

THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
(Accounts Section)

No.NIHFV/Acctts./Misc./2018-19.

Dated: 4th December, 2018.

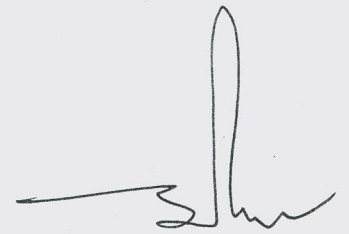
Circular

Subject: Requirement of Documents for Medical Reimbursement under CGHS.

It has been observed that Pensioners/Serving employees while submitting their medical claims under the Emergency condition do not submit proper documents while claiming medical reimbursement. Therefore, before submitting medical claim under Emergency Certificate, may please adhere to the following:

Emergency Certificate: It should clearly indicate the diagnosis / cause for Emergency Admission and should have the hospital stamp with the name of the treating specialist / Consultant and his / her designation or the authorised signatory (with his / her name and designation). The stamp with just the name of the Hospital will not be considered. This applies to the **discharge summary** also which should also have the date of admission and date of discharge and the MRD number. The authorised signatory of the hospital considered will be the specialist treating the patient or Medical Superintendent of Hospital. Residents / RMOs will not be accepted. If it is with their signature, it should be counter-signed by the Medical Superintendent of the Hospital with his stamp/seal. The signature as "for" the authorised signatory will not be accepted. Only original certificate will be accepted.

This issues with the approval of Director, NIHFV.



(Anil Kumar)

Dy. Director (Admn.)

Copy to:

1. All concerned Pensioners / serving employees.
2. Accounts Officer.
3. PA to Director/Dean/DD(A)
- ✓ 4. Computer Centre, requested to kindly upload Circular in the Institute's website also.