

आई सी एम आर -राष्ट्रीय व्यावसायिक स्वास्थ्य संस्थान
ICMR- NATIONAL INSTITUTE OF OCCUPATIONAL HEALTH
मेघाणी नगर, अहमदाबाद-380016
MEGHANI NAGAR, AHMEDABAD 380016

Ref.: No.2/AMA/2023-2024/

Date: 05.10.2023

कार्यालय ज्ञापन /Office Memorandum

Ref.: Circular no. NIOH/AMA/2021-22/324 dated 11/11/2022

All the staff of the Institute are hereby informed to take into consideration following points in reference to the treatment related to OPD/IPD/Commuted Leaves on Medical Grounds:

OPD Treatment:

- (i) All staff or his/her family member should initiate treatment with AMA as per approved list vide order **No.1/Cir./2010-11/ dated 24.02.2011.**

When Authorized Medical Attendant is not appointed in the area:

- a. Official shall be allowed to take OPD/indoor treatment from Government/CGHS empaneled hospitals where MoA/MoU has been entered by this office. Official should submit certificate to that effect stating no AMA appointed in his/her area. Such certificate should be recorded on Medical Reimbursement Claim form by claimant.
- b. OPD treatment is not allowed from any Private Practitioner.

IPD Treatment:

- (i) Officials may be allowed to receive treatment as an in-patient, for himself/herself and members of his/her family, without consulting authorized medical attendant, in a hospital where he/she is ordinarily entitled to receive treatment under the rules i.e. in a hospital to which he/she would be admitted had he/she consulted AMA.
- (ii) ROHC (S) employees & their family members/dependents can take treatment from CGHS empaneled Hospitals listed at Bengaluru (attached herewith).

Treatment in Emergency:

- (i) In case of emergency, the patient may consult any Government / CGHS empaneled hospital (where MoA/MoU entered by this office) / nearby Private hospital.
- (ii) Bills in r/o such medical emergency treatments taken in private hospitals (other than CGHS & Govt. Hospitals) will be entertained only if supported by Emergency Treatment Certificate by the medical officer of that hospital. However, the reimbursement will be as per CGHS rules, entitlements and rates.
- (iii) Emergency Treatment Certificate is not required in case of Govt. / Govt. Funded hospitals.
- (iv) In cases where the emergency medical treatment is taken in CGHS empaneled hospital (where MoA entered), a referral letter from the office would be required post treatment duly endorsing to Hospital for the entire treatment as per CGHS rules, entitlements & rates.

Medical Treatment of Cancer:

The treatment of cancer should be taken as per the guidelines issued vide OM No.1-1/13/HospitalCell/R&H/CGHS(Pt.I)/CGHS(P) dated 23/02/2015 of Dept. of Health & Family Welfare, MoHFW, Govt. of India for taking the treatment under CGHS/CS(MA) Rules, 1944 and also from CGHS empaneled hospitals.

Leaves on Medical Grounds:

While availing Commuted Leave on Medical Grounds, the employee will have to submit the Medical Treatment & Fitness Certificates issued by the Authorized Medical Attendant (AMA) or from the Medical Officer of the Govt. Hospital or treating doctor at CGHS empaneled hospital (as per format shown in the annexure), as the case may be in the individual's case. He/she should also submit self-attested copy of prescription of the concern doctor in support of the illness.

All the staff/officials of the Institute are hereby instructed to strictly comply the above procedure on OPD/IPD medical treatments. This issues with the approval of the competent authority and effective from the date of issue.

(राहुल वाधवानी/ Rahul Wadhvani)
प्रशा.अधि/ Admin officer

प्रति/ To

1. लेखा अधिकारी – सूचनार्थ/ACO - For information.
2. डॉ मिहिर रूपाणी, वैज्ञानिक" ई एवं चिकित्सा प्रतिपूर्ति समिति के अध्यक्ष/Dr. Mihir Rupani, Sci-E & Chairperson of Medical Reimbursement Committee.
3. डॉ.लोकेश शर्मा, वैज्ञानिक" ई – "संस्थान की वेबसाइट पर अपलोड करने हेतु/Dr. Lokesh Sharma, Scientist "E" – With request to upload on Institute website.
4. प्रभारी निदेशक के निजी सचिव-सूचनार्थ/PS to Director-in-Charge-For information.
5. SO (Est-II) - For compliance of Medical leave.
6. SO (Est-I) - For information.
7. प्रभारी अधिकारी, आरओएचसी (एस)/Officer-in-Charge, ROHC (S) - For compliance.
8. सभी सूचना पट्ट/All notice board.