

**REGISTERED CLINICAL OFFICER I – JOB GROUP ‘K’- (10 Posts)**

**Salary Scale**

**Ksh.31,020 x 1,560 – 32,580 x 1,620 – 34,200 x 1,710 – 35,910 x 1,800 – 37,710 x 1,890 – 39,600 x 1,990 – 41,590 p.m.**

**(a) Duties and Responsibilities**

Duties and responsibilities at this level will include; taking history, examining, diagnosing and treating patients’ common ailments at an outpatient or inpatient health facility; guiding and counseling patients, clients and staff on health issues; referring patients and clients to appropriate health facilities; assessing, preparing and presenting medical legal reports; organizing health management teams and convening health management committee meetings; implementing community healthcare activities with other health workers; sensitizing patients and clients on preventive and Promotive health; providing clinical outreach and school health and services; carrying out minor surgical procedures as per training and skill; and collecting data and compiling clinical data.

**(b) Requirements for appointments**

For appointment to this grade, an officer must have:

- (i) Served in the grade of Registered Clinical Officer II for a minimum period of three (3) years;
- (ii) Diploma in Clinical Medicine and Surgery or Clinical Medicine and Community Health from a recognized institution
- (iii) Certificate of Registration from the Clinical Officers Council; and
- (v) Certificate in Computer Application skills from a recognized Institution.

**SENIOR REGISTERED CLINICAL OFFICER - JOB GROUP ‘L’- (7 Posts)**

**Salary Scale**

**Ksh. 35,910 x 1,800 – 37,710 x 1,890 – 39,600 x 1,990 – 41,590 x 2,070 – 43,660 x 2,220 – 45,880 p.m.**

**(a) Duties and Responsibilities**

Duties and responsibilities at this level will include; implementing community healthcare activities in liaison with other health workers; history taking, examining, diagnosing and treating and managing diseases and conditions in an outpatient or inpatient health facility; sensitizing

patients and clients on preventive and Promote health; providing clinical outreach and school health and services; coaching and mentoring students on attachments; carrying out surgical procedures as per training and skill; guiding and counseling patients, clients and staff on health issues; assessing, preparing and presenting medical legal reports; organizing health management teams and convening health management committee meetings; conducting ward rounds reviewing and making appropriate referrals carrying out surgical procedures as per training and skill; and collecting data and compiling clinical data; offering specialized clinical services including Ear, Nose and Throat/Audiology, Orthopedics and Trauma, Child Health and Pediatrics Reproductive Health, Ophthalmology Anesthesia, Lungs and Skin Dermatology and Venereology, Mental Health and collecting data and compiling clinical data.

### **(b) Requirements for Appointments**

For appointment to this grade, an officer must have:

- (i) Served in the grade of Registered Clinical Officer I for a minimum period of three (3) years;
- (ii) Diploma in Clinical Medicine and Surgery or Clinical Medicine and Community Health from a recognized institution
- (iii) Certificate of Registration from the Clinical Officers Council; and
- (v) Certificate in Computer Application skills from a recognized Institution; and
- (vi) Shown merit and ability as reflected in worker performance and results.

## **CHIEF REGISTERED CLINICAL OFFICER/CHIEF CLINICAL OFFICER JOB GROUP 'M' - (32 Posts)**

### **Salary Scale**

**41,590 x 2,070 – 43,660 x 2,220 – 45,880 x 2,310 – 48,190 x 2,400 – 50,590 2,550 – 53,140 x 2,700 – 55, 840 p.m.**

### **(a) Duties and Responsibilities**

Duties and responsibilities at this level will include; providing clinical services in a health facility; conducting ward rounds reviewing and making appropriate referrals carrying out surgical procedures as per training and skill; offering specialized clinical services including Ear, Nose and Throat/Audiology, Orthopedics and Trauma, Child Health and Pediatrics Reproductive Health, Ophthalmology Anesthesia, Lungs and Skin Dermatology and Venereology, Mental Health compiling and analyzing clinical data; implementing community healthcare activities in liaison with other health workers; guiding and counseling patients, clients and staff on health issues; sensitizing patients and clients on preventive and Promotive health; providing clinical outreach and school health and services; assessing, preparing and presenting medical legal

reports; coaching and mentoring students on attachments; organizing health management teams and convening health management committee meetings; and carrying out disease surveillance, and recommending appropriate control measures

### **(b) Requirements for Appointments**

For appointment to this grade, an officer must have:

- (i) Served in the grade of Senior Registered Clinical Officer for a minimum period of three (3) years;
- (ii) Diploma in Clinical Medicine and Surgery or Clinical Medicine and Community Health from a recognized institution or Bachelor's degree in Clinical Medicine from a recognized institution.
- (iii) Certificate in Supervisory skills Course lasting not less than two (2) weeks from a recognized institution;
- (iv) Certificate of Registration from the Clinical Officers' Council; and
- (vi) Certificate in Computer Application skills from a recognized Institution; and
- (vii) Shown merit and ability as reflected in worker performance and results.

## **CHIEF REGISTERED CLINICAL OFFICER I/ASSISTANT DIRECTOR CLINICAL SERVICES, JOB GROUP 'P'- (1 posts)**

### **Salary Scale**

**Ksh.77,527x3,877-81,404x4,070-85,474x4,274-89,748x4,487-94,235x4,712-98,947x4,947-103,894 p.m.**

### **(a) Duties and Responsibilities**

This will be the highest grade in the Diplomas cadre. Specific duties and responsibilities at this level will include; implementing clinical services policies procedures and guidelines, maintaining standards ethics and quality assurance systems in the provision of clinical services, providing clinical and family healthcare services in health institutions and communities reviewing medico-legal standards and guidelines, undertaking research on critical on critical healthy issues and emerging trends ; implementing referral strategies and guidelines in liaison with other stakeholders; identifying skills mix and training for quality service provision in the relevant specialized service areas including Ear, Nose and Throat/Audiology, Orthopedics and Trauma, Epidemiology, Child Health and Pediatrics Reproductive Health, Ophthalmology and Cataract Surgery Anesthesia, Lungs and Skin Dermatology and Venereology, Mental Health, Coroner and Forensic Medicine Medical Education, Health Economics and Policy Health Systems Management, Psychology, Family and Community Health Services capacity building for Disaster preparedness and emergencies response; and coaching and mentoring of staff.

### **(b) Requirements for Appointments**

For appointment to this grade, an officer must have:

- (i) Served in the grade of Principal Registered Clinical Officer for a minimum period of three (3) years;
- (ii) Higher Diploma in Clinical Medicine and Surgery in any of the following disciplines: Anesthesia Ear, Nose and Throat/Audiology, Orthopedics and Trauma, Child Health and Pediatrics Reproductive Health, Epidemiology Ophthalmology Anesthesia, Lungs and Skin Dermatology and Venereology, Mental Health Medical Education from a recognized institution or Bachelor's degree in Clinical Medicine from a recognized institution
- (iii) Certificate in Management Course lasting not less than four (4) weeks from a recognized institution;
- (iv) Certificate of Registration from the Clinical Officers Council; and
- (vi) Certificate in Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- (vii) Certificate in Computer Application skills from a recognized Institution; and
- (viii) Demonstrated professional competence and managerial capability as reflected in worker performance and results.

### **SENIOR ASSISTANT DIRECTOR, CLINICAL SERVICES, JOB GROUP 'Q' - (1 post)**

#### **Salary Scale**

**Ksh. 89,748 x 4,487 - 94,235 x 4,712 - 98,947 x 4,947 - 103,894 x 5,195 – 109,089 x 5,454 – 114,543 x 5,727 – 120,270 p.m.**

#### **(a) Duties and Responsibilities.**

Duties and responsibilities at this level will include; monitoring and reviewing implementation of clinical services policies procedures and guidelines, ensuring maintenance of standards ethics and quality assurance systems in the provision of clinical services; coordinating provision of clinical and family healthcare services in health institutions and communities ;reviewing medico-legal standards and guidelines; coordinating research on critical health issues and emerging trends; reviewing referral strategies in liaison with other stakeholders; identifying skills mix and training for quality service provision in the relevant specialized service areas including Ear, Nose and Throat/Audiology, Orthopedics and Trauma, Epidemiology, Child Health and Pediatrics Reproductive Health, Ophthalmology and Cataract Surgery Anesthesia, Lungs and Skin Dermatology and Venereology, Mental Health, Coroner and Forensic Medicine Medical Education, Health Economics and Policy Health Systems Management, Psychology, Family and Community Health Services capacity building for Disaster preparedness and emergencies response; and developing strategic/ work plans

#### **(b) Requirements for Appointments**

For appointment to this grade, an officer must have:

- (i) Served in the grade of Deputy Chief Clinical Officer/Assistant Director, Clinical Services for a minimum period of three (3) years;
- (ii) Bachelor's degree in Clinical Medicine from a recognized Institution
- (iii) Master's degree in any of the following disciplines: Clinical Medicine, Public health, Reproductive Health, Tropical Medicine, Coroner and Forensic Medicine, Medical Education, Family Health Systems Management, International Health, Community Health and Development, Healthy Economics, disaster management from recognized institution;
- (iv) Certificate of Registration from the Clinical Officers Council
- (v) Certificate in Strategic Leadership Development Programme lasting not less than six (6) weeks from a recognized institution.
- (vi) Certificate in Computer Application skills from a recognized Institution; and
- (vii) Shown outstanding professional competence and administrative capability in the general organization and management of the Clinical Services Function.