

35 - FEMALE HEALTH SUPERVISOR (FHS)

Note : Under the Multipurpose Workers Scheme a Health Supervisor Female is expected to cover a population of 30,000 (20,000 in tribal and hilly areas) in which there are six Sub-Centres, each with one Health Worker Female. FHS will carry out the following functions :

1. SUPERVISION AND GUIDANCE

1. Supervise and guide the Health Worker Female, Dais and female health guides in the delivery of health care to the community.
2. Strengthen the knowledge and skills of the Health Worker Female.
3. Help the Health Worker female in improving her skills in working the in the community.
4. Help and guide the Health Worker Female in planning and organizing her programme of activities.
5. Visit each sub-centre at least once a week on a fixed day to observe and guide the Health Worker Female in her day-to-day activities.
6. Assess fortnightly the progress of work of the Health Worker Female and submit an assessment report to the Medical Officer of the Primary Health Centre.
7. Carry out supervisory home visits in the area of the Health Worker Female with respect to their duties under various National Health Programme.
8. Supervise referral of all pregnant women for VDRL testing to CHC / Sub-Divisional Hospital.
9. Ensure that the Health Worker Female maintains her general kit, midwifery & Dai kit in the proper way.
10. She should supervise the TBs / Dais for five C's while conducting domiciliary deliveries.
11. The Female Health Supervisor will submit her advance tour programme to the M.O. I.C. / B.M.O. and at monthly meeting shall submit her tour diary at monthly meetings.

2. TEAM WORK

1. Help the Health Workers to work as part of the health team.
2. Co-ordinate her activities with those of health supervisor male and other health personnel including the Dajs and health guides.
3. Co-ordinate the health activities in her area with the activities of workers of other departments and agencies and attend meetings at PHC level.
4. Conduct regular staff meeting with the Health Worker in coordination with the Health Supervisor Male.
5. Attend staff meetings at the Primary Health Centre.
6. Assist the Medical Officer of the Primary Health Centre in the organisation of the different health services in the area.
7. Participate as a member of the health team in mass camps and campaigns in health programmes.

3. SUPPLIES, EQUIPMENT AND MAINTENANCE OF SUB-CENTRES

1. In collaboration with the Health Supervisor Male, check at regular intervals the stores available at the sub-centre and help in the procurement of supplies and equipments.
2. Check that the drugs at the sub-centre are properly stored and that the equipments are well maintained.
3. Ensure that the Health Worker Female maintains her general kit, midwifery & Dai kit in the proper way.
4. Ensure that the sub-centre is kept clean and is properly maintained.

4. RECORDS AND REPORTS

1. Scrutinize the maintenance of records by the Health Worker Female and guide her in their proper maintenance.
2. Maintain the prescribed record and prepare the necessary reports.
3. Review reports received from the Health Worker Female, consolidate them and submit monthly reports to the Medical Officer of the Primary Health Centre.

5. TRAINING AND RETRAINING UNDER CONTINUING EDUCATION

1. Organise and conduct training for Dais with the assistance of the Health Worker Female.
2. Assist the Medical Officer of the Primary Health Centre in conducting training and retraining programmes for various categories of health personnel, TBAs, VHGs, Opinion leaders and the community.

6. REPRODUCTIVE AND CHILD HEALTH

1. Conduct weekly MCH clinics at each sub-centre with the assistance of the Health Worker Female and Dais.
2. Respond to calls from the Health Worker Female, the Health Worker Male, the Health Guides and the trained Dais and render the necessary help.
3. Conduct deliveries when required at PHC level and provide domiciliary and midwifery service.
4. She will ensure through spot-checking that Health Worker Female maintain up-to-date eligible couple register all the times.
5. Conduct weekly family welfare clinics (alongwith the MCH) clinics at each sub-centre with the assistance of the Health Worker Female.
6. Counsel the resistant cases for family welfare.
7. Provide information on the availability of services for medical termination of pregnancy and for sterilization. Refer suitable cases for MTP to the approved institutions.

8. Guide the Health Worker Female in establishing female depot holders for the distribution of conventional contraceptives and train the depot holder with the assistance of the Health Worker Female.
9. Provide IUD services and their follow up
10. Assist MO. PHC for the organisation of Family Welfare camps and drives.
11. Supervise the immunization of all pregnant women and children (zero to five years).
12. To educate the community regarding maternity benefit scheme and referral transport scheme.

7. NUTRITION

1. Ensure that all cases of main nutrition among infants and young children (zero to five years) are given the necessary treatment and advice and refer serious cases to the Primary Health Centre.
2. Ensure that iron and Folic acid and Vitamin "A" are distributed to the beneficiaries as prescribed under Standard Treatment Guidelines (STG).
3. Educate the expectant mothers regarding breast-feeding.

8. CONTROL OF BLINDNESS

1. Ensure that all cases of blindness including those of cataract are identified and referred to the Medical Officers.
2. Ensure that all cases of blindness and cataract that undergo surgery are followed up.

9. UNIVERSAL PROGRAMME ON IMMUNIZATION

1. Ensure the cent percent registration of pregnant women.
2. Supervise the immunization of all pregnant women and children (zero to five hours).
3. To organize out reach camps in the under served areas of the sub-centre for effective coverage of immunization.

10. PRIMARY MEDICAL CARE

1. Ensure treatment for minor ailments, provide ORS and first aid for accidents and emergencies and refer cases beyond her competence of PHC or nearest hospital.

11. HEALTH EDUCATION (IEC)

1. Carry out educational activities for MCH, Family Planning, Nutrition and Immunization, Control of Blindness, Dental Care and other National Health Programmes like Leprosy and Tuberculosis with the assistance of the Health Worker Female.
2. Arrange group meetings with leaders and involve them in spreading that message for various health programmes.
3. Organise and conduct training of women leaders with the assistance of Health Worker Female.
4. Organise and utilize Mahila Mandals. Teachers and other women in the community in Family Welfare Programme, including ICDS personnel.
5. Any other job assigned by the Head of Office.