



NATIONAL LAW UNIVERSITY, JODHPUR

NH-62, NAGPUR ROAD, MANDORE, JODHPUR (RAJASTHAN)

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Agreement / Terms & Conditions for Engagement of Part time Medical Officer through Hospitals or Directly at NLU Jodhpur Campus

1. Service Details:

- **Service:** Engagement of Medical officer for Operation of Basic Health-Care / Medical Center and providing medical / dispensary services at NLU Jodhpur (hereinafter to be called as 'the University').
- The deployed part time Doctors shall report to the Registrar, NLU, Jodhpur.

2. Scope of the Services: The duties of responsibilities of part time Medical Officer, will be as follows:

- Provide basic medical care, check-ups, referrals and consultations to students, faculty, staff, dependents of employees and visitors of NLU Jodhpur.
- Manage first-aid and emergency cases as they arise.
- Maintain records of medical consultations and treatments.
- Refer patients to specialists or higher medical facilities (Preferably Govt) when necessary.
- Coordinate with external medical facilities for further medical care.
- Conduct periodic health check-ups, vaccinations, and preventive health programs.
- Ensure compliance with medical ethics, confidentiality, and university policies.
- Maintain inventory of medicines, related equipment, wheelchairs, and inform authorities when stocks need replenishing.
- To be responsible for maintenance of Stock Registers through the Nurses.
- To organise health camps on regular basis, including trainings for CPR, first aid etc.
- If the part time medical officer is engaged through Hospital on out sourcing basis, the Hospital will ensure timely deployment of Doctors at the Health Centre at NLU Jodhpur from the date of agreement. In case of absence of the Doctors, the Hospital shall ensure timely alternative arrangement so that the functioning of Health Center is not adversely affected. In case of direct engagement of the individuals, the payment shall be as per number of visits.

3. Miscellaneous Conditions:

- **Service Hours:** The part time Medical Officer will be required to work for 2 hours daily from 04:30 to 06:30 PM on all working days and two hours (10 AM to 12 Noon) on Sundays/Holidays or any schedule which is mutually agreed upon at the time of execution of agreement.

- **Duration of Services:** The contract is valid for 4 months from 1st August to 30th November 2025 during next academic session initially, with the possibility of renewal based on performance and mutual agreement. The requirement of the services will be during the two academic sessions per year. Academic sessions are from 1st August to 30th November (4 months) and 1st February to 30th May (4 months) every year, which may change as per university rules.

4. Charges

- Consolidated amount is negotiable and to be paid per month for the services of part-time Doctors for daily 2 hours.
- The deployed Doctor shall mark his/her attendance in the register, a copy of which shall be submitted with monthly bills.
- In case of absence of designated medical staff or alternative arrangement, necessary deductions shall be made in the remuneration bill.

5. Qualifications. The required qualifications of the part time medical officer deployed on outsourcing basis or directly shall be as follows:

- Medical degree (MBBS or equivalent) from a recognized medical college.
- Valid medical registration with the Medical Council of India or the respective state medical council.
- At least 3-5 years of clinical experience in a relevant medical field.
- Good communication and interpersonal skills.
- Ability to work independently and as part of a team.

6. Miscellaneous Documents: The following documents to be submitted to the University, by the concerned hospital, if the services are outsourced to the Hospital:

- (a) Hospital registration certificate.
- (b) Certificate of NABH/NABL accreditation.
- (c) PAN and GST Registration document.
- (d) Self declaration that the hospital has not been debarred/ blacklisted by Central Government/ State Government/ PSU and any other government autonomous bodies.
- (e) In case the Part Time Medical Officer is engaged directly, he/she has to submit self attested proof of copies of identity proof, PAN Card, Aadhar Card, qualifications, experience certificates and other related documents.

7. Confidentiality and Professional Ethics

- **Confidentiality:** The part time Medical Officer on duty is expected to maintain strict confidentiality regarding any medical information or personal details of patients.

- **Professional Ethics:** The Medical Officer must adhere to the medical ethics and standards as prescribed by the Medical Council of India or any other relevant regulatory bodies.

8. Termination Clause

- **Notice Period:** Either party may terminate this agreement by providing 30 days' notice in writing.
- **Termination for Cause:** The university may terminate the agreement immediately for reasons including, but not limited to, professional misconduct, breach of confidentiality, or failure to meet the expected standards of medical care.

9. Leave Policy: No leave shall be granted by the University to the visiting Doctor if engaged on outsourcing basis from the Hospital. The leave shall be granted by the hospital on replacement basis for the services at the University.

10. Health and Safety

- **Health Standards:** The Medical Officer must ensure that they adhere to the highest standards of medical care and maintain a safe and clean environment.
- **Safety Equipment:** The university will provide necessary safety equipment such as gloves, masks, and other medical supplies.

12. Compliance with Laws

- The Medical officer must comply with all relevant laws, regulations, and guidelines relating to healthcare, medical practice, and the university's policies.

13. Miscellaneous

- **Work Location:** The Doctors will primarily work at NLU Jodhpur's health center or designated medical facilities within the university campus. The following provisions are available at the University:
 1. One Air-Conditioned Doctor Consultation room
 2. 04 Nursing staff
 3. Two Air-Conditioned Ward rooms with 3 + 3 beds each for boys and girls
 4. One dedicated room for Counsellor
 5. A Nursing room for patients
 6. Washrooms
 7. Ambulance with driver
 8. Landline Phone and Wi-Fi
- **Amendments:** Any changes to the terms and conditions of this agreement must be made in writing and mutually agreed upon.

- **Dispute Resolution:** Any disputes will be resolved amicably through discussions. In case of failure to reach an agreement, the matter may be taken to the courts in Jodhpur.