



# GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

DWARKA, DELHI - 110 075.

File No.: GGSIPU/COF/2016/105

Dated: 15th July, 2016

## OFFICE ORDER

The Competent Authority is pleased to approve the revised Regulation for Medical Attendant & Treatment Regulation 2000 (Revised). The copy of the revised and approved regulation is enclosed herewith for information of all the concerned.

The medical allowance will be applicable w.e.f. 1st April, 2016 as approved by the Board of Management.

The Regulation for Medical Attendant & Treatment Regulation 2000 (Revised) has been approved by the Board of Management in its 63rd meeting held on 14th June, 2016 vide Agenda Item No. BM:63.05.

  
(S.K. Tanwar)  
Controller of Finance

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11. Guard file.

  
(Shailesh Gupta)  
Finance Officer-II

**GURU GOBIND SINGH  
INDRAPRASTHA UNIVERSITY**

**Medical Attendance and Treatment Regulations 2000**  
**(Revised)**

In pursuance of the provisions of section 28 of Guru Gobind Singh Indraprastha University Act, 1998 (9 of 1998) the Board of Management of the Guru Gobind Singh Indraprastha University hereby makes the following regulations relating to medical attendance and treatment as applicable to the teaching and non-teaching employees of the University.

**1. Short Title:**

These regulations may be called the Guru Gobind Singh Indraprastha University Medical Attendance and Treatment Regulations, 2000 (Revised).

**2. Application:**

The scheme shall apply to (i) the regular employees of the University including those on probation, (ii) the employees who are in continuous contract, or on ad-hoc service for a period of more than one year, (iii) those on deputation from a Govt. department or an autonomous body or other public sector undertaking provided they opt to be governed by this scheme instead of by the rules in force in their own parent organizations, (iv) A retired person (A person who has served continuously at least for 5 years on regular service (including tenure appointment) and is not availing medical facilities from any other sources (only one source) will be defined as retired employee of the University.) and (v) The re-employed persons provided they are not eligible for medical benefits from their previous employer(s). This scheme shall, however, not apply to casual workers and consultants.

**3. Definitions**

In these regulations :-

- (i) "Authorized 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 Guru Gobind Singh Indraprastha University established under the Guru Gobind Singh Indraprastha University Act, 1998.
- (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) 'Family' means employee's –
- (a) Husband / Wife including more than one wife and also judicially separated wife.
- (b) Parents and Stepmother.

In the case of adoption, only the adoptive and not the real parents. If the adoptive father has more than one wife, the first wife only.

A female employee has a choice to include either her parents or her parents-in-law; option exercised can be changed only once during service.

(c) Children including legally adopted children, stepchildren and children taken as wards subject to the following conditions:-

a.	Unmarried Son	Till he starts earning, or attains the age of 25 years, whichever is earlier.
b.	Daughter	Till she starts earning or gets married, whichever is earlier, irrespective of the age-limit.
c.	Son suffering from any permanent disability of any kind (physical or mental).	No age-limit

- (d) Widowed daughters and dependent divorced / separated daughters:- irrespective of age-limit.
- (e) Sisters including unmarried / divorced / abandoned or separated from husband / widowed sisters. – irrespective of age-limit.
- (f) Minor brothers – Up to the age of becoming a major.

**Dependency** – The income limit for dependency of the family members (other than spouse) is Rs. 3500/- plus the amount of Dearness Relief admissible on Rs. 3500/- on the date of consideration of the claim.

Parents residing with either the University employee or the rest of the family members in a station other than the employee's headquarters are eligible for reimbursement.

(vi) 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. Outdoor Treatment (Treatment as out patients):**

4.1 Fixed medical allowance shall be admissible to all University employees and will be enhanced on 1<sup>st</sup> April every year on the basis of price index. Rates of medical allowance from 1<sup>st</sup> April, 2016 are as per the details given below:-

*Medical Allowance as per existing pay Structure w.e.f. 01.04.2016.*

<b>Grade Pay (GP / AGP)</b>	<b>*Amount (in Rs.)</b>
Less than Rs. 4200/-	1800
Rs. 4200/- to Rs. 4800/-	2400
Rs. 5400/- & above	3000

*\*To be revised on every year on 1<sup>st</sup> April based on the price index*

**4.1.1 (a)** Besides medical allowances, following categories of medical diseases, treatment has been allowed for reimbursement in case treatment has been taken as OPD in the University recognized / empanelled hospitals:

- (i) Chronic Cardiac conditions
- (ii) Cancer
- (iii) Tuberculosis
- (iv) Diabetic mellitus and its complications
- (v) Dental Treatment [Details at Regulation 4.2 (a)]
- (vi) Thyroid Disorder

(b) Besides above nature of diseases which requires continuous and prolonged lifetime treatments, following category of diseases have

also been additionally allowed for reimbursement in cases of OPD treatment:

- (i) Chronic Kidney disease
  - (ii) Chronic liver disease with or without portal hypertension
  - (iii) Hepatitis B & C
  - (iv) HIV / AIDS
  - (v) Chronic neurological disorders
  - (vi) Psoriasis
  - (vii) Glaucoma
  - (viii) Chronic obstructive/restrictive respiratory disease
  - (ix) Ulcerative colitis
- (c) The University shall form a Standing Committee of experts and in case of any doubt, discrepancy / clarification on these diseases and also revision of the list on annual basis taking into account the practical requirement and its implications.
- (d) Further, all the tests and procedures required to be done as a pre-condition for some treatment/operation etc. which shall be followed by hospitalization shall also be considered for reimbursement subject to the condition that the tests and procedure will be followed by IPD treatment in the recognized empanelled hospitals of the University and reimbursement shall be limited to CGHS/DGEHS approved rates. All the cases of IPD treatment, reimbursement and cost of tests and procedures which shall be required after discharge from IPD treatment shall be allowed up to 15 days after the discharge from hospital.
- (e) Any other medical reimbursement for any critical medical/surgical disease may be referred to Standing Committee for inclusion and reimbursement.

#### **4.1.2 ORGAN TRANSPLANT & SURGERY**

Permission and reimbursement for Organ transplant and its surgery may be considered on the recommendation of Standing Committee.

- 4.2 Treatment taken at University recognized / empanelled hospital for the dental purposes, the following shall be the limit for reimbursement:

**(a) DENTAL:**

S.N.	Treatment / Procedure	Revised Rate
1	Extraction per tooth under LA	500
2	Complicated Ext per tooth under LA	700
3	Extraction of impacted tooth under LA	1500
4	Scaling & polishing	1000
5	Root Canal Treatment Anterior teeth (per tooth)	1500
6	Root Canal Treatment (RTC) Posterior teeth (per tooth)	1800
7	Dental filling (Per tooth) (GEC) Or (Crown)	1500
8	Cap (Ceramic)	1500
9	Cap (crown)	1200
7	Complete single denture metal based	10000
8	Complete denture acrylic based per arch	15000
9	Gingivectomy per quadrant	2000
10	Implant only in case of accidental injury (per tooth)	10000
11	Gum Treatment / Surgery	10000

**(b) EYE:**

Cost of IOL shall be considered for reimbursement upto a ceiling of Rs. 10,000/- per IOL.

**4.2.1 Maternity:**

The beneficiaries may have the option to choose the Nursing Home / Hospital of their choice for all kind of delivery cases. However, reimbursement shall be restricted to the limit and ceiling prescribed in the CGHS / DGEHS approved rates list for various kinds of deliveries only.

**4.3 Medical Check-up:**

- (i) The University employees and their spouse after the age of 40 years shall be eligible for reimbursement of comprehensive health check-up with the condition of an upper cap of Rs. 8,000/- each on every two years basis.
- (ii) However, employees of age 50 and above shall be allowed for getting medical check-up every year with above expenditure ceiling.

## 5. Indoor Treatment

### 5.1 Empanelment of hospitals:-

- (a) Hospitals empanelled for Cashless facilities and MoU may be signed accordingly with them (as many as hospitals). List of presently empanelled cashless hospitals at **Annexure-I**.
- (b) MoU may be signed with other willing hospitals which are empanelled with DGEHS/CGHS for providing indoor as well as outdoor service on CGHS/DGEHS rates but employee will pay for their medical bill to the empanelled hospital and may get reimbursement from the University as per medical rule. List of hospitals at **Annexure-II**.

For employees seeking treatment for Cancer (any Cancer), with Rajiv Gandhi Cancer Institute and Dharamshila Cancer Institute, the reimbursement for IPD / OPD treatment shall be made on the special negotiated rates to the University and pending negotiations on the actual charged rates. Treatment taken in the Government hospitals will be reimbursed fully for the above purposes.

Further Sir Ganga Ram Hospital, Fortis Hospitals and Max Hospitals for all IPD / OPD purposes in addition to already approved CGHS / DGEHS Hospitals has been allowed. Besides, in the field of Eyes treatment at Vasani Eye Centre, Dr. Shroff Eye Clinic & Centres, Venu Eye Institute & Research Centre, and for dental treatment in Clove Dental and Apollo White Dental Clinic for specified dental procedures and treatment has been allowed. However, claim for treatment taken in the above hospitals and clinics shall be restricted for reimbursement at the applicable CGHS/DGHS or University approved rates or the negotiated rates as and when finalised by the University.

Further for the Diagnostic, Imaging and other purposes Star Imagine & Path Lab, Dr. Dangs Lab Pvt. Ltd., SRL Diagnostics, Ranbaxy Laboratories, Metropolis Labs, Mahajan Imaging Centres and Health Plus Diagnostic & Imaging Centres has been approved. However, claim for test and procedure done in the above labs shall be restricted for reimbursement at the applicable CGHS/DGHS or University approved rates.

Empanelment of non CGHS/ DGEHS hospital, Diagnostic Centre / Pathology Lab and extending cashless facilities with the empanelled hospital shall be done with the approval of Vice Chancellor on the recommend of Standing Medical Committee.

- (c) In respect of hospitals on the approved panel of CGHS/DGEHS (wherein MoU has not been signed due to any reason), reimbursement of medical expenses shall be allowed and restricted to treatment on CGHS/DGEHS rate.

**6. Reimbursement of medical expenses in case of indoor treatment at private 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 organisation which provide medical facilities/allow medical reimbursement of medical expenses, they shall submit 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. Medical facilities for Retired Employees as defined at clause 2 (iv) of Medical Attendance & Treatment Regulation:**

- (a) For indoor treatment it is same as given at Sr. No. 5 above.
- (b) For outdoor treatment subject to the ceiling of their eligible category at the time of his / her retirement on submission of a certificate that he / she has actually incurred expenditure on their outdoor treatment.
- (c) For ailment such as tuberculosis, cancer, joint replacement, heart disease, kidney failure and organ transplant etc., facilities of drawing advance upto 90% of estimated medical expenditure may



be provided to the retired employees, but advance will directly be given to the empanelled hospital.

**9. Standing committee:**

The Vice-Chancellor shall constitute a standing committee including therein representatives of the Directorate General of Health Services, Govt. of India. The committee shall 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.

## Annexure-I

### HOSPITALS SIGNED MOU WITH THE UNIVERSITY FOR PROVIDING CASHLESS FACILITIES IN CASE OF HOSPITALISATION

#### Cashless Empanelled Hospitals (as on 15.07.2016):

- 1 Saroj Hospital & Heart Institute  
Plot No. 2, Institutional Area, Sector 14 Extension,  
Rohini, Near Madhuban Chowk,  
New Delhi-110085.
- 2 Rockland Hospital (03 Branches):
  - (i) Rockland Hospitals Limited  
B-33-34, Qutab Institutional Area,  
New Delhi-110016.
  - (ii) Rockland Hospitals Limited  
Plot No. 2, Sector-5, IMT,  
Manesar, Haryana.
  - (iii) Rockland Hospitals Limited  
Plot HAF-B, Sector-12, Dwarka,  
New Delhi.
- 3 Yashoda Superspeciality Hospital (02 Branches):
  - (i) Yashoda Superspeciality Hospital  
H-1, Kaushambi, Near Dabur Chowk,  
Ghaziabad.
  - (ii) Yashoda Superspeciality Hospital  
III-M, Nehru Nagar,  
Ghaziabad.

**Note:** The list can be modified at any time by the competent authority. For latest and updated position, please refer to our University Website [www.ipu.ac.in](http://www.ipu.ac.in) under the link of Accounts Branch.



## Annexure-II

HOSPITALS SIGNED MOU WITH THE UNIVERSITY FOR CHARGING CGHS / DGEHS RATES FOR WHICH REIMBURSEMENT MAY BE CLAIMED BY THE EMPLOYEES FROM THE UNIVERSITY:

Non-cashless Empanelled Hospitals (as on 15.07.2016):

S. No.	Name & Address of Hospital	S. No.	Name & Address of Hospital
1	Kalra Hospital SRCNC Pvt. Ltd., Tulsi Dass Kalra Marg, Kirti Nagar, New Delhi-110015	2	Jeewan Mala Hospital Pvt. Ltd., 67/1, New Rohtak Road, New Delhi-110005.
3	Park Hospital, Meera Enclave, (Chowkandi), Near Keshopur Bus Depot Outer Ring Road, New Delhi-110018	4	M.G.S. Hospital Rohtak Road, West Punjabi Bagh, New Delhi-110026.
5	Sunil Hospital 15/199-200, Geetanjali Road, Malviya Nagar, New Delhi - 110017	6	Delhi Heart & Lung Institute 3 MM-II Panchkuian Road New Delhi-110055
7	RG Stone Urology & Laparoscopy Hospital, F-12, East of Kailash, New Delhi-110065.	8	Dr. Kapur's The Healing Touch Eye Centre, D-8 Vikas Puri, New Delhi-110018
9	Mohan Eye Institute 11-B, Ganga Ram Hospital Marg, New Delhi - 110 060.	10	Vinayak Hospital NH-1, Sector-27, Atta, NOIDA - 201301.
11	Jeewan Nursing Home & Hospital, 2-B Pusa Road, New Delhi-110005	12	Sanjeevan Medical Research Centre (P) Ltd., 24, Ansari Road, Darya Ganj, New Delhi-110002.
13	Dr. Bansal's Stone Urology & Laparoscopy Centre A-1, New Friends Colony, New Delhi - 110025.	14	Panchsheel Hospital Private Limited, C3/64A, Yamuna Vihar, Delhi-110053.
15	Ahooja Eye & Dental Institute 560/1. Dayanand Colony, New Railway Road, Gurgaon- 122001	16	Goyal Eye Institute, 1/10, East Patel Nagar, New Delhi-110008.
17	Chaudhary Eye Centre & Laser Vision, 4802, Bharat Ram Road (Ansari Road), 24, Daryaganj, New Delhi- 110002.	18	Dr. Patnaik's Laser Eye Institute (DPLEI), C-2, Lajpat Nagar-III, New Delhi-110024
19	CENTRE FOR SIGHT B-5/24, Safdarjung Enclave, New Delhi - 110029	20	VISION EYE CENTRE 12/27, W. Patel Nagar, Near Arya Samaj Mandir, New Delhi - 110008.

21	Prakash Hospital D-12, 12A, 12B, Sec.-33, Noida-201301.	22	Batra Hospital & Medical Research Centre, 1, Tughlakabad Institutional Area, Mehrauli Badarpur Road, New Delhi-110062
23	Kukreja Hospital D-36, Acharya Niketan, Mayur Vihar, Phase-I, Delhi-110 091	24	Shri Ram Singh Hospital & Heart Institute, B-25-26, 26-A, Swaran Cinema Road, East Krishna Nagar, Delhi-110051.
25	Sumitra Hospital, A-119 A, Sector-35, NOIDA-201 301.	26	Mata Chanan Devi Hospital C-1, Janak Puri, New Delhi-110058.
27	BLK Super Speciality Hospital Road, New Delhi-110005	28	RLKC Hospital Metro Heart Institute, Pandav Nagar, Naraina Road, Opp. Shadi Pur Metro Station, New Delhi-110008.
29	Jaipur Golden Hospital, Rohini, New Delhi-110085	30	Kailash Hospital & Health Institute (A Unit of Kailash Healthcare Ltd.) H-33, Sector-27, NOIDA-201301.
31	Kukreja Hospital & Health Centre Pvt. Ltd.C-1, 3, 4, 14 Vishal Enclave, Rajouri Garden, New Delhi-110027.	32	Bhagat Chandra Hospital F1/1, Mahavir Enclave, Near Palam, Dwarka Flyover, Delhi.
33	Goyal Hospital & Urology Centre E-4/8, Near Lajpat Rai Chowk, Krishna Nagar, Delhi-110051.	34	Moolchand Hospital Lajpat Nagar, III, New Delhi.
35	The Tirath Ram Shah Hospital, 2A, R.B.L, ISHER Das Sawhney Marg, Rajpur Road, Delhi-110054.		

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**Diagnostic Centre / Pathology Lab which will charge as per CGHS / DGEHS rates  
(as on 15.07.2016):**

- 1 Dr. Anand's Imaging & Neurological Research Centre  
G-14, Preet Vihar, Vikas Marg,  
Karkarimor, Delhi-110092.
- 2 Dr. Lal Pathlabs Pvt. Ltd.  
8, West Avenue Road, Punjabi Bagh (W)  
New Delhi-110026.
- 3 Focus Imaging & Research Centre Pvt. Ltd.,  
C-10 Green Park Extension,  
New Delhi-110016.
- 4 Ganesh Diagnostic & Imaging Centre Pvt. Ltd.  
109, Pocket-A-1, Sector-8, Near Deepali Cowk,  
Opp. Bagga Link, New Delhi-110085.

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**OTHER EMPANELLED HOSPITALS / DIAGNOSTIC CENTRES  
(WITH CERTAIN RESTRICTIONS)**

- I. The reimbursement for IPD / OPD treatment shall be made on the special negotiated rates to the University and pending negotiations on the actual charged rates.

**CANCER TREATMENT:**

1. Rajiv Gandhi Cancer Institute
2. Dharamshila Cancer Institute

- II. Claim for treatment taken in the following hospitals and clinics shall be restricted for reimbursement at the applicable CGHS/DGHS or University approved rates or the negotiated rates as and when finalised by the University.

**HOSPITALS:**

1. Sir Ganga Ram Hospital
2. Fortis Hospitals
3. Max Hospitals

**EYE TREATMENT:**

1. Vasani Eye Centre
2. Dr. Shroff Eye Clinic & Centres
3. Venu Eye Institute & Research Centre

**DENTAL TREATMENT:**

1. Clove Dental
2. Apollo White Dental Clinic

- III. Claim for test and procedure done in the following labs shall be restricted for reimbursement at the applicable CGHS / DGHS or University approved rates.

**DIAGNOSTIC & IMAGINE CENTRES:**

1. Star Imagine & Path Lab,
2. Dr. Dangs Lab Pvt. Ltd.
3. SRL Diagnostics
4. Ranbaxy Laboratories,
5. Metropolis Labs,
6. Mahajan Imaging Centres
7. Health Plus Diagnostic & Imaging Centres