

**SUPPLEMENTARY TABLE - I: STANDARD WORKLOADS
FOR HEALTH SERVICE ACTIVITY**

Staff category: Doctors		
AWT in a year: 1952 Hours		
Health service activity	Unit time	Standard workload
Antenatal & Postnatal Care	10 minutes per client = 6 patients per hour	11712 clients (1952 x6)
Collect/ maintain client information, examination and record keeping in inpatient ward, labor ward and outpatient clinic	2.5 hours per client	780.8 clients (1952/2.5)
Deliveries	15 minutes per client = 4 clients per hour	7808 clients (1952 x 4)
Labor monitoring	6 hours per client	325.3 clients (1952/6)
Other elective procedures	45 minutes hours per client	2602 clients (1952/0.75)
Emergency Operative procedures	1 hours per client	1952 clients (1952/1)
Emergency supportive care and referral	20 minutes per client = 3 clients per hour	5856 (1952 x 3)
Monitoring of high-risk patients	6 hours per client	325.3 clients (1952/6)

AWT: Available Working Time; CAS: category allowance standards

**SUPPLEMENTARY TABLE - II: CATEGORY ALLOWANCE STANDARDS FOR SUPPORT ACTIVITIES
OF ALL THE DOCTORS' CADRE**

Staff category: Doctors			
<ul style="list-style-type: none"> - Average available working hours in a day = 8 - Available working days in a week = 6 - Available working hours in a week = 8 x 6 = 48 - Available working days in a year = 312 - 68 = 244 - Available working hours in a year = 244 x 8 = 1952 			
Support activities of all cadre of doctors	Workload component	CAS (Annual working time)	CAS (Percentage working time)
	Prepare & present morning meeting	20minutes per day	4.16 per cent = $[(20/60) / 8] \times 100$
	Monthly statistic presentation	20 minutes per month	0.20 per cent = $[(0.33 \times 12) / 1952] \times 100$
	Weekly duty roster preparation	2 hours per week	4.16 per cent = $(2/48) \times 100$
	Monthly academic roster preparation	20 minutes per month	0.20 per cent = $[(0.33 \times 12) / 1952] \times 100$
	Organize and participate in workshop	10 minutes per month	0.09 per cent = $[(0.16 \times 12) / 1952] \times 100$
	Counseling and caring clients	5 minutes per day	1.04 per cent = $[(5/60) / 8] \times 100$
	Reassess medical record of clients	10 minutes per day	2.08 per cent = $[(10/60) / 8] \times 100$
	Coordination with assistants, anesthesiologist, nursing and auxiliary staff	5 minutes per day	1.04 per cent = $[(5/60) / 8] \times 100$
	Dealing administrative issues	30 minutes per week	1.04 per cent = $(0.5/48) \times 100$
	Patient management issues	30 minutes per week	1.04 per cent = $(0.5/48) \times 100$
	Attend emergency call from another department	30 minutes per week	1.04 per cent = $(0.5/48) \times 100$
	Journal club	30 minutes per week	1.04 per cent = $(0.5/48) \times 100$
	Training Medical Officers (TMOs) presentations	4 hours per month	2.45 per cent = $[(4 \times 12) / 1952] \times 100$
	Weekly Obstetric emergency drill	30 minutes per week	1.04 per cent = $(0.5/48) \times 100$
	Prepare birth certificates/ evaluations/ disease statistics etc.	1 hours per week	2.08 per cent = $(1/48) \times 100$
	Total CAS percentage		18.54 per cent

CAS: category allowance standards

**SUPPLEMENTARY TABLE III: INDIVIDUAL ALLOWANCE STANDARDS FOR
ADDITIONAL ACTIVITIES OF CERTAIN DOCTORS**

Staff category: Doctors				
Additional activities of certain doctors	Workload component	Number of doctors performing the work	IAS (Actual working time per doctor)	Annual IAS (for all doctors performing activity)
	Teaching undergraduate students of medical college	3	4 hours per week	624 hours
	Supportive supervision	9	0.5 hours per week	234 hours
	Inspecting equipment, structure & material, check and maintain biomedical equipment	9	0.5 hours per week	234 hours
	Meetings of committees and councils (academic council, purchase, inquiry, child adoption, harassment and curriculum committees)	3	70 hours per year	210 hours
	House officer orientation	2	8 hours per year	16 hours
	House officer induction meeting	2	8 hours per year	16 hours
	Other administrative activities	9	8 hours per year	72 hours
	Teaching rounds with Training Medical Officers (TMOs)	9	1 hours per week	468 hours
	Ward teaching of undergraduate medical students	9	3 hours per week	1404 hours
	Teaching nurses	3	24 hours per year	72 hours
	Conduct research	9	2 hours per month	216 hours
	Total IAS in a year			3,566 hours

IAS: Individual Allowance Standards