Central Board of Secondary Education

Shiksha Kendra, 2, Community Centre <u>Preet Vihar, Delhi- 110 092</u>

No. CBSE/JS(A&L)/2014/ 804-08

Date:07.10.2014

OFFICE ORDER

On the recommendations of Finance Committee vide Item No. XXII in its meeting dated 31.07.2014, the Governing Body of the Board, in its meeting held on 06.08.2014 has approved the CBSE Medical Rules as per Annexure – I.

This issues with the approval of the competent authority.

(S.P RANA) JOINT SECRETARY (A&L)

Distribution:

- 1. PS to CM, CBSE, Delhi.
- 2. All the PSs/PAs to HODs, CBSE, Delhi.
- 3. All the Regional Directors/Regional Officers at Regional Office, CBSE, Allahabad, Delhi, Chennai, Panchkula, Ajmer, Guwahati, Bhubaneswar, Patna, Dehradun and Trivandrum.
- 4. All the officers upto the level of the Section Officer.
- 5. Scrap File/ Notice Board.

CBSE MEDICAL RULES

SECTION-1

1.1 SHORT TITLE AND EXTENT OF APPLICATION

- 1.1.1 These rules may be called the Central Board of Secondary Education Medical Rules 2014.
- 1.1.2 These rules shall apply to
 - (i) All the employees of the Board who are governed by the Service Rules of the Board, when they are on duty, leave or Foreign Service in India or when under suspension.
 - (ii) All states /Central Govt. /Autonomous Bodies Servants on deputation with the Board on exercise of option for availing Medical facility of the Board.
 - (iii) * All the Retired Board Employees.
 - * (*added as per recommendation of F.C. in its meeting held on dated 11.09.2012 & approved by GB in its meeting held on 26.09.2012. The orders cirulated vide Office Order NO.CBSE/Admn.I/Pensioners/Medical Scheme/2012/2363-2462 dated 23.11.2012).

NOTE:

These rules do not apply to:-

- i. Casual/Part time employees.
- ii. Persons employed on contract on fixed honorarium.
- iii. Persons who are on leave or deputation abroad.
- 1.1.3 The concessions granted under these rules to the Board employees are applicable to their families as well subject to such conditions or exceptions as may be specified in these rules.

1.2 DEFINITION OF FAMILY

The term "Family" for the purpose of these rules shall mean a Board employees wife or husband, as the case may be, and parents, sisters, widowed sisters, widowed daughters, minor brothers, children or step children wholly dependent upon the Board employees.

NOTE

1. The income limit for dependency of the family members (other than spouse) is Rs.3,500/-plus the amount of dearness relief admissible on Rs.3,500/- on the date of consideration of the claim.

(vide Circular No.CBSE/Personnel-B/2014/11475-11505 dated 23.01.2014)

2. The rules of dependency are as under:

1	Son	Till he starts earning or attains the age of 25 years or gets married, whichever is earlier.
2	Daughter	Till she starts earning or gets married, irrespective of the age limit, whichever is earlier.
3	Son suffering from any permanent disability of any kind (physical or mental)	Irrespective of age limit.

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4.	Unmarried/ widowed sisters/ daughters/ divorced/ abandoned or separated from their husbands	Irrespective of age limit.
5.	Minor brother(s)	Upto the age of becoming a major (18 years)
6.	A female employee has a choice to include either her parents or her parents in law and option exercised can be changed only once during service.	

3. Family member may have medical attendance and treatment even if they do not stay with the Board employee.

EXPLANATIONS:

- i) Exclusions in the term 'family':- The term family does not include any other dependant relations such as major brother etc. The term 'parents' does not include 'step-parents'.
- ii) The term 'children' will include children adopted legally.
- iii) The term 'wife' includes more than one wife.
- 4. Spouse Employed in the Govt.:- The husband or wife of the Board employee as the case may be, employed in the State/Central Government, or in the Defence/Railway Services or Corporation/bodies financed partly or wholly by the Central Govt, or the State Govt, or private organizations which provide medical service: would be entitled to choose either the facilities under the Rules of the Board or the Medical facilities provided by the organization in which he/she is employed. Beneficiaries of CGHS however cannot opt out of Central Govt. Health Scheme and in such cases husband or wife whosoever is covered under CGHS will not be allowed medical facilities from the Board. Board employees and also other members of the family may however avail medical facility from the Board if he/she so desires.
- 5. When Both are Board Employees:- In case where both husband and wife are Board employees, they, as well as eligible dependants may be allowed to avail of the medical concessions according to his/her status. For this purpose, they should furnish a joint declaration as to who will prefer the claim for reimbursement of Medical expenses and treatment in respect of wife/husband and the children. This declaration should be recorded in the personal file of each of them. This declaration can be revised anytime on the express request in writing by both, the husband and wife i.e. in the event of promotion, transfer, resignation etc. of either of the them.

1.3 CBSE HEALTH CARD

1.3.1. <u>Issue of Health Card</u>: CBSE Health Cards is mandatory for its employees for their easy access to medical treatments from the empanelled hospitals of the Board and settlement of their Medical claims. All regular employees/ employees on deputation, who are desirous to avail the Medical facility of the Board, should submit the relevant particulars in the prescribed application form (Annexure-I) to their respective Admn Unit. The concerned Admn Unit may in turn forward the same to Personnel-A, Hqtr for preparation of medical card after verification of details from their service book.

(vide Office Order No.CBSE/Hq/Admn I A/2013/5667-74 dated 11.09.2013)

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SECTION - 2

MEDICAL REIMBURSEMENT

2.1 Monthly Medical Reimbursement:

The upper limit for medical reimbursement (General outdoor treatment) is Rs.2000/- per month in respect of the Board employees. This reimbursement will be allowed on furnishing a certificate in the prescribed proforma (Annexure-II) by the employee to the effect that he has incurred the said amount on treatment of ailments/illness of his self or/and dependant members of the family.

(vide Office Order No.CBSE/JS(A&L)/2014/773-777 dated 01.10.2014)

2.2 Specialized Out-door Treatment

1. <u>Prolonged illness</u>: The expenditure incurred on investigations, consultation and test for special disease as determined under CSMA Rules are admissible at CGHS rates along with cost of admissible medicines. A certificate regarding special disease / prolonged illness has to be submitted on expiry of every six months by all concerned for settlement of medical claims of prolonged diseases.

(vide Office Order No.Admn.IA/MR/2013/4645-4945 dated 23.07.2013 in consequent approval of the Finance Committee / Governing Body dated 24.06.2013 and 26.06.2013 respectively)

2. <u>Dental Treatment</u>: The expenditure incurred for dental treatment in the empanelled hospitals of the Board is admissible as per CGHS rates. **However, cost of medicines under dental treatment is not admissible.**

(vide Office Order No.Admn.I/MR/2008/10638-647 dated 18.08.2008 and Order No.CBSE/Admn.I/Pensioners/Medical Scheme/2012/2363-2412 dated 23.11.2012 in in consequent approval of the Finance Committee / Governing Body dated 19.03.20087 and 30.06.2008 respectively))

- 3. Reimbursement of Pre-Natal Treatment: The investigation/tests and consultation as per CGHS rates for Pre-Natal treatment are admissible in approved/empanelled hospitals. The expenses incurred towards taking pre-natal treatment is admissible as per CSMA Rules.
- 4. Reimbursement of anti-rabic treatment: The expenditure incurred for anti-rabic treatment in the empanelled hospitals of the Board is admissible as per CSMA Rules.

 (as per Swamy's Medical Attendance Rules G.I., M.H., O.M. No.F.13-66/52-LSG(M), dated the 18th December 1952)
- 5. Annual Medical Examination Facility: Facility for Annual Medical Examination in r/o all regular officers/officials of the age of 40 years and above in each calendar year from the empanelled hospitals is allowed as per following package rates subject to fulfillment of conditions as laid down:

Annual Medical Examination for Men Officers – Rs.2000/-Annual Medical Examination for Women Officers – Rs.2200/-

Conditions:

- i. The scheme of Annual Medical Examination is mandatory for the officers of the level of Section Officer and above of 40 years and above;
- ii. The Annual Medical Check-up including the tests/investigations as per Annexure-I;

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- iii. The facility of Medical Check-up will be availed by the officer/official once a year from the empanelled hospital by showing I-Card/Health-Card and a certificate of Date of Birth;
- iv. The amount of above rates or actual, whichever is less, will be paid by the officer/official to hospital and the Board shall reimburse the claim to officer/official on submission of bills as per package rates or the actual whichever is less; and
- v. The concerned officers/official shall obtain a medical report in a prescribed proforma (Annexure-II) duly filled and countersigned from the hospital and submit the same to the Board to be attached with the APAR.

(vide Office Order No.Admn.I/MR/2012 dated 29.11.2012 for Group A&B Officers in consequent approval of the Finance Committee / Governing Body dated 11.09.2012 and 26.09.2012 respectively and Office Order No.CBSE/Admn IA/MR/2013/5488-95 dated 29.08.2013 for Group C Officials and Office Order No.CBSE/HQ/Per A/ MR/2014/599-605 dated 26.03.2014 in consequent approval of the Finance Committee / Governing Body dated 26.03.2013 and 26.06.2013 respectively)

2.3 In-door Treatment

- 2.3.1. <u>Hospitalization in Approved Hospital</u>: In case of hospitalization in Govt./Corporation or approved Hospital/Nursing Home on account of serious illness of the employee or any member of his/her family as defined above, medical expenses may be reimbursed as follows:
 - 1. The room rent charges and confinement fee in case of Hospitalization of the employee of the Board and their dependent family members in the approved Hospitals of the Board may be reimbursed as per following on actual billing basis:-

Groups	Posts	Entitlement
Α	Pay Band-4 of Rs. 37400-67000	Private Ward
	Grade Pay of Rs. 12000/- , Rs.10000, Rs.8900 & Rs.8700	
	Pay Band-3 of Rs. 15600-39100	
	Rs.7600/-, Rs.6600/-& Rs.5400/-	t to members and week the
В	Pay Band-2 of Rs. 9300-34800	Semi- Private Ward
	Grade Pay of Rs.5400/-, Rs.4800/-, Rs.4600/- and Rs.4200/-	sa To kesampan pelangah di Pelangan pelangah pelangah
С	Pay Band-1 of Rs. 5200-20200	General/ Economy
	Grade Pay of Rs.2800/-, Rs.2400/-, Rs.2000/- , Rs.1900 & Rs.1800/-	Ward

(Approved by the Governining Body in its meeting held on 06.08.2014)

- 2. In case of consultation resulting in hospitalization, the consultant fees will be fully reimbursed.
- 3. In case of hospitalization, i.e. indoor treatment in Government Hospital/Private Hospital recognized by GOI/CBSE, the entitlement of the CBSE employees for accommodation in hospital will be regulated as per the orders of the GOI, Ministry of Health and Family Welfare issued from time to time, In the case of hospitalization in Government/Private Hospitals /Diagnostic centers recognized by the Government of India/CBSE for specialized and general purposes treatment and

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diagnostic procedure on account of serious illness of the employee or any members of his family medical expenses as charged by the hospital and incurred will be reimbursable in full towards admission charges, Accommodation charges, ICU/ ICCU/ HDU charges, Anesthetic charges, Operation charges, Monitoring charges, Operation Theatre charges, cost of drugs and disposals, Surgical sundries,- Physiotherapy charges, and charges towards Pathological, Bacteriological, Radiological or other method of examination for the purposes of diagnosis available in the hospital subject to the restriction that the reimbursement would be at the relevant rates chargeable based on their entitlement for indoor treatment (This will not include TV charges. and cost of Cosmetic. Toiletry, Tonics and Medicines advertised in mass media which are not reimbursable and other in admissible medicines notified by-Government of India from time to time).

- 4. Charges incurred for registration, preparation of card and certain pathological test preparatory to hospitalization in any of the Government, Local Body/ approved hospitals are also reimbursable.
- 5. Expenditure incurred on diet or any other expenses during hospitalization except the ones specified under the rules shall not be reimbursable.
- 2.3.2 <u>Day Care Procedure</u>: Any day care procedure requiring short admission a few hours to one day accommodation charge for one day as per entitlement shall be applicable, provided the patient has been admitted in a room as per his/her entitlement.

(vide Office Memorandum No.S.11011/23/2009-CGHS D.II/Hospital Cell(Part IX) dated 30.09.2011)

- 2.3.3 <u>Hospitalization in Unapproved Hospital</u>: Reimbursement for treatment in an unapproved hospital is admissible subject to fulfillment of following conditions:
 - i). The Reimbursement of claims pertaining to unapproved hospital will be discouraged. However, this would be considered in case of emergencies only like accident / heart attack etc. as a special case only. Bills of unapproved hospital will be considered on production of a certificate from the Doctor concerned that immediate hospitalization to the nearby hospital was necessary being threat to life of the patient. Individual has to certify that no empanelled hospital was in vicinity at the time of emergency.
 - ii) The claims may be submitted to CBSE with the detailed bills including breakup for room, laboratory, investigations, pharmacy etc. in duplicate. The same has to be accompanied by a covering letter explaining the nature of "Emergency" circumstances.
 - iii) It is mandatory on the part of the concerned employee to inform the Office within 72 hours positively otherwise such claims will be summarily rejected.
 - iv) The employee has to shift the patient to an approved hospital of the Board as soon as the emergency is over only after recommendation of such shifting by the doctor of hospital where the patient is presently admitted.
 - v) In case there is no approved hospital available, the reimbursement of medical expenses in a government hospital or hospital approved under CGHS will be admitted for consideration after due approval of the Competent Authority.
 - vi) Treatment in any other hospital other than Govt. or not on approved CGHS panel will be restricted to CGHS rates and in any case shall not exceed the total expenditure incurred.

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- vii) All the claims for reimbursement of medical expenses should be presented within a time limit of 3 months as per rules. Late submission shall be summarily rejected.
- viii) In all cases the decision of the Competent Authority of the Board would be final.

(vide Office order No.Admn.I/Medical Policy/2012/28571-600 dated 03.04.2012 in consequent approval of the Finance Committee dated 15.11.2011)

- 2.4 **Reimbursement**: Reimbursement claim will be applicable from serial no.2.2 and 2.3 as follows:
 - 1. The sanctioning authority for reimbursement of medical expenses shall be the Chairman or any other officer to whom powers have been delegated.
 - 2. Expenses incurred by an employee of the Board for hospitalization as above will be reimbursed subject to the prescribed limits on production of bills duly verified by the concerned hospital on the prescribed form.:
 - a) For indoor and outdoor treatment On certification Certificate-A/B along with Check List Form (Annexure-III and Annexure-IV) respectively as the case may be) by the Govt, or local body or approved hospital/Nursing Home concerned that hospitalization was necessary and enclose a copy of his/her Health Card.
 - b) <u>For Annual Examination</u> On the prescribed proforma (Annexure-V) duly filled by official/officer and countersigned by the hospital.
 - 3. <u>Time-limit for medical claims</u>: It has been decided that final claims for reimbursement of medical expenses of Central Government servants in respect of a particular spell of illness should ordinarily be preferred within three months from the date of completion of treatment as shown in the last Essentiality Certificate issued by the Authorized Medical Attendant/Medical Officer concerned.

SECTION-3

SETTLEMENT OF MEDICAL CLAIMS

3.1 MEDICAL ADVANCE

3.1.1 ADMISSIBILITY

- 1. To all regular employees of the Board irrespective of pay limit.
- 2. For in-patient treatment in a recognized hospital.
- 3. For treatment of TB and cancer at the consulting room of the Medical Officer, at the residence or as an out-patient.
- 4. For purchase/replacement, repair and adjustment of admissible artificial appliances.
- 5. Application for advance should be accompanied by necessary certificate from the Medical Officer/Specialist indicating the duration of treatment and anticipated cost thereof.
- 6. For temporary employees, surety from a permanent employee is required.
- 7. When the employee is too ill to apply: In case of serious illness/accidents where the employee is unable to apply, the advance may be sanctioned on an application in writing made on his behalf by his wife or other legal heir.

3.2.1 AMOUNT OF ADVANCE

- 1. Up-to 80% medical advance shall be sanctioned to the serving employees only. (vide Memorandum No.Admit.I/Medical/2011/19409-658 dated 13.10.2011)
- 2. For major illness of bypass surgery, kidney transplant etc. 90% of the package deal wherever it exists or the amount demanded by the hospital concerned in other cases.

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- 3. For TB where the duration of treatment is more than 3 months 80% of the estimated cost or Rs.36,000/-whichever is less on the certificate of the hospital authority.
- 4. The advance may be paid in one or more installments for the same illness or injury, subject to the limit prescribed.
- 5. There is no limit for the number of advances payable to an official with reference to himself and each member of his family and for each case of illness.

3.2 ADJUSTMENT OF ADVANCE

- Advance paid is to be adjusted against the relevant, claim and balance if any, recovered from pay in four installments.
- When advance is paid direct to the hospital, the employee should submit the adjustment bill for final settlement within one month from the date of his discharge from hospital. The Head of the Office will correspond directly with the hospital for refund of the unutilized balance, if any.

SECTION-4

APPROVED/EMPANELLED HOSPITALS: In addition to the Govt./Local Body Hospitals, the Nursing Homes/Hospitals which have been enlisted as under are approved for indoor treatment.

(As per Office Order Dated 03.04.2012)

SI. No.	Name of Approved Hospitals in Delhi/New Delhi & NCR	Facilities/Treatment Provided
1.	Dr. B.L. Kapoor Memorial General Hospital, Pusa Road, New Delhi.	General Purpose and Diagnostic
2.	Holy Family Hospital, Okhla, New Delhi.	General Purpose and Diagnostic
3.	Jessa Ram Hospital, Karol Bagh, New Delhi.	General Purpose and Diagnostic
4.	Kalavati Saran Children's Hospital, Baird Road, New Delhi.	All Purpose
5.	Lala Ram Sarup T.B. Hospital, Sri Aurobindo Marg, New Delhi	For T.B. case only
6.	Mool Chand Kharaiti Ram Hospital, Lajpat Nagar, New Delhi	All purpose
7.	Smt. Girdhari lal Matrenity Hospital, Kamla Market, New Delhi	Maternity case only
8.	New Delhi Tuberculosis Centre, J.L.N. Marg, New Delhi	For T.B. case only
9.	Sir Ganga Ram Hospital, Rajender Nagar, New Delhi	All purpose
10.	Swami Dayanand Hospital, Shahdara, Delhi	General Purpose and Diagnostic
11.	St. Stephens Mission Hospital, Tis Hazari, Delhi	All purpose
12.	Tirath Ram Shah Charitable Hospital & Nursing Home, Rajpur Road, Delhi	General Purpose and Diagnostic - Dental
13.	Jivodaya Hospital, Ashok Vihar, Delhi	All purpose
14.	Sardar Vallabh Bhai Patel Chest Institute, Delhi University, Delhi.	General Purpose and Diagnostic
15.	Sh. S.I. Jain Charitable Hospital, Ashok Vihar, Phase-III, Delhi.	General Purpose and Diagnostic
16.	Majeedia Hospital, Jamia Hamdard, Hamdard Nagar, New Delhi.	General Purpose and Diagnostic
17.	Mata Chanan Devi Hospital, C-10, Janak Puri, New Delhi.	General Purpose and Diagnostic



18.	Maharaja Agrasen Hospital, Punjabi Bagh, New Delhi.	General Purpose and Diagnostic
10	IV I THE STATE DATE AND Mahrauli Bood Curacon	All purpose
19.	Kalyani Hospital Pvt. Ltd., Mehrauli Road, Gurgaon.	
20.	Jaipur Golden Hospital, 2, Institutional Area, Sec-III, Rohini, Delhi.	All purpose
21.	Indian Red Cross Society Hospital, New Seema Puri, G.T. Road, Delhi	General Purpose and Diagnostic
22.	Narendra Mohan Hospital, Mohan Nagar, Ghaziabad.	General Purpose and Diagnostic
23.	Deepak Memorial Hospital & Medical Research Centre, 5, Institutional Area, Vikas Marg, Delhi.	General Purpose and Diagnostic
24,	Escorts Hospital & Research Centre, Neelam Bata Road, Faridabad.	General Purpose and Diagnostic expect cardiac surgery
25.	Kailash Hospital & Research Centre Ltd., H-33, Sector-27, Noida.	All purpose
26.	R.G. Store Urological Research Institute, F-7, East of Kailash, New Delhi.	Endo-Urology surgery
27.	Dharamshila Cancer Hospital & Research Centre, Vasundhara Enclave, Delhi.	Cancer diagnostic & General diagnostic Purpose
28.	Metro Hospital & Cancer Institute-21, Community Center, Preet Vihar, Delhi.	General Purpose and Diagnostic - Dental
29.	All India Institute of Medical Science, New Delhi.	All purpose.
30.	Yashoda Hospital, Kaushambi, Ghaziabad.	General Purpose and Diagnostic
31.	Max Hospital, Patparganj, Delhi	General Purpose and Diagnostic
32.	Max Hospital, Panchsheel, Delhi.	General Purpose and Diagnostic
33.	Max Super Specialty Hospital & Max Devki Devi Heart & Vascular Institute Ltd., Saket, Delhi.	All purpose
34.	Rockland Hospital, Qutab Institutional Area, Delhi.	All purpose
35.	Fortis Group of Hospitals, Delhi & NCR	All purpose
36	Center For sight Hospital, Preet Vihar, Delhi.	Facilities for eyes problem
37.	Pushpanjali Crosslay Hospital, W-3, Sector-1, Vaishali, Ghaziabad, NCR, UP-201012	General Purpose and Diagnostic
38.	Metro Hospital & Heart Institute (Multispecialty Wing), L-94, Sector-11, Noida	General Purpose and Diagnostic
39.	(As per Office Order NO.Admn.IA/MR/QMA/2005-12/2687-99 dated 24.12.2012) Metro Hospital & Heart Institute (Cardiology Wing), X- 1, Sector-12, Noida	General Purpose and Diagnostic
40.	(As per Office Order NO.Admn.IA/MR/QMA/2005-12/2687-99 dated 24.12.2012) Arya Vaidya Sala Kottakkal, Ayurvedic Hospital & Research Centre, Karkardooma, Delhi	General Purpose and Diagnostic
	(As per Office Order No.CBSE/Admn I/Empanelment/2013/5223-230 dated	
41.	Phase-I, Opposite Apeejay School, Malviya Nagar, New Delhi	Eye Treatment on CGHS Super Specialty rates.
	(As per Office Order No.CBSE/Admn I/Empanelment/2014/1278-86 dated	THE PARTY OF THE P
	10.05.2014)	



Age to	YOGA & NATUROPATHY TREATMENT in Delhi/New Delhi & NCR	Facilities/ Treatment Provided
	Krishna Dutt Health Centre, East of Kailash, New Delhi.	
	Bapu Nature Cure Hospital & Yogashram, Gandhi Nidhi, Patparganj, Delhi.	Yoga and Naturopathy

SI. No.	REFERRAL HOSPITALS in Delhi/New Delhi & NCR	Facilities/Treatment Provided
1.	Batra Hospital & Research Centre, New Delhi.	For Bypass Surgery only
2.	National Heart Institute, New Delhi.	For Bypass Surgery only
3.	Inderprastha Apollo Hospital, New Delhi.	All purpose
4.	Escorts Heart Institute & Research Centre, New Delhi.	For Bypass Surgery only

SI. No.	Regional Office, Ajmer	Facilities/Treatment Provided
1.	St. Francis Hospital, Baewer Road, Ajmer	All Purpose
2.	Holy Family Hospital, Mayo Link Road, Ajmer	General Purpose and Diagnostic
3.	Gheesibai Memorial Mittal Hospital & Research Centre, Ajmer	All Purpose

SI. No.	Regional Office, Allahabad	Facilities/Treatment Provided
1.	Kamla Nehru Memorial Hospital, Allahabad (UP)	All Purpose
2.	Nazareth Hospital, 13/A, Kamla Nehru Road, Allahabad	General Purpose and Diagnostic
3.	Jeevan Jyoti Hospital, 162, Baika Bagh, Lowthar Road, Allahabad	All Purpose
4.	Shree Narayan Ashram Hospital, Shivkuti, Allahabad	General Purpose and Diagnostic
5.	Vatsalaya Hospital, Allahabad	Super Speciality

S. No.	R.O., BHUBANESHWAR	Facilities/Treatment Provided
1.	Kalinga Hospital, Chandrasekhrapur, Bhubaneshwar-23	General Purpose and Diagnostic
2.	Apollo Hospital, Plot No. 251, Sainik School Road, Unit/15, Bhubaneshwar-751005	General Purpose and Diagnostic
3.	Vivekanand Medical Mission Ltd., Fire Station Square, Barmunda, Bhubaneshwar-03	General Purpose and Diagnostic
4.	Ayush Hospital, Plot 13-14, Bhoi Nagar, Acharya Vihar, Bhubaneshwar-22	General Purpose and Diagnostic
5.	Aditya Care Hospital, Plot No. 329/1929 (p), Chandrasekharpur, Bhubaneswar- 14	General Purpose and Diagnostic
6.	Aditya care Hospital, Chandrasekharpur, Bhubaneswar (As per Office Order No.CBSE/Admn I/Empanelment/2014/1278-86 dated 10.05.2014)	Multipurpose on CGHS rates

SI. No.	REGIONAL OFFICE, CHENNAI	Facilities/Treatment Provided
1.	Tamil Nadu Hospital, 439, Cheran Nagar	All Purpose

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2.	Devaki Hospital Ltd., Lux Church Road, Mylapore	General Purpose and Diagnostic
3.	Sridevi Hospital, Anna Nagar, Chennai.	All Purpose
4	K.J. Hospital Private Limited, Chennai	All Purpose
5.	Malar Hospital, Gandhi Nagar, Adyar	All Purpose

SI. No.	REFERRAL HOSPITALS Chennai	Facilities/Treatment Provided
1.	Apollo Hospital, Chennai	All Purpose
2.	Madras Medical Mission, Chennai	General Purpose and Diagnostic
3. *	Trinity Acute Care Centre, Chennai	General Purpose and Diagnostic

SI. No.	Regional Office, Guwahati	Facilities/Treatment Provided	
1.	Guwahati Medical College Hospital, Guwahati	All Purpose	
2.	Red Cross Society Hospital, Guwahati	General Purpose and Diagnostic	
3.	Dr. B.B. Cancer Hospital, Guwahati	Cancer diagnostic & General diagnostic Purpose	
4.	Lokpriya Gopinath Bardoloi T.B. Hospital, Guwahati	For T.B. case only	
5.	GNRC Ltd., Dispur, Guwahati	All Purpose	
6.	Sri Sankaradeva Nethralaya, Beltola, Guwahati	All Purpose	

SI. No.	Referral Hospital - Guwahati	Facilities/Treatment Provided
1.	GNRC Ltd. Institute of Neurological Sciences GMRC Heart Institute, Institute of Critical Care, Dispur, Guwahati	All Purpose
2.	Sri Sankaradeva Nethralaya , Beltola, Guwahati	All Purpose

SI. No.	Regional Office, Panchkula	Facilities/Treatment Provided
1.	Post Graduate Institute of Medical Education & Research, Sec-12, Chandigarh	All Purpose
2.	Govt. Hospital, Sec-16, Chandigarh	General Purpose and Diagnostic
3.	Fortis Hospital Sec62, Phase-III, Mohali	Multipurpose on CGHS rates
4.	Silver Oaks Hospital Sec-63, Phase IX, SAS Nagar, Mohali	Multipurpose on CGHS rates
5.	Drishiti Eye Hospital, SCO-26, Sec-11, Panchkula	Eye Treatment on CGHS rates
6.	SGHS Hospital, Sohna, Sec-77, Ajitgarh Mohali	Multipurpose on CGHS rates
7.	Raffels Hospital, SCO, 138, Sec-14, Pancklula (SI no 3 to 7 as per Office Order No.CBSE/Admn I/Empanelment/2014/1278-86 dated 10.05.2014)	Multipurpose on CGHS rates



The following Diagnostic Centers have also been empanelled by the Board for availing test and investigation facilities as per CGHS rates on spot payment basis by the CBSE employees/ pensioners and their dependents:(As per Office Order No.CBSE/Admn I/Empanelment/2014/1267-77 dated 10.05.2014)

Sr. No.	Name of the Hospital	Treatment	Offer/ Rates
1.	Dr. Anand Imaging & Neurological Research Centre G-14, Preet Vihar, Vikas Marg, Karkarimor, Delhi-110092	Imaging services including MRI, CT Scan, Ultrasonography/ Color Doppler, X- Ray and Mammography	CGHS Rates
2.	Pratap Memorial Hospital, & Research Centre, Kutchery Road, Ajmer-305001	Various test	CGHS Rates
3.	Kriti Scanning Centre Pvt. Ltd., Allahabad	Test and investigation	CGHS Rates



APPLICATION FOR CBSE HEALTH CARD

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1. Name of	the Applicant:		Employee Code		
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Name(s) Sr. No. 06	Sr. No. 07	Sr. No. 08	Sr. No. 09		
Photo	Photo	Photo	Photo	PI	hoto
Name(s) I further to criteria of my family me to know of the charappropriate authority Card on my leaving eligible for Medical be	nge, then the medio will be free to initiate the office on transfe	ne application all facility is any action a	form. If I fail to intir liable to be withd gainst me. I further	nate and if the rawn by the undertake to	Board comes Board and/or surrender the
I certify t that no information has same.	hat the information for as been concealed or				nd factual and I stand by the
Date	Sig	gnature (in bo	×)		si ⁱⁱ
	Na	ame			

13. Paste one ID Card size of Photograph of each member of Family (including self) whose names are

The details as mentioned by the employee against Point 01 to 13 have been verified as correct. The application is therefore forwarded to Admn I A (MR), CBSE, Hqrs, Delhi for information and further necessary action with regard to issue of CBSE Health Card. It is also certified that the dependency has been checked & verified in view of the guidelines issued vide circular no CBSE/Pers.B/2014/11475-11505 dated 23.01.2014.

SECTION OFFICER (ADMN) / ASSISTANT SECRETARY (ADMN)

Central Board of Secondary Education

"shiksha Kendra " 2, Community Centre, Preet Vihar, Delhi-110092

		Full Bank A/c No
		Employee Code No
8	PROFORMA FOR	CLAIMING MEDICAL REIMBURSEMENT
memb		n expenditure not below Rs during the period from of ailments/illness of self/wife/husband and the dependent d in my declaration for Medical Benefit Scheme of the Board.
1.1	None of my family member (s) is	s working in the Board.
1.2	None of the family members (s) under C.G.H.S. Scheme.	whose treatment/ reimbursement is being claimed is covered
1.3	My wife/husband is an employe	e of the
	(Please specify the name of the reimbursement is being claimed under Medical Benefit Scheme	ne Government Department/Organization) and that medical ed only in respect of the family members who are covered of the Board and that they have not availed of Medical facility loyer of my husband wife or from any other source.
	The above said amount may be	reimbursed to me.
	8	Signature
		Name of the Employee
		Designation
		Branch
* Strik	e out whichever is not applicable	
NOTE	C:	
The me	yees of the Board. This facility would	pto the extent of Rs. 20400/-per annum in respect of all the regular lalso be available to the employees whose spouses are also getting

medical benefit from their employers provided they are not getting medical benefit in respect of the whole family including the Board's employees.

Central Board of Secondary Education **Checklist Form**

(To be filled by the claimant)

 2. 3. 	Full name of the card holder (Block Letters) Health Card No. (Please enclose copy of Health Car Pay in Pay Band/Grade Pay /Entitlement for Ward	rd): :
4.	Full Address.	The state of the same of the s
5.	Telephone No./ Mobile No.	
6.	Email Address, if any	· · · · · · · · · · · · · · · · · · ·
7.	Name of the BankBranch	
	SB A/c Branch MICR codeTel No.	of Bank branch
8.	Name of the patient & relationship With the card Holder	
9.	Whether Serving employee or Pensioner	
10.	Basic pay/ Basic pension & Last Pay Drawn	
11.	Name of the hospital with address: (A) OPD Treatment and Investigations	and statement out to be that there are a series of the ser
	(B) Indoor Treatment	The second of the second of the second
12.	Date of admission Date of Discha Treatment only)	arge(In case of indoor
13.	Total amount claimed (A) OPD Treatment (Admissible, If any) (B) Indoor Treatment	
14.	Details of Permission (if any)	:
15.	Details of medical advance if any	:

Declaration

I hereby declare that the statements made in the application are true to the best of my knowledge and belief. Further I have read the definition of family prescribed under Medical Rules and the person for whom medical expenses were incurred by me is wholly dependent on me as per dependency criteria given on reverse side of this form. I agree for the reimbursement as is admissible under the rules.

Dated:

Signature of Applicant

Note: Misuse of Medical facilities is a criminal offence. Suitable action including cancellation of CBSE Health card shall be taken in case of willful suppression of facts or submission of false statements. Suitable disciplinary action shall be taken in case of employees.

Information

Kindly write correct postal address in block letters. (A)

Obtain break up of investigations from the hospital (details and rates of individual tests and the exact (B) number of sugar test, X-ray films, etc.) for assessment of admissibility of claimed amount on various procedures.

RULES OF DEPEPENDENCY FOR MEDICAL FACILITIES

The term "Family" for the purpose of these rules shall mean a Board employee's wife or husband, as the case may be, and parents, sisters, widowed sisters, widowed daughters, minor brothers, children or step children wholly dependant upon the Board employees.

- The income limit for dependency of the family members (other than spouse) is Rs.3,500/- plus the amount of Dearness 2 Relief admissible on Rs.3,500/- on the date of consideration of the claim.
- 3. Family member may have medical attendance and treatment even if they do not stay with the Board employee.

The rules of dependency are as under: 1

1	Son	Till he starts earning or attains the age of 25 years or gets married, whichever is earlier.
2	Daughter	Till she starts earning or gets married, irrespective of the age limit, whichever is earlier.
3	Son suffering from any permanent disability of any kind (physical or mental)	Irrespective of age limit.
4.	Unmarried/ widowed sisters/ daughters/ divorced/ abandoned or separated from their husbands	Irrespective of age limit.
5.	Minor brother(s)	Upto the age of becoming a major (18 years)

5. **EXPLANATIONS:**

- i) Exclusions in the term 'family':- The term family does not include any other dependant relations such as major brother etc. The term 'parents' does not include 'step-parents'.
- ii) The term 'children' will include children adopted legally.
- The term 'wife' includes more than one wife. Spouse Employed in the Govt .:- The husband or wife of the Board employee as the case may be, employed in the State/Central Government, or in the Defense/Railway Services or Corporation/bodies financed partly or wholly by the Central Govt, or the State Govt, or private organizations which provide medical service: would be entitled to choose either the facilities under the Rules of the Board or the Medical facilities provided by the organization in which he/she is employed. Beneficiaries of CGHS however cannot opt out of Central Govt.

Health Scheme and in such cases husband or wife whosoever is covered under CGHS will not be allowed medical facilities from the Board. Board employees and also other members of the family may however avail

medical facility from the Board if he/she so desires.

When Both are Board Employees:- In case where both husband and wife are Board employees, they, as well as eligible dependants may be allowed to avail of the medical concessions according to his/her status. For this purpose they should furnish a joint declaration as to who will prefer the claim for reimbursement of Medical expenses and treatment in respect of wife/husband and the children. This declaration should be recorded in the personal file of each of them. This declaration can be revised anytime on the express request in writing by both the husband and wife i.e. in the event of promotion, transfer resignation etc. of either of the them.

ESSENTIALITY CERTIFICATE CERTIFICATE 'A'

Under Central Service (Medical Attendance) Rules.

(To be completed in the case of patients who are not admitted to hospital for treatment)

	cate granted to Mrs./Mrs./Missmother/wife/son/daughter of Mr.		Photo to be attested by the Hospital
employ	yed in the Central Board of Secondary Education,	· · · · · · · · · · · · · · · · · · ·	Authority
I, D	r	ereby certify:-	
(a)	that I charges and received Rs		
	consultation onroom/at the residence of the patient;	(dates to be given) at my co	nsulting
(b)	that I charged and received Rsintravenous/intra-muscular/subcutaneous injection be given) at	on on (0	dates to
(c)	that the injection administered were not/were for	immunising or prophylactic purposes;	
(d)	that the patient has been under treatment at Hospital / my consulting room and that the under connection were essential for the recovery/preve the patient. The medicines are not stocked in of hospital) for supply to private patients and do rewhich cheaper substances of equal therape are primarily foods, toilets or disinfectants.	r mentioned medicines prescribed by mention of serious deterioration in the con net the	dition of . (name for
	Names of medicines	Price (in Rs.)	
	1		
	2		•
	3		
	4		
(e)	that the patient is/was suffering from/was under my treatment from	to;	and is

(f)	that the patient is/was not given pre-natal or post-natal treatment;
(g)	that the X-ray, laboratory test etc., for which an expenditure of Rs was incurred was necessary and were undertaken on my advice at
(h)	that I referred the patient to Dr
(i)	that the patient did not require/required hospitalization.

Dated: / /20

Signature of AMA/Designation of the Medical Officer and Hospital (Dispensary to which attached)

PART "B"

I certify that the patient has been under treatment at the hospital and that the service of the special nurses for which an expenditure of Rs. was incurred, vide bills and receipts attached, were essential for the recovery/prevention of serious deterioration in the condition of the patient.

Signature of the Medical Officer-in-charge of the case at the hospital.

COUNTERSIGNED

 I certify that the patient has been under treatment at the hospital and that the facilities provided were the minimum & which were essential for the patient's treatment.

Medical Superintendent

Place Hospital

NOTE:- CERTIFICATES NOT APPLICABLE SHOULD BE STRUCK OFF. CERTIFICATE (B) IS COMPULSORY AND MUST BE FILLED IN BY THE MEDICAL OFFICER IN ALL CASES.

* The minimum facilities certificate may be signed either by the Medical Superintendent of the Hospital concerned or another Gazetted Medical Officer who has been authorised in this behalf by the Medical Superintendent. (G.I.M.H.,O.M. No.F-2-35/52-LSG (H.I.) dated 19.9.1958)

ANNUAL MEDICAL EXAMINATION FORM

Name:												
Age:						ex:M/F					-	
Marital Status: Married			U	MARRIED								
Desidential	Addro	۰۰.										
Residential	Addre	55	DESCRIPTION OF THE PROPERTY OF		AND DESCRIPTION OF THE PARTY.							
Telephone C	ontact	t:-										
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Office Addre	55			-28				-8				
										-		
							*					
Blood Grou	<u>p</u>	the time										
History of K	nown l	Illnoss										
HISTORY OF K	IIOWII	iiiiess										
RAISED BP	Yes		No		If.	Yes- on	Yes	3		No [
1011022			1			egular						
						eatment	2-1-1		,	. L		
DM	Yes		No		If,	Yes- on	Yes	3	I	No [
					Re	egular						
					Tr	eatment						
HD	Yes		No			Yes- on	Yes	3]	No [
						egular						
						eatment			. +			
IHD	Yes		No			Yes- on	Yes	5		No [
						egular				L		
07701/5	1		NI			eatment	Yes		1	No [
STROKE	Yes		No			Yes- on egular	163	9		INO		×
						eatment			1	Į		
					1 11	Catinont						1
KIDNEY DISE	ASF											
KIDIVE! DICE	7102				, 28 m					·		1
Chronic Rena	1	Yes		No		If, Yes- On		Yes [No		
Failure		-				Regular Dialysis		L				
Any History of	f					If Yes, Reasons						
Surgery/Prolo	naed					There of						
Hospitalizatio	n					Any History of		Yes [No		
(More Than 2						Loss of appetite	9	L				
Weeks)						Any History of		Yes [-	No		
						Loss of Weight		163		140		
								L				
		1		NIa								
Any History of Altered Bowel	∐ahit	Yes		No								
Altered bower	Παυπ											8
Any History of	F -	Yes		No								
Chewing Toba												
												i
Family History	of:							1				
			DM		HT	Obesity	у					
	3					·			3			I

Premature CAD	Yes	No	
Malignancy	Yes	No	
Stroke	Yes	No [
T.B	Yes	No	
Glaucoma & Premature Cataract	Yes	No	
Smoker	Yes	No [If Yes No per day
Ex-Smoker	Yes T	No [Years of quiting
Alcohol	Yes	No No	Smoking If regular, quantity In ml per day
Pan Masala	Yes	No	
Vegetarian Yes	No No	Non-Vege	etarian Yes No
Devile Francisco Vo		No 🗀	Walking
Regular Exercise Ye		VO	
			Jogging
			Cycling
			Swimming

INVESTIGATION REPORTS Tests for Officers/Officials

	lests for Off	ilcers/C	riiciais
1.	HEAMOGRAM	7.	CARDIAC PROFILE
	(I) Hemoglobin		200 100 V 10
	(II) TLC		(I) S. LDH
	(III) DLC		(II) CK-MB
	(A) Polymorphs'		(III) S.CRP
	(B) Lymphocytes		(IV) SGOT
	(C) Eosinophil		FOR MEN
	(D) Basophil		(V) PSA
	(E) Monocytes		FOR WOMEN
	(IV) Peripheral Smear		(VI) PAP SMEAR
2.	URINE EXAMINATION	8.	X-Ray- Chest PA View Report
2.	a) Color		The land of the second of the
	b) Albumin		
	c) Sugar		
	d) Microscopic		
3.	BLOOD SUGAR	9.	ECG Report
0.	(I) Fasting		
	(II) Post-Prandial		
4.	LIPID	10.	USG Abdomen Report
1	(I) Total Cholesterol	191	
	(II) HDL Cholesterol		,
	(III) LDL Cholesterol		1 1 2000 2000 2000
	(IV) VLDL Cholesterol		4
	(V) Triglycerides		
5.	LIVER FUNCTION TEST	11.	TMT Report
	(I) S. Bilirubin(Total)		
	(II) S. Bilirubin(Direct)		
	(III) S.G.O.T		Charles II have no constitution
	(IV) S.G.P.T		
6.	KIDNEY FUNCTION TESTS	12.	Mammography Report
			(Women)
	(I) Blood Urea		
	(II) S. Creatinine		
	(III) S. Uric Acid		
	1		

GYNECOLOGICAL HEALTH CHECK UP

1.	PILVIC EXAMINATION	
	(I) Local Examination	
	(II) Per Vaginum (P/V)	
	(III) Per Spectrum	
	Surgical Examination	
	Breast Examination	
	Urological Examination (For Men Only)	
	Rectal Examination (For Men Only)	

SYSTEMATIC EXAMINATION

1.	RESP System
2.	CVS
3.	Abdomen
4.	CNS
5.	Locomotors System
6.	Dental Examination

EYE EXAMINATION

1.	Distant Vision	
2.	Vision with Glasses	
3.	Color Vision	
4.	Tonornetry	
5.	Fundus Examination	Law Tell Galaceber

ENT

E I A I		
1.	Oral Cavity	
2.	Nose	anto Harrisa
3.	Throat	in inches
4.	Larynx	tak er

SUMMARY OF MEDICAL REPORT ONLY COPY OF THIS PART IS TO BE ATTACHED TO APAR)

1.	Overall health of the officer	
2.	Any other remarks based on the health medical checkup of the officer.	
£		*
3.	Health profile grading	

Date:

Signature of Medical Authority

Designation