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Government of Kerala  
2023



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Reg No.KL/TV(N)/634/2021-2023

# കേരള ഗസറ്റ് KERALA GAZETTE

## അസാധാരണം EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്  
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GOVERNMENT OF KERALA  
Health & Family Welfare (K) Department

NOTIFICATION

G.O. (P) No. 13/2023/H&FWD

*Dated, Thiruvananthapuram, 17th March, 2023.*

**S. R. O. No. 381/2023**

In exercise of the powers conferred by subsection (1) of section 68 of the National Commission for Allied and Healthcare Professions Act, 2021 (Central Act 14 of 2021), the Government of Kerala hereby makes the following rules, namely:—



## RULES

## CHAPTER 1

## PRELIMINARY

1. *Short title and commencement.*—(1) These rules may be called the Kerala State Allied and Healthcare Council Rules, 2023.

(2) They shall come into force at once.

2. *Definitions.*—(1) In these rules, unless the context otherwise requires,—

(a) “Act” means the National Commission for Allied and Healthcare Professions Act, 2021 (Central Act 14 of 2021);

(b) “Advisory Board” means a professional Advisory Board constituted by the State Council from time to time under section 31 of the Act;

(c) “Autonomous Boards” means Autonomous Boards constituted by the State Council under section 29 of the Act;

(d) “Chairperson” means Chairperson of the State Council;

(e) “Commission” means the National Commission for Allied and Healthcare Profession constituted under section 3 of the Act;

(f) “Fee” means any sum payable as fee under the Act or these Rules;

(g) “Form” means a form appended to these Rules;

(h) “Government” means the Government of Kerala;

(i) “Member” means a Member of the State Council nominated by the Government under clause (e) or (f) of sub-section (3) of section 22 of the Act, including the Chairperson;

(j) “Schedule” means Schedule appended to these Rules;

(k) “Secretary” means the Secretary of the State Council;



(l) “State Council” or “Council” means the Kerala State Allied and Healthcare Council constituted by the Government of Kerala under section 22 of the Act;

(m) “State Register” means the State Allied and Healthcare Professionals’ Register maintained under section 32 of the Act.

(2) Words and expressions used and not defined in these rules but defined in the Act shall have the meanings respectively assigned to them in the Act.

## CHAPTER 2

### PROCEDURE FOR NOMINATION AND TERMS AND CONDITIONS OF SERVICE OF CHAIRPERSON AND MEMBERS

3. *Nomination of Chairperson and members of the State Council.*—(1) No person who does not possess the qualification and experience provided in clause (a) of sub-section (3) of section 22 of the Act shall be nominated by the Government to hold the office of the Chairperson of the State Council;

(2) No person who has not attained the age of forty-five years and who does not represent any of the recognized category specified in the Schedule annexed to the Act and possess not less than fifteen years’ experience in the respective recognized category, out of which at least seven years shall be as a leader in the allied and healthcare sciences, shall be nominated by the Government as a member of the State Council under clause (e) of sub-section (3) of section 22 of the Act. The person so nominated shall possess a postgraduate degree in any profession of recognized category of allied and healthcare sciences from any University as defined in section 2(x) of the Act;

(3) No person who has not attained the age of forty-five years and has not possess fifteen years’ experience in charitable institutions which have been in operation for at least twenty years and engaged in education or services in connection with any of the recognized categories specified in the Schedule to the Act, preferably with a tertiary or super-specialty hospital engaged in direct delivery of affordable healthcare service and education, shall be nominated by the Government as a member of the State Council under clause (f) of sub-section (3) of section 22 of the Act. The



person so nominated shall also possess a postgraduate degree in any profession of the recognized category of allied and healthcare sciences from any University as defined in section 2(x) of the Act;

Provided that no Charitable Institution shall be represented by more than one nominee in the State Council at a time.

(4) The person nominated as a Member of the Council under clause (e) and (f) of sub-section (3) of section 22 of the Act shall also be a person of outstanding ability, reputation and integrity.

(5) No person having been convicted and sentenced for imprisonment for an offense which in the opinion of the Government involves moral turpitude, shall be eligible for nomination as the Chairperson or Member of the State Council.

(6) No person having been removed or dismissed from service of the Central Government or a State Government or a body or Corporation owned or controlled by the Central or State Government shall be eligible for nomination as Chairperson or Member of the State Council.

(7) The Chairperson and Members of the State Council shall file return of assets and liabilities as per prevalent rules, orders or guidelines for employees of the Government, on first appointment and till the time of demitting office.

4. *Terms and Conditions of Service of Chairperson and Members.*—(1) The State Council shall be a body corporate as provided in sub-section (2) of section 22 of the Act and shall function full time as an independent and autonomous body.

(2) The Chairperson shall, unless he relinquishes office or is removed from office under section 24, hold office for a term not exceeding two years from the date on which he enters upon his office and shall be eligible for re-nomination for a maximum period of two terms.

(3) If the Chairperson is unable to discharge his functions owing to illness or other incapacity, the Government shall nominate any other Member nominated in the State Council under clause (e) or (f) of sub-section (3) of section 22 of the Act to act as the Chairperson and the Member so nominated shall hold office as the Chairperson until the Chairperson resumes office or till the remainder of his term.



(4) A vacancy of the Chairperson or a Member caused by death, resignation or any other reason shall be filled up by the Government within ninety days from the date of occurrence of such vacancy.

5. *Honorarium, Travelling and other Allowances to Chairperson and members.*—(1) The Chairperson shall receive a fixed honorarium and allowances as may be determined by the Government by order and shall also be eligible for travelling allowances as prescribed by the Government

(2) Member of the State Council shall be paid traveling allowances and daily allowances as prescribed by the Government

(3) If the Chairperson or Member is in the service of the Central Government or State Government his salary shall be regulated in accordance with the rules applicable to him/her from time to time.

6. *Leave.*—The Chairperson and every other Member shall be entitled to leave as per Appendix VIII of Kerala Service Rules.

7. *Leave sanctioning Authority.*—(1) The Government shall be the authority competent to sanction leave to the Chairperson.

(2) The Chairperson shall be the authority competent to sanction leave to every Member and the Secretary.

(3) The Secretary shall be the authority competent to sanction leave to any officer or other employee of the State Council.

8. *Facility for conveyance.*—The Chairperson may be provided with an office vehicle for journey undertaken for official purpose in accordance with the rules or orders of the Government, issued from time to time. Office vehicles as available may be provided to the members of the State Council for journey undertaken for official purpose, also in accordance with the rules or orders of the Government, issued from time to time in that behalf.

9. *Facility for medical treatment.*—The Chairperson and every other Member shall be entitled to the medical treatment and hospital facilities as applicable to State Government servants issued from time to time.



10. *Secretary.*—(1) The Secretary of the Council shall be a person not below the rank of Deputy Secretary to Government in the Administrative Secretariat preferably having current or previous experience in working in Health Department

(2) The Secretary shall be a person of outstanding ability and proven administrative capacity and integrity. He shall also possess administrative experience of not less than five years

(3) Appointment of the Secretary shall be made by the State Council under section 28 of the Act from the category of officers in sub-rule (1), with the previous approval of the Government.

(4) Pay and other terms and conditions of service of the Secretary shall be regulated in accordance with the rules applicable to him/her from time to time under the Government service and his tenure till superannuation shall be treated as deputation to Foreign Service in terms with prevalent rules.

(5) The Secretary, being the Chief Executive of the State Council shall be entitled to office vehicle in accordance with the rules or orders of the Government, issued from time to time

(6) The Secretary of the Council shall file return of assets and liabilities in the manner as prescribed by the Government for employees of equivalent level in the Government, till the time of demitting office.”

11. *Powers and duties of the Secretary.*—(1) The Secretary shall be the Chief Executive of the State Council. He shall also be the Head of the office. In all legal proceedings, including litigations before Court of law, the State Council shall be represented by the Secretary. The Secretary shall also be responsible for the safety and custody of the property of the State Council, control and management of the Council, maintenance of accounts and all such administrative matters, including correspondences.

(2) The Secretary shall,—

(i) have power to execute all decisions taken by the State Council in order to carry out the powers and functions of the State Council under the Act;

(ii) exercise and discharge such powers and perform such duties as are required for the proper administration of the affairs of the State Council and its day to day management;

(iii) ensure that the staff of the Council attend punctually and generally discharge all such duties as may be required of them by the State Council for the purposes of the Act;



(iv) not less than ninety days before the expiration of the term of any existing nomination or appointment, draw the attention of the Chairperson, to the approaching vacancies, and the latter shall forthwith report it to the State Council in order that a new nomination or appointment may be made to take effect from the day on which the existing nomination or appointment will expire;

(v) convene meetings of the State Council in consultation with the Chairperson and serve notice of the meetings to all concerned;

(vi) take steps to ensure that the quorum required for convening a meeting of the State Council is secured;

(vii) prepare, in consultation with the Chairperson, the agenda for each meeting of the State Council and shall cause submitted self-contained and brief notes to the Chairperson and Members;

(viii) make available specific records covering the agenda items to the State Council for reference;

(ix) ensure that the agenda papers are circulated to the Members at least two clear working days in advance of the meeting, except in cases when urgent attention is required;

(x) prepare the minutes of the meetings of the State Council and execute decisions of the State Council taken in the meeting and shall also ensure placing the Action Taken Report of the decisions of the State Council before the State Council in its subsequent meetings;

(xi) ensure that procedure of the State Council is followed by it in transactions of its business;

(xii) inspect or cause to be inspected any allied and healthcare institution, either existing or proposed to be established under the Act to ensure fulfilment of the criteria and standards fixed under the Act, the Regulations and these Rules;

(xiii) be the certifying authority for travelling, halting and other allowances to Members and other employees of the State Council;

(xiv) take up all such matters in consultation with the State Council, with the Government, for release of grants, creation of posts, revision of scales, procurement of vehicles, appointment of staff, laying annual and audit report in the Legislative Assembly, re-appropriation



of funds, residential accommodation and any other matter requiring the approval of the Government;

(xv) exercise such financial powers as are delegated to him/her by the Government or the Chairperson on behalf of the State Council;

Provided that no expenditure on an item exceeding two lakh rupees at a time shall be incurred without the sanction of the Government or as the case may be, the Chairperson;

(xvi) be the appointing and disciplinary authority in respect of other officers and employees of the State Council;

(xvii) be responsible to interact and liaison with the Government, its departments and agencies, the Commission, any other State Councils, Universities, including deemed Universities, and any other authorities on behalf of the State Council for carrying out the functions of the State Council under the Act effectively.

*12. Terms and Conditions of Service of Officers and other employees of the State Council.—*

(1) The State Council shall, with the approval of the Government, appoint such officers and employees as may be necessary for the efficient performance of its functions under the Act.

(2) The officers and employees of the State Council shall perform such duties as may be assigned to them by the Council or the Secretary, under the overall supervision of the Secretary.

(3) The category and number of employees of the State Council, method of appointment, scale of pay, qualification etc. shall be as decided by the Government from time to time.

(4) The other conditions of service such as allowances, promotions, leave, pension, gratuity and provident fund relating to the officers and employees appointed or employed shall be governed by the rules applicable to officers and employees of the Government of similar class/grade.

(5) All officers and employees appointed or employed shall be under the direct control and supervision of the Secretary. The power to take disciplinary action against officers and employees of the State Council shall be vested with the Secretary and shall be governed by the rules made applicable by the Government to its employees from time to time.

(6) All officers and employees appointed or employed shall be deemed to be public servants within the meaning of section 21 of the Indian Penal Code, 1860 (Act 45 of 1860).



13. *Residuary Provisions.*—As regards the conditions of service of the Chairperson and the other Members, of which no express provision has been made in these Rules, they shall be such as may be determined by the Government.

### CHAPTER 3 TRANSACTION OF BUSINESS

14. *Procedure for transaction of business of the State Council.*—(1) Meetings of the Council shall be as follows:—

(a) The State Council shall ordinarily hold its meetings at the headquarters located in Thiruvananthapuram. The date, time and place of the meetings of the State Council shall be decided by the Chairperson.

(b) The Chairperson may, on his own accord or as required by any Member, after giving three days' notice or otherwise, order special meetings of the State Council to be convened at any convenient place, to consider any specific matter of urgency.

Provided that at a special meeting, only the subject or subjects for the consideration of which the meeting has been called shall be discussed.

(c) Notwithstanding anything contained in sub-rule (a), the Secretary shall convene an extraordinary meeting of the State Council on the requisition made to the Secretary in writing for the purpose by a majority of the Members of the State Council.

(d) The State Council shall meet at regular intervals for the purpose of carrying out its business.

(e) The Secretary, along with such officers as the Chairperson may direct, shall attend the meetings of the State Council.

(2) Issuance of Notice and Agenda Papers shall be as follows:—

(a) The Secretary shall issue with the notice of the meeting a preliminary agenda paper showing the business to be brought before the meeting, the terms of all motions to be moved of which notice in writing has previously reached him/her and the names of the movers.



(b) A Member who wishes to move any motion not included in the preliminary agenda paper or an amendment to any motion so included shall give notice to the Secretary not less than five clear days before the date fixed for the meeting.

(c) The Secretary shall cause to be despatched a notice of every meeting other than a special meeting, to each Member of the Council not less than fifteen days before the date of the meeting.

(d) The Secretary shall, not less than ten clear days before the date fixed for the meeting, or in the case of a special meeting, with the notice of the meeting, issue a complete agenda paper showing the business to be brought before the meeting.

(e) A member who wishes to move an amendment to any motion included in the agenda paper, but not included in the preliminary agenda paper shall give notice thereof to the Secretary not less than three clear days before the date fixed for the meeting.

(f) The Secretary shall cause a list of all amendments of which notice has been given under sub-rule (c) to be made available for the use of every member;

Provided that the Chairperson may, if the Council, by a majority agrees, for reasons to be recorded in writing, allow a motion to be moved at a meeting notwithstanding the fact that notice thereof was received late to admit in compliance with this rule.

(g) Each item of Agenda shall be considered by the Council in its meeting and their admissibility shall also be decided in such meeting.

(h) The Chairperson shall disallow any item of agenda,—

(i) if the matter to which it relates, is not within the scope of the Council's functions;

(ii) if it raises substantially the same question as a motion or amendment which has been moved or withdrawn with the leave of the State Council at any time during the six months immediately preceding the date of the meeting at which it is designed to be moved:

Provided that such a motion may be admitted at a special meeting of the Council convened for the purpose on the requisition of not less than two-thirds of the members of the Council:



Provided further that nothing in these rules shall operate to prohibit discussion of any matter referred to the Council by the Government or the Commission in the exercise of any of their functions under the Act.

- (i) unless it is clearly and precisely expressed and raises substantially one definite issue;
- (ii) if it contains arguments, inferences, ironical expressions, imputations or defamatory statements:

Provided also that if a motion can be rendered admissible by amendment the Chairperson may, in lieu of disallowing the motion, admit it in the amended form.

15. *Quorum.*—The quorum of the meeting shall be one-half of the total members of the Council, including the Chairperson. The quorum for special meeting shall be one-third of the total members of the Council, including the Chairperson. If, at any time appointed for a meeting or during the course of any meeting, a quorum is not present, the meeting shall be adjourned, and if a quorum is not present on the expiration of thirty minutes from such adjournment, the meeting shall stand adjourned to such future date and time as the Chairperson of the Council may appoint.

16. *Conduct of business.*—(1) Every matter raised by a Member shall be determined as an agenda moved by the member duly seconded and put to the State Council by the Chairperson. Every motion put to the Council may be discussed as a question to be resolved either in the affirmative or in the negative or any member may, subject to sub-rule (4) hereunder on scope of amendments, move an amendment to the motion:

Provided that the Chairperson shall not allow an amendment to be moved which, if it had been a substantive motion, would have been inadmissible, or beyond the scope of functions of the Council.

(2) Any motion or amendment standing in the name of a Member who is absent from the meeting may be brought forward by another Member with the permission of the Chairperson.

(3) When an amendment to any motion is moved and seconded or when two or more such amendments are moved and seconded, the Chairperson shall state or read to the Council the terms of the original motion and of the amendment or amendments proposed serially.

(4) An amendment shall be relevant to, and within the scope of the motion to which it is proposed. An amendment that negates the original motion may not be moved. The Chairperson may refuse to put to the Council an amendment which in his opinion is not relevant to the motion.



(5) A motion may be amended by the omission, insertion or addition of words, or the substitution of words for any of the original words.

(6) When a motion or amendment is under debate, no proposal with reference thereto shall be made other than,—

(a) an amendment of the motion or of the amendment, as the case may be, as proposed in sub-rule (7);

(b) a motion for the adjournment of the debate on the motion or amendment either to a specified date and hour or *sine die*;

(c) a motion that the Council instead of proceeding to deal with the motion do pass to the next item on the programme of business:

Provided that no motion of the nature shall be moved or seconded by a Member who has already spoken to the question, then before the meeting;

Provided further that a motion referred for closure or passage to next item shall be moved without any speech.

(7) It shall be the discretion of the Chairperson to accept or refuse a proposal for the adjournment of the debate on the motion or amendment. Upon accepting the closure motion, the Chairperson shall put the substantive motion or amendment to vote after allowing the mover the right to reply.

(8) A motion or an amendment which has been moved and seconded shall not be withdrawn save with the leave of the State Council which shall not be deemed to be granted, if any member dissents from the granting of leave.

(9) When a motion has been moved and seconded, members other than the mover and the seconder may speak on the motion in such order as the Chairperson may direct;

Provided that the seconder of a motion or of an amendment may, with the permission of the Chairperson, confine himself/herself to seconding the motion or amendment, as the case may be, and speak thereon at any subsequent stage of the debate.

(10) The mover of a motion and, if permitted by the Chairperson, the mover of any amendment, shall be entitled to a right of final reply and no other member shall speak more than



once to any debate, except with the permission of the Chairperson, for the purpose of making a personal explanation or of putting a question to the member than addressing the State Council.

Provided that a Member may at any stage of the debate may raise a point of order substantially incorporating therein a point of law, or statutory procedure, but shall not be allowed to make any speech;

Provided further that a Member who has spoken on a motion may speak again on an amendment subsequently moved to the motion.

(11) The Chairperson shall decide all points of order or disputes which may arise in any meeting. If any question arises with reference to procedure in respect of a matter for which these rules have no provision, the Chairperson shall decide the same.

17. *Voting on Motion and voting on amendment to motion.*—(1) When any motion involving several points has been discussed, it shall be in the discretion of the Chairperson to divide the motion and put each or any point separately to vote as he may think fit.

(2) An amendment to a motion shall be put to vote. If there are more amendments than one to a motion, the Chairperson shall decide the order in which they shall be taken up. Voting shall ordinarily be by show of hands, but it may be by ballots in case a demand to that effect is made by not less than three members. The result of the votes shall be announced by the Chairperson. In the event of equality of votes, the Chairperson shall have a second or casting vote.

18. *Adjournment of meetings.*—The Chairperson may if he deems necessary at any time, adjourn any meeting of the State Council to any future date or to any hour of the same day stating the reasons thereof. Whenever a meeting is adjourned to a future date, the Secretary shall send notice of the adjourned meeting to all the Members. No matter, which had not been on the agenda of the original meeting shall be discussed at an adjourned meeting. The same quorum shall be necessary for an adjourned meeting as for the ordinary meeting.

19. *Persons authorized to attend meetings of the State Council.*—No person other than the Members, the ex officio Members, the Secretary, officers and employees of the State Council shall



be present in the meetings of the State Council, except with the prior permission or special invitation of the Chairperson.

#### CHAPTER 4 AUTONOMOUS BOARDS AND ADVISORY BOARD

20. *Constitution of Autonomous Boards.*—(1) The State Council shall, by notification, constitute the following Autonomous Boards as provided under sub-section (1) of section 29 of the Act for regulating the allied and healthcare professionals, namely,—

- (a) Under-graduate Allied and Healthcare Education Board,
- (b) Post-graduate Allied and Healthcare Education Board,
- (c) Allied and Healthcare Professions Assessment and Rating Board, and
- (d) Allied and Healthcare Professions Ethics and Registration Board.

(2) The Autonomous Boards constituted under sub-section (1) of section 29 of the Act shall consist of a President and such number of members from each recognized category as may be specified by the regulations and shall be appointed by the Government.

(3) The President and members of the Autonomous Boards shall be persons possessing postgraduate degree in the respective profession of recognized category of Allied and Healthcare Science, representing academicians and practitioners, with experience of not less than ten years in the field, out of which at least three years shall be as a leader in the Allied and Healthcare profession and having outstanding ability, proven administrative capacity and integrity.

(4) The Autonomous boards shall be responsible for their respective duties and functions as provided in sub-section (3), (4), (5) and (6) of section 29 of the Act.

(5) In addition to any other function that may be entrusted by the State Council, it shall be the responsibility of the Allied and Healthcare Profession Ethics and Registration Board to scrutinize applications for registration in the State Register and report to the Council whether the



qualification possessed by an applicant conforms to the standards as per the Act, these Rules and the Regulations.

(6) The State Council may in consultation with the Allied and Healthcare Profession Ethics and Registration Board also prescribe procedure for removal of a person from the State Register as provided under section 36 of the Act.

21. *Constitution of Advisory Boards.*—(1) Each Professional Advisory Board constituted by the State Council under section 31 of the Act may consist of a President and four members, representing the respective professions in the recognized category.

(2) The President and members of the Advisory Board shall be persons possessing postgraduate degrees in the respective professions of recognized categories of Allied and Healthcare Science, representing both academicians and practitioners, with experience of not less than ten years in the field, out of which at least three years shall be as a leader in the Allied and Healthcare profession and having outstanding ability, proven administrative capacity and integrity.

(3) A Professional Advisory Board constituted by the State Council under section 31 of the Act may,—

(i) examine the issues relating to one or more recognized categories and recommend to the State Council.

(ii) undertake any other functions as may be entrusted to it by the State Council.

22. *Tenure of the President and members.*—The tenure of the President and members of the Autonomous Boards and Advisory Boards shall be as determined by the State Council, but the term shall not exceed two years from the date of assuming charge.

23. *Payment of fee and allowances.*—There shall be paid to the President and other members of each Autonomous Boards and Advisory Boards, a fee of rupees three thousand for each day of attendance in connection with the meetings of the Council, the Autonomous Boards or as the case may be, the Advisory Boards and such travelling allowances as shall, from time to time, be applicable to Class I officers of the State Government.



Provided that the State Council may, with the previous approval of the Government, enhance the fee payable under this rule.

CHAPTER 5  
PROVISIONAL REGISTRATION OF INTERNS AND REGISTRATION OF ALLIED AND  
HEALTHCARE PROFESSIONALS

24. *Provisional registration.*—(1) A person who fulfills the necessary eligibility requirements, as may be determined by the Under-graduate Allied and Healthcare Education Board of the State Council and intending to do supervised practice of any Allied and Healthcare Profession under the Act for a period, limited to the period of Compulsory Rotating Internship, as applicable under the Regulations and as determined by the Undergraduate Allied and Healthcare Education Board of the State Council, shall, provisionally be registered with the State Council, prior to commencement of such Compulsory Rotating Internship.

(2) The Provisional Registration shall be a license for the supervised practice of Allied and Healthcare Profession under the Act, limited only to the period of Compulsory Rotating Internship.

(3) The Form of application for provisional registration shall be in such manner as may be prescribed by the State Council in consultation with the Allied and Healthcare Professions Registration Board. The fee to be paid for provisional registration shall be rupees one thousand or such higher sum of fee as may be decided by the State Council with the prior approval of the Government and such non-refundable fee shall be paid in favour of the Kerala State Allied and Health Care Council Fund.

(4) If the State Council allows provisional registration of the applicant, a Provisional Registration Certificate in such Form as may be prescribed by the State Council in consultation with the Allied and Healthcare Professions Ethics and Registration Board shall be issued to the applicant. The State Council shall also keep a Register for allowing Provisional Registration to interns.

25. *Form of application for Registration in State Register and fee for registration.*—(1) The State Council shall maintain the Kerala State Allied and Healthcare Professionals' Register which



shall be a live register and accessible online, with separate parts for each of the recognized categories.

(2) An allied healthcare professional who possesses a recognized allied healthcare qualification obtained through regular learning mode under the Act and who is residing in the State of Kerala, may make an application to the Secretary to have his name entered in the State Register. Such application shall be made online as per Form 'A' appended to the schedule or such other modified Form as may be decided by the State Council from time to time, which shall be accompanied by non-refundable fee of rupees three thousand or such higher sum of fee as may be fixed by the State Council from time to time with the previous approval of the Government. The Registration fee shall be payable in favour of the Kerala State Allied and Healthcare Council Fund.

(3) Notwithstanding that a professional had registered his name with any other State Council or the Commission, and such person is residing in State shall register with the Kerala State Council, if he intends to practice such profession under the Act in the State of Kerala. Such a person shall also make an application to the State Council for registration in the State Register in Form 'A' appended to the Schedule.

(4) On receipt of the applications submitted by persons referred to in sub- rule (1) and (2), the Secretary shall forward all such applications to the Allied and Healthcare Professions Ethics and Registration Board, constituted by the State Council under sub-section (1) of section 29 of the Act, for its report.

(5) The Allied and Healthcare Professions Ethics and Registration Board, shall scrutinize each application and report to the State Council whether the qualification possessed by the applicant conforms to the standards of allied and healthcare education as per the Act, these Rules, and Regulations, at the diploma, graduate, postgraduate and super-specialty level, as determined by the Under-graduate Allied and Healthcare Education Board or, the Post-graduate Allied and Healthcare Education Board constituted by the State Council under sub-section (1) of section 29 of the Act.



(6) On receipt of the report of the Allied and Healthcare Professions Ethics and Registration Board, the Secretary shall place the Report along with the application before the State Council for its decision regarding registration in the State Register. If the State Council allows registration of the applicant, the Secretary shall enter the name of the professional in the State Register concerned. In cases where, the State Council finds reasons for not registering name of the applicant, the application may be summarily rejected.

26. *Certificate of Registration.*—On registration as Allied and Healthcare Professional under the Act in the State Register, a Certificate in Form ‘B’ annexed in the schedule to these rules shall be issued to the applicant by the Secretary under his hand and seal. In order to avoid counterfeiting of Registration Certificate, the State Council may adopt safety methods, such as incorporating high security hologram or bar code on the certificate.

27. *Issue of duplicate certificate.*—(1) Where it is shown to the satisfaction of the State Council, that a certificate of registration has been lost or destroyed, the Secretary shall under his seal and hand issue a duplicate certificate in Form ‘C’ annexed in the schedule to these Rules, on payment by the applicant of non-refundable fee of rupees ten thousand or such higher sum of fee, as may be fixed by the State Council from time to time with the previous approval of the Government.

(2) The fee chargeable for duplicate certificate shall be remitted in favour of the Kerala State Allied and Health Care Council Fund and proof thereof shall accompany the application for issue of duplicate certificate, which shall be in such Form as may be prescribed by the State Council in consultation with the Allied and Healthcare Professions Ethics and Registration Board.

(3) Application for duplicate certificate shall be supported by an affidavit of the applicant sworn before a Judicial Magistrate of the First Class or a Notary Public or a Gazetted Officer and such other credentials as may be prescribed by the State Council.

28. *Application for additional entry in the Register.*—(1) An Allied and Healthcare Professional, who obtains, subsequent to registration in the State Register, any additional



qualification of the recognized category under the Act, may make an application to the Secretary to register such additional qualification in the State Register. A non-refundable fee of rupees one thousand five hundred or such higher sum of fee, as may be fixed by the State Council from time to time, with the previous approval of the Government shall be charged as fee to register additional qualification. The fee shall be remitted in favour of the Kerala State Allied and Healthcare Council Fund and proof of remittance shall accompany the application. Duly attested copy of additional qualification, for which additional entry is sought shall be sent along with the application for registering additional entry. The application shall be in Form 'D' annexed in the schedule to these rules.

(2) On receipt of the application, the Secretary shall place the application before the Allied and Healthcare Professions Ethics and Registration Board, constituted by the State Council under sub-section (1) of section 29 of the Act, for its report regarding admissibility for making an entry of the additional qualification. After scrutiny of the application, if the Board upholds admissibility of the additional qualification, the Secretary shall register the additional qualification in the State Register.

*29. Renewal of Registration.*—(1) The Certificate of Registration issued under rule 26 shall be renewed once in every five years by remitting a fee of rupees three thousand or such higher sum of fee as may be determined by the State Council from time to time, which shall be non-refundable. The fee shall be remitted in favour of the Kerala State Allied and Healthcare Council Funds and proof of remittance shall accompany the original certificate of registration on its submission for renewal.

(2) Where the fee under sub-rule (1) is not paid on or before expiry of the period of five years, the Secretary shall remove the name of the defaulter from the State Register.

Provided that on payment of such fee, a name so removed may be restored to the State Register, if he does not have any other disqualification under the Act, these Rules or Regulations and the Secretary shall renew the certificate of registration, which shall be proof of renewal of registration.



30. *Fee for restoration of name in the State Register removed as per section 36.*—A person whose name has been ordered to be restored to the State Register under sub-section (4) of section 36 or section 37 of the Act, shall pay an amount of rupees ten thousand as fee or such higher sum of fee, as may be determined by the State Council from time to time, with the previous approval of the Government for restoration of his name in the State Register. The fee shall be paid in favour of the Kerala State Allied and Healthcare Council Fund, which shall be non-refundable.

31. *List of professionals as on a date to be maintained by the State Council.*—(1) The Secretary shall prepare and keep a list called “List of Allied and Healthcare Professionals” under each recognized category under the Act, which shall be live and online. While updating the list, names of persons, if any, removed from the State Register under sub-section (2) of section 35 or subsection (1) of section 36 of the Act and those known to be deceased, shall be excluded.

Provided that name of a person restored to the State Register as provided in the Act and these Rules shall be included in the list made under this rule immediately after such restoration by the State Council.

(2) The State Council may, for the purpose of avoiding quack professionals from committing malpractice of utilizing the certificate of registration of a deceased professional, with the previous approval of the Government, establish an online system to get the List referred to in sub- rule (1) updated with the e-Governance system of registration of deaths maintained by the Local Self Government Department of the Government.

## CHAPTER 6

### ESTABLISHMENT OF NEW ALLIED AND HEALTHCARE INSTITUTION, NEW COURSES OF STUDY, CRITERIA ETC.

32. *Form, manner, particulars and fees for the Scheme for establishment of new allied healthcare institution, new courses of study etc.*—(1) The Director of Medical Education shall be the admission and examination authority of all diploma courses and the Kerala University of Health Sciences shall be the admission and examination authority of all Under-graduate, Post-



graduate and Super-specialty level courses pertaining to Allied Healthcare Professions under the Act.

(2) All applications under this Scheme shall be submitted to the Secretary of the State Council.

(3) The following organizations shall be eligible to apply for permission to set up an allied healthcare professions college, namely,—

(a) Central Government, State Government or Union territory;

(b) A University;

(c) An autonomous body promoted by Central and State Government by or under a Statute for the purpose of medical or allied health care education;

(d) A society registered under the Societies Registration Act, 1860 (Central Act No.21 of 1860) and the Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act,1955 (Act XII of 1955);

(e) Companies registered under Companies Act, 2013 (Central Act No.18 of 2013).

(4) The persons or organisations shall qualify to apply for permission to establish institutions if the following conditions are fulfilled:-

(a) The institution is in the vicinity of a functional medical college or University as may be defined in the scheme, and has an attached hospital for the purposes of practical training and internships to the students;

(b) The institution has obtained an essentiality certificate or no objection certificate from the State Government indicating the need for the specific course or courses, either in an existing college/institution or a proposed college/institution, in the manner as specified by the Commission through Regulations.

(c) The institution has obtained University affiliation for degree courses or Recognition by the competent authority for diploma courses as per directions from the Government.

(d) The institution fulfils the basic standards set by the provisions of the Act to be specified by the Commission through regulations



(5) The Scheme, form and procedures shall be as under,—

I. Part-I shall contain the following particulars about the applicant namely,—

(a) Status of the applicant in terms of the eligibility criteria.

(b) Professional courses proposed to be set up in the institution/college.

(c) Basic infrastructural facilities, managerial and financial capabilities of the applicant (Balance sheets for the last three years in case the applicant is not the Central Government, a State Government or a Union Territory).

II. Part- II shall contain the following,—

(a) Name and address of the institution or college

(b) Educational programme,-

(i) Proposed courses

(ii) Proposed annual intake of students

(iii) Admission criteria and method of admission

(iv) Department wise and year wise curriculum of studies

(c) Reservation of seats as per rules and orders issued by the Government of Kerala in accordance with law.

(d) Market survey and environmental analysis covering the following:

(i) The state policy on allied health care education and training.

(ii) Need and availability of trained workforce in the professions whose courses are proposed

(iii) Catchment area in terms of patients for the proposed college, patient load of the current hospital, if available



- (iv) Mapping of number of hospitals and health facilities in the catchment area (public and private)
- (e) Site characteristics and availability of external linkages – topography, plot size, permissible floor space index etc.
- (f) Faculty and staff – Department-wise and year-wise requirement
  - (i) The manner of providing basic standards of education, courses, curricula, physical and instructional facilities, staff pattern, staff qualifications, quality instructions, assessment, examination, training, research, continuing professional education, maximum tuition fee payable in respect of various recognized categories, proportionate distribution of seats and promotion of innovations in recognized categories etc. shall be as provided in the Regulations.
  - (ii) Salary structure as decided by the Government from time to time.
  - (iii) Recruitment procedure as per directions issued by the Government from time to time, including rules regarding reservation issued by the Government of Kerala and the Central Government, which shall scrupulously be followed.
- (g) Planning and layout – master plan, layouts and elevation and floor wise area calculation
- (h) Phasing and scheduling – Month-wise schedule of activities for-
  - (i) Commencement and completion of building design
  - (ii) Local body approvals
  - (iii) Civil construction
  - (iv) Engineering services and equipment
  - (i) Recruitment of Staff after obtaining permission of Government, for which rules regarding reservation shall scrupulously be followed)
- (j) Project Cost



- (i) Total projected cost
- (ii) Means of financing the project
- (iii) Revenue assumptions
- (iv) Expenditure assumptions

### III. Part- III

- (a) Name and address of the existing hospital
  - (b) Details of the hospital.
- (6) Application fee shall be such as may be determined by the Commission.

### CHAPTER 7

#### FINANCIAL POWERS, APPROPRIATION OF SUMS ETC.

33. *Financial powers of the State Council and the Secretary.*—(1) The State Council shall have all powers relating to financial transactions of the State Council, except in cases, which require prior approval of the Government. The Secretary, in general, shall have such financial power, as may be determined by the Government by order from time to time.

(2) All financial powers of the State Council shall be governed by the General Financial Rules, delegation of financial powers, and rules and instructions issued by the Government in this regard from time to time.

(3) The State Council shall obtain prior approval of the State Government in matters of creation of posts, revision of scale of pay, procurement of vehicles, re-appropriation of funds from one head to another, permitting any member or officer of the State Council to participate in seminars, conferences or training programmes abroad and such other matters determined by the Government, by order.

(4) The Secretary of the State Council, shall, subject to such conditions and limitations and control and supervision, have powers to delegate his financial powers to any other officer of the State Council.



Provided that no such powers shall be delegated in respect of incurring an expenditure on an item exceeding two lakh at a time without the prior approval of the Secretary.

(5) The Secretary shall have powers to engage any person or persons as consultant or consultants for a specific purpose as decided by the State Council and for a specific period on the terms and conditions agreed in advance relating to honorarium, travelling allowance and dearness allowance.

(6) Secretary shall have power to execute all lawful decisions taken by the Chairperson or any other Member of the State Council, including those which may have financial commitment.

34. *Manner of appropriation of sums of money received by the State Council.*—The Government may, after due appropriation made by the State Legislature by law in this behalf, pay to the Kerala State Allied and Healthcare Council Fund in each financial year such sums of money and in such manner as it thinks fit for the purpose of enabling the State Council to discharge its functions efficiently under the Act, these Rules and the Regulations.

35. *Method of application of fund for expenses incurred in the functions of the State Council.*—(1) The State Council shall maintain its accounts and prepare annual financial statements in accordance with the instructions and accounting principles as issued by the Comptroller and Auditor-General of India from time to time in this regard.

(2) The Chairperson, Member, *ex officio* Member, Secretary, Member of Advisory Board, Autonomous Board and every officer of the State Council incurring or authorizing expenditure from the Kerala State Allied and Healthcare Professions Council Fund shall be guided by the standards of financial propriety, including the provisions in the Kerala Financial Code.

(3) At the end of a period of twelve months ending with the 31st March of every year, the State Council shall prepare the following annual financial statements by engaging a Chartered Accountant who shall be a member of the Institute of Chartered Accountants of India under the Chartered Accountants Act 1949, along with necessary schedules, notes on accounts and significant accounting policies in accordance with the notes and instructions for compilation of financial statements:

- (a) balance sheet;
- (b) income and expenditure account and
- (c) receipt and payment account.



(4) The annual financial statements shall be approved and adopted by the State Council and, for the purposes of authentication, be signed by the Chairperson and the Secretary of the State Council.

(5) The approved annual financial statements of the State Council shall be forwarded by the State Council to the Comptroller and Auditor-General of India or any other person appointed by him on his behalf within three months after the expiry of the financial year for the purposes of audit.

(6) The annual accounts of the State Council as certified by the Comptroller and Auditor-General of India or any other person appointed by him/her on his/her behalf, together with the audit report thereon as adopted by the State Council, shall be forwarded to the Government for laying before the State Legislature.

36. *Annual Report.*—(1) The State Council shall, once in every year prepare an annual report in respect of the matter specified in Form 'E' of the schedule annexed to these Rules.

(2) The Government shall cause the annual report of the State Council to be laid before the State Legislature within a period of one year from the date of receipt of such report.

37. *Printing of Annual Report.*—The office of the State Council shall be responsible for the printing of the Annual Report with utmost expedition and in any case not later than one month of the finalization of the report.



## SCHEDULE

## FORM A

(See Rule 25)

APPLICATION FORM FOR REGISTRATION IN THE KERALA STATE ALLIED  
HEALTHCARE PROFESSIONALS' REGISTER AND FOR ISSUANCE OF CERTIFICATE  
OF REGISTRATION

(to be filled in with block letters)

1. Name of the applicant :
2. Gender: Male / Female / Other :
3. Age & Date of Birth (proof to be attached) :
4. Parent's Name (Full) :
5. Are you a citizen of India
  - (a) by birth or
  - (b) by domicileIf so, the date of becoming Indian citizen :
6. Date and place of birth, with name  
of Revenue District and State :
7. Present occupation :
8. Present address (with pin code) :
9. Permanent address (with pin code):
10. Name of the Police Station within the  
Jurisdiction of which, the permanent  
Address is situated :
11. Aadhar Number
12. Phone Number
  - (i) Landline with STD Code :
  - (ii) Mobile Phone No. :
13. Email
14. Details of payment of fee towards Registration:



## 15. Details of educational qualifications prior to/other than allied healthcare qualifications

Educational Qualification	Name of School/ College	Board/University	Year of passing
Matriculation or equivalent			
Senior Secondary or equivalent			
Other			

## 16. Details of Allied and Healthcare qualification for which registration is required, on completion of Internship (If internship is applicable.)

Name of Qualification(s)	Name of Institution/ College	Affiliating University/ Authority	Whether qualification obtained through regular learning mode	Duration of Course (with internship)	Name and address of Hospital/Institute of internship	Date of admission and date of passing

## 17. Any other remarks/information that applicant wants to submit:

**Declaration**

All the information/facts stated above are true and correct to the best of my knowledge, information and belief. I am fully aware of the legal consequences in the event that any of the information is found to be false.

Date:

Signature of Applicant



*Note:*

1. The application form should be properly and legibly filled in block letters.
2. Following documents are to be enclosed with the application:
  - (a) Attested copy of Degree / Diploma Certificate OR attested copy of Provisional Degree/Diploma Certificate (if Degree/Diploma Certificate is yet to be received from the University/Authority) shall be forwarded along with the Application. Applicant shall produce the original Degree/Diploma or as the case may, original Provisional Certificate for verification, if so required by the State Council at any stage. In the event, any discrepancy is found, notwithstanding the fact that the applicant's name was registered, the name of the applicant shall be removed as provided under section 36 of the Act.
  - (b) Duly attested copy of Certificate of Practical Training (Compulsory Rotating Internship- CRI) issued by the Principal/ Dean of the College.
  - (c) Provisional Registration Certificate issued by the State Council in original.
  - (d) Proof of residence.
  - (e) Two recent passport size photographs front view.
  - (f) Signature on two self-adhesive slips provided with application.
3. The registration fee of Rs.3000/- to be paid along with the application as fee for registration, which shall be paid in favour of the Kerala State Allied and Healthcare Council Fund.



(Emblem of the State Council)

FORM B  
 PHOTO  
 (See Rule 26)

Certificate under section 33(3) of the National Commission for Allied and Healthcare Professions Act, 2021 (Central Act No.14 of 2021)

**KERALA STATE ALLIED AND HEALTHCARE COUNCIL,**

Government Medical College Campus, Medical College P.O., Thiruvananthapuram-695011,  
 Kerala, India

website:

email:

Registration Certificate

**Registration No.KL...../...../20.../KESAHC**

Name	
Male/Female/Other	
Parent's Name	
Permanent Address with PIN Code, email and mobile phone number	
Date and Place of Registration	
Qualification with full nomenclature and abbreviation	
Professional Name & ISCO Code as per Schedule of the Act	
Year and Month in which Degree was awarded	



It is hereby certified that this is a true copy of the entries pertaining to the name specified above, in the Kerala State Allied and Healthcare Council Professionals' Register.

Dated, .....

(Seal) **Secretary**

Kerala State Allied and Healthcare Council

*Note:*

1. Every Registered Practitioner should be careful to bring to the Secretary's immediate notice, details regarding any change in his address and also answer all enquiries that may be sent to him by the Secretary in regard thereto in order that his correct address may be duly inserted in the Register of Registered Practitioners.

2. This Certificate shall be valid for a period of five years from the date of registration and shall be renewed as per the Regulations for the respective profession.



(Emblem of the State Council)

FORM C

PHOTO

(See Rule 27)

Certificate under section 33(3) of the National Commission for Allied and Healthcare Professions Act, 2021 (Central Act No.14 of 2021)  
**KERALA STATE ALLIED AND HEALTHCARE COUNCIL,**  
 Government Medical College Campus, Medical College P.O., Thiruvananthapuram-695011,  
 Kerala, India

website:

email:

Registration Certificate

**Certificate No.KL...../...../20.../KESAHC - DUPLICATE**

Name	
Male/Female/Other	
Parent's Name	
Permanent Address with PIN Code, email and mobile phone number	
Date and Place of Registration	
Qualification with full nomenclature and abbreviation	
Professional Name & ISCO Code as per Schedule of the Act	
Year and Month in which Degree was awarded	

It is hereby certified that this is a true copy of the entries pertaining to the name specified above, in the Kerala State Allied and Healthcare Council Professionals' Register.

Dated, .....

(Seal) *Secretary*

Kerala State Allied and Healthcare Council



*Note:*

1. Every Registered Practitioner should be careful to bring to the Secretary's immediate notice, details regarding any change in his address and also answer all enquiries that may be sent to him by the Secretary in regard thereto in order that his correct address may be duly inserted in the Register of Registered Practitioners.

2. This Certificate shall be valid for a period of five years from the date of registration and shall be renewed as per the Regulations for the respective profession.



FORM D  
(See Rule 28)  
**APPLICATION FORM**

Registration of Additional Qualification(s) under section 18 of the National Commission for  
Allied and Healthcare Professions Act, 2021

1. Name of the Professional :
2. Primary Qualification Registration Number :
3. Primary Registered qualification with year  
of awarding :
4. Address and Phone No.as given in the  
Register :
5. Aadhaar No. :
6. Email :
7. Present Address in Block capitals with PIN :  
Code & Phone No. (If different from the one :  
at serial number 4 above) :
8. Permanent Address in Block Capitals with :  
PIN Code & Phone No. (If different from the :  
one at serial number 4 above) :
9. Details of Additional Qualification :  
applied for :

Name of Qualification(s)	Name of Institute /College	University/ Authority	Whether qualification obtained through regular learning mode	Duration of the Course (with Internship)	Name and Address of Hospital/ Institute of Internship	Date of Admission and Month and Year of awarding qualification

Date:.....

Signature of the Candidate



## DECLARATION

I solemnly affirm and declare that the above entries made by me are correct.

Date:

Signature of the Candidate

(Name.....)

### **Instruction to Candidates for filling the application for Registration of additional qualification(s).**

1. The application form should be properly and legibly filled in.
2. A non-refundable crossed Bank Draft of Rs.1500/- (Rupees one thousand five hundred only) for each qualification, drawn in favour of the Kerala State Allied and Healthcare Council Fund shall accompany the application as fee. Fee may also be paid online.
3. Attested copies (By Gazetted Officer) of Degree/Diploma Provisional Certificate shall be attached with application.
4. The application shall be forwarded direct to the Secretary, Kerala State Allied and Healthcare Council, Medical College P.O., Thiruvananthapuram-695011.

*Note:*

The certificate will be issued only to those who possess a recognized basic Allied Healthcare qualification and subsequently have obtained recognized Postgraduate qualification (s) or any other qualification of the same profession as per provisions of the Act.



## FORM E

(See Rule 35)

Annual Report of the Kerala State Allied and Healthcare Council for the Year 20.... - 20....

1. Introduction.
2. Description on Constitution of the State Council.
3. Description on the Kerala State Allied and Healthcare Council.
4. Objectives of the State Council.
5. Functions of the State Council.
6. Autonomous Boards u/s 29 of the Act - its constitution and functions etc.
7. Advisory Boards u/s 31 of the Act and its functions.
8. Standardization of curriculum and scope of practice with respect to each profession under the various professional categories.
9. Task shifting.
10. Registration of Allied and Healthcare Professionals.
11. Accreditation and Rating of Institutions.
12. Growth of Allied and Healthcare Education System, in Kerala, in particular.
  - (a) Universities/Institutions/Colleges
  - (b) Faculty strength
  - (c) Students' strength
  - (d) No. of Graduated students
  - (e) Employment statistics (Addition of workforce in the current year, percentage of students without employment etc. )
  - (f) Research Development in Universities/Institutions
  - (g) Condensed statistics on Growth of Allied and Healthcare Education.
13. Guidelines for determination of fees for seats in private Institutions and Deemed Universities.
14. Common Entrance Examination



15. Exit-cum-Licensing Examination
16. National Teachers Eligibility Test
17. Assessment of Health Care, including Human Resources for Health and Healthcare Infrastructure and Road map for its development in the State.
18. Website
19. Legal matters
20. Vigilance
21. Right to Information
22. Accounts and Establishment, including annual audit report
23. Publications
24. Miscellaneous

Date:

**Chairperson**  
Kerala State  
Allied and Healthcare Council

**Secretary**  
Kerala State  
Allied and Healthcare Council

By order of the Governor,  
TINKU BISWAL,  
*Principal Secretary.*

### **Explanatory Note**

(This does not form part of the notification but is intended to indicate its general purport.)

Section 68 of the National Commission for Allied and Healthcare Professions Act, 2021 (Central Act 14 of 2021) empowers the State Government to make rules for carrying out the purposes of the Act. Hence the Government has decided to make rules under section 68 of the said Act.

This notification is intended to achieve the above object.

