancy and

refer them to nearest approved institution (ix) Health Survey & Other Health Programme.