

MEDICAL ATTENDANCE AND TREATMENT RULES (1992)
FOR RETIRED UNIVERSITY EMPLOYEES.

Approved by the "Executive Committee vide its Resolution No. 5.9/EC/ dated 25.3.1992"

(Updated as on 11.5.2015)

1. These rules may be called the Medical Attendance and Treatment Rules (1992) for Retired University Employees and members of their families.

2. **Applicability**

2.1 These rules shall apply to all the retired employees except:

(a) the retired employees drawing salary and/or covered under a medical or reimbursement scheme elsewhere by virtue- of the office which they are holding after retirement from the University;

(b) the retired employees who are re-employed by the University in continuation of regular employment(because they will remain under the Central Government Health Scheme(CGHS) till such re-employment expires).

(c) those retired employees whose spouses or children are serving the University or any other Government department/organization and are covered under the CGHS or any other medical or reimbursement scheme.

3. **Definitions:** Under these Rules unless the context otherwise requires:

3.1. "Hospital" means a Government hospital and includes:

(a) Hospitals maintained by a local body situated within the limits of District/Tehsil/ State where the retired employee is ordinarily residing after retirement.

Note: Local Body means a Municipal Committee or a District Board.

(b) Hospitals/polyclinics (including private hospitals) recognized by the Government of India under the CGHS. However, treatment in the recognized hospitals will be for the diseases as approved under the CGHS.

(c) Health Centre of Jawaharlal Nehru University.

(d) Any other hospital which may be recognized by the Government Under its CGHS or by the University from time to time for the purpose,

3.2. "Government" means the Government of India or the State Government, as the case may be.

3.3 "Retired employee" means a retired University employee who has retired with contributory/General Provident Fund, but shall not include an employee of the University who has been re-employed after the age of superannuation in continuation of regular employment in the University.

Note: The retired employee includes members of his/her family as defined in Rule 3.10 below:

3.4. "Beneficiary" means any retired employee and members of his/ her family as defined in Rule 3.10.

3.5. "Patient" means a beneficiary taking medical treatment under these Rules.

3.6. "Medical Attendance" means consultation with the Authorized Medical Attendant.

3.7. "Authorized Medical Attendant"(AMA) means a Medical Officer or a Specialist of a Hospital where the patient is under medical treatment.

3.8. "Specialist" means any one employed and working in a Hospital including a Specialist Officer and for the time being attached to any polyclinic or a Specialist Department of a Government Hospital.

Note: "Specialist" does not include any intern, resident, house surgeon or Registrar attached to any Government hospital.

3.9. "Medical Treatment" means the use of all medical and surgical facilities available to private individuals at the Hospital in which the patient is treated as an indoor or outdoor patient, as well as supply of drugs prescribed (strictly as per the CGHS formulary) by the Authorized Medical Attendant who considers them to be essential for the recovery or prevention of deterioration in the condition of the patient.

3.10. "Family" includes only wife (or husband) and children and parents wholly dependent on the employee.

3.11. "Dependent" means a family member, other than husband and wife, as the case may be, having income of not more than Rs.3500/- p.m. from all sources, and that he/she normally resides with the retired employee. This ceiling of Rs.3500/-per month is subject to revision as may be notified by the Government of India from time to time and that such revision shall be effective from a date notified by the Government.

3.12. "Residence" means the place of residence where the retired employee or members of his family ordinarily reside.

3.13. "Scheme" means the facilities available under these Rules.

4. **Commencement:**

4.1. These Rules shall come into force with effect from the date these are approved by the Executive Council of the University.

5. **Admission to the scheme:**

5.1. Admission to the Scheme is not automatic. The retired employee shall have to make a request in writing for admission to the Scheme. No expenses incurred by the retired employee on treatment prior to his admission to the Scheme shall be reimbursed under these Rules.

5.2. Application in the prescribed form for admission to the Scheme shall be submitted by the retired employee to the Registrar of the University either personally or by Registered post.

5.3. The retired employee shall furnish separately a certificate (in the prescribed format) in duplicate in respect of dependent members of his family as defined in Rule 3.10.

5.4. He shall also inform the University of any change in the status of dependency of his family members as well as change in his residential address as soon as it occurs.

5.5. Each retired, employee admitted to the Scheme shall be issued an Identity Card by such an officer of the University under his signature and official seal as may be empowered by the Registrar in this behalf.

5.6. The medical facilities under these Rules shall be provided to the beneficiaries only on the authority of the Identity Card issued by the University.

5.7. If both husband and wife were employees of the University before retirement and are entitled to the benefits under these Rules, the Card will be issued in the name of the one whose last pay or pension is more.

6. **Contributions:**

6.1 The retired employee shall have an option to pay contribution based on the last pay drawn at the time of retirement and avail himself of such medical facilities as are available to serving employees earning the same emoluments or to pay contribution based on the amount of pension. Similarly, a family pensioner shall also have an option to pay contribution based on the last pay drawn by the deceased employee or based on the amount of family pension. The rates of contribution are as follows:

S.No.	Grade Pay drawn by the Officer/Officials	Contribution (Rupees per month)
1.	Upto Rs.1650/- per month	Rs.50/-
2.	Rs.1800/-, Rs.1900/-, Rs.2000/-, Rs.2400/- and Rs.2600/- per month	Rs.125/-
3.	Rs.4200/- per month	Rs.225/-
4.	Rs.4600, Rs.4800/-, Rs.5400/- and Rs.6600/- per month	Rs.325/-
5.	Rs.7600 and above per month	Rs.500/-

Note: vision in the rates of contribution shall be effective from a day these are made applicable by the Government of India in respect of its CGHS beneficiaries.

6.2. Option under Rules 6.1 shall be exercised in writing at the time of making application for admission to the Scheme and such option exercised once shall be final.

6.3 The contribution shall be deducted in advance from the pension of the retired employee on a financial year basis. However, those employees who retire or' opt to become members of the Scheme w.e.f. a month other than the month of April in a financial year, the amount for the remaining months of such financial year shall be deposited in lump-sum by the retired employee along with his application for admission to the Scheme.

6.4 The employees who retired under the C.P.F. shall deposit their contributions as under Clause 6.2 through crossed bank drafts payable to the Finance Officer of the University and forwarded to the Registrar.

6.5 No. retired employee shall be admitted to the Scheme with effect from a retrospective date even by paying arrears.

7. Income of Dependents:

7.1 The declaration about income of dependent members of the family as defined in Rule 3,10 shall be furnished along with the application for admission to the Scheme and shall be renewed thereafter in the month of April every year.

7.2. Recurring monthly income from all sources such as house, land holdings, etc. shall be taken into account for the purpose of assessing income. Lump-sum non-recurring income e.g. contributory Provident Fund benefits, Gratuity/commuted Gratuity, Insurance benefits, etc. shall not be regarded as income for this purpose.

8. Approved facilities:

The following shall be the approved facilities:

8.1. Approved X-Ray Laboratory and other diagnostic facilities which are provided at a Government laboratory or hospital recognized under the CGHS, or recognized by the University.

8.2. Administration of injections, dressing wounds and minor surgical procedures in which facilities exist in the dispensary or specialist centres and/or polyclinics approved under the CG.H.S.

8.3. Hospitalization facilities, including surgical facilities, whenever referred by an AMA to another recognized hospital for hospitalization.

8.4. Any treatment at a specialized Government hospital or any other specialized institution recognized by the University which is considered essential for the recovery or prevention of deterioration in the condition of the patient.

8.5 Special facilities for diseases like coronary by-pass surgery. Complicated Heart Surgery, Kidney Transplantation, Bone Marrow Transplantation, T.B., Cancer, Poliomyelitis etc:

Provided that the medical treatment shall not include treatment in non-recognized hospitals/private nursing homes.

9. Reimbursable Items:

9.1 Cost of appliances purchased by the beneficiary for treatment on the advice of a Specialist (in case of any doubt, the Chief Medical Officer, Health Centre shall be consulted who may, if required, obtain advice from the Director General of Health Services, Government of India).

9.2 Cost of heart pacemaker and replacement of its pulse generator and cost of replacement of diseased heart valves as per the rules of the Government of India in force or as may be amended by it from time to time.

9.3. Cost of Pathological tests, X-ray and other examinations conducted at the hospital for diagnosis on the advice of the Specialist attached to the Hospital.

10. Items/treatment not permissible:

The following shall be the items/treatments not permissible:

(a) treatment outside India

(b) any medicine for which cheaper substitutes of equal therapeutic value are available, unless otherwise considered essential by the A.M.A.

(c) spectacles, contact-lens, and artificial denture;

(d) treatment taken in a private hospital/nursing home, not approved under these Rules;

(e) orthodontic treatment;

(f) treatment for obesity due to ingenious factors;

(g) medicines and preparations excluded from the central Government Compilation of Medical Attendance Rules and Orders in force and as may be amended by the Government from time to time.

(h) Diet or provision therefore or accommodation superior to the status of the employee.

Note: Reckoning of diet charges where hospital charges are all inclusive. In the case of hospitals the tariffs of which indicate a flat inclusive charge per diet, the diet charges should be regulated as follows:

(i) Where the flat charges made by the hospital include (1) diet (2) accommodation (3) ordinary nursing and (4) medical and surgical services, 20% (twenty per cent) of flat charges will be reckoned as diet charges; and

(ii) Where the flat charges made by the hospital include (1) diet (2) accommodation and (3) ordinary nursing, 50% (fifty percent of the flat charges will be reckoned as diet charges.)

(i) Items which are not medicines but are primarily foods, tonics, toilet preparations or disinfectants.

(ii) Medicines which may be declared inadmissible by the Government of India/University from time to time.

11. **Accommodation on Hospitalization:**

11.1 The type of accommodation in a hospital shall depend upon the status of the retired employee. The entitlement in case of hospitalization shall be as under:-

Entitlement of wards in Private hospitals empanelled under CGHS:-

S.No.	Ward Entitlement	Pay drawn in Pay Band
1.	General Ward	Upto Rs.13,950/-
2.	Semi-private Ward	Rs.13960/- to Rs.19530/-
3.	Private Ward	Rs.19540/- and above

11.2 In the event of hospitalization, the salary ceiling for entitlement of free diet shall be admissible to those retired employees whose last pay drawn was Rs.1350/- or less per month. In the case of patients suffering from T.B. and mental diseases, the ceiling shall be Rs.2000/- or less per month. Be payable by the beneficiaries in all other cases. These ceilings for entitlement of free diet shall be in accordance with the Government of India's Rules in force and as may be amended by it from time to time.

11.3 All patients suspected to be suffering from pulmonary tuberculosis shall take treatment in the local approved T.B. Clinic/Hospital. Ante-tuberculosis treatment in such cases shall be carried out only under the guidance and instructions of a T.B. specialist.

12. **SUBMISSION OF BILLS**

12.1 All medical claims shall be submitted by the retired employee on the prescribed claim form available either from SC/ST Cell or from the Chief Medical Officer, Health Centre, JNU.

12.2 It should be ensured that medical claim bills for treatment in a hospital as an in-door and /or out-door patient are submitted in respect of the admissible items only.

12.3 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

12.4 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. All the supporting documents should be signed (with official stamp) by the Medical Officer in-charge of the case in the hospital and countersigned by the Medical Superintendent.

12.5. No medical claim shall be considered for reimbursement if it is submitted after three months from the date of discharge from the hospital.

12.6. Claims should be preferred within three (3) months period from the date of discharge from the hospital. Condonation of the delay in submission of medical bills shall be considered by the Registrar on the merit of each case.

(AMMENDED VIDE E.C. RESOLUTION NO.6.4 Dated 11.5.2015)

13. **CONTROLLING OFFICER**

The Registrar shall be the Controlling Officer for pasting claims for reimbursement of medical expenses of any amount in respect of all the retired employees.

14. **INTERPRETATION OF RULES**

If any question arises regarding the interpretation of these Rules, the Controlling Officer may refer such cases to the Vice-chancellor whose decision shall be final.

**** The medical facility//treatment in the approved/recognized hospitals, who have signed MoU agreement with the University shall remain valid till they are on the panel of CGHS approved/JNU approved Hospitals or any further notice by the JNU whichever is earlier.***