

Duties of Chief Nursing Officer

1. Recruitment and training of Nursing Staff.
2. Regular rounds in hospital wards and departments, daily visits to seriously ill-patients and surprise night rounds.
3. Submission of daily reports regarding admissions, discharges and deaths compiled by night sisters.
4. Assigning Nursing Staff to various wards and departments.
5. Organising and conducting Staff Meetings of the Nursing Staff.
6. Sanitation of wards and departments.
7. Matters relating to Nursing School.
8. Matters relating to Nurses Hostel.
9. Leave roster of the Nursing Staff.
10. Sports and recreation of Nursing Staff.
11. Grievances of Nursing Staff.
12. Any other duty that may be assigned by Medical Superintendent from time to time.