

BHARAT SANCHAR NIGAM LIMITED

(A Government of India Enterprise)

Corporate Office

Admn.I Section, Statesman House, New Delhi 110 001

No.BSNL/Admn.I/15-4/04 (Pt.)

Dated: October 15, 2004

Office Memorandum

Sub: Implementation of guidelines reg indoor treatment under BSNLMRS

Following further guidelines on indoor treatment under BSNLMRS are issued:

1. A Medical Card containing photographs of all the family members and dependents of concerned employee shall be issued to all BSNLMRS optees immediately. The medical/hospitalization claim should be duly certified by the Doctor along with photograph of the person given indoor treatment.
2. In all cases of extreme emergencies, the employee concerned shall have to inform the SSA Head or his controlling officer soon after hospitalization for indoor treatment. In order to ensure that the facility is used by the employees and his dependent family members only, a designated officer of BSNL may visit the hospital and verify the authenticity of the beneficiary.


(P.K. Misra)

Jt. DDG (Admn.)

Tel. No. 23734161 fax No. 23734058

To

1. All CGMs, BSNL
2. PPS/PS to CMD/All Directors of BSNL Board
3. All Sr. DDsG/DDsG, BSNL Corporate Office

Copy to:

1. DG P&T, Audit
2. NFTE

BHARAT SANCHAR NIGAM LIMITED

(A Government of India Enterprise)

Corporate Office

Admn. Branch

No. BSNL/Admn.I/15-2/05 (pt.)

Dated: August 8th, 2005

OFFICE ORDER

Sub: BSNLMRS – Guidelines for regulation of expenditure on Indoor treatment.

The issue of restoration of powers to field units for sanctioning of Indoor medical expenditure beyond five times Basic + DA of the employee was in consideration at Corporate Office for some time. The following decision has been taken by the competent authority for streamlining the process of sanction of indoor expenditure:

1. CGMs shall have full powers to approve the expenditure incurred on the treatment taken in Govt. hospitals.
2. In respect of Indoor treatment, taken in empanelled hospitals, CGMs shall have full powers to settle the claims, where at least 90% of the total expenditure are covered under the rate list prescribed by CGHS for specialized and general purpose treatment and diagnostic procedure.
3. In case of treatment taken in non-empanelled hospitals in emergency condition with approval of competent authority, CGMs shall have full powers to settle the claim by restricting it to CGHS rates.
4. The financial powers shall not be sub-delegated by CGM.
5. In all cases involving hospitalization of two or more than two days, a designated officer of BSNL shall visit the hospital and give a certificate as per enclosed format. The certificate shall be attached to the claim while forwarding the same to CGM's office for approval.
6. The instruction regarding attaching a certificate by the concerned doctor identifying the patient in the copy of the BSNLMRS Card as conveyed by this office O.M. No. BSNL/Admn.I/15-4/04 (Pt.) dated 15.10.2004 should be strictly followed.

Encl: as above.

Bhatia

(Amarjit Bhatia)

Assistant Director General (Admn.)

Tel. No. 23037241 fax No. 23734260

8-8-05

To

1. All CGMs, BSNL
2. PPS/PS to CMD/All Director of BSNL Board
3. All Sr. DDsG/DDsG, BSNL CO

Copy to:

1. DG Audit (P&T)
2. BSNLE.U.

Certificate of visit of BSNL Officer

As per the instructions of _____ I visited the
_____ hospital at _____ A.M./P.M. on _____ (date) and found
that _____ (name of the patient) is undergoing treatment under
Dr. _____, under Registration No. _____ in ward No.
_____ and observed the following particulars of the patient.

Date of admission: _____

Name of disease: _____

Name of employee: _____

Relationship with the employee: _____

BSNLMRS Card No. _____

The patient/the employee is satisfied with the treatment being given. As per the documents available with him/her, he/she is found to be the authorized beneficiary to take treatment under the BSNLMRS.

Signature

Name of the Officer: _____

Date: _____

Place: _____

To

Pdhalia



BHARAT SANCHAR NIGAM LIMITED
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Corporate Office

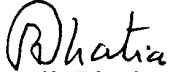
Admn.I Section,
Statesman House,
New Delhi 110 001
Dated: March 24, 2006

No. BSNL/Admn.I/15-2/05 (pt.)

Sub: BSNL MRS – Guidelines for regulation of expenditure on indoor treatment.

In continuation of this office orders of even No. dated 8th August 2005 on the subject cited above, it is further clarified that in case an employee or his dependent has to be hospitalized in emergency at a place other than his/her place of posting, parent office will advise an officer posted at the place of hospitalization to visit the hospital and certify the hospitalization. However, if such visit and certification is not found feasible due to some practical difficulty then the CGM, in respect of the field staff and the concerned Director, in respect of the Corporate Office staff, may exempt the requirement of aforesaid certification.

In all other cases the certification by an officer of the parent office of an employee or by an officer posted at the place of hospitalization will be invariably required. In case the family of any employee permanently stays at a place other than the place of posting of the employee, an arrangement may be made in advance such that a BSNL officer posted at the place of residence of the family is asked to visit the hospital and certify the hospitalization.


(Amarjit Bhatia)
Assistant Director General (Admn.)
Tel. No. 23037241 fax No. 23734260

To

1. All CGMs, BSNL
2. PPS/PS to CMD/All Directors, BSNL
3. All Sr. DDsG/DDsG/CS&GM (Legal), BSNL C.O.

Copy to:

1. DG Audit (P&T)
2. The General Secretary, BSNL EU.