प्रथम चरण (First Phase): लिखित परीक्षा योजना (Written Examination Scheme)

<table>
<thead>
<tr>
<th>Paper</th>
<th>Subject</th>
<th>Marks</th>
<th>Full Marks</th>
<th>Pass Marks</th>
<th>No. Questions &amp; Weightage</th>
<th>Time Allowed</th>
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<tr>
<td>I</td>
<td>General Subject</td>
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<td>50</td>
<td>3.00 hrs</td>
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<td></td>
<td>Part I: Management</td>
<td>50</td>
<td>30</td>
<td>6 × 5 = 30</td>
<td>(Short answer)</td>
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<tr>
<td></td>
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<td></td>
<td>2 × 10 = 20</td>
<td>(Long answer)</td>
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<td>Part II: General</td>
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<td>20</td>
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<tr>
<td></td>
<td>Health Issues</td>
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<td></td>
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<td>(Long answer)</td>
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<tr>
<td>II</td>
<td>Technical Subject</td>
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<td>2 × 20 = 40</td>
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द्वितीय चरण (Second Phase)

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<tbody>
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<td>Interview</td>
<td>30</td>
<td>Oral</td>
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ङ्खेय : 

1. लिखित परीक्षा को माध्यम भाषा नेपाली बा अंग्रेजी अथवा नेपाली र अंग्रेजी दुवै हुन सक्नेछ।

2. नेपाल स्वास्थ्य सेवा अन्तर्गतका सबै समूह/सबै उपसमूहहरूको लागि प्रथम पत्रको पाठ्यक्रमको विषयवस्तु एउटा हुनेछ। तर द्वितीय पत्र Technical Subject को पाठ्यक्रम समूह/उपसमूह अनुसार फरक फरक हुनेछ।

3. प्रथम पत्र को लिखित परीक्षा समूह/उपसमूहका लागि संयुक्त रूपमा एउटा प्रश्नपत्रबाट एकैदिन बा छुट्टाङ्क प्रश्नपत्रबाट छुट्टाङ्क दिन पनि हुन सक्नेछ। यसैले द्वितीय पत्रको परीक्षा पनि समूह/उपसमूह अनुसार अन्तर्गत दिन छुट्टाङ्क प्रश्नपत्रबाट हुनेछ।

4. प्रथम पत्रको Part I र Part II को लागि छुट्टाङ्क (Part I को लागि एउटा र Part II को लागि एउटा) उत्तरपुस्तिका हुनेछ, भने द्वितीय पत्रको लागि प्रत्येक प्रश्नको उत्तरपुस्तिकाहरु छुट्टाङ्क हुनेछ।

5. यस पाठ्यक्रममा जे सुकै लेखिका भएतापनि पाठ्यक्रममा परेका ऐन, नियममा, परीक्षा को मिति भन्दा ३ महिना अगाडि (समाप्ति भएका बा समाप्तिक सम्झिएको भई हटाइएका बा ठप गरी सम्झिएको भई कायम रहेका) लाई यस पाठ्यक्रममा परेको सम्भन्तु पर्दछ।

6. पाठ्यक्रम लागु मिति: २०७३/०५/०४
Paper I: General Subject
(Management and General Health Issues)

Part I: Management

1. Management: - concept, principles, functions, scope, role, level and skills of managers
2. Hospital management
3. Health manpower recruitment and development
4. Participative management: concept, advantages and disadvantages, techniques of participation
5. Time management: concept, advantages, and disadvantages
6. Conflict management: concept, approaches to conflict, levels of conflict, causes of conflict and strategies for conflict management
7. Stress management: concept, causes and sources of stress, techniques of stress management
8. Appreciative inquiry: concept, basic principles and management
9. Financial management: concept, approaches, budget formulation and implementation, auditing and topics related to fiscal management
10. Human resource management: concept, functions and different aspects
11. Planning: concept, principles, nature, types, instrument and steps
12. Leadership: concept, functions, leadership styles, leadership and management effectiveness
13. Coordination: concept, need, types, techniques, and approaches of effective coordination
14. Communication: concept, communication process and barrier to effective communication, techniques for improving communication

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Part II: General Health Issues

1. Present Constitution of Nepal (health and welfare issues)
2. National Health Policy, 2071
4. Health services act 2053, health service regulation, 2055
5. Organizational structure of Ministry of Health at National, Regional and District and Below
7. Professional council and related regulations
8. Medical ethics in general and its application
9. Indigenous and traditional faith healing and health practices
10. Supervision, types and its usage in health sector
11. Monitoring and evaluation system in health
12. Health management information system
13. Health insurance and financing in health care
14. Effects of environment in public health: air pollution, domestic pollution, noise pollution
15. Importance of water, sanitation and hygiene in public health
16. Effects of disaster in public health: deforestation, land slide, flood, earthquake and fire
17. Health volunteers involvement in health service delivery
18. Community involvement in health service delivery
19. Counseling: - concept, type, importance and its application in health service delivery

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