

द्वितीय पत्र :- समूह सम्बन्धी

खण्ड (क) - ३० अंक

- 1. Medical records and medical records department**
 - 1.1 Introduction, types and need of medical records
 - 1.2 Comparison between hospital records and other health facility record
 - 1.3 Filling and indexing of medical records
 - 1.4 Storage and retrieval medical records
 - 1.5 Processing of records and their flow
 - 1.6 ICD-10 coding system
 - 1.7 Medico legal aspects of medical records
 - 1.8 Medical records section/ Department and its functions
 - 1.9 Roles and responsibilities of medical records in hospital management
 - 1.10 Confidentiality and safety of patient's information
 - 1.11 Medical terminologies (suffix and prefix)
 - 1.12 Medical prescriptions and other papers used for recording, reporting and patient's care
 - 1.13 Different registers used in hospitals and other health facilities

खण्ड (ख) - ३० अंक

- 2. Hospital based recording and reporting system**
 - 2.1 Introduction and types of hospital in Nepal
 - 2.2 Different sections in hospital and services provided by different level of hospital (i.e. general and specific hospital)
 - 2.3 Present status, issues and problems of hospital based recording and reporting in HMIS under Department of Health Services, Ministry of Health and Population
 - 2.4 Information flow chart of HMIS
 - 2.5 Hospital based HMIS tools
 - 2.6 Strengths and weaknesses of present HMIS
- 3. Hospital based health indicators**
 - 3.1 Definition, importance and characteristics of indicators
 - 3.2 Hospital based health indicators (i.e. inputs, processing or monitoring, output and impact)
 - 3.3 Hospital defined indicators used by MoHP
 - 3.4 Utility of hospital data/information
 - 3.5 Use of disaggregated information, gender statistics

खण्ड (ग) - २० अंक

- 4. Health plan, policies and strategy**
 - 4.1 National health policy 2048
 - 4.2 Second long-term health plan
 - 4.3 Periodic plan
 - 4.4 Millennium development goals (MDG)
 - 4.5 Nepal health sector strategy and implementation plan
- 5. Population Statistics of Nepal**

लोक सेवा आयोग
नेपाल स्वास्थ्य सेवा, मेडिकल रेकर्डस समूहको सातौँ तहको खुला र आन्तरिक प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

- 5.1 Major sources of population data
- 5.2 Population censuses of Nepal
- 5.3 Composition and distribution of population
- 5.4 Fertility, mortality and migration of population
- 5.5 Population growth and population projection
- 5.6 Vital events and registration of vital events
- 5.7 Sources of vital statistics

खण्ड (घ) - २० अंक

6. Miscellaneous

- 6.1 Civil Service, Nepal Health Service Act 2053 and Regulations 2055
- 6.2 Local Self Governance Act 2055 and Regulations 2056 (health related issues)
- 6.3 Health care delivery system of Nepal
- 6.4 Different divisions and centers of DoHS and MoHP
- 6.5 Recording reporting of different diseases - EWARS, surveillance activities
- 6.6 Spatial data and digital data
- 6.7 Electronic dissemination
- 6.8 Health research priorities in Nepal

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द्वितीय पत्रहरूका एकाइहरूबाट सोधिने प्रश्नसंख्या निम्नानुसार हुनेछ :

द्वितीय पत्रका खण्ड	क	ख	ग	घ		
द्वितीय पत्रका एकाई	1	2	3	4	5	6
प्रश्न संख्या	3	2	1	1	1	2

लोक सेवा आयोग
नेपाल स्वास्थ्य सेवा, मेडिकल रेकर्डस समूहको सातौं तहको खुला र आन्तरिक प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

नेपाल आर्थिक योजना तथा तथ्याङ्क, इन्जिनियरिङ्ग, कृषि, वन, विविध र शिक्षा सेवाका सबै समूह/उपसमूह,
राजपत्रांकित तृतीय श्रेणी र एवं स्वास्थ्य सेवाको सातौं र आठौं तहका पदहरूमा
प्रथम चरणको लिखित परीक्षाबाट छनौट भएका उम्मेदवारहरूलाई मात्र
लिइने **सामूहिक परीक्षण (Group Test)** को लागि

सामूहिक छलफल (Group Discussion)

यस प्रयोजनको लागि गरिने परीक्षण १० पूर्णाङ्क र ३० मिनेट अवधिको हुनेछ जुन नेताविहिन सामूहिक छलफल (Leaderless Group Discussion) को रूपमा अवलम्बन गरिने छ । दिइएको प्रश्न वा Topic का विषयमा पालैपालोसँग निर्दिष्ट समयभित्र समूहबीच छलफल गर्दै प्रत्येक उम्मेदवारले व्यक्तिगत प्रस्तुति (Individual Presentation) गर्नु पर्नेछ । यस परीक्षणमा मूल्याङ्कनको लागि देहाय अनुसारको ३ जना भन्दा बढीको समिति रहनेछ ।

आयोगका सदस्य	-	अध्यक्ष
आयोगका सदस्य	-	सदस्य
मनोविज्ञ	-	सदस्य
दक्ष/विज्ञ (१ जना)	-	सदस्य

सामूहिक छलफलमा दिइने नमूना प्रश्न वा Topic

उदाहरणको लागि - उर्जा संकट, गरीबी निवारण, स्वास्थ्य बीमा, खाद्य सुरक्षा, प्रतिभा पलायन जस्ता Topics मध्ये कुनै एक Topic मात्र दिइनेछ ।