

**Function and Job Description** : Chief Medical Officer  
Overall medical side responsibility of the hospital  
Patient care & managing medical staff

Reporting to : Director - Medical

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1. Purpose:
- Manage patient care at Hospital.
  - Manage medical side processes and staff.
  - Develop and enhance current processes and staffs' skill set to improve patient care.
2. Specific Tasks:
- Consult patients on arrival and plan their treatment and diet.
  - Monitor patients' health and alter treatments and diet as and when required.
  - Monitor the execution of treatment and diet plan.
  - Organise, manage & participate in daily activities to enhance patient participation. Encourage doctors to maintain patient relationship, during stay and even after discharge.
  - Induct new medical staff and ensure their proper training. Personally train staff for individual treatments when required.
  - Guide Physiotherapist and Yoga instructor in their work
  - Document case studies to enhance learning of self & others.
  - Mentor and coach RMO and Medical officers
  - Provide feedback and review developments needs about medical staff with Medical director. Provide inputs to Medical Director for development of medical strategy of the company.
  - Forecast infrastructure and staff requirement in line with corporate plan. Develop operating plan & budget for the same.
  - Conducts monthly, quarterly, and annual reviews against the stated goals on people, patients, and processes.
3. Requirements : **Essential**  
Skills, Knowledge & Abilities
- A qualified Doctor (BNYS or equivalent) with minimum 10 years experience in Naturopathy area.
  - Advanced knowledge of curative treatments for various chronic ailments through Naturopathy.
  - Working knowledge of Ayurveda, Yoga, and Physiotherapy
  - Minimum 5 yrs experience as senior doctor in a large, renowned Naturopathy hospital.

**Important**

- Good communication and language skills. Fluency over at least 2 of 3 languages – Hindi, English, and Gujarati
  - Ability to organize, manage and lead a team of qualified professionals and support staff.
4. Remuneration :
- Rs 25,000 – 40,000 per month + benefits + annual bonus. Senior candidates would also be considered for stock options after one year of service.
4. Location :
- Candidate should be open to relocating to other centers of the company. Initial posting would be in Kutch, Gujarat.

**Date:** May 21, 2010   **Prepared by:** Sanjay Singh   **Approved by:** Dr Jay Sanghvi