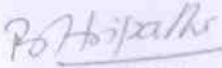




**Dr Ran Manohar Lohia Hospital , New Delhi**

**Duties and Responsibilities of Workshop worker**

1. To operate and maintain different machine, equipments, hand tools and special purpose tools in the workshop
2. To follow the safety instructions, accident prevention mechanism, maintenance of occupational hygiene and safety environment in the workshop
3. To follow the prescription of the PMR specialist. Designing, Prefabrication, measurement. Trial and fitting, subsequent follow up and repair of artificial limbs. To look after the stored equipments, tools and material for workshop.
4. Taking measurement, moulds and casts of the patient as desired in the prescription. Preparing positive moulds and lamination.
5. Pre-fabrication of all the components of prosthesis, socket fitting , Trial and fitting , Lamination
6. Pre-fabricating of all components parts of orththotic appliances measurement trial, final assembly and plastic moulding,
7. Manufacture of all wood components of the artificial Limbs, crutches etc.
8. Making of all kinds of mechanical joints, Filling, grinding and assembling, Giving a shape of the joints according to the profile, Responsibilities for the custody of tools and case paper
9. Measurement trial and fitting final padding of all prosthetic and orthotic appliances, making PTB , gloves making halts, collars, belts and straps for prosthetic. Responsible for all kinds of leather works eg padding of braces , Limbs, splints and jackets
10. Measurements –Trial, fitting making shoe for feet & amputation designing and making all types of surgical shoes,
11. Welding, prefabrication of the parts of the artificial limbs, crutches etc.. Any other duty assigned to him by the Workshop manager and the Doctor in charge
12. To maintain database, job card, work orders and keep records of the work done in the workshop, upkeep the record of consumption and delivery.
13. Storage of material in a proper way.
14. Any other duty as assigned to him by the Doctor in charge and Workshop in charge.

  
HOD /I/c (PMR)

  
Deputy Director (Admn.)

  
Medical Superintendent