



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पोत परिवहन मंत्रालय, भारत सरकार)

मुख्यालय : ए-13, सेक्टर-1, नोएडा-201 301, (उ.प्र.)

INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

Head Office : A-13, Sector-1, Noida-201 301 (U.P.)

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No. IWAI/Fin./Medical facility/2014-15

Date: 03.03.2015

CIRCULAR

The Competent Authority has approved the following modifications in the existing medical facilities to eligible Officers and Staff at IWAI Head Office and Regional Offices:

1. One month's pay (Band Pay + Grade Pay) of the previous year as on 31st March would be considered and fixed for all categories of serving employees for OPD treatment. However, the OPD limit for 36 chronic diseases is hereby raised from 50% to 100%. The list of 36 chronic diseases is enclosed at **Annex - 'A'**. In case an employee avails OPD consultancy in a hospital, it would be preferable to purchase medicines from the pharmacy shop in the same hospital or any CGHS empanelled pharmacy.
2. For IPD treatment, the permission letters would be issued to empanelled Hospitals for treatment of employees and their dependent family members as and when required. The bills would be settled according to CGHS rates. Medical advances would be paid to the concerned hospital for employees in emergency cases only with the approval of the Competent Authority.
3. For further improvement, streamlining and stabilizing medical treatment facilities to IWAI employees, IWAI has empanelled 13 CGHS empanelled Hospitals having accreditation under NABH and NABL. These hospitals have expressed their willingness to provide IPD services on authorization basis and OPD on cash basis at CGHS rates under a formal agreement. Efforts are underway to extend this facility for hospitals such as Escorts, MAX, Fortis, Vedanta, Apollo, NIH etc. The list of empanelled hospitals is enclosed at **Annex - 'B'**.
4. In case any employee visits a hospital or a Registered Medical Practitioner outside the empanelled hospitals, the reimbursement will be restricted to CGHS rates.
5. In this regard, I-Cards to all Employees (serving and retired) of the IWAI and their dependents would be issued after collecting details.

6. All Regional Offices may continue the present procedure for OPD and IPD. In the case of IPD, all Directors/ Officer-in-charge may take necessary steps for empanelment of hospitals which are empanelled with CGHS and having accreditation under NABH and NABL in their jurisdiction. The expression of willingness by such hospitals to provide IPD service on authorization basis and OPD on cash basis at CGHS rates with formal agreement is requested to be forwarded to Head Office for approval. The proof of CGHS empanelment of such hospitals should also be provided.



A. K. Gupta)
Chief Accounts Officer

Encl.:-

1. List of 36 chronic diseases (Annex - 'A').
2. List of empanelled hospitals (Annex - 'B')
3. Medical Reimbursement Guidelines.
4. Application Form for obtaining Medical Card.

To

1. Chief Engineer (P&M)
2. Hydrographic Chief
3. Director (IT) for uploading on website.
4. Director, IWAI, Kolkata.
5. Director, IWAI, Kochi.
6. Director (I/c), IWAI, Guwahati.
7. Director (I/c), IWAI, Patna.
8. Officer in-charge, IWAI, Bhagalpur.
9. Officer in-charge, IWAI, Allahabad
10. Officer in-charge, IWAI, Varanasi.
11. Assistant Secretary (A&E)
12. Notice Board.

Copy for information to:

1. PS to Chairman
2. PA to Member (Finance)
3. PA to Member (Technical)
4. PA to Secretary

Annex - A

The List of Chronic Diseases is as under:-

1. Tuberculosis
2. Cancer
3. Ischiemic/ Rheumatic Heart Diseases
4. Metabolic Diseases
5. Bronctional Asthama
6. Epilepsy
7. Pemphigus
8. Open Angle Glaucome
9. Retinal detachment
10. COPD
11. Broncheactsis
12. Cystic Fibrosis
13. Sarcoidosis
14. Systematic Hypertension
15. Cardiac Arrhythmias
16. Hemophilia
17. Crohn's Disease
18. Ulcerative Colitis
19. Hepatitis-B
20. Hepatitis
21. Nephrotic Syndrome
22. Chronic Renal Failure
23. Renal Transplant
24. Parkinsonism
25. Hypothyroidism & Myxedema
26. Hyperthyroidism (Throtoxicosis)
27. Thalasemia
28. Diabetic Mellitus (Repace Diabetes)
29. Aplastic anemia
30. HIV infections (AIDS)
31. Schizophrenia
32. Osteo & all types of Arthritis
33. Cirrhosis of Liver
34. Muscular Dystrophy
35. Ankylosis Spondylitis etc.
36. SLE (Systematic Lupus Erythometosis)

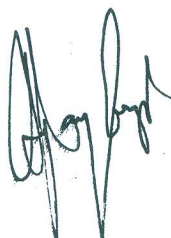


Inland Waterways Authority of India, Noida
(Ministry of Shipping, Govt. of India)

List of Hospitals to be considered for Empanelment with IWAI and expressed
their willingness to provide IPD Services on Authorization basis and OPD
on Cash basis at CGHS rates

Sl. No.	Name & Address	Particulars of the hospital
1	Bhardwaj Hospital, NH-1, Sector-29, Noida - 201301.	Multi Speciality Hospital, approved by CGHS and ECHS. The hospital is willing to empanelment with IWAI and assuring services at CGHS rates as approved and applicable from time to time on authorization basis for IPD and Cash basis for OPD.
2	BLK Super Speciality Hospital, Pusa Road, Rajendra Place, New Delhi-110005	Super Speciality Hospital, approved by CGHS. The hospital is willing to empanelment with IWAI and assuring services at CGHS rates as approved and applicable from time to time on authorization basis for IPD and Cash basis for OPD. The hospital is already providing services to our employees at CGHS rates on authorization basis.
3	Eye Health Clinic, Life Care Hospital, E-1, Sector-61, Noida - 201307.	Super Speciality Eye Hospital, approved by CGHS. The hospital is willing to empanelment with IWAI and assuring services pertaining to general and super specialties including Lasik facilities on CGHS rates as approved and applicable from time to time on authorization basis and OPD on cash basis.
4	Jaipur Golden Hospital, Institutional Area, Sector -III, Rohini, New Delhi -110085	Super Speciality Hospital, approved by CGHS. The hospital is willing to empanelment with IWAI and assuring services pertaining to general and super specialties including Cardiology and CTVS for IPD services on CGHS rates as approved and applicable from time to time on authorization basis and OPD on cash basis.
5	Jaypee Hospital, Jaypee Healthcare Ltd., Wish Town, Sector-128, Noida - 201304 (U.P.)	Multi Speciality Hospital, Approved by CGHS. The hospital is willing to empanelment with IWAI and assuring services pertaining to general and super specialties including Cardiology and total Knee Replacement for IPD services on CGHS rates as approved and applicable from time to time on authorization basis and 10% discount on all OPD on cash basis.
6	Kailash Hospital & Research Centre Limited H-33, Noida Sector - 27, Noida - 201301	Super Speciality Hospital, Approved by CGHS. The hospital is willing to empanelment with IWAI and assuring services pertaining to general and super specialties including Cardiology and Joint Replacement for IPD services on CGHS rates as approved and applicable from time to time on authorization basis and OPD on cash basis. The hospital is already providing services to our employees at CGHS rates on authorization basis.
7	Metro Hospital & Heart Institute, Ring Road, Lajpat Nagar IV, New Delhi - 110024. (Metro Group of Hospitals)	Approved by CGHS. The hospital is willing to empanelment with IWAI and assuring services pertaining to general including Cardiology for IPD services on CGHS rates as approved and applicable from time to time on authorization basis and OPD on cash basis. The hospital is already providing services to our employees at CGHS rates on authorization basis.

Sl. No.	Name & Address	Particulars of the hospital
8	Narinder Mohan Hospital and Heart Centre, Mohan Nagar, Ghaziabad - 201 007 (U.P.).	<p>Approved by CGHS.</p> <p>The hospital is already providing services to our employees at CGHS rates on authorization basis and inform over telephone to continue their services to IWAI employees/ pensioners at CGHS rates for IPD services as approved and applicable from time to time on authorization basis and OPD on cash basis.</p>
9	Prakash Hospital Private Limited, Sector-35, Noida.	<p>Super Speciality Hospital, Approved by CGHS.</p> <p>The hospital is willing to empanelment with IWAI and assuring services pertaining to general including Super Specialty Care for Orthopaedics on CGHS rates as approved and applicable from time to time on authorization basis and OPD on cash basis.</p> <p>The hospital is already providing services to our employees at CGHS rates on authorization basis.</p>
10	Primus Super Speciality Hospital Chandragupt Marg, Chanakyapuri New Delhi- 110 021	<p>Super Speciality Hospital, Approved by CGHS.</p> <p>The hospital is willing to empanelment with IWAI and agreed to provide services pertaining to general including Orthopaedics on CGHS rates as approved and applicable from time to time on authorization basis and OPD on cash basis.</p>
11	Shakuntla Nursing Home & Hospital, RZ-1-81A, Sagar Pur (West), Opp. - Delhi Vidyut Board Colony, New Delhi - 110046.	<p>Approved by CGHS.</p> <p>The hospital is willing to empanelment with IWAI and assuring services pertaining to general services on CGHS rates as approved and applicable from time to time on authorization basis and OPD on cash basis.</p> <p>The hospital is already providing services to our employees at CGHS rates on authorization basis.</p>
12	Vinayak Hospital NH-1, Sector-27, Atta, Noida - 201301.	<p>Approved by CGHS.</p> <p>The hospital is willing to empanelment with IWAI and assuring services pertaining to general services on CGHS rates as approved and applicable from time to time on authorization basis and OPD on cash basis.</p>
13	Cygnus Orthocare Hospital, C-5/29, Opposite IIT Main Gate, Safdarjung Development Area, New Delhi - 110016.	<p>Approved by CGHS.</p> <p>The hospital is willing to empanelment with IWAI and assuring services pertaining to general services on CGHS rates as approved and applicable from time to time on authorization basis and OPD on cash basis.</p>



Medical Reimbursement Guidelines-2015 for OPD/ IPD to IWAI Employees

1. BACKGROUND

- 1.1 Inland Waterways Authority of India (IWAI) was set up by an Act of Parliament on 27th October, 1986. The first Board meeting of the Authority was held on 12th November, 1986. In this meeting through Agenda Item No. 1.07 the Authority resolved that “the existing rules and orders and subsequent amendments thereof made by the Central Government be adopted by IWAI”. Subsequently, in its 7th Board meeting held on 24th September, 1987 vide Agenda Item No. 7.08 the Authority took up the framing of regulations under the provisions of IWAI Act – Service Conditions, Medical Attendance Rules and Conveyance Advance Rules. In this meeting interalia, the Medical Attendance Rules of IWAI were also put up and approved by the Board. These Medical Attendance Rules were in conformity with the extant Central Government Medical Attendance Rules (CGMAR).
- 1.2 The Authority in its 147th Board Meeting by vide agenda item no. 147.04, the resolutions adopted to extend the medical expense reimbursement facility to retired and retiring employees. The Board agreed 120 months CGHS contribution at the current rate of equivalent grade for joining the scheme for retired and retiring employees.
- 1.3 The present procedure for OPD treatment is one month basic pay of previous year as on 31st March to all categories of serving employees. For IPD treatment permission letter are issued to Hospitals for treatment of employees and their dependent family member as and when required, bills are settled according to CGHS rates.
- 1.4 Reimbursement of OPD expenditure on chronic diseases, the limit of particular financial year can be increased upto 100% of limit of financial year.
- 1.5 The office introduced 13 Hospitals for treatment of IWAI employees and their dependent family members at CGHS rates presently. This will extended to the other Hospitals such as Escorts, MAX, Fortis, Vedanta, Apollo, NIH etc. in future. Detail of hospital is enclosed.

- 1.6 This facility of OPD and IPD treatment may be extended to the retired/ pensioners and their dependent family member.

2. TITLE:

These guidelines shall be known as "IWAI Medical Guidelines, 2015" and shall come into force after approval of the Competent Authority.

3. OBJECTIVE:

3.1 To provide medical care which includes both outdoor and indoor to the in-service, retired/Superannuated employees of IWAI and their dependent family members including the dependents of deceased employees.

3.2 To utilize the hospitals of CGHS rates (which listed) for the purpose of OPD and IPD facilities for the employees and their dependent family members to the extent possible.

4. APPLICABILITY:

These rules shall apply to

4.1 All regular employees of IWAI and their dependent family members, those who are availing the medical facilities provided by IWAI.

4.2 Deputationist and their dependent family member as per their terms and conditions of deputation.

4.3 The retired/superannuated employees of the Authority including those who have been opted/ granted Voluntary Retirement and their dependent family members.

4.4 The dependents of deceased employees so long as they meet the criteria of dependency as defined in the instant Guidelines.

4.5 If the spouse of an employee is employed in another Govt. Organization/PSU/Autonomous Bodies, etc. and is availing medical assistance from his/her employer, he/she will not be entitled to any medical benefits under this scheme. The concerned employee of IWAI shall give a declaration in writing to this effect as they are opting the facility either IWAI or their spouse's organization.

5. DEFINITIONS:

- 5.1 Office means Inland Waterways Authority of India (hereinafter referred IWAI)
- 5.2 "Competent Authority" means as per delegation of financial powers as approved by IWAI Board from time to time.
- 5.3 "Family" means:- as already declared by employee and maintained by the establishment wing.
- 5.4 "Recognized and empanelled Hospitals "means Hospitals empanelled with IWAI Head Office and Field offices according to CGHS norms.

6 HOSPITALIZATION

- 6.1 In-service, retired/superannuated employees will be issued Medical Identity Card by the respective Field Offices or the Head Offices, as the case may be. The Medical Identity Card will give the details of the dependent family members of the employee along with their photographs. A format of the application form for retired/superannuated employees is attached as Annexure-A".
- 6.2 Head Offices and Field Offices will enter into agreements with CGHS empanelled hospitals to provide indoor and outdoor treatment to the in-service, retired or superannuated employees and their dependent family members including the dependents of deceased employees at the CGHS rates. A format of the agreement is enclosed.
- 6.3 In case of OPD and IPD treatment it is preferred that medicines are purchased from pharmacy shop in hospital or CGHS approved pharmacy shops.
- 6.4 The employee admitted in empanelled hospital will intimate to concerned office. Thereafter, a estimate for treatment will be submitted for approval.
- 6.5 In case, any employees and their dependent family members admitted in hospital other than empanelled hospitals, the responsibility of the employee to inform authority immediately and got estimate approved. The expenditure on the treatment will be reimbursed as per CGHS rates only.

- 6.6 In case, the permission letter/ information not taken as mentioned above within two working days, the employee will be responsible to make payment to hospital of his/ her own. The Authority will reimburse the expenditure on production of bills after their verification as per CGHS rates.

7. OPD TREATMENT.

The Medical Reimbursement Rules currently in force in IWAI (serving employees) are as follows:-

- 7.1 OPD reimbursement of limit (annual) up to one month pay (Band Pay + Grade Pay) drawn as on 31st March of the preceding financial year. Enhancement of OPD limits by 100% in particular financial year is considering for enhancement on the basis of request made by the individual for treatment of the chronic disease. List of 36 chronic diseases is enclosed at Annex-'B'.
- 7.2 In case, any employee visits a hospital or Doctor outside the empanelled hospitals, his reimbursement will be restricted as per CGHS rates.

8. HOSPITALIZATION IN EMERGENCY

- 8.1 The person on the spot can use his/her discretion to get the patient admitted in the nearest hospital/nursing home.
- 8.2 Immediate intimation about this admission has to be made to the Competent Authority of concerned Office and ex-post facto permission need be taken for this emergency admission by furnishing an emergency certificate from such hospital. The hospital/nursing home, where the patient was admitted due to emergency will forward the bill to the concerned Office based on which the payment shall be made.
- 8.3 Reimbursement in all such emergency cases will be restricted to CGHS rates.

9. HOSPITAL ACCOMMODATION ENTITLEMENT:-

- 9.1 The entitlement of hospital accommodation for In-service and retired/superannuated employees and their dependent family members shall be as per CGHS rules or as amended from time to time.

10. CONTRIBUTION FROM EMPLOYEES:

The employees who opt to avail Medical facility of the Authority shall have to make monthly contribution as decided by the IWAI from time to time.

11. BUDGET PROVISION:

The Field Offices and Head Office will make necessary provisions in their annual budget to meet with the medical expenditure and all such expenses shall be within the sanctioned budget.

12. SAFEGUARDS:

- 12.1 In case of any doubt or dispute regarding interpretation of these rules, the decision of the Chairman, IWAI shall be final.
- 12.2 Any misuse of medical facility or violation of the Rules shall be construed as misconduct under CCS (conduct) Rules, 1965 and the Authority may take action under the provisions of CCS (CCA) Rules, 1965.
- 12.3 The Chairman, IWAI shall have the right to modify or amend the provisions of the IWAI Medical Guidelines which shall be placed before the Board for ratification.

APPLICATION FORM FOR OBTAINING MEDICAL CARD(s)

1. Name of the Employee :
2. Employee No./ID No. :
3. Designation and Grade Pay :
4. Deptt./Section :
5. Date of Birth :
- of Employee & Dependents :
6. Date of Superannuation :
- (Separation/Death/VR) :
7. Any other particulars, :
- if received :

Photo of the
Employee &
Dependents

(Self Attested)

I hereby declare that neither I nor my dependents are gainfully employed where medical facility is being provided by the Employer.

The above particulars are true to the best of my knowledge and nothing has been concealed.

Date:

Signature of the employee/Spouse

Name:

Address:

.....

.....

Encl.: One additional photograph of self & dependents

Counter signed by the Competent Authority

Name:

Designation: