

FAQ – Nursing Transfer

- ? While creating new user, a message pops up 'User Id already exists'
 - ✓ *You need to change the User Id. But not the employee Id.*
- ? While creating new user, a message pops up 'User Id Created against this Employee Id'
 - ✓ *You need to click on 'Forgot Password' and enter the Employee Id and then click on 'Submit' button. The user Id and the password will be sent in your registered mobile number.*
- ? While entering the personal details, at times 'Place of Posting' is not available in the drop down.
 - ✓ *You need to call ADHS/DADHS/DDHS(Nursing) & Nodal Officer IT (Nursing) .Phone No. 03323330169/170*
- ? While entering the personal details, a message pops up 'Registration already exists' on clicking on 'Save' button
 - ✓ *You need to call ADHS/DADHS/DDHS(Nursing) & Nodal officer IT(Nursing) .Phone No. 03323330169/170*
- ? While entering the Transfer Prayer, the 'Save' button is disabled
 - ✓ *Your Personal Details is not yet approved. Need to get the personal details approved by your Higher Authority*

? Approver is not able to view data

- ✓ *Your higher Authority needs to give you the permission for your facility.*

? If any problem arises while logging into the application

- ✓ *You will have to contact Nursing Department (033-2333-0169/170) or IT Cell (033-2333-0429) in Swasthya Bhawan.*

? If Employee Id is wrong

- ✓ *You will have to visit or send an email (aparajita126@gmail.com/adhsng.rs@gmail.com) to Nursing Department with proper application and documents.*

? If Mobile number has to be changed

- ✓ *You will have to login, go to settings and click on mobile number change option.*
- ✓ *On arriving at the mobile number change page you will have to enter the old mobile number first followed by the new mobile number and click on get OTP.*
- ✓ *You will receive the OTP in your new number which you will have to enter in the required box and click on submit.*
- ✓ *On submission your mobile number will be successfully changed.*
- ✓ *If the OTP is not correct a message will appear asking you to enter the correct OTP.*

? If Present place of posting needs to be changed in case of Transfer, Promotion etc.

✓ You will have to visit Swasthya Bhawan or send an email(aparajita126@gmail.com/adhsng.rs@gmail.com) with a proper application attached with Joining application and Proper Employee Id.

? If you want to correct any mistake.

✓ You will have to send an email(aparajita126@gmail.com/adhsng.rs@gmail.com) or visit Swasthya Bhawan with an application and Proper document as an attachment.

? Transfer Details cannot be changed after submission.

✓ Once submitted Transfer details cannot be changed. Only cancellation can be done with proper application which you can send through Email(aparajita126@gmail.com/adhsng.rs@gmail.com) or you will have to visit Swasthya Bhawan. You will have to mention the Transfer Application ID in the application.

Note: If you want to change any incorrect personal details provided or any mistake arises during/ after filled up then kindly mail us the correct details instead of wrong along with “Employee id” and “Registered Mobile No.” address to The ADHS/DADHS/DDHS(Nursing) & Nodal Officer IT(Nursing), Swasthya Bhawan, Nursing Section at aparajita126@gmail.com/adhsng.rs@gmail.com

West Bengal Zone Listing

Zone I

All 6 districts of North Bengal i.e., Darjeeling, Uttar Dinajpur, Dakshin Dinajpur, Cooch Behar, Jalpaiguri and Malda, District of Purulia, Jhargram Sub-Division of Paschim Midnapur, Khatra Sub-Division of Bankura and Jangipur Sub-Division of Murshidabad district will come under Zone-1. Apart from the Districts and Sub-Divisions mentioned above, some blocks will also be included in Zone-1, viz, Saranga in the District of Bankura, Sugar, Gosaba and Patharpratima in the District of South 24-Paraganas and, Sandeshkhali-II and Hingal Gnnj in the District of North 24-Parganas.

Zone II

This zone will comprise of the Districts of Bankura except Khatra Sub-Division and Sarenga Block, Purba Midnapur except Tamluk District hospital, Paschim Midnapur except Jhargram Sub-Division and Midnapur Medical College & Hospital and Murshidabad except Jangipur Sub-Division.

Zone III

This zone will comprise of the Districts of Burdwan, Birbhum, Nadia (except Kolkata Metropolitan Area), Tamluk District Hospital, Midnapur Medical College & Hospital, Howrah (except Kolkata metropolitan Area), and the districts of North 24 Paraganas and South 24 Paraganas except the Blocks included in Zone – I. In this case, Kolkata Metropolitan Area will mean the area under the jurisdiction of Kolkata Metropolitan Development Authority.

Zone IV

Kolkata and Kolkata Metropolitan Area as defined above.