

F. No.65-2/2013-14/B&A/ Medical Scheme

NATIONAL UNIVERSITY OF EDUCATIONAL PLANNING AND ADMINISTRATION  
NEW DELHI.

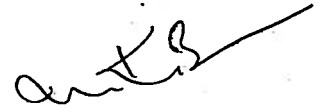
Dated: June 2013.

**NOTIFICATION**

It is notified for information of all concerned that the Board of Management in its 15<sup>th</sup> meeting held on 7.6.2013, had approved the "Medical Reimbursement Scheme for the retired employees of NUEPA", (Annexure I). This schemes will be effective from 7.6.2013, the date of approval by the Board of Management. The rules of the scheme are broadly derived from CCS(MA) Rules and as per the guidelines of CGHS. The hospitals covered in the scheme are the hospitals/polyclinics recognized by Government of India, under CGHS. However the scope is kept for recognizing certain other hospitals also by signing MOU with them, for medical treatment as per CGHS rates

The retired employees have the option of either availing the benefits of this scheme or drawing the fixed medical allowance. Those retired employees who will want to avail the benefits of the scheme, have to pay a lumpsum contribution for three years or one time payment for entire life, as given in para 5.4 of the "Medical Reimbursement scheme retired employees of NUEPA". Those retired employees or the family of the retired employees, who wish to be covered under the scheme, may apply for admission to the scheme, in the form enclosed (annexure II), along with a demand draft towards contribution to the scheme, drawn in favour of Registrar, NUEPA. Those retired employees who do not want to avail the benefits of the scheme, will continue to draw the fixed medical allowance of Rs.300/- p.m.

The retired employees, who join the scheme, may submit their medical reimbursement claim papers in the prescribed proforma, to the undersigned by registered post only.



(Usha Thyagarajan)  
Finance Officer

To

1. All retired employees of NUEPA – (List enclosed)



**National University of Educational Planning and Administration**  
17-B, Sri Aurobindo Marg, New Delhi-110016

**MEDICAL REIMBURSEMENT SCHEME FOR RETIRED EMPLOYEES OF NUEPA**

1. The Scheme is called "Medical Reimbursement scheme 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.
- 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/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
- b. 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.

3.3 "Retired employee" means a retired University employee who has retired with contributory/General Provident Fund NPS but shall not include an employee of the University who has 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 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 Registered Medical officers, who considers them to be essential for the recovery or prevention of deterioration in the condition of the patient.
- 3.7 "Family" includes only wife(or husband) and children and parents wholly dependent on the employee.
- 3.8 "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/- p.m. is subject to revision as may be notified by the Govt. of India from time to time and that such revision shall be effective from a date notified by the Government.
- 3.9 "Residence" means the place of residence where the retired employee or members of his family ordinarily reside.

#### **4. COMMENCEMENT**

- 4.1 The scheme shall come into force with effect from the date the scheme is approved by the Board of Management 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.
- 5.2 Application in the prescribed form the admission to the Scheme shall be submitted by the retired employee to the Registrar of the University either personally or by Register post.
- 5.3 The pensioner/family pensioner opting to avail the facilities of this shall not be eligible to draw the medical allowance.
- 5.4 Those who opt for admission into scheme are required to make contribution for three years and those who opt for one time payment shall be required to contribute for 10 years. The contributions payable will be as below:

Grade pay corresponding to the pay drawn at the time of retirement	Contribution per month (as prescribed by CGHS)	Contribution for three years (col 2x12x3years)	One time payment (Col.2x12x10years)
(1)	(2)	(3)	(4)
Upto Rs. 1650	Rs. 50/-	Rs. 1800	Rs. 6000/-
Rs.1800, Rs.1900, Rs.2000 Rs.2400 and Rs.2800	Rs. 125/-	Rs.4500/-	Rs.15000/-
Rs.4200	Rs.225/-	Rs.8100/-	Rs.27000/-
Rs. Rs.4600, Rs.4800, Rs.5400 and Rs.6600	Rs.325/-	Rs.11700/-	Rs.39000/-
Rs.7600 and above	Rs.500/-	Rs.18000/-	Rs.60000

## 6. INCOME OF DEPENDENTS

6.1 The declaration about income of dependent members of the family as defined in Rules 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. APPROVED FACILITIES

The following shall be the approved facilities:

- 7.1 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.
- 7.2 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 CGHS.
- 7.3 Hospitalization facilities, including surgical facilities, whenever referred by an AMA to another recognized hospital for hospitalization.
- 7.4 Any treatment at a specialized Government hospital or any other specialized institutions recognized by the University which is considered essential for the recovery or prevention of deterioration in the condition of the patient.
- 7.5 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.

## 8 OTHER MEDICAL FACILITIES

- a. Dental Treatment: Dental treatment at a Government hospital is allowed if the diagnosis of the physiological or other disability indicates that the teeth are the real source of disturbance. Treatments of major kind viz. treatment of a jaw bone disease, wholesale removal of teeth, surgical operations is allowed. Treatment for gum boils, pyorrhea and gingivitis is also allowed. Reimbursement is allowed for (a) extraction (b) scaling and gum treatment, (c) Filling of teeth (excluding cost of denture) and (d) root canal

treatment. Dental treatment is allowed in a private recognized hospital if such treatment is not available in the nearest Government hospital. Treatment is not admissible even in emergent cases from a private dentist.

- b. Reimbursement of cost of various artificial appliances, cost of various implants, cost of replacement, repair of these appliances will be as per instructions of Government of India, on the subject time to time.
- c. Reimbursement of medical charges, in case of treatment from Private medical institutions, in relaxation of rules. The Controlling Authority will decide on the merits of the case whether it was a case of real emergency necessitating admission in a private institutions. The medical claim in this case will be settled as per the scheduled rates approved by the Government of India and as per the item-wise ceilings prescribed by Government of India from time to time, at private recognized hospitals or the actual charges whichever is less.

#### **9 REIMBURSABLE ITEMS**

- a. Cost of appliances purchased by the Beneficiary for treatment on the advice of a Specialist as per the orders of Govt. of India in force or as may be amended by it from time to time.
- b. 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.
- c. Cost of Pathological tests, X-ray and other examination conducted at the hospital for diagnosis on the advice of the Specialist attached to the Hospital.
- d. Cost of blood and blood transfusion charges, where the supply of blood to the patient as required cannot be arranged by the beneficiary through a relative donor. Blood transfusion charges paid to Government institutions or any other recognized organization are reimbursable. If such an institute does not exist or the type of the blood is not available, there is no objection to the purchase of blood plasma from a chemist or obtaining the same from donor. The cost thereof will be reimbursed, on production of certificate from the medical superintendent of the hospital.
- e. The cost of medicines will be reimbursed as per the Govt. of India rules. List of medicines for which refund is not admissible as given in the Central Government Medical Attendance Rules will not be reimbursed.

#### **10. THE FOLLOWING SHALL BE THE ITEMS/TREATMENTS NOT PERMISSIBLE**

- a. Treatment outside India.
- b. Any medicine for which cheaper substitutes of equal the reputed value are available, unless otherwise considered essential by the registered medical practitioner treating the patient
- c. Spectacles, contact-lens, and artificial denture.
- d. Treatment taken in a private hospital/nursing home, not approved under these rules,
- e. Orthodontics treatment.
- f. Treatment for obesity due to ingenious factors.
- g. Medicines and preparation excluded from the Central Government Compilation of medical Attendance Rules and Orders I force and as may be amended by the Government from time to time.
- h. Diet or provision therefor or accommodation superior to the status of the employee.



- i. Items which are not medicines but are primarily foods, tonics, toilet preparation or disinfectants.
- j. Medicines which may be declared inadmissible by the Government of India/University from time to time.

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

- a. Where the flat charges made by the hospital include (1) diet (2) accommodation (3) ordinary nursing and (4) medical and surgical services, 20% (twenty percent) of flat charges will be reckoned as diet charges; and
- b. 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.
- k. Items which are not medicines but are primarily foods, tonics, toilet preparation or disinfectants.
- l. Medicines which may be declared inadmissible by the Government of India/University from time to time.

#### 11. ACCOMMODATION ON HOSPITALIZATION

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:

S. No.	Ward Entitlement	Pay drawn in the Pay Band (without grade pay)
1.	General Ward	Upto Rs. 13,950/-
2.	Semi-Private Ward	Rs. 13,951/- to Rs. 19,530/-
3.	Private Ward	Rs. 19,540 and above.

The maximum room rent for different categories would be:

General Ward	Rs. 1,000/- per day.
Semi-Private Ward	Rs. 2,000/- per day.
Private Ward	Rs. 3,000/- per day.

#### 12. SUBMISSION OF BILLS

- a. All medical claims shall be submitted by the retired employee on the prescribed claim form available.
- b. It should be ensured that medical claim bills for treatment in a hospital as an in-door/or out-door patient are submitted in respect of the admissible items only.
- c. It should be ensured that hospital bills for treatment as in-patient show the allocation of charges under:
  - i. Medical Treatment
  - ii. Bedding
  - iii. Nursing
  - iv. Special Nursing
  - v. Medicines and
  - vi. Diet

- d. The bills should be duly supported by receipts, cash memos, prescriptions and other relevant documents as prescribed by the University from time to time in respect of claims for re-imbusement of charges for tests conducted or treatment received in hospitals e.g. X-ray, Blood Tests, etc. The University may verify and check the authenticity of the claim on the basis of the prescription slip and the diagnostic report submitted by a retired employee, in the event of any doubt, from the hospital concerned.
- e. No medical claim shall be considered for reimbursement if it is submitted after three months from the date of discharge from the hospital.
- f. Where the reimbursement payable exceeds Rs. 15000/- in the case of out patient treatment an essential certificate is to be submitted and income tax will be deducted as per the rules on the subject.

### **13. CONTROLLING OFFICER**

The Registrar shall be the Controlling officer for passing 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.

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*f.n. f:\fo\medical scheme for pensioner final 20.06.2013*