

ICAR-INDIAN INSTITUTE OF HORTICULTURAL RESEARCH
HESSERGHATTA LAKE POST, BENGALURU-560 089

F.NO.6-6/MEDICAL/C&B/2020-21 4080

Dt:03.08.2021

CIRCULAR

Reference is invited to this office Circular of even No. F.No:6-6/2020-21/C&B/10316 dt:15.12.2020 & F.No:6-6/2020-21/C&B/ dated: 07.07.2021 as regards to procedure to be followed in respect of OPD Treatment either at IIHR Dispensary or at AMA or at CGHS Recognised Hospitals, the generic medicines to be prescribed by the Medical Officer and the necessity to submit the foils of medicines purchased like tablets, strips, bottles etc., to DDO for considering the claim for reimbursement. However, after issue of Circular dated:15.12.2020 some of the Pensioners and Employees expressed their difficulty to personally come and show the foils of medicines purchased for their treatment though they consult Medical Officer, IIHR in the campus. Hence, it has been decided by the Competent Authority to withdraw the circular dated :15.12.2020 regarding the foils to be produced and shown to the DDO for getting medical reimbursement. Though it has been decided to withdraw the Circular dated:15.12.2020, as per the ICAR letter No.3(1)/93-per IV, 3(3)/2008-per.IV dt:22nd Jan,1999 & 13th August 2010(A-I&I), **the following procedure is to be followed to claim medical reimbursement by Pensioners who are not availing Fixed Medical Allowance and have opted for medical reimbursement at IIHR Dispensary.**

For Pensioners:

ICAR Pensioners shall avail medical facilities to the extent available at the Dispensaries of the ICAR Institutes located in and around the place of their settlement. The Dispensary facility shall be admissible to ICAR pensioners and their dependent family members.

The pensioners and/or their dependent family members shall get themselves registered with the respective Dispensaries of their Institute.

In case, Medical Officer, In-charge of the Dispensaries refer ICAR pensioner or his/her dependent family members to Recognised CGHS /State Government Hospitals for consultation/specialist treatment from OPD, the medicines so prescribed shall be supplied by the ICAR dispensaries. In case of non-availability of the medicine in the Institute Dispensary, **that shall be procured by the dispensary on urgent basis and supplied to the patient. In case, Medical Officer of the Dispensary not able to arrange the medicine immediately, then the pensioner and their dependent family members can purchase the medicines on the prescription of the Medical Officer and submit the bill with certification by Medical Officer for reimbursement. Also, no reimbursement shall be admissible to the pensioners for OPD treatment at the Govt/Recognised Hospitals.**

For working Employees:

Regular employees and their dependents (Husband/wife/parents/children etc..) who are nearby IIHR campus and willing to consult Medical Officer, IIHR shall get themselves registered at ICAR-IIHR staff dispensary for claiming medical reimbursement from Medical Officer at IIHR. **Medical Officer shall issue prescriptions only if they visit Dispensary for consultation. Otherwise, the Medical Officer need not issue the required certificate for medical reimbursement. Also, Medical Officer shall maintain a register for recording the employees/pensioners/their dependents in the register whenever they come for treatment and take the patient/employee/dependents signature in the register. Further, Medical Officer has to prescribe Generic Medicines wherever available. Otherwise, Medical Officer can prescribe other medicines but Medical Officer needs to certify to this effect.**

In case, regular employees and their dependents avail OPD treatment at CGHS Recognised Hospitals / Recognised Private Hospitals/ AMA too frequently, the Competent Authority may initiate action to verify the genuineness of the claims, and if the claims is/are found to be fake/false, then action deemed fit will be initiated.

In-patient treatment:

(i) **Pensioners & their Dependents:** They are requested to obtain referral letter from Medical Officer/DDO, IIHR, before consulting/ taking treatment at CGHS Recognised Hospitals and reimbursement is admissible as per CGHS procedures and rates. Medical reimbursement in respect of the indoor treatment in a Govt. Hospitals/Recognised Hospitals of the Institutes concerned shall be admissible provided the patient is referred for specialist treatment by the Medical Officer-in-Charge of the ICAR Dispensary. In case of emergency, they may get admitted and take treatment at any of the CGHS recognised Hospitals and inform Medical Officer/CAO/DDO and obtain the referral letter at the earliest and submit the same to Hospital. Reimbursement of such claims shall be regulated under CS(MA) Rules as applicable for Govt./Recognised Hospitals and to the extent admissible as per CGHS rates.

(ii) **Regular Employees & Family dependents:** They can avail treatment at CGHS Recognised Hospitals- with credit facility wherever available. If not, they can take treatment at CGHS Recognised Hospitals as per CGHS rates and procedures and submit Bills for reimbursement.

Accordingly, ICAR-IIHR can reimburse the expenditure limiting it to CGHS rates.

This issues with the approval of the Director, IIHR, Bengaluru.



(G.G. HAKAKANGI)
CHIEF ADMINISTRATIVE OFFICER

Distribution:

- 1) All the heads of Divisions/sections/units/nodal officers, ICAR-IIHR, Bengaluru.
- 2) The PS to CAO, ICAR-IIHR, Bengaluru.
- 3) The PS to Director, for Director's Kind information.
- 4) The Medical Officer, IIHR Staff Dispensary-**for information & necessary action to keep the required medicines.**
- 5) The Assistant Administrative Officers, SP, ICAR-IIHR, Bengaluru- **AAO(P) has to arrange the required medicines in consultation with Medical Officer, IIHR on regular basis to avoid non-availability of medicines.**
- 6) The Drawing and Disbursing Officer, ICAR-IIHR, Bengaluru.
- 7) All the Assistant Administrative Officers (Estt.I, II, III)
- 8) The Finance and Accounts Officer
- 9) The Assistant Finance and Accounts Officers, ICAR-IIHR, Bengaluru.
- 10) The Junior Accounts Officers, ICAR-IIHR, Bengaluru.
- 11) Guard File.