

MEDICAL ATTENDANCE RULES

GURUKUL KANGRI (DEEMED TO BE UNIVERSITY), HARIDWAR

1. APPLICABILITY

These rules may be called GKV Medical Attendance Rules.

- 1.1 These Medical Rules supersede all previous rules, circulars and administrative instructions etc. These rules are mainly drawn from Central Services (Medical Attendance) Rules and any amendment/modification in C.S. ;M.A.) Rules will automatically be applicable to the University employees.

2 DEFINITION

Under these rules unless the context other-wise requires:

- 2.1 "Hospital" means a Hospital approved by the University for the purpose of these rules and included in the list under Rule 5 below.

2.2 Family

The family for the purpose of these rules shall mean employee's spouse, as the case may be, parents, children (25 years' son and unmarried daughter), unmarried sisters, widowed sisters, widowed daughter, minor brothers all residing with and also totally dependent upon the concerned employee.

NOTE

1. To be considered as dependent, CS(MA) rules shall be applied, the condition of dependency both in the case of spouse of the Govt. servants has been dispensed with.
 2. All the employees would be required to fill in the declaration form (see Appendix 1) in triplicate every year and submit to Registrar through proper channel.
 3. The Head of the family has to furnish his/her photograph for medical file purpose.
- 2.3 Authorized Medical Attendant (A.M.A.) means any qualified and registered medical practitioner possessing recognized medical qualification not below M.B.B.S. in Allopathic system or its equivalent in Homeopathic and Indian system of medicines such as B.A.M.S. etc.
- 2.4 "Government" means the Government of India or the State Government as the case may be.
- 2.5 "Beneficiary" means any working employee and dependent member of his/her family.
- 2.6 "Patient" means a beneficiary taking benefit under these Rules.
- 2.7 "Medical Attendance" means consultation with the Authorized Medical Attendants.
- 2.8 "Specialist" means anyone employed and working in a hospital including a specialist and for the time being attached to a specialized department of a Government Hospital or recognized hospitals as per the list mentioned in rule 5 below.
- 2.9 "Medical Treatment" means the use of all Medical and Surgical facilities available to private individual at the hospital in which the patient is treated as an indoor or outdoor patient as well as supply of drugs prescribed by the A.M.A./Specialist who considers to be essential for the recovery of prevention of deterioration in the condition of the patient

3 COMMENCEMENT

These Rules shall come into force with effect from the date of notification by the University.

4. MEDICAL FACILITIES ADMISSIBLE

4.1. Employees and their family members are entitled for reimbursement of medical attendance and treatment. The reimbursement is for the following medical facilities:

;पख Avitaminosis and Hypovitaminosis.

;पपख Correction of squint (eye)

(iii) Disease(s) causing general debility and secondary anemia.

(iv) Treatment for immunizing and prophylactic purposes

(v) Venereal diseases and Delirium Tremens

(vi) Treatment of sterility

(vii) Operation for sterilization

(viii) Medical Termination of pregnancy performed at Government hospital/ recognized institution.

(ix) Confinement including at residence if attended by child welfare and maternity centres staff, pre-natal and post-natal treatment.

(x) Testing of eyesight for Glasses (once in three years) for employees only.

(xi) Blood and blood transfusion charges.

(xii) Dental treatment.

(xiii) Anti-rabic treatment.

(xiv) Cost of Hepatitis Vaccine B, C and D

(xv) In-Virto Fertilization (IVF) treatment

(xvi) Reimbursement of cost of Liver Transplant Surgery

(xvii) Cardio vascular surgery.

(Xviii) Kidney transplant

(xix) Other organ transplant

(xx) Joint replacement and surgery

(xxi) Bone-marrow transplant

(xxii) Certain types of medical and oncological disorder, such as leukaemia and neoplastic conditions.

(xxiii) Microvascular surgery and neurosurgery

(xxiv) Treatment with laser which obviated the need of an open surgery

(xxv) Treatment with Argon, Krypton and Yag, laser in Ophthalmic cases.

(xxvi) Extra corporeal stone disintegration by ultrasonic shock waves.

(xxvii) Reimbursement of artificial appliances (hearing-aid machines etc.) as per the orders of GOI time to time.

(xxviii) Any other facilities admissible not mentioned here.

(xxix) Reimbursement of X-Ray, MRI, CT Scan etc.

NOTE

- (1) Medical attendance means attendance in recognized hospitals/laboratories or at the authorized Medical Attendant's consulting room/premises including pathological, radiological or other methods of examination for the purpose of diagnosis as are available in the said hospital or other laboratory as considered necessary by the A.M.A.
- (2) Employees or the family residing beyond Haridwar shall have to declare their place of residence to the Registrar.

4.2 Specialist's Consultation

If the A.M.A. is of the opinion that the case of a patient is of such a special nature as to require medical attendance in a hospital other than himself, he may refer to the patient to:

- (i) Any Government hospital including homeopathy, Ayurveda and Unani and siddha system.
- (ii) Recognized Hospitals as included in the list under Rule 5 below.
- (iii) Hospitals as approved by the Govt. of India from time to time.

5. APPROVED HOSPITALS

The following shall be the approved Hospitals/Diagnostic Centres for the purposes of reimbursement of medical expenses for hospitalization/treatment:

- 1 Harmilap Hospital, Haridwar
- 2 R.K. Mission Hospital, Haridwar
- 3 Govt. Ayurvedic College, Gurukul Kangri, Haridwar
- 4 Rishikul Govt. Ayurvedic College, Haridwar
- 5 BHEL Hospital, Haridwar
- 6 Mela Hospital, Haridwar
- 7 govt. Ladies Hospital, Haridwar
- 8 Shri Swami Bhoomanand Hospital, Ranipur Jhal, Haridwar
- 9 Maxwell Hospital, Haridwar
- 10 Neelkhanth Netrayalaya, Haridwar
- 11 Ganga Mata Hospital, Haridwar
- 12 City Hospital, Haridwar
- 13 Metro Hospital, SIDCUL, Haridwar
- 14 Navjeevan Hospital, Laksar Road, Haridwar
- 15 CMI Hospital, Dehradun
- 16 Doon Hospital, Dehradun
- 17 Govt. Ladies Hospital, Dehradun
- 18 Pandit Deen Dayal Upadhyaya Govt. Combined Hospital, Raipur Road, Dehradun
- 19 Himalayan Hospital, Jolly Grant, Dehradun
- 20 Fortis Escort Hospital, Dehradun
- 21 Seema Dental Hospital, Rishikesh
- 22 Shri Mahant Indresh Hospital, Dehradun
- 23 All P.G.I. Hospitals & AIIMS of all India.
- 24 Government Hospitals both of Central as well as of Uttrakhand government including all local bodies, PSUS and under PPP mode.
- 25 Kailash Hospital, Dehradun.

- 26 Max Hospital, Dehradun.
- 27 Hans Eye Care Hospital, Baharadabad, Haridwar.
- 28 Anandam Hospital, Haridwar.
- 29 Swami Shradhanand Health care centre, G.K.V.V., Haridwar.
- 30 Dev Bhoomi Hospital, Haridwar.
- 31 Ram Prakash Charitable Hospital Hospital, Haridwar.
- 32 Nirmal Eye Hospital, Rishikesh.
- 33 Drishti Eye Centre, Dehradun.
- 34 Concept Dental care Hospital, Jwalapur
- 35 Muskan Dental care Hospital, Haridwar
- 36 Any other Hospital recognised by University standing Committee.

OPD facility will also be available in the above hospital.

6 INDOOR HOSPITAL TREATMENT

In case of treatment requiring hospitalization, the University employees shall be entitled to medical facilities in:

- (i) All government hospitals.
- (ii) Any approved hospital, however, for treatment in a recognized Hospital, the reimbursement would be subjected to limits of admissible charges approved by the Govt. of India from time to time for CGHS beneficiaries under CGHS Scheme.

Note:

In case of an emergency where the reference from the A.M.A. is not possible due to closure of the Centre or otherwise, the medical consultation may be obtained on any of the Government Hospitals/Private Hospital nearest to the emergency. However, a certificate to the effect of "Emergency" will have to be obtained from the AMA immediately thereafter and in any case during the course of such treatment.

6.1 The entitlement for indoor treatment would be as under:

- (i) Pay Level 01 to 05 General Ward
- (ii) Pay Level 06 to 09 Semi Private Ward
- (iii) Pay Level 10 to above Private Ward

The maximum Room Rent for different categories would be:

Private	Rs. 2500/- per day
Semi-Private	Rs. 1000/- per day
General Ward	Rs. 500/- per day

6.2 Laboratory Charges

Charges of Pathological, Radiological, Bacteriological or other methods of examination for purpose of diagnosis conducted at recognized Hospitals and laboratories.

6.3 Specialist Treatment

University employees or their dependents may receive treatment for cancer, diabetes, mental diseases, tuberculosis etc. at the nearest Govt./recognized Hospital providing such treatment including indoor treatments as recommended by the A.M.A.

6.4 **Maternity**

In maternity cases, Central Government Rules would be applicable, for maternity treatment hospitals have been specified in Central Govt. Medical Attendance Rules along with the ceilings. These ceilings would also be applicable to cases treated in the recognized hospitals.

6.5 Treatment in All India Institute of Medical Sciences, Batra Hospital, Forties Hospital, Escorts Heart Institute and other Hospitals for coronary By-pass Surgery may be taken as per the ceilings fixed by the Govt. of India time to time in this regard.

6.6 **Outstation Treatment**

Employees (including the members of the family) who fall sick while out of station or who are visiting home town, may get the treatment from the nearest Hospital and expenditure in such cases be reimbursed as per rules.

7 **RULES FOR REGULATING MEDICAL CLAIMS**

7.1 Rate of Consultation

(a) The rate of consultation fee of A.M.A. shall be as per the rates fixed by the gov. of India from time to time in this regard.

(b) Consultation fees charged by other recognized Hospitals for outdoor treatment (General OPD) would be reimbursed subject to the maximum of the rate fixed by the Govt. from time to time.

7.2 Cost of admissible medicines prescribed by the AMA would be reimbursed on the production of the essentiality certificate countersigned by the AMA along with cash memos, vouchers, receipt of payment etc. Requirement of essentiality certificates A & B in cases of OPD treatment in the approved hospitals has been relaxed vide GOI memo no. H. 11022/01/2014_MS dated 15th July, 2014.

7.3 Vice-Chancellor may grant advances to University employees to enable them initially to meet expenditure on medical attendance and treatment for themselves and the members of their families as below:

- Rs. 10,000 only or the amount recommended by the physician, whichever is less, for indoor treatment in a hospital and OPD for diseases like cancer etc.
- In case of major illness of Bypass surgery, Kidney transplant, Major cancer treatment, etc., the advance may be limited to 90% of the package deal or according to the estimate submitted by Government/University recognized private hospitals.

7.4 The Advance would be admissible to Govt. Servant or Hospital in 90 Percent of Actual Expenses.

7.5 Cost of preparation which is not medicines but primarily foods, tonics, disinfectants is not admissible.

- 7.6 Cost of medicines inadmissible under the Central Civil Service Medical Attendant Rules would not be reimbursed.
- 7.7 The period of treatment for which the cost of medicines would be reimbursed shall be limited to a maximum of 30 days from the date of commencement of a treatment. In case treatment is not completed within 30 days, the patient should be referred to a recognized hospital. The cost of medicine would continue to be reimbursed in such a case even after the patient is discharged from the hospital.
- 7.8 Claim for reimbursement of medical expenses in respect of a particular spell of illness should be preferred within one month from the date of completion of treatment certified by the AMA concerned.
- 7.9 The bill of medical reimbursement should be forwarded to the Registrar by the employee.
- 7.10 Employees whose spouse is working in govt. of India or any other institution where separate reimbursement medical facility is available may opt to avail of the facilities either under these rules or as per the rules applicable to the spouse. For this purpose, a joint declaration is required to be furnished as to who will be preferring the claim.
- 7.11 Where both are University employees, either of them may prefer claim for self and eligible members of the family, according to his/her status. For this purpose, a joint declaration is required to be furnished as to who will be preferring the claim.
- 7.12 If the spouse is in receipt of fixed medical allowance, the University employee can avail medical facilities under these rules for himself and members of family residing with him except for the spouse.
- 7.13 In case of any doubt in respect of operation of these rules, the provisions contained in the Central Services (Medical Attendance) Rules shall apply.

8 CONTROLLING OFFICER

The Registrar shall be the controlling officer to pass claims for reimbursement of medical expenses in respect of all the employees except the Vice-Chancellor for whom the Vice-Chancellor shall be the Controlling Officer.

9 INTER-PRATATION OF RULES

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

10 APPLICATION OF THE ORDERS OF GOVT. OF INDIA

In all other matters not specified in this Scheme, the provisions of Central Services (Medical Attendance) Rules as amended from time to time and the instructions/orders issued there-under shall apply to the employees of University except those which have been specifically excluded under this Scheme.

**Other Sanctioned Medical Hospital for treatment as per Direction by BoM
dated 09-01-2022**

S.N.	Hospitla Name	Address
1.	Saksham Hospital	Saharanpur
2.	Medigram Hospital	Saharanpur
3.	Sanjay Orthopaedic Hospital	Dehradun
4.	Jaya Maxwell Hospital	Bahadrabad
5.	Netra Dham Eye Hospital	Kankhal
6.	Vinay Vishal Hospital	Roorkee
7.	Apoorv Hospital	Roorkee
8.	Arogyam Hospital	Roorkee

OFFICE OF THE REGISTRAR**Gurukul Kangri (Deemed to be University), Haridwar****FAMILY DECLARATION FORM FOR MEDICAL FACILITIES****(TO BE FILLED IN BY THE EMPLOYEE IN TRIPLICATE)**

Name of the employee

Department/Office.....

Designation.....

Present Home Address.....

.....

S.No.	Name	Age/Date of Birth	Relation with employee
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

This should be accompanied by photograph of the Head of the family.

EXPLANATION:

The family for the purpose of these rules shall mean employees wife or husband as the case may be, parents, children and step-children, Unmarried sister, widowed-sisters, widowed daughters, minor brothers residing with the employees and also Totally dependent upon the concerned employee.

 Certified that the particulars mentioned above are correct.

Date.....

Signature of employee