

Ref. No.: AUD/Admn/2011-12/2097

14th September 2011

NOTIFICATION

This is to notify to all the Faculty Staff Members and the Administrative Staff Members that they are covered under Medical Attendance and Treatment Regulations of the Ambedkar University, Delhi w.e.f the date of notification.

The salient features of the medical facilities are as under:

1. The scheme shall apply to the regular employees and their dependent family members of the University including those on probation;
2. Those on deputation from a Govt. Department or an autonomous body or other public sector undertaking or a University/Institution of Higher Learning can either opt to be governed by this scheme or continue with the scheme adopted by their parent department;
3. The scheme shall not apply to casual workers, consultants and retired employees from other organizations.
4. The Medical Attendance and Treatment Regulations, of the University are available on the website of the University.
5. **Membership Contribution**

A monthly membership contribution as follows will be deducted from the salary of the employee concerned for availing of the above medical facility:-

Grade Pay	Rate of Monthly Contribution
Upto Rs. 1650	Rs. 50/-
Rs. 1800, 1900, 2000, 2400 & 2800	Rs. 125/-
Rs. 4200	Rs. 225/-
Rs. 4600, 4800, 5400 & 6600	Rs. 325/-
Rs. 7600 and above	Rs. 500/-

All concerned are required to fill in an undertaking in the prescribed format, available on the website of the University, and submit the same in the Administration Section to *Shri Sucha Singh, Assistant Registrar (Admn.)* by 30th September 2011.

This issues with the approval of the Hon'ble Vice-Chancellor.


(Chandan Mukherjee)
Registrar

Copy to:

1. Office of the Vice-Chancellor
2. Office of the Registrar
3. All Deans, SUS/SLS/SHS/SDS/SHE/SES/SCCE
4. Controller of Finance
5. Librarian
6. Director (IT Service)
7. Deputy Registrar (Academic Services)
8. Assistant Registrar (Finance)
9. Assistant Registrar (Admn.)
10. Office Order File
11. Concerned File

Medical Attendance and Treatment Regulations, 2010 of the University

1. Short Title

These regulations may be called the Ambedkar University, Delhi Medical Attendance and Treatment Regulations, 2010.

2. Application

The scheme shall apply to (i) the regular employees and their dependent family members of the University including those on probation, (ii) those on deputation from a Govt. department or an autonomous body or other public sector undertaking or a University/Institution of Higher learning provided they opt to be governed by this scheme instead of by the rules in force in their own parent organizations. The scheme shall, however, not apply to casual workers, consultants and retired employees from other organisations. However in case of contractual employment for more than one year (except retired employees), the University shall consider providing them the medical insurance policy.

3. Definitions

In these regulations:-

- (i) "Authorised Medical Attendant (AMA)" means a qualified registered medical practitioner possessing recognized medical qualifications not below MBBS in the allopathic system or its equivalent in Homoeopathy or the Indian system of medicine including a specialist and appointed by the University as such.
- (ii) "University" means the Ambedkar University established under the Bharat Ratna Dr BR Ambedkar Vishwavidyalaya Act, 2007 (Delhi Act of 2007).
- (iii) "University employee" means an employee of the University to whom this scheme will apply.
- (iv) "competent authority" means the Vice-Chancellor or any subordinate authority to which the Vice-Chancellor may delegate a power, subject to any condition that may be specified in the delegation.
- (v) All other definitions, conditions, clauses, procedure and treatments which are not covered under this scheme shall be governed as per the provisions contained in the Medical Attendance Rules of the Govt. of India.

4. Membership Contribution

The monthly membership contribution shall be as under:-

Grade Pay	Rate of Monthly Contribution
Upto Rs. 1650	50
Rs. 1800, 1900, 2000, 2400 & 2800	125
Rs. 4200	225
Rs. 4600, 4800, 5400 & 6600	325
Rs. 7600 and above	500

5. Indoor Treatment

5.1 **Empanelment of hospitals:-**

University empanelled Govt./Pvt. Hospitals and Diagnostic Centres nursing homes for indoor treatment of the University employees and their family members in various parts of National Capital Region shall be as per the list attached at Annexure-I.

The hospitals for in-patient treatment shall be classified into two categories as under:-

- (i) **Hospitals offering specialized treatment facilities:** For certain specific diseases, hospitals like Escorts Heart Institute and Apollo Indraprastha Hospital shall be restricted to the diseases requiring specialized treatment or procedures. These diseases shall be identified by the standing committee to be constituted by the Vice-Chancellor as per clause 9 of these regulations. In respect of rates, the University shall negotiate a 'package deal' in respect of such hospitals, some of which already offer this facility to other government departments/ universities/ institutions and shall regulate the reimbursement accordingly.
- (ii) **Treatment in other private recognized hospitals on the panel:** A claim relating to various services or procedure etc. in respect of other hospitals on the panel for general treatment shall be regulated as per the rates charged by the St. Stephens hospital as approved by Govt. of Delhi. As regards the medicines etc., the list of admissible medicines brought out by the Govt. of India from time to time shall be followed for reimbursement. The bed charges, room charges, diet or nursing charges, wherever applicable, shall also be regulated as per the entitlement of various categories of staff as per the provisions of the Directorate General of Health Services, Govt. of India.

6. **Reimbursement of medical expenses in case of indoor treatment at private recognized hospitals or nursing homes not on the panel of the University**

Reimbursement for treatment received by way of indoor treatment in private hospitals or nursing homes not on the panel of the University shall not be permissible except in case of genuine emergency where the reimbursement is

allowed as per St. Stephens Hospital rates as approved by Govt. of Delhi, with the approval of the Vice-Chancellor.

7. Facility of joint declaration where both the spouses are in the employment of Govt./Govt. undertakings

Where both the spouse are in the employment of central government or state government or corporation or autonomous bodies or any other organization which provide medical facilities/allow medical reimbursement of medical expenses, they may choose either the facilities under the said rules of the University or facilities provided by the organization in which the spouse is employer. They shall submit a joint declaration for claiming such benefits from the office of either spouse at the initial stage. However, this declaration can be changed with the prior approval of the competent authority.

8. Submission of Bills

8.1 It should be ensured that hospital bills for treatment as in-patient show the allocation of charges under

(a) Medical attendance

(b) Bedding

(c) Nursing

(d) Special nursing

(e) Medicines and

(f) Diet,

and that only cost of admissible items are claimed.

8.2 The bills should be duly supported by receipts, cash memos, prescriptions, essentiality certificate and other relevant documents as prescribed by the University from time to time in respect of claims for reimbursement of charges for tests conducted or treatment received in hospitals, e.g., X-Ray, Blood Tests, etc. All these supporting documents should be countersigned (with official stamp) by the Medical Officer in charge of the case in hospital.

NOTE: All shall be submitted on the prescribed claim form which should be obtained from Dy. Registrar (Admn.) Ambedkar University, Delhi.

8.3 Claims should be preferred within 3 months period from the date of discharge from the hospital. Condonation of delay in submission of medical bills under unavoidable hospitals shall be considered by the V.C. on the merit of each case.

9. Controlling Officer

The Registrar shall be the controlling officer to pass claim for reimbursement of medical expenses in respect of the employees except VC, Deans, Registrar, Librarian and Controller of Finance for whom the Vice-Chancellor shall be the Controlling Officer.

10. **Standing Committee**

The Vice-Chancellor shall constitute a standing committee to review the medical scheme periodically. The committee shall suggest improvement in the scheme including empanelment of hospitals from time to time and also other related matters including redressal of the grievances of the staff, if any, in connection with the scheme. The Vice-Chancellor on the advice of the standing committee shall also have the power to relax the provisions of this scheme in individual cases of hardship for reasons to be recorded in writing.

11. **Outpatient Treatment**

(i) **Consultation fee**

Following rates of consultation of OPD treatment for both private registered doctors and empanelled hospital doctors are submitted for consideration. Employees must ensure that in order to get medical claim the treating doctors should have following qualifications.

- MBBS and above for allopathic Treatment
- BAMS/BHMS and above for Ayurvedic / Homeopathic treatment

S. NO.	Qualification of Doctors	1 st Visit	2 nd Visit
1.	MBBS	100/-	75/-
2.	MS/MD	150/-	100/-
3.	Specialists	As per actual only if referred by the panel doctors/hospitals.	
4.	BAMS/BHMS	75/-	50/-

- (ii) While visiting doctors for treatment it should be ensured that doctors should prescribe the medicine only pertaining to their field of specialization. An Ayurvedic doctor should not prescribe non-Ayurvedic medicines and vice-versa.
- (iii) The OPD treatment from private registered practitioners i.e. non-panel/Govt. hospital is restricted to 30 days for Allopathic treatment and 45 days for Ayurvedic/Homoeopathic treatment. If OPD treatment is beyond the prescribed limit, the consulting doctors may specify reasons thereof.
- (iv) A proper cash receipt from doctor should be obtained for the consultation fee paid by the employee.

- (v) The medical bills should be submitted within 90 days from the date of completion of the treatment. However, the late submission of bill under unavoidable circumstances will be considered as per CS (MA) rules.
- (vi) General health Tonics, Vitamins and medicines of cosmetic nature are not reimbursable. The notified & published list of non-reimbursable medicine is also available which can be seen.
- (vii) The medicine should be purchased from an authorized chemist only for allopathic/Ayurvedic/Homeopathic medicines. Where medicines/injections are dispensed by the doctors emergency, they should mention the name of medicine/injection & cost of medicines in their letter heads. Medicines dispensed by Homeopathic/Ayurvedic doctors who do not have batch numbers or dispensed in 'Pudia' or small handmade packets are not reimbursable.
- (viii) For treatments of **Diabeties, Arthritis, BP, Hypertension** etc. maximum 3 months medicine can be prescribed by the treating doctor under one prescription. The employee may have to submit a certificate from the doctor after 3 months regarding the status of the health of the patient and further continuance of medicine/treatment if required.
- (ix) Any test prescribed by the treating doctor should be undertaken at recognized empanelled hospital or diagnostic centers only. Tests done at non-panel Labs are not reimbursable. The reports of the tests undertaken may be preserved which, if required, can be made available.
- (x) While visiting empanelled hospital/diagnostic centre employees should carry their family health card and avail applicable discount on consultation /Lab charges/hospitalization. Non-availing of discount will be at the risk and cost of the employee.
- (xi) The recommended rates for physiotherapy is Rs. 150/- per sitting or part there of comprising of following items of physiotherapy procedure.
- (xii) **Physiotherapy**

Charges per modality are as follow:-

1. Short Wave Diathermy (SWD)	=	Rs. 130/-
2. Interferential Therapy (IFT)	=	Rs. 130/-
3. Ultrasound Therapy (US)	=	Rs. 130/-
4. Paraffin Wax Bath (PWD)	=	Rs. 130/-
5. Hydro Collator Packs	=	Rs. 50/-
6. Lymphavision	=	Rs. 100/-
7. Traction Unit	=	Rs. 130/-

8. Cold Packs = Rs. 50/-
 9. Exercise therapy and mobilization = Rs. 130/-

12. Hospitalization

(i) Emergency Treatment/Hospitalization

In case of an accident or any other serious emergency, treatment can be taken in the nearest available non-panel hospital also. A certificate should be obtained from the hospital with regard to type of emergency and furnish the same with medical claim for reimbursement.

(ii) Non-availability of bed in the hospital

In the case of appropriate class of bed not being available in the hospital, next higher category of bed available can be availed. However, consequential increase in the cost of treatment, if any due to change in type of bed will be borne by the employee. A certificate from the hospital regarding non-availability of entitled class of bed should also be obtained and attached with the medical claim for the purpose of reimbursement.

(iii) Entitlement of beds is as under:

(a) Entitlement of accommodation

S. No.	Basic Pay Range	Private hospitals/Panel hospital
1.	Up to 13,950/-	General Ward
2.	13,960/- to 19,530/-	Semi-private Ward
3.	19,540/- and above	Private Ward

Nursing Home facilities in Govt./State Govt./Municipal Hospitals available for those drawing pay Rs. 13,950/- pm and above.

Maximum room rent reimbursable for different Categories would be as per CGHS/Delhi Government rates.

(iv) Diet Charges

S. No.	Basic Pay Range	Private hospitals/Panel hospital
1.	Up to Rs. 11,160/-	For TB/Mental disease patients
2.	Up to Rs. 7,450/-	For general diseases

- (v) In case of hospitalization an estimate of expenditure should be obtained from the hospital wherein following information should be given by the hospital.
- Name of disease
 - Whether any procedure is involved
 - No. of days the patient require hospitalization
 - Room rent
 - Procedure charges, if any
 - Test & medicine charges

13. Medical Advance

The medical advance is applicable for hospitalization purpose only. As per CS (MA) rules upto 90% of the estimated expenditure is granted in case of **Cancer, Cardiac, Liver or Spinal Treatments.**

14. Eye-Cataract Treatment

Following rates for treatment of cataract are being proposed:-

- IOL Procedure Charges = Rs. 9,300/- or actual cost whichever is less
- Cost of IOL = Rs. 6,500/- or the actual cost whichever is less

15. Dental Treatment

The following rates of dental treatment are proposed for consideration:-

Rate List for Dental Treatment

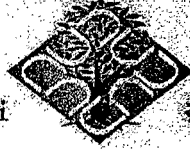
Sl. No.	Item	Approved Rate	
		Charges applicable to MDS Doctors	Charges applicable to BDS Doctors
1.	Consultation	Rs. 100	Rs. 75
2.	X-Ray :		
	a) Intracral Periapical X-Ray	Rs. 100	Rs. 100
	b) Occlusal X-Ray (Per film)	Rs. 200	Rs. 200
	c) Panaromic X-Ray	Rs. 350	Rs. 350
	d) Cephalometric X-Ray	Rs. 350	Rs. 350
3.	Extraction – Ordinary	Rs. 250 (per tooth)	Rs. 150 (per tooth)
	Extraction – Surgical	Rs. 300 (per tooth)	Rs. 200 (per tooth)
	(All extraction in one jaw)	Rs. 2500	Rs. 1875
4.	Scaling & Gum treatment	Rs. 500 (per seg.)	Rs. 375
5.	Filling of teeth	Rs. 300 (per seg.)	Rs. 225

6.	Root Canal Treatment - Anterior	Rs. 2000	Rs. 1500
	Root Canal Treatment - Posterior	Rs. 3000	Rs. 2000
7.	Capping of Tooth (after root canal treatment)		
	a) Metal Cap	Rs. 800 (per tooth)	Rs. 800 (per tooth)
	b) Chrome Cobalt Alloy Cap	Rs. 1500 (per tooth)	Rs. 1500 (per tooth)
	c) Ceramic Cap	Rs. 1500 (per tooth)	Rs. 1500 (per tooth)

Note: (1) Cost of denture reimbursable as per GNCT of Delhi's/CGHS rates.

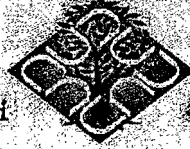
16. Interpretation of Rules

If any question arises regarding the interpretation of these rules, it shall be referred to the Vice-Chancellor, whose decision shall be final.



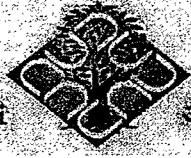
List of approved Hospitals (First List)

1. Rockland Hospital
Qutab Institutional Area, Near Katwaria Sarai, New Delhi
2. Sant Parmanand Hospital
Multi Super Speciality Healthcare
18, Sham Nath Marg, Civil lines, Delhi-110054
3. Umkal Hospital and M. P. Heart Research Institute
A520, Susant Lok. Gurgoan
4. Heart Centre, 2, Ring Road,
Lajpat Nagar -IV, New Delhi
5. Dr. Shroff's Charity Eye Hospital
5027, Kedarnath Road, Dariyaganj
6. Rajiv Gandhi Cancer Institute and Research Centre
Sector - V Rohini ,Delhi - 110 085
7. National Heart Institute and Research Centre
Sapna Commercial Complex, New Delhi-110 065
8. Orchid Hospital C-3, Janak Puri, New Delhi
9. Narinder Mohan Hospital
Mohan Nagar, Ghaziabad – 201 007 (U.P.)
10. Jeevan Anmol Hospital
Mayur Vihar , Phase-1, Delhi- 110091
Medical Superintendent
Jeevan Nursing Home,2-B
Pusa Road, New Delhi
11. Prakash Hospital,A-119
D-12,12-A,12-B, sec. 33, Noida
12. Surbhi Hospital Pvt. Ltd.
Near City Center Metro,
Golf Course Road, Morna ,Sec. 35 Noida
13. Sunil Hospital, 15/199
Main Panchsheel, Shivalik Road,
Malviya Nagar, New Delhi-110092
14. Jain Hospiatal, 177-178
Jagruti Enclave, Delhi-110092



-2-

15. Bansal Hospital, A-1
New friends Colony, New Delhi-110025
16. Sanjeevan Medical
Research Centre Pvt. Ltd, 4869/24, Ansari Road
17. Khandelwal Hospital &
Urology Centre, B-16
Main Road, East Krishna Nagar, Delhi- 110051
18. Panchsheel Hospital Pvt., C-3/64A
Yamuna Vihar, Delhi
19. Metro Heart Institute, Sec. 16A, Faridabad, Haryana
20. Jeevan Nursing Home, 2-B
Pusa Road, New Delhi
21. Bhagwati Hospital
Sec.-13, Rohini, Delhi 110085
22. Garg Hospital, 8-9, AGCR Enclave
Opp. Karkardooma Courts, Delhi-110092
22. Vision Eye Centre, 12/27
West Patel Nagar, New Delhi
23. Sheetla Hospital and Eye Institute Pvt. Ltd.
New railway Road, Gurgaon, Haryana
24. Ahooja Eye Dental Institute
560/1, Dayanand Colony, Gurgaon
25. Bajaj Eye care Centre, 101
Vikas Surya Plaza Pvt.
No. 7, DDA Community Centre, Road No. 44
Pitam Pura, New Delhi
26. Bharti Eye Foundation 1/3
East Patel Nagar, New Delhi
27. Mohan Eye Institute, 11-B
Ganga Ram Hospital, New Delhi
28. Goyal Eye Institute, 1/10
East Patel Nagar, New Delhi
29. Shree Jeevan Hospital
67/1, New delhi-110018



30. Sharp Sight Centre (East)
81, Defence Enclave
Vikas Marg, Delhi-110092
31. B.L.Kapoor Memorial Hospital

Pusa Road, New Delhi
32. Sunderlal Jain Charitable Hospital
Delhi
33. Deepak Memorial Hospital
Karkardooma, Delhi -110092
34. Centre for Sight

Safdarjung Enclave, New Delhi
35. Kalra Hospital, Kirti Nagar, New Delhi-110015
36. Park Hospital, Meera Enclave

Near Keshopur Bus Depot, Outer Ring Road,
New Delhi-110018
37. Indraprastha Apollo, Sarita Vihar,

Mathura Road, New Delhi-110076
38. Primus Supper Speciality Hospital

Chandargupta Marg, Chanakyapuri, New Delhi-110021
39. Metro Hospitals and Heart Institute
X-4, Sector 13, Noida,
40. *****
Jeevonn Mala Hospital
67/11 New Rahtak Road, New Delhi - 110005.
41. Sumita Hospital, A-119, A, Sector -35
Noida, U.P.
42. Bhardwaj Hospital, NH-1, Sector 29,
Noida, U.P.



List of Diagnostic Centres. (First List) -1-

1. Dr. A Lal Chandani Pathology Laboratories, L
J-36, Lajpat Nagar-II,
New Delhi
2. Dr. Anand Imaging & Neurological Research Centre,
G-14, Preet Vihar, Vikas Marg,
Delhi - 110 092
3. Dr. S.S. Doda's Ultrasound Centre,
23-B, Pusa Road,
New Delhi
4. First Dwarka Lab,
185, Sector-6, Pocket-I, Dwarka,
New Delhi
5. Focus Imaging and Research Centre,
C-10, Green Park Extn., New Delhi
6. Goyal MRI and Diagnostic Centre,
B-1/12, Safdarjung Enclave,
New Delhi
7. Mahajan Imaging Centre,
K-18, Hauz Khas Enclave,
New Delhi
9. Saral Advanced Diagnostic Pvt. Ltd.,
E-1073, Saraswati Vihar, Pitam Pura,
Delhi
10. Dr. Bansal's Path Lab
E-61, Saket, New Delhi-110017
11. Unipath diagnostics
G- 49, Lajpat Nagar-II, New Delhi-110024
12. Star Imaging & path Lab
4-B/4, Tilak Nagar, New Delhi-110018
13. Ganesh MRI Centre Pvt. Ltd
CS/OCF-7, Sector- 8., Rohini, Delhi-110085
14. Lifeline Laboratory, H-11, Green Park Extn.
New Delhi-110016
15. The Clinical Laboratory