

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन
वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

यस पाठ्यक्रम योजनालाई दुई चरणमा विभाजन गरिएको छ :

प्रथम चरण :- लिखित परीक्षा (Written Examination)

पूर्णाङ्क :- २००

द्वितीय चरण :- अन्तर्वार्ता (Interview)

पूर्णाङ्क :- ३०

परीक्षा योजना (Examination Scheme)

प्रथम चरण: लिखित परीक्षा (Written Examination)

पूर्णाङ्क :- २००

पत्र	विषय	पूर्णाङ्क	उतीर्णाङ्क	परीक्षा प्रणाली		प्रश्नसंख्या × अङ्क	समय
प्रथम	सामान्य ज्ञान र सामान्य अभिज्ञमता परीक्षण (General Awareness & General Aptitude Test)	१००	४०	वस्तुगत (Objective)	बहुवैकल्पिक प्रश्न (MCQs)	२५ प्रश्न × २ अङ्क	४५ मिनेट
	सेवा सम्बन्धित कार्य-ज्ञान (Job Based - knowledge)					२५ प्रश्न × २ अङ्क	
द्वितीय	सेवा सम्बन्धित कार्य-ज्ञान (Job Based - knowledge)	१००	४०	विषयगत (Subjective)	छोटो उत्तर (Short Answer) लामो उत्तर (Long Answer)	१२ प्रश्न × ५ अङ्क ४ प्रश्न × १० अङ्क	२ घण्टा १५ मिनेट

द्वितीय चरण : अन्तर्वार्ता (Interview)

पूर्णाङ्क :- ३०

पत्र / विषय	पूर्णाङ्क	उतीर्णाङ्क	परीक्षा प्रणाली	समय
अन्तर्वार्ता (Interview)	३०		बोर्ड अन्तर्वार्ता (Board Interview)	-

द्रष्टव्य:

- यो पाठ्यक्रमको योजनालाई प्रथम चरण र द्वितीय चरण गरी दुई भागमा विभाजन गरिएको छ ।
- लिखित परीक्षाको प्रश्नपत्रको माध्यम भाषा पाठ्यक्रमको विषयवस्तु जुन भाषामा दिइएको छ सोही भाषाको आधारमा नेपाली वा अंग्रेजी मध्ये कुनै एक मात्र भाषा हुनेछ । तर विषयवस्तुलाई स्पष्ट गर्नुपर्ने अवस्थामा दुवै भाषा समेत प्रयोग सकिने छ ।
- लिखित परीक्षाको माध्यम भाषा नेपाली वा अंग्रेजी अथवा नेपाली र अंग्रेजी दुवै हुनेछ ।
- प्रथम पत्र र द्वितीय पत्रको लिखित परीक्षा छुट्टाछुट्टै हुनेछ । तर एकैदिनमा परीक्षा लिइनेछ ।
- वस्तुगत बहुवैकल्पिक (Multiple Choice) प्रश्नहरूको गलत उत्तर दिएमा प्रत्येक गलत उत्तर बापत २० प्रतिशत अङ्क कट्टा गरिनेछ । तर उत्तर नदिएमा त्यस बापत अङ्क दिइने छैन र अङ्क कट्टा पनि गरिने छैन ।
- वस्तुगत बहुवैकल्पिक हुने परीक्षामा परीक्षार्थीले उत्तर लेख्दा अंग्रेजी ठूलो अक्षरहरू (Capital letters): A, B, C, D मा लेख्नुपर्नेछ । सानो अक्षरहरू (Small letters): a, b, c, d लेखेको वा अन्य कुनै सङ्केत गरेको भए सबै उत्तरपुस्तिका रद्द हुनेछ ।
- बहुवैकल्पिक प्रश्नहरू हुने परीक्षामा कुनै प्रकारको क्याल्कुलेटर (Calculator) प्रयोग गर्न पाइने छैन ।
- परीक्षामा परीक्षार्थीले मोबाइल वा यस्तै प्रकारका विद्युतीय उपकरण परीक्षा हलमा लैजान पाइने छैन ।
- विषयगत प्रश्नहरूको हकमा तोकिएको अंकको एउटा लामो प्रश्न वा एउटै प्रश्नका दुई वा दुई भन्दा बढी भाग (Two or more parts of a single question) वा एउटा प्रश्न अन्तर्गत दुई वा बढी टिप्पणीहरू (Short notes) सोध्न सकिने छ ।
- विषयगत प्रश्न हुनेका हकमा प्रत्येक खण्डका लागि छुट्टाछुट्टै उत्तरपुस्तिकाहरू हुनेछन् । परीक्षार्थीले प्रत्येक खण्डका प्रश्नहरूको उत्तर सोहीखण्डको उत्तरपुस्तिकामा लेख्नुपर्नेछ ।

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११. परीक्षामा सोधिने प्रश्नसंख्या, अङ्क र अङ्कभार यथासम्भव सम्बन्धित पत्र/विषयमा दिइए अनुसार हुनेछ ।
१२. यस पाठ्यक्रम योजना अन्तर्गतका पत्र/विषयका विषयवस्तुमा जेसुकै लेखिएको भए तापनि पाठ्यक्रममा परेका कानून, ऐन, नियम तथा नीतिहरू परीक्षाको मिति भन्दा ३ महिना अगाडि (संशोधन भएका वा संशोधन भई हटाईएका वा थप गरी संशोधन भई) कायम रहेकालाई यस पाठ्यक्रममा परेको सम्झनु पर्दछ ।
१३. प्रथम चरणको परीक्षाबाट छनौट भएका उम्मेदवारहरूलाई मात्र द्वितीय चरणको परीक्षामा सम्मिलित गराइनेछ ।
१४. यस भन्दा अगाडि लागू भएका माथि उल्लेखित सेवा, समूहको पाठ्यक्रम खारेज गरिएको छ ।
१५. पाठ्यक्रम लागू मिति :- २०८०/१०/१६

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प्रथम पत्र (Paper I) :-

सामान्य ज्ञान र सामान्य अभिक्षमता परीक्षण तथा सेवा सम्बन्धित कार्य-ज्ञान

भाग (Part I) :

सामान्य ज्ञान र सामान्य अभिक्षमता परीक्षण

(General Awareness and General Aptitude Test)

(२५ प्रश्न × २ अङ्क = ५० अङ्क)

1. सामान्य ज्ञान (General Awareness) (८ × २ अङ्क = १६ अङ्क)

- 1.1 नेपालको भौगोलिक अवस्था, प्राकृतिक स्रोत र साधनहरू
- 1.2 नेपालको ऐतिहासिक, सांस्कृतिक र सामाजिक अवस्था सम्बन्धी जानकारी
- 1.3 नेपालको आर्थिक अवस्था र चालु आवधिक योजना सम्बन्धी जानकारी
- 1.4 जैविक विविधता, दिगो विकास, वातावरण, प्रदूषण, जलवायु परिवर्तन र जनसंख्या व्यवस्थापन
- 1.5 मानव जीवनमा प्रत्यक्ष प्रभाव पार्ने विज्ञान र प्रविधिका महत्वपूर्ण उपलब्धिहरू
- 1.6 जनस्वास्थ्य, रोग, खाद्य र पोषण सम्बन्धी सामान्य जानकारी
- 1.7 नेपालको संविधान (भाग १ देखि ५ सम्म र अनुसूचीहरू)
- 1.8 संयुक्त राष्ट्रसंघ र यसका विशिष्टीकृत संस्था सम्बन्धी जानकारी
- 1.9 क्षेत्रीय सङ्गठन (सार्क, विमस्टेक, आसियान र युरोपियन संघ) सम्बन्धी जानकारी
- 1.10 राष्ट्रिय र अन्तर्राष्ट्रिय महत्वका समसामयिक गतिविधिहरू

2. सार्वजनिक व्यवस्थापन (Public Management) (८ × २ अङ्क = १६ अङ्क)

- 2.1 कार्यालय व्यवस्थापन (Office Management)
 - 2.1.1 कार्यालय (Office) : परिचय, महत्व, कार्य र प्रकार
 - 2.1.2 सहायक कर्मचारीका कार्य र गुणहरू
 - 2.1.3 कार्यालय स्रोत साधन (Office Resources): परिचय र प्रकार
 - 2.1.4 कार्यालयमा सञ्चारको महत्व, किसिम र साधन
 - 2.1.5 कार्यालय कार्यविधि (Office Procedure) : पत्र व्यवहार (Correspondence), दर्ता र चलानी (Registration & Dispatch), परिपत्र (Circular), तोक आदेश (Order), टिप्पणी लेखन र टिप्पणी तयार पार्दा ध्यान दिनुपर्ने कुराहरू
 - 2.1.6 अभिलेख व्यवस्थापन (Record Management)
- 2.2 निजामती सेवा ऐन र नियमावलीमा भएका देहायका व्यवस्थाहरू
 - 2.2.1 निजामती सेवाको गठन, सङ्गठन संरचना, पदपूर्ति गर्ने तरिका र प्रक्रियाहरू
 - 2.2.2 कर्मचारीको नियुक्ति, सरुवा, बढुवा, बिदा, विभागीय सजाय र अवकाश
 - 2.2.3 कर्मचारीले पालन गर्नुपर्ने आचरण र कर्तव्यहरू
- 2.3 सरकारी बजेट, लेखा र लेखापरीक्षण प्रणाली सम्बन्धी सामान्य जानकारी
- 2.4 सार्वजनिक सेवा प्रवाहको अर्थ, सेवा प्रवाह गर्ने निकाय, तरिका र माध्यमहरू
- 2.5 सार्वजनिक बडापत्र (Public Charter) : महत्व र आवश्यकता
- 2.6 व्यवस्थापनका अवधारणा तथा सार्वजनिक व्यवस्थापनमा निर्देशन, नियन्त्रण, समन्वय, निर्णय प्रक्रिया, उत्प्रेरणा र नेतृत्व सम्बन्धी जानकारी
- 2.7 मानवीय मूल्य मान्यता (Human Values), नागरिकका कर्तव्य र दायित्व तथा अनुशासन

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3. सामान्य अभिक्षमता परीक्षण (General Aptitude Test) (५ × २ अङ्क=१० अङ्क)

- 3.1 शाब्दिक अभिक्षमता परीक्षण (Verbal Aptitude Test) :** यस परीक्षणमा शब्दज्ञान, अनुक्रम, समरूपता, वर्गीकरण, कोडिङ-डिकोडिङ, दिशा र दुरी ज्ञान परीक्षण (direction & distance sense test), तर्क विचार सम्बन्धी (logical reasoning), पङ्क्तिक्रम (ranking order) आदि विषयवस्तुबाट प्रश्नहरू समावेश गरिनेछ ।
- 3.2 संख्यात्मक अभिक्षमता परीक्षण (Numerical Aptitude Test) :** यस परीक्षणमा अनुक्रम, समरूपता, वर्गीकरण, कोडिङ, मेट्रिक्स, अङ्कगणितीय तर्क / क्रिया सम्बन्धी, प्रतिशत, भिन्न, अनुपात, औसत, समय र काम, आदि विषयवस्तुबाट प्रश्नहरू समावेश गरिनेछ ।
- 3.3 अशाब्दिक अभिक्षमता परीक्षण (Non-Verbal/Abstract Aptitude Test) :** यस परीक्षणमा अनुक्रम, समरूपता, वर्गीकरण, भेन चित्र, मेट्रिक्स, त्रिभुज र वर्गहरूको रचना, चित्र वा आकृति बनावट र विश्लेषण, आदि विषयवस्तुबाट प्रश्नहरू समावेश गरिनेछ ।
- 3.4 रुजु गर्ने (Verification test) र फाइलिङ अभिरुचि परीक्षण (Filing aptitude test):** रुजु गर्ने (Verification test), परीक्षणमा तथ्याङ्क, सङ्ख्या वा शाब्दिक सूचनालाई जाँच गर्ने वा त्रुटी पत्ता लगाउने अथवा समानता वा भिन्नता पत्ता लगाउने किसिमका प्रश्नहरू समावेश हुनेछन् । फाइलिङ अभिरुचि परीक्षण (Filing aptitude test) मा शाब्दिक र सङ्ख्यात्मक फाइलिङ वस्तु वा प्रक्रियालाई वर्णमालाक्रम, सङ्ख्यात्मकक्रम वा कालक्रम अनुसार समाधान गर्ने किसिमका प्रश्नहरू समावेश हुनेछन् ।
- 3.5 निर्देशन अनुसरण गर्ने (Follows the instructions) र विश्लेषणात्मक तार्किकता परीक्षण (Analytical reasoning test):** निर्देशन अनुसरण गर्ने (Follows the instructions) परीक्षणमा दिइएका लिखित निर्देशनलाई हुबहु अनुसरण गरी समाधान गर्ने किसिमका प्रश्नहरू समावेश हुनेछन् । विश्लेषणात्मक तार्किकता परीक्षण (Analytical reasoning test) मा शाब्दिक वा सङ्ख्यात्मक वा अशाब्दिक (चित्रात्मक) किसिमका विश्लेषणात्मक तार्किकता सम्बन्धी प्रश्नहरू समावेश हुनेछन् ।

4. नेपाली र अङ्ग्रेजी भाषा: (४ × २ अङ्क=८ अङ्क)

4.1 English: Knowledge on writing correct English sentences, letters, and reports according to English grammar based on the following syntactic functions: (२ × २ अङ्क=४ अङ्क)

- Parts of Speech:
- Noun
- Pronoun
- Adjective
- Determiner
- Verb
- Adverb
- Preposition
- Conjunction and
- Interjection
- Infinitives and gerunds, reported speech and tenses

4.2 नेपाली: नेपाली भाषामा स्तरीय शुद्ध शब्द, वाक्यांश र वाक्य लेखनको लागि आवश्यक पर्ने ह्रस्व दीर्घ, ब र व, तथा श, ष, स लगायतका व्याकरणगत शुद्ध लेखनशैलीमा केन्द्रित शुद्ध शब्द, वाक्यांश र वाक्य लेखनसहितको नेपाली भाषाको शुद्धाशुद्धिको ज्ञान

(२ × २ अङ्क=४ अङ्क)

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

भाग (Part II) :-

सेवा सम्बन्धित कार्य-ज्ञान (Job Based - Knowledge)

(२५ प्रश्न× २ अङ्क = ५० अङ्क)

1. Health, Disease, Epidemiology and Vital Statistics

1.1. Health and Disease

- 1.1.1. Concept and definition of health and disease
- 1.1.2. Dimension and spectrum of health; Ways of achieving optimum health
- 1.1.3. Determinants of health; Disease process (Agent, Host and Environment)

1.2. Epidemiology

- 1.2.1. Concept, definition, aim, objectives and history of epidemiology
- 1.2.2. Basic measurement in epidemiology
- 1.2.3. Application of epidemiology
- 1.2.4. Dynamics of disease transmission : Source and Reservoir; Modes of Transmission; Susceptible Host and host defense
- 1.2.5. Disease Prevention and Control
- 1.2.6. Steps of Epidemics; Management of Epidemics

1.3. Vital Health Statistics

- 1.3.1. Concept of Rate, Ratio, Proportion, Incidence and Prevalence
- 1.3.2. Measurement of Health Indicator (Fertility, Morbidity and Mortality)
- 1.3.3. Source of Vital Health Information, Tabulation Analysis Interpretation and Presentation of Data
- 1.3.4. Sample and Sampling size
- 1.3.5. Mean, Median and Mode
- 1.3.6. Demography: National Population Policy, Population Process, Population Size, Growth and Composition

2. Primary Health Care (PHC), Essential Health Care Services and Public Health

2.1. Primary Health Care Services

- 2.1.1. Historical background, Concept, Element/Components and Principles of PHC

2.2. Essential Health Care Services (EHCS)

- 2.2.1. Concepts of EHCS, Elements / Components and Principle of EHCS

2.3. Public Health

- 2.3.1. Concept, Definition, Objective and Principles of Public Health
- 2.3.2. Public Health Programs of Nepal

3. Communicable and Non-Communicable Diseases

3.1. Communicable Disease

- 3.1.1. Diarrhea, Dysentery, Malaria, Leprosy, Japanese Encephalitis, Kala-azar, HIV/AIDS, STD, ARI, Dengue, Filariasis, Rabies
- 3.1.2. Vaccine Preventable Diseases – Tuberculosis, Measles, Diphtheria, Pertussis, Tetanus, Poliomyelitis, Hepatitis B, Meningitis, Typhoid, Influenza, Food Poisoning, Amoebiasis, Cholera, Trachoma and intestinal parasites induced diseases

3.2. Non- Communicable Diseases

- 3.2.1. Diabetes, Cancers, Arthritis, Asthma, Obesity, Blindness, Accident and Injury
- 3.2.2. Heart Diseases – Hypertension, Stroke, RH and Coronary HD

4. Community Health Diagnosis, Community Organization, Community Participation and Community Development

4.1. Community Health Diagnosis

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन
वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

- 4.1.1. Concept and Definition of Community Diagnosis
- 4.1.2. Process, Methods techniques and tools of Community Diagnosis
- 4.1.3. Community Mobilization, Social Mobilization

4.2. **Community Organization and Community Participation**

- 4.2.1. Concept of Community organization
- 4.2.2. Techniques and Procedure of Community Organization
- 4.2.3. Concept of Community Participation
- 4.2.4. Methods and Process of Community Participation

4.3. **Community Development**

- 4.3.1. Concept of Community Development
- 4.3.2. Approaches of Community Development : External Agent Approach, Multiple Agent Approach, Internal Resource Mobilization Approach

5. **Health Promotion and Education**

5.1. **Health Promotion**

- 5.1.1. Historical Background Health Promotion
- 5.1.2. Ottawa, Jakarta and Helsinki Health Promotion Declarations
- 5.1.3. Concept and Definition Health Promotion
- 5.1.4. Strategies and Action Area of Health Promotion
- 5.1.5. Setting Approaches of Health Promotion : Family Setting, Community Setting, Educational setting, Occupational Setting , Health Facility Setting
- 5.1.6. Approaches of Health Promotion

5.2. **Health Education**

- 5.2.1. Concept and Definition of Health Education
- 5.2.2. Rational and Purpose of Health Education
- 5.2.3. Principles and Scope of Health Education
- 5.2.4. Concept, Definition and uses of perception in Health Education
- 5.2.5. Concept of learning and learning process
 - 5.2.5.1. Methods of learning process (Learning by hearing, Learning by seeing, Learning by doing, Learning by Imitation, Learning by Repetition)
 - 5.2.5.2. Theories of Learning Process
- 5.2.6. Concept and Definition of Motivation
 - 5.2.6.1. Types of Motivation, Techniques of Motivation
 - 5.2.6.2. Rational of Motivation in health education program
 - 5.2.6.3. Theories of Motivation (Maslow theory of Motivation)
- 5.2.7. Methods of Health Education
 - 5.2.7.1. Individual Method (Interview and Counselling)
 - 5.2.7.2. Group Method (Group Discussion, Demonstration, Role Play, Symposium, Work Shop, Seminar, Brain Storming, Problem Solving, Case Study, Mini-Lecture Field Trip)
 - 5.2.7.3. Mass Method (Lecture, Exhibition, Museum, Drama, Film and Documentary Show, Rally and Social Media)
- 5.2.8. Media of Health Education
 - 5.2.8.1. Poster, Fillip Chart, Flash Cards
 - 5.2.8.2. Models and real objects
 - 5.2.8.3. Printing Materials (Journals, Book Booklets, Pamphlets, Brochures)
 - 5.2.8.4. Email, Internet
- 5.2.9. Planning of Health Education Programme
 - 5.2.9.1. Concept and Definition of Health Planning

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन
वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

5.2.9.2. Purpose and Rational of Health Planing

5.2.9.3. Steps and Process of Health Planning : Identification of Health Planning, Prioritization of Health Problem, Target Group Setting, Determinants of Objectives, Identification of Resources, Selecting Health Education Contents, Deciding Methods and Media of Health Education Programme Planning, Implementation of Health Education Programme, Evaluation of Health Education Programme

6. Environmental Health and Occupational Health

6.1. Environmental Health

6.1.1. Concept and Definitions of Environmental Health

6.1.2. Sources of Water, Water Purification in Small Scale (Household level)

6.1.3. Solid Waste and Its Management

6.1.4. Excreta Disposal and its Management (Community and Household Level)

6.1.5. Control of Fly, Rodents and Street Dogs

6.1.6. Air, Soil, Water and Noise Pollutions and its Management

6.2. Occupational Health

6.2.1. Definition, Occupational Health Hazards and Disease

6.2.2. Preventive Measures of Occupational Hazards

6.2.3. Social Abuses, its Effects, Prevention and Control (Tobacco, Drugs, Alcoholism)

7. School Health Education and Nutrition

7.1. School Health

7.1.1. Concept, definition and objectives of school health program

7.1.2. Areas of school health program : School Health Services, School Health Instruction, School Health Environment, School Community Joint Activities

7.2. Nutrition and Malnutrition

7.2.1. Introduction of nutrition and nutritive values of food

7.2.2. Classification of Foods and its Sources; Nutrients and its type, function, effects

7.2.3. Nutritional Deficiency Diseases, Helminthic diseases and Malnutrition among school children

8. National Health System, Policy, Strategies, Program Planning and Manegement

8.1. National Health Policy (Main feature)

8.2. Second Long Term Health Plan; Nepal Health Sector Strategy - II; Health Sector Implementation Plan

8.3. Sustainable Development Goals

8.4. National Health System of Nepal : Structure/ Organogram of Ministry of Health, Central, Regional, Zonal, District, Constituency, VDC and Community level

8.5. Function of DHO/DPHO, PHCC, and Health Post

8.6. Job description of DHO/DPHO, MO, HA, Staff Nurses, Health Education Technician, AHW/ANM, others Paramedics and FCHV

8.7. Role and Responsibilities of National Health Education Information and Communication Centre (NHIECC); National Health Promotion and Education Policies and Strategies, Program and Activities from Central to Periphery Levels, National Communication / IEC Strategies

8.8. National Health Program :

8.8.1. Child Health; Immunization; Integrated Management of Childhood Illness (IMCI), CDD, ARI, Measles, Malaria; Nutrition – IDD, Iron, Vitamin A, Deworming; Reproductive Health - Safe Motherhood Neonatal health, Family Planning, Adolescent

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

RH, Care of elderly women, RTI/STD, Male Involvement, Infertility Management
Comprehensive Abortion Services

8.8.2. Epidemiology and Disease Control (Malaria, Kala-azar, Encephalitis, Filariasis, Rabies); Tuberculosis Control Program; Leprosy Control Program; Eye and Oral Health Program; Health Training Program; Logistic Management; Health Management Information System (HMIS) Program; NHIECC Program; Disaster Management Program; Primary Health Care Program; Communicable and Non-Communicable Diseases program; Mental Health Program; Tobacco Control Program

8.9. Health Planning and Management

8.9.1. Health Planning: Definition and Rational of Health Planning; Health Planning Cycle/ Process of Planning; Health Planning Steps; Types of Planning; Trends of Health Planning in Nepal

8.9.2. Health Management : Concept, Definition, Function and Principles of Health Management; Health Camp Management

9. Health Communication

9.1. Concept and Definition of Health Communication

9.2. Elements and Components of Health Communication : Source (Communicator), Message, Channels, Audience, Feed - Back

9.3. Principles and Methods of Communication

9.4. Barriers of Communication

9.5. Needs of Communication Skill in Health sector

9.6. Behaviour Change Communication: Process Of Behavior Change; Method Of Behavior Change Communication

10. Health Training and Curriculum

10.1. Health Training : Concept and Definition of Health Training; Rational and purpose of Health Training; Training Needs Identification

10.2. Types of Training ; Pre-service, In-Service, Refresher and Orientation Training

10.3. Methods / Techniques of Training

10.4. Planning, Management and implementation of training Program for Various levels of Health Worker

10.5. Curriculum and Curriculum Development : Concept and Definition of Curriculum; Process of Curriculum Development; Implementation of Curriculum; Lesson Plan, Development and Testing Evaluation Tools; Monitoring, Supervision and Evaluation of Curriculum and Training Program

11. Supervision and Monitoring Health Activities

11.1. Supervision : Concept and Definition of Supervision

11.2. Elements / Components of Supervision : Directing, Training, Counseling, Motivating, Communicating, Guiding / Facilitating, Evaluation

11.3. Types of Supervision : Institutional Supervision (Organization Focus), Personal supervision (Individual Health Worker Focus)

11.4. Tools of Supervision : Supervision Schedule, Personal Record / File, Checklist of Supervision (Skill Testing/Performance testing), Observation Checklists, Authority letter of Supervision

11.5. Monitoring : Concept, Purpose and Objectives of Monitoring

11.6. Different Between Supervision and Monitoring

11.7. Role of monitoring in Health Activities

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

12. Logistic Management

- 12.1. Concept and Rational of logistic Management
- 12.2. Logistic Cycle/ logistic Right; Process of Logistic Management
- 12.3. Different Terminology used in logistic Management (FIFO, Stock level, ASL, EOP, VVM)
- 12.4. Demand and Supply of Health Service Equipment's and Materials
- 12.5. Inventory Management; Store Keeping and Store management
- 12.6. Logistic Management information System(LMIS)
- 12.7. Role of Logistic Management Division in Health Services

13. Health Management Information System (HMIS)

- 13.1. Historical Development, Concept and Definition of HMIS
- 13.2. Different Types of HMIS : Master Register (HMIS-1), Health Service Card (HMIS-2), Out Patient Register (HMIS-3), Referral Slip (HMIS-4), Discontinuation Tracing (HMIS-5)
- 13.3. Uses of HMIS in Health Services; Process of HMIS
- 13.4. Types of Recording and Reporting

14. National and International Organization Contributing Health Sector

- 14.1. National Organization : Nepal Red Cross Society; Family Planning Association of Nepal (FPAN); Nepal Heart Foundation; Lions Club of Nepal; Nepal Cancer Relief Society; Nepal Netra Jyoti Sangh; Nepal Jaycees; Mrigendra Samjhana Medical Trust; Nepal Disable Association; Mother Club (Group)
- 14.2. International Organization : WHO, UNFPA, UNICEF, USAID, UNDP, WORLD BANK, JICA, CARE, SCF, GTZ, DFID, Global Fund, IUHPE

15. Health Related Council

- 15.1. Nepal Medical Council, Nepal Nursing Council, Nepal Health Professional Council, Nepal Ayurveda Council, Nepal Health Research Council
- 15.2. Health Insurance Program in Nepal: Policy; Strategy; Communication Activities; Insurance Schemes.

प्रथम पत्रको लागि यथासम्भव निम्नानुसार प्रश्नहरू सोधिने छ ।

भाग	विषयवस्तु	परीक्षा प्रणाली	अङ्कभार	प्रश्न संख्या × अङ्क
I	सामान्य ज्ञान र सामान्य अभिज्ञमता परीक्षण (General Awareness & General Aptitude Test)	बहुवैकल्पिक प्रश्न (MCQs)	५०	२५ प्रश्न × २ अङ्क= ५०
II	सेवा सम्बन्धित कार्य-ज्ञान (Job related functional knowledge)		५०	२५ प्रश्न × २ अङ्क= ५०

प्रथम पत्रको भाग (Part II) सेवा सम्बन्धित कार्य-ज्ञान (Job based -knowledge) को पाठ्यक्रमका एकाइबाट परीक्षामा यथासम्भव देहाय बमोजिम प्रश्नहरू सोधिने छ ।

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन
वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

पाठ्यक्रमका एकाइ	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
प्रश्न संख्या	2	1	3	2	4	2	2	2	1	1	1	1	1	1	1

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

द्वितीय पत्र (Paper II) :-

सेवा सम्बन्धित कार्य-ज्ञान (Job based -knowledge)

खण्ड (Section) (A) :- ५० अङ्क

- 1. Health, Disease, Epidemiology and Vital Statistics**
 - 1.1. Health and Disease**
 - 1.1.1. Concept and definition of health and disease
 - 1.1.2. Dimension and spectrum of health; Ways of achieving optimum health
 - 1.1.3. Determinants of health; Disease process (Agent, Host and Environment)
 - 1.2. Epidemiology**
 - 1.2.1. Concept, definition, aim, objectives and history of epidemiology
 - 1.2.2. Basic measurement in epidemiology
 - 1.2.3. Application of epidemiology
 - 1.2.4. Dynamics of disease transmission : Source and Reservoir; Modes of Transmission; Susceptible Host and host defense
 - 1.2.5. Disease Prevention and Control
 - 1.2.6. Steps of Epidemics; Management of Epidemics
 - 1.3. Vital Health Statistics**
 - 1.3.1. Concept of Rate, Ratio, Proportion, Incidence and Prevalence
 - 1.3.2. Measurement of Health Indicator (Fertility, Morbidity and Mortality)
 - 1.3.3. Source of Vital Health Information, Tabulation Analysis Interpretation and Presentation of Data
 - 1.3.4. Sample and Sampling size
 - 1.3.5. Mean, Median and Mode
 - 1.3.6. Demography: National Population Policy, Population Process, Population Size, Growth and Composition
- 2. Primary Health Care (PHC), Essential Health Care Services and Public Health**
 - 2.1. Primary Health Care Services**
 - 2.1.1. Historical background, Concept, Element/Components and Principles of PHC
 - 2.2. Essential Health Care Services (EHCS)**
 - 2.2.1. Concepts of EHCS, Elements / Components and Principle of EHCS
 - 2.3. Public Health**
 - 2.3.1. Concept, Definition, Objective and Principles of Public Health
 - 2.3.2. Public Health Programs of Nepal
- 3. Communicable and Non-Communicable Diseases**
 - 3.1. Communicable Disease**
 - 3.1.1. Diarrhea, Dysentery, Malaria, Leprosy, Japanese Encephalitis, Kala-azar, HIV/AIDS, STD, ARI, Dengue, Filariasis, Rabies
 - 3.1.2. Vaccine Preventable Diseases – Tuberculosis, Measles, Diphtheria, Pertussis, Tetanus, Poliomyelitis, Hepatitis B, Meningitis, Typhoid, Influenza, Food Poisoning, Amoebiasis, Cholera, Trachoma and intestinal parasites induced diseases
 - 3.2. Non- Communicable Diseases**
 - 3.2.1. Diabetes, Cancers, Arthritis, Asthma, Obesity, Blindness, Accident and Injury
 - 3.2.2. Heart Diseases – Hypertension, Stroke, RH and Coronary HD
- 4. Community Health Diagnosis, Community Organization, Community Participation and Community Development**
 - 4.1. Community Health Diagnosis**
 - 4.1.1. Concept and Definition of Community Diagnosis

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन
वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

4.1.2. Process, Methods techniques and tools of Community Diagnosis

4.1.3. Community Mobilization, Social Mobilization

4.2. Community Organization and Community Participation

4.2.1. Concept of Community organization

4.2.2. Techniques and Procedure of Community Organization

4.2.3. Concept of Community Participation

4.2.4. Methods and Process of Community Participation

4.3. Community Development

4.3.1. Concept of Community Development

4.3.2. Approaches of Community Development : External Agent Approach, Multiple Agent Approach, Internal Resource Mobilization Approach

5. Health Promotion and Education

5.1. Health Promotion

5.1.1. Historical Background Health Promotion

5.1.2. Ottawa, Jakarta and Helsinki Health Promotion Declarations

5.1.3. Concept and Definition Health Promotion

5.1.4. Strategies and Action Area of Health Promotion

5.1.5. Setting Approaches of Health Promotion : Family Setting, Community Setting, Educational setting, Occupational Setting , Health Facility Setting

5.1.6. Approaches of Health Promotion

5.2. Health Education

5.2.1. Concept and Definition of Health Education

5.2.2. Rational and Purpose of Health Education

5.2.3. Principles and Scope of Health Education

5.2.4. Concept, Definition and uses of perception in Health Education

5.2.5. Concept of learning and learning process

5.2.5.1. Methods of learning process (Learning by hearing, Learning by seeing, Learning by doing, Learning by Imitation, Learning by Repetition)

5.2.5.2. Theories of Learning Process

5.2.6. Concept and Definition of Motivation

5.2.6.1. Types of Motivation, Techniques of Motivation

5.2.6.2. Rational of Motivation in health education program

5.2.6.3. Theories of Motivation (Maslow theory of Motivation)

5.2.7. Methods of Health Education

5.2.7.1. Individual Method (Interview and Counselling)

5.2.7.2. Group Method (Group Discussion, Demonstration, Role Play, Symposium, Work Shop, Seminar, Brain Storming, Problem Solving, Case Study, Mini-Lecture Field Trip)

5.2.7.3. Mass Method (Lecture, Exhibition, Museum, Drama, Film and Documentary Show, Rally and Social Media)

5.2.8. Media of Health Education

5.2.8.1. Poster, Fillip Chart, Flash Cards

5.2.8.2. Models and real objects

5.2.8.3. Printing Materials (Journals, Book Booklets, Pamphlets, Brochures)

5.2.8.4. Email, Internet

5.2.9. Planning of Health Education Programme

5.2.9.1. Concept and Definition of Health Planning

5.2.9.2. Purpose and Rational of Health Planing

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

5.2.9.3. Steps and Process of Health Planning : Identification of Health Planning, Prioritization of Health Problem, Target Group Setting, Determinants of Objectives, Identification of Resources, Selecting Health Education Contents, Deciding Methods and Media of Health Education Programme Planning, Implementation of Health Education Programme, Evaluation of Health Education Programme

6. Environmental Health and Occupational Health

6.1. Environmental Health

- 6.1.1. Concept and Definitions of Environmental Health
- 6.1.2. Sources of Water, Water Purification in Small Scale (Household level)
- 6.1.3. Solid Waste and Its Management
- 6.1.4. Excreta Disposal and its Management (Community and Household Level)
- 6.1.5. Control of Fly, Rodents and Street Dogs
- 6.1.6. Air, Soil, Water and Noise Pollutions and its Management

6.2. Occupational Health

- 6.2.1. Definition, Occupational Health Hazards and Disease
- 6.2.2. Preventive Measures of Occupational Hazards
- 6.2.3. Social Abuses, its Effects, Prevention and Control (Tobacco, Drugs, Alcoholism)

खण्ड (Section) (B) :- ५० अङ्क

7. School Health Education and Nutrition

7.1. School Health

- 7.1.1. Concept, definition and objectives of school health program
- 7.1.2. Areas of school health program : School Health Services, School Health Instruction, School Health Environment, School Community Joint Activities

7.2. Nutrition and Malnutrition

- 7.2.1. Introduction of nutrition and nutritive values of food
- 7.2.2. Classification of Foods and its Sources; Nutrients and its type, function, effects
- 7.2.3. Nutritional Deficiency Diseases, Helminthic diseases and Malnutrition among school children

8. National Health System, Policy, Strategies, Program Planning and Management

- 8.1. National Health Policy (Main feature)
- 8.2. Second Long Term Health Plan; Nepal Health Sector Strategy - II; Health Sector Implementation Plan
- 8.3. Sustainable Development Goals
- 8.4. National Health System of Nepal : Structure/ Organogram of Ministry of Health, Central, Regional, Zonal, District, Constituency, VDC and Community level
- 8.5. Function of DHO/DPHO, PHCC, and Health Post
- 8.6. Job description of DHO/DPHO, MO, HA, Staff Nurses, Health Education Technician, AHW/ANM, others Paramedics and FCHV
- 8.7. Role and Responsibilities of National Health Education Information and Communication Centre (NHIECC); National Health Promotion and Education Policies and Strategies, Program and Activities from Central to Periphery Levels, National Communication / IEC Strategies
- 8.8. National Health Program :
 - 8.8.1. Child Health; Immunization; Integrated Management of Childhood Illness (IMCI), CDD, ARI, Measles, Malaria; Nutrition – IDD, Iron, Vitamin A, Deworming; Reproductive

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन
वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

Health - Safe Motherhood Neonatal health, Family Planning, Adolescent RH, Care of elderly women, RTI/STD, Male Involvement, Infertility Management Comprehensive Abortion Services

8.8.2. Epidemiology and Disease Control (Malaria, Kala-azar, Encephalitis, Filariasis, Rabies); Tuberculosis Control Program; Leprosy Control Program; Eye and Oral Health Program; Health Training Program; Logistic Management; Health Management Information System (HMIS) Program; NHIECC Program; Disaster Management Program; Primary Health Care Program; Communicable and Non-Communicable Diseases program; Mental Health Program; Tobacco Control Program

8.9. Health Planning and Management

8.9.1. Health Planning: Definition and Rational of Health Planning; Health Planning Cycle/ Process of Planning; Health Planning Steps; Types of Planning; Trends of Health Planning in Nepal

8.9.2. Health Management : Concept, Definition, Function and Principles of Health Management; Health Camp Management

9. Health Communication

9.1. Concept and Definition of Health Communication

9.2. Elements and Components of Health Communication : Source (Communicator), Message, Channels, Audience, Feed - Back

9.3. Principles and Methods of Communication

9.4. Barriers of Communication

9.5. Needs of Communication Skill in Health sector

9.6. Behaviour Change Communication: Process Of Behavior Change; Method Of Behavior Change Communication

10. Health Training and Curriculum

10.1. Health Training : Concept and Definition of Health Training; Rational and purpose of Health Training; Training Needs Identification

10.2. Types of Training ; Pre-service, In-Service, Refresher and Orientation Training

10.3. Methods / Techniques of Training

10.4. Planning, Management and implementation of training Program for Various levels of Health Worker

10.5. Curriculum and Curriculum Development : Concept and Definition of Curriculum; Process of Curriculum Development; Implementation of Curriculum; Lesson Plan, Development and Testing Evaluation Tools; Monitoring, Supervision and Evaluation of Curriculum and Training Program

11. Supervision and Monitoring Health Activities

11.1. Supervision : Concept and Definition of Supervision

11.2. Elements / Components of Supervision : Directing, Training, Counseling, Motivating, Communicating, Guiding / Facilitating, Evaluation

11.3. Types of Supervision : Institutional Supervision (Organization Focus), Personal supervision (Individual Health Worker Focus)

11.4. Tools of Supervision : Supervision Schedule, Personal Record / File, Checklist of Supervision (Skill Testing/Performance testing), Observation Checklists, Authority letter of Supervision

11.5. Monitoring : Concept, Purpose and Objectives of Monitoring

11.6. Different Between Supervision and Monitoring

प्रदेश लोक सेवा आयोग, बागमती प्रदेश

प्रदेश निजामती सेवा र स्थानीय सेवा तर्फका स्वास्थ्य सेवा, हेल्थ एजुकेशन समूह, पाँचौं तह, स्वास्थ्य शिक्षा टेक्निसियन
वा सो सरह पदको खुला प्रतियोगितात्मक परीक्षाको पाठ्यक्रम

11.7. Role of monitoring in Health Activities

12. Logistic Management

- 12.1. Concept and Rational of logistic Management
- 12.2. Logistic Cycle/ logistic Right; Process of Logistic Management
- 12.3. Different Terminology used in logistic Management (FIFO, Stock level, ASL, EOP, VVM)
- 12.4. Demand and Supply of Health Service Equipment's and Materials
- 12.5. Inventory Management; Store Keeping and Store management
- 12.6. Logistic Management information System(LMIS)
- 12.7. Role of Logistic Management Division in Health Services

13. Health Management Information System (HMIS)

- 13.1. Historical Development, Concept and Definition of HMIS
- 13.2. Different Types of HMIS : Master Register (HMIS-1), Health Service Card (HMIS-2), Out Patient Register (HMIS-3), Referral Slip (HMIS-4), Discontinuation Tracing (HMIS-5)
- 13.3. Uses of HMIS in Health Services; Process of HMIS
- 13.4. Types of Recording and Reporting

14. National and International Organizaion Contributing Health Sector

- 14.1. National Organization : Nepal Red Cross Society; Family Planning Association of Nepal (FPAN); Nepal Heart Foundation; Lions Club of Nepal; Nepal Cancer Relief Society; Nepal Netra Jyoti Sangh; Nepal Jaycees; Mrigendra Samjhana Medical Trust; Nepal Disable Association; Mother Club (Group)
- 14.2. International Organization : WHO, UNFPA, UNICEF, USAID, UNDP, WORLD BANK, JICA, CARE, SCF, GTZ, DFID, Global Fund, IUHPE

15. Health Related Council

- 15.1. Nepal Medical Council, Nepal Nursing Council, Nepal Health Professional Council, Nepal Ayurveda Council, Nepal Health Research Council
- 15.2. Health Insurance Program in Nepal: Policy; Strategy; Communication Activities; Insurance Schemes.

द्वितीय पत्रको लागि यथासम्भव निम्नानुसार प्रश्नहरु सोधिनेछ ।

द्वितीय पत्र (विषयगत)					
पत्र	विषय	खण्ड	अङ्कभार	छोटो उत्तर	लामो उत्तर
द्वितीय	सेवा सम्बन्धित कार्य-ज्ञान (Job Based-Knowledge)	(A)	५०	६ प्रश्न × ५ अङ्क = ३०	२ प्रश्न × १० अङ्क = २०
		(B)	५०	६ प्रश्न × ५ अङ्क = ३०	२ प्रश्न × १० अङ्क = २०