



House Job Policy - year 2023 (for graduates)

- 1- House job would be offered to the current graduating class of 2022 of Shifa College of Medicine both annual and supplementary examination.
- 2- **No application of house job will be entertained after the year of graduation.**
- 3- No application for house job will be entertained except current year graduates. Only one time waiver will be given to Class of 2020.
- 4- **Graduates of Class of 2020 will be accommodated for this year (2023) only.**
- 5- All house jobs would be paid.
- 6- Duration of house job would be of 12 months. Any break during these 12 months beyond the number of days of leave allowed during house job needs to be covered according to the number of missing days and **no extra pay of more than 12 months would be offered.**
- 7- Maternity leave as per policy of SIH/SCM/STMU or any other extra ordinary duly approved leave during the house job requires the person to complete the duration of the house job after rejoining to be eligible for certification.
- 8- SIH would advertise the house job positions through its website after which the graduates of SCM would apply as per procedure defined.
- 9- Basic Life Support Course/s certification (*certified by American Heart Association*) will be mandatory as per SIH policy.
- 10- **This year the house job will start from 1st March 2023 and graduates of the supplementary examination will be accommodated in the second intake in July 2023 (once they fulfill the requirements for joining the house job and the MSA of SIH will adjust them).**
- 11- Minimum duration of house job for the purpose of formal certificate is 6 months in Medicine and Allied or Surgery and Allied.
- 12- If the duration of house job is less than 6 months then only experience certificate would be provided on the request of the doctor.
- 13- Any house officer who leaves voluntarily or asked to leave due to disciplinary action during the house job would not be allowed to rejoin the house job again at Shifa International Hospital.
- 14- It is the responsibility of the graduating students to complete the documentary requirements of MSA before they are allowed to join the house job.
- 15- It is the discretion of SIH to assign different floors and departments during the entire year as per the requirements of patient care which includes but not limited to isolation floors and all other designated special areas as needed at any given time during the year.
- 16- The house officers are bound to follow all the policies and procedures of SIH, SCM and STMU which may change from time to time without any advance notice.