

	Hospital Name:		Document No:	QUXAT/H/F/86
	Title	Job Description – Resident Medical Officer (RMO)	Page No:	Page 1 of 1

Name of the Resident Medical Officer:

Employee ID/Biometric ID:

Designation:

Department:

1. Provide clinical services within the scope of hospital as per instructions of the clinical faculty
2. Participate in and fulfil the duties and responsibilities of a Resident Medical Officer/Sr. Resident as per instructions of the clinical faculty
3. Review the conduct of initial assessment of patients including patient history and, physical examination documented by the duty medical officers
4. Formulate a management plan, order appropriate investigations in consultation with the clinical faculty team
5. Coordinate and follow up of the patient's management plan to ensure that it is carried out and assessing its outcome
6. Communication of the patient's assessment and management plan with the medical staff and other members of the team providing care to the patient
7. Communicate with the patient and their family about their condition, assessments and management
8. Review all pathology, radiology and other diagnostic reports and discuss with the respective clinical for appropriate plan of action
9. Document/review the documentation of medical officers pertaining to clinical decisions, tests, procedures and discharge diagnoses and instructions.
10. Participate in ward rounds with the clinical team as required for inpatient care
11. Participate in formal handover, and ensure effective communication (with particular regard to deteriorating patients), while meeting standards of care
12. In consultation with the clinical faculty, ensure appropriate arrangements are made for patients on discharge from hospital
13. Carry out MLC documentation and formalities as and when required/instructed by the Medical Superintendent/as per instructions of the clinical faculty team.

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HR Manager/Authorized Signatory

\_\_\_\_\_  
Doctor Signature

Date:

Prepared by:	Issued by:	Reviewed by:	Approved by:	Amend Date:	Copy No:
Quality Manager	NABH Coordinator	Medical Superintendent	Medical Director	Amendment No:	
Signature:	Signature:	Signature:	Signature:	Issue Date:	Issue No: