



भारत सरकार / GOVERNMENT OF INDIA  
डॉ राम मनोहर लोहिया अस्पताल,  
अटल बिहारी वाजपयी आर्युर्विज्ञान संस्थान, नई दिल्ली  
DR. RAM MANOHAR LOHIA HOSPITAL,



ATAL BIHARI VAJPAYEE INSTITUTE OF MEDICAL SCIENCES, NEW DELHI - 110001

**उपचर्या विभाग/NURSING SECTION**

दुरभाष/Tele: 23404385/23404632

email: nursing.section@rmlh.nic.in

संख्या/NS-11019/1/2022-Nursing section-Dr.RMLH(Computer no.2370)/

दिनांक/Dated, the 05/03/2024

**CIRCULAR**

After approval of Competent Authority, recommendation of committee constituted for simplification of the procedures for grant of Study Leaves to Nursing Personnel pursuing higher studies are implemented w.e.f. 02.03.2024 as under:-

1. In a year only **30** Nursing Personnel (**15 for Post Basic B.Sc Nursing, 10 for M.Sc. Nursing and 5 for Ph.D Nursing**) may be allowed to pursue higher studies with study leaves.
2. Further any number of candidates can apply for Post Basic B.Sc Nursing/DNA through distance education. However, applicant needs to intimate Nursing Section through Nursing Superintendent whether they are selected for course or not, in case no information is submitted by applicant then their Post Basic B.Sc. Nursing/Diploma in Nursing Administration (DNA) will not be recorded in their official record.
3. Upper age limit of the applicant seeking admission in B.Sc. Nursing, M.Sc. Nursing and for Ph.D Nursing should not be more than 50 years and applicants who have joined Government Service before 01.01.2001 are eligible for two years relaxation.
4. In case, any person wishes to seek admission in 2<sup>nd</sup> course in -service after completion of 1<sup>st</sup> in-service course, he/she will require to render regular service of '3' years in this hospital after completion of 1<sup>st</sup> course before seeking permission for applying in 2<sup>nd</sup> course.
5. The Nursing Superintendent may ensure that the application of the applicant is duly completed as per the guidelines issued in this regard from time to time before forwarding the application to Nursing Section for further necessary action.
6. Nursing section shall ensure that the applicant fulfills the criteria as laid down in guidelines of this hospital and CCS (Leave) Rules, 1972 as emended from time to time. A check-list in this regard may be prepared.
7. The applications will then be examined by the Nursing section and will be put up for approval of the Medical Superintendent.
8. Cost of the course fee and other allied expenditure for such studies will be borne by the official himself/herself.
9. In terms of Leave Rule-50(5), the official should have satisfactorily completed period of probation and rendered not less than five years of regular continuous service including the period of probation.
10. In terms of Leave Rules-51 & 54(2), the maximum amount of study leave, which may be granted to Nursing Personnel, shall be:
  - i. Ordinarily 12 (twelve) months at any one time;
  - ii. During his/her entire service, 24 (twenty four) months in all (inclusive of similar kind of leave for study granted under any other rules);
  - iii. Study Leave may be combined with other kinds of leave, but in no case shall grant of this leave in

19556267/2024/Nursing Section

combination with leave, other than extraordinary leave, involve a total absence of more than 28 months generally and 36 months for the courses leading to Ph.D degree from the regular duties of the Government servant.

10. In terms of Leave Rule 50(6), Study leave will not be granted to same official with such frequency as to remove him/her from contact with his regular work or cause cadre difficulties owing to his absence on leave.
11. The detailed terms & condition for grant of study leave including execution of bond and serving the Government for minimum prescribed period after completion of the course will be governed as per the CCS(Leave) Rules, 1972 and other instruction of the Government of India, as amended from time to time.
12. **Government colleges and top ten (10) All India ranking private colleges, recognized by INC and decided by the competent authority, will only be considered.**
13. **Nursing section will issue a circular to invite application for higher education. All the interested applicants should apply for NOC within the stipulated time. No application will be entertained after the last date.**
14. **NOC will be granted in the ratio of 1:4 according to seniority and after admission study leave will be granted on first come first serve basis till the availability of seats as per above guidelines.**
15. **The decision of the Medical Superintendent will be final.**
16. **All the Nursing Personnel are directed to follow the above direction strictly.**

**Note:- The applications for higher studies will be accepted in the prescribed proforma duly forwarded and recommended by the Nursing Superintendent only.**

**Copy for information and necessary action to:**

1. All. Addl. M.S , Dr. RML Hospital, New Delhi
2. Officer Incharge e-Governance for uploading on e-office and hospital website
3. Nursing Superintendent, Dr. RML Hospital , New Delhi – with the request to circulate it to all the Nursing Personnel, Dr. RML Hospital, New Delhi
4. PA to Medical Superintendent, Dr. RML Hospital, New Delhi.

**Vijay Sharma**  
**Administrative officer**

Digitally Signed by Vijay  
Sharma

Date: 05-03-2024 09:32:59

Reason: Approved