



National Health Mission, Madhya Pradesh
(Department of Public Health and Family Welfare)

RULE BOOK

FOR SELECTION OF COMMUNITY HEALTH OFFICER
(THROUGH ONLINE WRITTEN TEST)

Jan-Dec, 2021

National Health Mission, Madhya Pradesh

National Health Mission (NHM), Madhya Pradesh invites online applications for the post of **Community Health Officers (CHOs)**. This cadre is a part of an initiative under the **Ayushman Bharat** to Strengthen Sub-Centers as **Health and Wellness Centers (H&WCs)** for improved implementation of public health programmes and to enable comprehensive primary health care service delivery, including disease prevention and health promotion. Successful candidates shall be posted at Sub-Centers as **CHOs** to lead a primary health team consisting of frontline workers such as **Female Health Workers (ANMs), Male Health Worker (MPWs)** and **ASHAs**.

NHM, M.P. is seeking applications from eligible candidates for approximately **3,800** contractual vacancies of **CHOs** to be filled in a phased manner during **Jan-Dec, 2021**.

1. Details of CHO Position:

#	Position Name	Position Code	Total Seats	UR-27%	UR-EWS-10%	ST-20%	SC-16%	OBC-27%*	PH-6%**
1.	Community Health Officer	CHO-NHMMP	3800	1026	380	760	608	1026	228

*The OBC reservation (%) issue is under consideration in Hon'ble High Court of Madhya Pradesh and the verdict may affect the OBC and UR categories reservation percentage accordingly

** Only candidates with Locomotor disabilities will be allowed under this category.

Please visit www.nhmmp.gov.in or www.sams.co.in for detailed information for general instructions, written exam date and online admit card/hall ticket information.

Online submission of application starts from **September 18, 2020 at 12:01AM**.

Last Date of submission of online application is **October 08, 2020 at 11:59 PM**.

2. Educational and Other Eligibilities:

2.1 B.Sc. (Nursing) OR Post Basic B. Sc. (Nursing) with Integrated Certificate Course in Community Health recognized by **Indian Nursing Council, New Delhi** (For which final year of examination shall be held in 2020-21 session);

2.1.1 The candidates, whose final year of examination shall be held in 2020-21 session, are required to submit a certificate from Principal of their Nursing college in this regard with the online application form as per given format. **(Please refer Appendix I)**

2.1.2 The candidates, who have completed **B.Sc. (Nursing) OR Post Basic B. Sc. (Nursing)** with Integrated Certificate Course in Community Health, are required to submit a certificate from Principal of their Nursing college in this regard with the online application form as per given format. **(Please refer Appendix II)**.

2.2 As mentioned above, one of the minimum eligibility for the selection of **Community Health Officer**, is to pass in B. Sc. Nursing/ Post Basic B. Sc. Nursing final examination. In case a candidate fails in the final examination of B.Sc. Nursing/ Post Basic B.Sc. Nursing, provisional posting of such candidates as intern **CHO** shall be terminated.

2.3 Registration with **M.P. Nursing Council** is a must before the joining of the post of **Community Health Officer** on contractual basis.

3. *Age Limit: 21-40 Years

*Age computing Reference Date: **01.01.2021**

Maximum 5 years of age relaxation shall be given to the reserved category candidate, e.g. Scheduled Cast (SC), Scheduled Tribe Cast (ST), Other Backward Class (OBC), Woman, and Person with Disability (PWD) and maximum age limit shall be of 45 years for such candidates if they are domicile resident of Madhya Pradesh.

Clarification: 10th passed certificate/ marks sheet shall be a valid/ reference document for the computing of age and other documents shall not be considered for the calculation of the Age of the candidate.

4. Stipend, Salary and Performance Based Incentive:

4.1 After selection, a candidate shall be appointed to work as Intern **CHO** and shall be paid stipend @ Rs 15,000 per month plus up to Rs 7,500 per month performance based incentive. If a candidate fails to pass the examination, then his / her services will be terminated.

4.2 After passing the qualifying exam (B.Sc. Nursing/ Post Basic B. Sc. Nursing with integrated CCH), and getting registered with Madhya Pradesh Nursing counsel, the candidate shall be appointed as **Community Health Officer** on contractual basis and shall be paid Rs 25,000 per month salary plus up to Rs 15,000 per month performance based incentive.

4.3 A bond of Rs. 2,00,000/- on the stamp paper of Rs. 500/- must be submitted by the candidates before joining as CHO to serve for minimum three years at Sub Health Centre **H&WC** in Madhya Pradesh.

5. Reservation Rules:

5.1 Madhya Pradesh State Reservation Policy shall be applied in the selection and Age relaxation. Therefore, Scheduled Cast (SC), Scheduled Tribe Cast (ST), Other Backward Class (OBC), EWS, Person with Disability (PWD), and age relaxation shall apply to the domicile of Madhya Pradesh candidates only;

5.2 Candidates from other than the Madhya Pradesh shall be considered as an unreserved candidate.

6. Disqualifications:

6.1 Candidates with **B.Sc. Nursing OR Post Basic B. Sc. Nursing** from the institution/ university who offer the self-sponsored courses OR distance learning mode courses;

6.2 Candidates who have passed B.Sc. Nursing Or Post Basic B. Sc. Nursing course without integrated CCH curriculum.

6.3 The candidate shall be disqualified from examination/ selection process by the selection authority if by any candidate or for any candidate or by any medium, the effort is made to obtain support in selection by any other mean;

6.4 Candidate should overview the rules and selection criteria and ensure the eligibility before applying for the position. If any candidate is found ineligible during the examination phases and/or after the declaration of result and candidate provided details are found wrong, in the event of this candidate candidature shall be disqualified at any point in the process;

6.5 Candidates shall be disqualified/ expelled from the examination in case they misbehave and involve in peace hampering during the examination;

6.6 Candidates shall be disqualified if they provide fake documents or their documents are changed/ morphed/ forged, or have hidden any substantial information;

6.7 Candidates shall be disqualified from the examination if they use or try to use an impersonator for the examination;

6.8 Any candidate against whom a criminal case is considered in the court or has been punished by the court will be disqualified (shall not be eligible).

7. Selection Process: The examination and selection process shall be done in a completely fair and transparent manner. There is no possibility to give any benefit by overruling the process by any individual. If any individual claims about getting any benefit, this is not pragmatic, and candidates should be beware of such false claims;

7.1 For the selection of **Community Health Officer (CHO)**, MCQ based an Online Written Test (OWT) shall be organized by **Strategic Alliance Management Service Pvt. Ltd. (SAMS HR Agency)**.

7.2 Candidate should overview the rules and selection criteria and ensure the eligibility before applying for the positions. If any candidate is found ineligible during the examination phases and/or after the declaration of result and candidate provided details are found wrong, in the event of this candidates' candidature shall be disqualified at any point in the process;

7.3 Candidates must fill and submit the **Online Application Form (OAF)** available on **SAMS** website, by or before midnight of **October 08, 202** at **11:59 pm**. Application submitted from any other medium shall not be considered valid;

7.4 Candidates are advised to read the instructions and guidelines carefully before submitting the application form;

7.5 Question Paper for examination shall comprise of 100 MCQ questions with the options of four answers. Each question shall be of 1 mark. There shall be no negative marking. For the selection, candidate marks obtained in the online written examination shall be considered to generate merit rank, based on which selection of the candidate shall be done;

7.6 Minimum passing marks in online written test examination shall be 40. The generation of merit rank and selection of the candidate shall be based on this and State Reservation Policy;

7.7 According to the above criteria if the required number of candidates falls short than the number of total posts, in the event of this, the **Mission Director, NHM, M.P.** shall be the competent authority to reduce the minimum passing mark as necessary. In case of a tie in between the two candidates, preference shall be given as per the details mentioned below in descending order

- (i) Preference shall be given to an elder candidate;
- (ii) Even if tie persist in the case of date of birth of the candidates, the candidate obtaining the highest mark in 12th/ Higher Secondary shall be given preference

7.8 Applicants are required to provide all the mandatory information [Marked with * (asterisk) sign] in the application form;

7.9 The applicants must ensure that all the details are correctly filled and successfully submitted online before the closing date. Applicants should ensure that the Applicant Status on Application Form is "Submitted Successfully"; Half-filled applications shall be treated as incomplete and shall be deemed to be rejected;

7.10 Request for change or correction of any information shall not be entertained once the online form is submitted. However, after the publication of screening outcome, if there would be any query regarding the screening outcome and their status. Candidates shall be given 2-4 days (Depending upon NHM approval) to raise their query. The screening committee shall reply to the candidates' query within four working days of receipt of the query on the online module created for the same. Based on the conclusion of the screening committee, screening remark of a candidate may change;

7.11 Candidates can give their location preferences for a maximum of 10 Sub Health Centre which shall be taken at the later stages. Candidate can't submit more than one application form for the position. If not ascertained his/her candidature may be liable to get cancelled without any prior notice.

7.12 In the case of Person with Disability (PwD), applicants shall need to register under the following categories:

- (a) blindness and low vision
- (b) deaf and hard of hearing
- (c) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy
- (d) autism, intellectual disability, specific learning disability, and mental illness.

7.13 Incomplete details in application or application submitted without photograph along with signature/supporting documents shall be rejected;

7.14 After the Correction/ Observation period, the request for correction in Date of Birth, Category (e.g. SC, ST, OBC, EWS, PWD) etc. shall not be entertained. Any communication in the relation of this shall not be valid;

7.15 Candidate can provide the choice of the center for examination during filling of the online application form. The center allocation shall be based on the following:

- (a) Total number availability of the center and center preferences provided by the candidates;
- (b) Once preferences and availability shall be exhausted, it will be done on First Applying First Allocation (FAFA) basis.

7.16 The E-admit card can be downloaded from the **SAMS** and **NHM, M.P.** official website www.sams.co.in and www.nhmmp.gov.in seven (7) days before of examination date. The examination date shall be announced along with the syllabus on the **SAMS** and **NHM, M.P.** official website;

8. Location Allocation:

8.1 Sub Health Centre shall be allotted based on Merit Rank and preferences of the candidates;

8.2 A declaration has to agree by the candidates while filling the online form that "I fully understand that details of location preference, as above, are being solicited for information purposes only. Job postings shall be decided by the **NHM, MP** officials based on merit list

rank of the candidate. I fully agree to abide by the location of posting determined by **NHM, MP** through the above process or as per their discretion and availability of the locations.”

9. Document Verification Process:

- (a) Document Verification of Shortlisted Candidates shall be done by Concerned **Chief Medical and Health Officers (CMHOs)** in the allocated Districts;
- (b) The shortlisted candidates need to produce the required details which were asked at the time of filling online application form (personal, education, registration, etc.) by the applicants for the document validation process;
- (c) The candidature of shortlisted candidates who do not possess requisite credential/ documents/ registration as per the ToR required in the advertisement will be treated as cancelled for selection;
- (d) Candidates shall also be deemed to be disqualified for misrepresentation of the facts as per acceptance of declaration given at the time of submitting the online application form;
- (e) Candidates who shall not report at the allotted location within the stipulated time period shall not be provided with any other opportunity for joining the position, and the position shall be offered to the next candidate in the merit list.

10. Other Instruction and Guidelines:

10.1 Selected candidates needs to produce the following Original documents/ credentials, Offer Letter, Original and xerox copy at the time of joining within the stipulated time

- (a) 10th or High School/ Higher Secondary and Yearly/ Semester wise Mark Sheet of all passed course of the candidates;
- (b) Latest Passport Size two photographs;
- (c) Caste Certificate issued by Sub Divisional Officer (Revenue) of Madhya Pradesh;
- (d) Permanent Residential Certificate/ Domicile Certificate;
- (e) Latest Medical Fitness Certificate, not more than 15 days old from the date of issuance of an offer letter;
- (f) For the selection of Community Health Officer, Copy of Marks obtained in the online written test, Original and self-attested copy of the Admit Card;
- (g) In the absence of any of the above certificate/ documents candidates shall be declared ineligible for the post and any representation for this shall not be entertained;
- (h) Prescribed leave rules of National Health mission shall be applicable for Apprentice/ Intern Contractual **Community Health Officer**;
- (i) For the pregnant candidate, Medical Fitness Certificate issued by District Medical Board shall be applicable at the time of joining, and joining shall be ensured only on the submission of the above certificate.

11. After successful completion of the selection process, and the positing as **Community Health Officer, National Health Mission** shall be the ultimate authority to determine and interpret the rules.

12. Right to Amend the Selection Process:

National Health Mission reserves the right to amend the rules and process at any time of the selection. Any such amendments shall be valid and binding upon.

13. Examination Center/ Cities: (1) Bhopal; (2) Indore (3) Gwalior (4) Jabalpur (5) Rewa (6) Ujjain

14. Definitions:

14.1 The means of “selection examination” is the reference of the selection process for the **Community Health Officer**;

14.2 Reserved Category Means:- Candidates from five Categories, e.g. Scheduled Cast (SC), Scheduled Tribe Cast (ST), Other Backward Class (OBC), Economic Weaker Section (EWS), and Person with Disability (PWD); **or as per the State Reservation Policy of Madhya Pradesh.**

[Format for Certification from Principal for Applying for CHO, NHM, MP]

[For Candidates who shall be Appearing in Final Examination of BSc (Nursing)/ Post Basic BSc (Nursing) along with Integrated Certificate Course in Community Health (CCH)]

College Letter Head

Certificate

This is to certify that Mr/ Ms/ Mrs _____ university enrolment number _____ Son/daughter/ Wife of _____ is a final year student of B. Sc. Nursing/ Post Basic B.Sc. Nursing course with integrated curriculum of Certificate in Community Health as per notification of university. He/ she is due to appear in forthcoming final examination of the course.

Dated.....

Signatures with Seal

[Format for Certification from Principal for Applying for CHO, NHM, MP]

[For Candidate who has Completed BSc (Nursing)/ Post Basic BSc (Nursing) along with Integrated Certificate Course in Community Health (CCH)]

College Letter Head

Certificate

This is to certify that Mr/ Ms/ Mrs _____ university enrolment number _____ Son/daughter/ Wife of _____ has completed B. Sc. Nursing/ Post Basic B.Sc. Nursing course with integrated curriculum of Certificate in Community Health as per notification of university.

Dated.....

Signatures with Seal