



Kathmandu Institute of Child Health

Children's Hospital Network

Budhanilakantha Municipality, Ward No. 7, Hepali Height, Kathmandu, NEPAL

Phone: +977-1-4370373, email: info@kioch.org.np, web: kioch.org.np

Terms of Reference

Position Title	Health Assistant
Duration of Employment	Initially one-year contract with possibility of extension for up to 2 years based on performance excellence
Type of Contract	Fixed Term Contract
Working nature	Full-time assignment
Project	PEN-Plus
Duty station	Bardiya Hospital, Gulariya, Bardiya -1 Damak Hospital, Damak, Jhapa) -1
Compliance	All the employees contracted by KIOCH must comply with Child Protection, Protection from Sexual Exploitation and Abuse (PSEA) and all other organizational policies of KIOCH.

Tasks and responsibilities

The main tasks & responsibilities of the Program Health Assistant will include the following:

- Screen patients and channelize to PEN-Plus clinic
- Provide basic clinical care to the patients on PEN-Plus-related health issues
- Provide initial basics management and assist in diagnostic procedures.
- Continue care of the referred back cases.
- Ensure proper recording of patient data and support the Field Officer in maintaining the records.
- Provide counseling, education, about NCDs to the patients.

Minimum Qualification

H.A. course from recognized Institution and he/she should be registered in Respective Council. Preferably with 1 year experience and with PEN training.