

## **RULES & REGULATIONS - HOUSE SURGEONS**

### **DUTIES & RESPONSIBILITIES OF AN INTERN POSTED IN VARIOUS DEPARTMENTS:**

1. Attending to the routine O.P in the Department
2. Carrying out the routine clinical procedures in the department
3. Patient and Instrument Preparation for clinical procedures should done by the internee without seeking assistance.
4. Carrying out all Clinical procedures including impression making, and pouring casts, autoclaving stc
5. Fabrication, insertion and follow up of removable appliances.
6. Attending to the casualty duties of the institution
7. Maintenance of log book and records
8. Carrying out any other duty as instructed by the Head of the Department.
9. Maintenance of proper dress code and attire.
10. The entire clinical work done by intern will be under the supervision of faculty members.
11. In the absence of faculty, the intern will be under the supervision of Senior/Junior Resident.

### **ATTENDANCE & LEAVE OF ABSENCE OF INTERNS:**

1. As per KUHS guidelines, an intern is eligible for a maximum of 15 days of casual leave with prior permission from the HoD of the department
2. The number of casual leaves from a single department will be in proportion to the posting days in various departments and will be decided by the HoD.
3. House surgeons who are absenting from duty partly or fully during working hours without obtaining prior permission from the head of the department will be treated as unauthorized absence.
4. Any unauthorized absence will entail mandatory stipend cut and the intern will be required to undergo extension posting for the number of days of absence in the department.
5. House surgeons who are on unauthorized absence from casualty will have their stipend cut for absence from each casualty duty.
6. Unauthorized absence will not be considered as leave.
7. If the performance of the house surgeon in academics and general matters is found extremely unsatisfactory, the same may be shown as suitable remarks in the final house surgeon certificate issued at the end of the course.
8. House surgeons should complete their quota of work prescribed in each department satisfactorily, since house surgeoncy is part of the training program of BDS course.
9. Any continued absence of more than two days should be intimated to the CRRI officer