MINUTES OF THE SECOND MEETING OF THE MEDICAL AND DENTAL COUNCIL
CONSTITUTED UNDER PAKISTAN MEDICAL COMMISSION ORDINANCE 2019

The 2nd Meeting of the Medical and Dental Council Constituted under Pakistan Medical Commission Ordinance 2019 was held on 8th November, 2019 at 3:00 pm at PMC Secretariat, Islamabad.

The following honourable Members of the newly constituted Council attended the meeting:

1. Dr. Arshad Taqi (President)
2. Mr. Muhammad Ali Raza
3. Mr. Tariq Ahmad Khan
4. Dr. Rumina Hasan (On Skype)
5. Dr. Asif Loya
6. Dr. Anees ur Rehman
7. Lt. General Dr. Khawar Rehman, Surgeon General of Pakistan
8. Prof. Dr. Zafarullah Chaudhry, President CPSP.

Proceedings

The proceedings began in the name of Allah most gracious and most merciful.

PMC President Dr Arshad Taqi thanked the members who had travelled from out to town to attend the meeting in the difficult circumstances as the dharna of JUI-F was in progress just across the road.

Agenda Item 1. Review of the minutes of the 1st meeting

The minutes of the 1st meeting as approved by circulation were reviewed and no corrections or additions were recorded.

Decision: The minutes of the 1st meeting of the PMC were unanimously confirmed and Secretary directed to pursue compliance of decisions taken.

Agenda Item 2. Approval of criteria and position to be advertised for Members and staff of PMC

Dr. Asif Loya on behalf of the HR Committee presented the list of members required to manage the Authority (annex 1) to the members along with the proposed job descriptions and qualifications
required for each position. After discussion on the job descriptions of the seven members needed it was agreed that while the minimum experience for a member was proposed as 15 years preference should be given to candidates with atleast 20 years’ experience in their respective fields. These positions will be remunerated with salary packages to be finalized by the HR Committee in consultation with the Finance Committee where for members the packages should be designed comparable to existing MP-1 salaries in the public sector with defined benefits.

With regards to the managers of the different departments it was decided to hire ten managers in the first phase with further requirements to be identified by members after their appointment in terms of each departmental organogram to be finalized by the HR Committee in consultation with each member. The senior managers pay scales would be comparable to existing MP-2/MP-3 scale as prevalent in the public sector. The job description of all the members and managers were approved.

It was noted by Lt. General Dr. Khawar Rehman that it would be advisable to first approve the Service Regulations so that the process and structure was firmly in place prior to initiating the hiring. The suggestion was agreed to and the Legal & Regulatory Committee was asked to circulate the draft of the Service Regulations atleast 5 days prior to the next Council Meeting to enable all members to provide their input and approve the Service Regulations whereafter the hiring process would be initiated.

**Decision:** *It was unanimously agreed to proceed with the advertisement for the hiring of 7 Member and 10 senior managers to run the Authority along with further support positions to be determined by the HR Committee. The list of positions to be advertised shall be advertised after the approval of the Service Regulations. The HR committee of the Council will be responsible to conduct the tests and interviews. Meanwhile, the HR Committee and the Finance Committee to finalize the remuneration packages of each position.*

**Agenda Item 3.** Approval of new format of applications to the PMC.

Dr Anis informed the members that the new format for ease of application for the members is not yet complete and will be presented in the next Council meeting. Meanwhile, in the interim the urgent requirement of simplifying the process for registering fresh students and graduating students for purposes of grant of provisional licenses would be undertaken and circulated to members.

**Agenda Item 4.** Approval of online payment mechanism with NBP & Verification by NADRA

The Vice President Mr Ali Raza informed the members that the current method of payment restricted to requirement of sending a pay order/bank draft or pay at the UBL window at PMC offices while applying to the PMC is very cumbersome and difficult and for the ease of all persons
it was necessary to provide a national level online payment mechanism. While in the second phase the intention was to move onto direct online payment mechanisms using payment by debit or credit cards and payments mechanisms such as those offered by cellular companies, in the first phase steps had been taken to provide for an immediate national level banking channel to enable any person to make payment directly into a bank account located at their place of residence. He apprised of his meeting with National Bank of Pakistan who were agreeable for the fresh students and doctors to submit payments for any service conducted by PMC in any of their branches in Pakistan and it would be credited to PMC the same day. While initially it would be by way of opening specific accounts for specific category of fees, the mechanism would be shifted to their online cash management system which requires certain system enablement at PMC levels.

Mr. Ali Raza further apprised the members that one of the other cumbersome process was asking students and doctors to constantly resend their credentials with their applications only because of the inefficiency of the PMDC system which did not retain such information properly or have a mechanism of proper verification. As a first it was suggested that NADRA has an online verification system to enable immediate verification of basic credentials of an applicant and acquiring the same would reduce the burden of paper on PMC and burden of additional verifications on students. The cost was minimal and easily covered by existing fees being charged.

Lt Gen. Dr Khawar Rehman suggested that NBP should be asked to pay a markup on the amount collected through this channel.

**Decision:** *The initial payment mechanism with NBP to be implemented to assist students who would be required to pay fees for registration and licenses shortly. Meanwhile, Director Finance to discuss details of the online cash management services to be provided to PMC with NBP for the next phase of implementation and seek to negotiate a full scale cash management agreement.*

*Further decided to acquire NADRA online verification facility to verify the relevant credentials against the CNIC provided by applicants.*

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**Agenda item 5.** Approval of call center temporary arrangement with Ufone

The Vice President Mr. Ali Raza had spoken to Ufone to provide this service for PMC on an initial trial basis for a few months whereafter, a detailed tender would be undertaken based on the requirements identified during the trial basis as required by PMC. This is an essential facility to cater to the hundreds of students and doctors who require information on an immediate basis and are not properly served. Mr. Ali Raza will work out the modalities for a temporary or trial basis structure with Ufone. Meanwhile, a long term solution to be planned by Director IT and will be informed to the members in the next meeting to decide on long term structure and tendering of such facility on a permanent basis.
Lt Gen. Dr Khawar Rehman suggested that other companies should be explored for competitive packages.

**Decision:** *Trial basis call center facility with Ufone to be negotiated and obtained on a temporary basis of not more 60 days while a long term permanent solution is designed and presented for approval to the Council.*

**Agenda item 6.** Update on challenge to the Ordinance in different high courts

**Agenda item 7.** Policy on continuing NEB exam until NLE is structured

The council was informed that as per law the last NEB exam will be held this year for foreign medical and dental graduates to register with PMC. From 2020 it will be held to give a chance to foreign undergraduates who wish to transfer from abroad for undergraduate medical or dental schools in Pakistan. Once established, the NLE will be the benchmark medical or dental registration examination for all graduates for obtaining a license to practice in Pakistan.

**Agenda item 8-11.** Establishment of a help desk at PMC, Immediate hiring of 20 computer literate staff, approval of changes in the certificates to replace PMDC with PMC, and printing of Good Standing certificates in Islamabad.

Dr Anis informed the members that after dissolution of PMDC, there was no administrative staff in PMC and as per section 51 of the PMC Ordinance of 2019 the Ministry of Health Services was to provide staff for the interim period till new hiring had taken place. As the Ministry was unable to provide sufficient staff the council members were requested to relax hiring procedures and allow immediate hiring of 20 administrative staff to respond to urgent queries of doctors and facilitate issuance of certificates of Good Standing and licenses. He also requested the council members to permit the local printing of Good Standing certificates, as all the current certificates were printed at the security printing press in Karachi which would not be able to deliver the certificates before the end of December 2019, and candidates were in urgent need as they have jobs abroad waiting for them, and this certificate was a requirement by foreign registration authorities.

The members were also requested to approve the changes in license certificates to indicate the change from PMDC to PMC.

**Decision:** *The Council approved the immediate hiring of 20 computer literate administrative staff to run the day to day business of PMC. The council approved the changes in all licenses and certification to indicate the closure of PMDC and establishment of PMC as its successor. The council approved the local printing of Good Standing certificates.*