

In pursuance of the provisions of clause (3) of Article 348 of the Constitution, the Governor is pleased to order the publication of the following English translation of notification no 2275/5-6-11-1082/1987 date : 20.09.2011

GOVERNMENT OF UTTAR PRADESH

MEDICAL SECTION-6

NOTIFICATION

Miscellaneous

No 2275/5-6-11-1082/87

Dated Lucknow ... 20th ... September, 2011

In exercise of the powers conferred by the proviso to Article 309 of the Constitution and in supersession of all existing rules and orders on the subject, the Governor is pleased to make the following rules:

THE UTTAR PRADESH GOVERNMENT SERVANTS (MEDICAL ATTENDANCE) RULES, 2011

Part-I-General

Short title and commencement

1. (1) These rules may be called the Uttar Pradesh Government Servants (Medical Attendance) Rules, 2011.
- (2) They shall come into force at once.

Application

2. They shall apply to :
 - (a) All Government Servants while they are on duty or on leave or under suspension and their family.
 - (b) Retired Government Servants and to their family and in case of deceased Government Servants such members of their family as are eligible for family pension.

Definitions

3. In these rules, unless the context otherwise requires:
 - (a) "Authorized Medical Attendant" means such Medical Officers or Specialists of a Government Hospital or Lecturers, Readers, Professors or other Specialists of referring institutions as are deputed by

general or special order of the Government for providing medical attendance and treatment to a beneficiary;

- (b) "**Beneficiary**" means Government Servants and their families, retired Government Servants and their families and in case of deceased Government Servants such members of their family as are eligible for family pension;
- (c) "**Board**" means a Medical Board constituted by the Government at district, division and state level to discharge such functions as may be prescribed;
- (d) "**Director**" means the Director(Medical Care), Directorate of Medical and Health Services, Uttar Pradesh;
- (e) "**Director General**" means the Director General, Medical and Health Services, Uttar Pradesh;
- (f) "**family**" means:-
- i. Husband or wife as the case may be, of the member of the service; and
 - ii. The parents, children, step-children, unmarried,divorced/separated daughter, unmarried/ divorced /separated sisters, minor brother(s), step mother.
- (g) "**Government**" means the State-Government of Uttar Pradesh;
- (h) "**Governor**" means the Governor of Uttar Pradesh;
- (i) "**Government Hospital**" means a Hospital run either by State Government or Central Government or associated to any government medical college;
- (j) "**Government Servant**" means whole time Government servant as defined in the Financial Hand-Book including the

members of the All India Services, whose salary is borne by the State Government but does not include part-time employees, Seasonal/Contractual workers or those engaged as daily wagers;

- (k) **“Hospital”** means Allopathic, Homeopathic, Ayurvedic, Unani or any other recognized Indian Medical System's hospital or dispensary or laboratory or center for health checkup and investigation.
- (l) **“Medical Attendance”** means such medical consultation and methods of examination and investigation for the purpose of diagnosis and treatment as are considered necessary by a treating doctor;
- (m) **“Medical College”** means a Medical College of a medical system under the administrative control of the Government.
- (n) **“Retired Government Servant”** means a Government Servant who has retired from Government service and is drawing pension, in case applicable from the State Government.
- (o) **“Referral Institution”** means all State Government Medical Colleges, Chhatrapati Shahuji Maharaj Medical University (CSMMU), Lucknow, Sanjay Gandhi Post Graduate Institute of Medical Sciences and Research, Lucknow (SGPGIMS), Dr. Ram Manohar Lohiya Institute of Medical Sciences, Lucknow, Rural Institute of Medical Sciences and Research, Saifai, Etawah, Institute of Medical Sciences, Varanasi (Banaras Hindu University) and Jawahar Lal Nehru Medical College, (Aligarh Muslim University), and any other institution so notified by the Government.
- (p) **“State”** means the State of Uttar Pradesh;
- (q) **“Treating Doctor”** means a doctor of any system of medicine having such

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qualifications as may be prescribed, who actually treats the beneficiary;

- (r) "**Treatment and Nursing care**" means the use of all consumables and disposables, medical and surgical facilities and method of examination and investigation for the purpose of diagnosis and includes organ transplants, medicines, sera, vaccines, supply of other therapeutic substances, life saving procedures prescribed on hospitalization and nursing. It also includes vital organ's transplant, namely kidney, liver, heart, lung or any other vital organ so notified by the Government.

PART-II
TREATMENT IN GOVERNMENT HOSPITALS AND MEDICAL COLLEGES/ SGPGI/CSMMU

Entitlement of free medical services

4. All beneficiaries shall be entitled to free medical attendance and treatment in Government Hospital or medical college. Ordinarily, this facility shall be provided at the place of residence or positing of the beneficiary. Registration fee and other prescribed fees for medical attendance and treatment shall be reimbursed fully by the Government. Ambulance shall also be provided free of charge in urgent/emergent cases, if the circumstances so require.

No reference

5. No reference from the authorized medical attendant shall be required for medical attendance and treatment in Government hospital or medical college.

Identity through health card

6. (a) Free medical treatment shall be available to a beneficiary only when he/she produces the proof of his/her identity through a numbered health card issued under the signature and seal of the Head of Office on proforma given in Appendix-A. The photograph on the card shall be so stamped with official seal that it covers the photographs and

the card partially;

Provided that for a pensioner the designation, place of posting, basic pay and pay scale shall relate to his/her last posting before his/her retirement/death but the health card will be issued by the Head of the office of his/her serving department located at the place from where he/she is drawing pension or residing.

- (b) Any missing particular, which is required in the card, will render it invalid. However, if some particular about some family member is missing, then only those members shall be ineligible and the card will be valid for rest of the beneficiaries.

Accommodation

7. (a) In case of indoor treatment in a Government hospital or medical college all beneficiaries shall be provided the following accommodation free of cost:

Srial no.	Basic Pay + Grade Pay	Wards for which beneficiary would be entitled
1	₹19000 or above	Private/ Special Wards
2	Above ₹13000 and below ₹19000	Paying Wards
3	₹13000 or below	General wards

Provided that last basic pay drawn by pensioner shall be taken as basic pay for determining entitlement. However, a pensioner shall be entitled for services not inferior to the ones that he/she has been getting just before retirement.

Provided further that in case a beneficiary is provided better accommodation facilities than the actual entitlement on request, he/she shall have to bear the

additional expenses.

(b) The patient shall be entitled to the diet charges not more than those that are applicable in the concerned Government hospital during the treatment period.

**Supply of Medicine etc.
from other sources**

8. For the treatment of a beneficiary the supply of medicine such as sera, vaccines, blood, other therapeutic substances or investigation such as sonography, computerized axial tomography scanning, endoscopy, angiography, radiological and bacteriological investigations or any other investigation considered necessary, shall be made available from other Government or private sources, if so determined and prescribed by the treating doctor certifying in writing that such medicines or facilities are not available in Government hospital or medical college. The cost of diagnostic kit in case of a diabetic patient, whom insulin is prescribed more than once in a day, shall be permissible on the advice of the authorized medical attendant:

Provided that medicines which are used as food items, tonics, toilet preparations or antiseptics or blood from private blood bank shall not be admissible.

Artificial organs

9. (a) On the recommendation of the treating doctor and with the approval of the Medical Superintendent of the hospital, by whatever designation he may be known, the following artificial organs and appliances may be admissible:
1. Orthopaedic prosthesis hip
 2. Prosthesis for knee joint
 3. Cervical Collars
 4. Cardiac Pace Maker
 5. Cardiac Valve
 6. Artificial Vocal Box
 7. Hearing Aid/Cochlear Implant
 8. Intraocular Lens Reimplant
 9. Therapeutic contact lens
 10. Artificial denture and implant
 11. Spectacles (not more than once in three year)

12. Appliances for the use of disabled including artificial limb
 13. Any other appliances approved by the Government
- (b) The supply of the above artificial organs and appliances should be made on the written advice of the treating doctor indicating the specification, make and model etc.

**Treatment in
SGPGI/CSMMU**

10. Beneficiary on payment may get treatment in Sanjay Gandhi Post Graduate Institute of Medical Sciences and Research (SGPG IMS), Lucknow, and Chhatrapati Shahuji Maharaj Medical University (CSMMU), Lucknow without reference. The expenditure on medical attendance or treatment shall be wholly reimbursable on submission of claim in prescribed manner.

PART-III

**TREATMENT IN EMERGENCY ON TOUR AND SPECIALIZED
TREATMENT**

**Treatment in
Urgency/
Emergency**

11. A beneficiary is permitted to get treatment in a private hospital in urgent/emergent condition within state or outside. The cost of treatment shall be reimbursable at the rates of Sanjay Gandhi Post Graduate Institute of Medical Sciences and Research (SGPGIMS), Lucknow in case of treatment within the state or All India Institute of Medical Sciences, New Delhi for treatment outside the state provided:
 - (a) The treating doctor certifies the urgency/emergency.
 - (b) The patient informs the Head of Office as soon as possible but not later than thirty days from the date of the commencement of treatment.
 - (c) In case of emergency, the expenditure on air ambulance shall also be admissible for reimbursement.

Treatment on tour

12. The Government Servants on official duty to other states shall be entitled for medical attendance and treatment in the Government hospital of the concerned State and the actual expenses incurred thereon shall be wholly reimbursable.

Provided that the expenditure incurred on treatment in medical colleges, institutes or private hospitals shall be reimbursable at the rate of All India Institute of Medical Sciences(A.I.I.M.S.).

Specialized treatment in private hospital

13. (a) For the treatment of complicated and serious ailments for which medical facilities are not available at the Government hospitals or referring institutions, the treating doctor not below the rank of Professor or Head of the Department of referring institution may refer the patient to a private hospital or institution recognized by the State or Central Government for treatment and medical attendance.
- (b) The reimbursement of the expenditure on treatment in such private hospital or institution shall be limited to the actual expenditure or the rates of S.G.P.G.I.M.S., Lucknow for treatment within state or the rates of the All India Institute of Medical Sciences (A.I.I.M.S), New Delhi for treatment outside the State, whichever is less.
- (c) The reimbursement of the expenses on such treatment or investigations, the facilities for which do not exist in S.G.P.G.I., Lucknow or the All India Institute of Medical Sciences. (A.I.I.M.S), New Delhi shall be made on actual basis provided the treatment is undertaken within the country.

Treatment by recognized Indian System of Medicines

14. Treatment by Homeopathic, Unani or Ayurveda system or any other prescribed Indian Systems of Medicine outside the Government hospital shall be reimbursable as prescribed by the Government.

PART-IV-Medical Advances to Government Servants

Medical Advances

15. (a) The authority competent to sanction the reimbursement claim for treatment shall be competent to sanction the advance upto seventy five percent of the estimated amount.
- (b) The application for advances shall be submitted to the Head of Office on prescribed proforma as given in Appendix-'B' and shall

enclose the estimate issued by the treating doctor and countersigned by the Head of the Institution/Superintendent-in-Chief(SIC) /Chief Medical Superintendent(CMS) /Superintendent/Head of the Department of the Hospital recognized by the Government.

- (c) The Head of the Office shall take necessary steps to ensure that the advance is sanctioned by the sanctioning authority at the earliest.
- (d) The employee shall submit the adjustment/reimbursement claim immediately after its utilization but not later than three months after the completion of the treatment.
- (e) Another advance shall not be sanctioned under any circumstances unless the previous one has been adjusted.
- (f) Every sanctioning officer shall make sure that their register in this regard is maintained on the proforma and in a manner as prescribed in Appendix "D".
- (g) The Drawing and Disbursing Officers shall give a certificate on the bill for advance that the sanctioned advance has been entered in prescribed register.
- (h) If the claim for adjustment of advance is not submitted within four months, then the total amount of the advance shall be deducted from the salary of the beneficiary in monthly instalments not being more than half of the gross salary.
- (i) If the treatment is not started after sanction of the medical advance, the refund of such advance has to be made in three months and if the refund of such advance is not made within a period of three months, the punitive interest shall also be imposed which will be calculated at the rate of interest prevailing on the date of sanction of medical advance.

PART-V
REIMBURSEMENT

Claim within three months 16. The beneficiary shall submit the reimbursement claim in prescribed proforma as given in Appendix "C" to the sanctioning authority as soon as possible but not later than three months after the completion of the treatment.

Provided that the reimbursement claim of a pensioner shall be submitted to the Head of Office of the district from where he/she is drawing pension or place of residence. Where there is no such office, the District Magistrate of the concerned district shall be the Head of Office and also the Head of Department for this purpose.

Technical Examination Authority 17. (a) The sanctioning authority or the Head of Office in case of the pensioner shall send the claim to the competent authority for technical examination within ten days from the date of its submission. The concerned authority shall return back the claim to sanctioning authority or the Head of Office, as the case may be, after due technical examination indicating the actual reimbursable amount within fifteen days.

(b) Unless certain objections have been raised and communicated, the reimbursement order shall be issued within one month from the date of receiving the technical examination report from the sanctioning authority and the Drawing and Disbursing Officers shall ensure its actual payment within the next fifteen days. If in the case of the pensioners, the Head of Office is not the sanctioning authority, he shall forward the reimbursement claim alongwith the technical examination report to the sanctioning authority within seven days, who shall follow the above schedule for payment.

Documents essential for reimbursement 18. Reimbursement shall be allowed by the sanctioning authority only when the claim is submitted alongwith the following documents on prescribed proforma as given in Appendix "C":

- (a) Essentiality Certificate duly signed by treating doctor and countersigned by the Superintendent- in-Charge of the hospital by whatever name he may be known.
- (b) Original copies of all the bills, reference letter, prescription slips and vouchers duly verified by the treating doctor.
- (c) Technical examination report by competent authority.
- (d) In special circumstances any other document(s) in original may also be enclosed to substantiate the claim.
- (e) Incomplete claim shall not be entertained.

Competent authority for technical examination

19. (a) Competent authority for technical examination shall be as follows :

Amount of claim	Competent authority
(i) up to ₹ 40,000/-	Medical Officer in charge/ Superintendent of treating or referring Government hospital/Government Aurvedic, Unani and Homeopathy hospital
(ii) ₹40,000/- and above	Superintendent-in-Chief /Medical Superintendent of treating or referring Government hospital/CMO/ District Homeopathic Medical Officer or Regional Aurvedic and Unani Officer ,
(iii) For specialized treatment in private hospitals	By treating doctor not below the rank of the Professor or Head of the Department of referring institution as provided in rule-13(a)

- (b) The competent authority shall technically examine the validity, necessity and admissibility of the claim and shall

recommend the amount admissible for reimbursement both in figures and words.

Sanctioning authority

20. Authorities competent to sanction the reimbursement claim for treatment shall be as follows:

(a) for Government Servants :

Amount of claim	Sanctioning authority
Upto ₹1,00,000/-	Head of office
Above ₹1,00,000/- upto ₹2,50,000/-	Head of Department
Above ₹2,50,000/- upto ₹5,00,000/-	Administrative Department in the Government
Above ₹ 5,00,000/-	After recommendation from Medical and Health Department and prior approval of the Finance Department, Administrative Department in the Government

(b) for Retired Government Servants:

Amount of claim	Sanctioning authority
Upto ₹ 1,00,000/-	After recommendation of the competent technical examination officer, the Head of Office
Above ₹1,00,000/- upto ₹5,00,000/-	After recommendation of the competent technical examination officer and on submission by the concerned Head of Office, the District Magistrate.
Above ₹5,00,000/-	After recommendation of the competent technical examination officer and on submission by the concerned Head of Office through proper channel to the Administrative Department and after recommendation from Medical and Health Department and prior approval of the Finance Department, the Administrative Department.

- Treasury Head of expenditure** 21. The reimbursable amount shall be drawn from the "Head" from which pay, allowances or pension etc. are generally drawn.
- PART-VI
MISCELLANEOUS**
- Journey and companion** 22. (a) If an authorized medical attendant refers a patient to a hospital for higher/specialized treatment for which facility is not available in the district/state, the Head of the Office may allow journey for availing such treatment on the specific written advice of the authorized medical attendant.
- (b) On considering the seriousness of the illness if the authorized medical attendant recommends in writing that the patient has to be escorted by an attendant, the Head of Office may, by name allow an attendant who shall ordinarily be a relative of the patient.
- (c) The patient and the attendant if any, shall be entitled to travelling allowance for such journey from his/her residence to the place of the treatment and back by shortest rail route to the extent of entitlement of his official journey, but no daily allowance on journey by aeroplane shall be admissible even if the beneficiary is or was entitled for the same.
- (d) In case of critical illness, the journey by aeroplane may be allowed by the Government on the written recommendation of the authorized medical attendant.
- Limitation** 23. Normally the claim should be submitted within three months, otherwise the approval of the Secretary of the administrative department will be compulsory who will decide regarding entertainment of claim on merit of the case.
- Members of All India Services** 24. These rules shall be applicable to members of All India Services, in those cases where the provisions of the All India Services (Medical Attendance) Rules, 1954 are inferior to these rules.
- Foreign Service** 25. In case a Government servant is serving on foreign service/deputation, medical facilities shall not be inferior to those admissible to him/her under these rules and the expenditure on medical treatment shall be borne by the foreign employer and not by parent Department.
- Repeals and Savings** 26. The Uttar Pradesh Government Servants (Medical

Attendance) Rules, 1946, as amended from time to time, and all subsequent Government orders issued in respect thereof shall stand repealed. However, entitlement to reimbursement shall not be inferior to those admissible prior to the commencement of these rules.

Removal of difficulty 27. If any difficulty arises in giving effect to the provisions of Uttar Pradesh Government Servants (Medical Attendance) Rules, 2011, the State Government may, by order published in the Official Gazette, make such provisions not inconsistent with the provisions of these Rules, as appears necessary or expedient for removing the difficulty.

Interpretation and relaxation 28. (a) If any doubt arises relating to the interpretation of these rules, it shall be referred to the Government, whose decision thereon shall be final.

(b) Where the Government is satisfied that the operation of any rule or order issued thereunder regulating the condition of medical attendance causes undue hardship in any particular case, it may, notwithstanding anything contained in the rule or order applicable to the case, by order, dispense with or relax the requirement of that rule or order to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner.

By Order,

Sanjay

(Sanjay Agarwal)
Principal Secretary

APPENDIX-"A"
GOVERNMENT OF UTTAR PRADESH
HEALTH CARD
[SEE PART-II, RULE 6(A)]

(No.....)

Attested Photograph of the family of the Applicant
Seal of the head of the office

NameDate of Birth.....Sex.....
 Designation.....Name of Department.....
 Place of Posting.....
 Residential Address.....
 Basic pay and Scale of Pay/Pension.....
 Name of Mominee.....

**DETAIL OF DEPENDENT FAMILY
MEMBERS**

Serial No.	Name	Date of Birth	Relation with the applicant
1.			
2.			
3.			
4.			
5.			
Total No.			

Date.....

Signature of the Applicant

Counter signature of
head of office
with seal

APPENDIX-"B"
[SEE PART-IV, RULE 15(b)]

PROFORMA FOR APPLYING FOR ADVANCE FOR TREATMENT

- 1. Name of Applicant.....
- 2. Designation.....
- 3. Place of Posting.....
- 4. Head of Office.....
- 5. Basic Pay.....
- 6. Health Card No.....
- 7. Name of the Patient.....
- 8. Relation with the Employee.....
- 9. Suffering from(Name of Disease).....
- 10. Amount of Expenditure.....

(Estimate prepared by treating doctor and countersigned by the Superintendent of the hospital with seal is enclosed).

11. Amount of advance required

Date:.....

(Signature of Employee)
Name
Designation

APPENDIX-"C"
[SEE PART-V, RULE 16 and 18]

Name of Head of Office

Subject: Reimbursement of expenditure done on medical treatment.

Sir,

I.....
 /My family members Name.....
 took treatment at (hospital name).....for.....(disease
 name).....from(date).....to.....My
 health card no.....I am submitting the claim with following documents for
 reimbursement:

1. Essentiality Certificate duly signed/countersigned by treating doctors
 /Superintendent of the Hospital.
2. Original Cash memo, Bills, Vouchers duly signed and verified by treating doctor.
3. It is certified that the above named family member is wholly dependent on me.

Kindly do the needful for reimbursement of my claim after adjusting the
 advance of Rs..... sanctioned for my treatment vide letter no.....
 dated..... of.....

Dated.....

Name of Officer/Employee
 Designation
 Place of Posting

APPENDIX - 'D'
SEE PART-IV RULE-15(f)
REGISTER OF ADVANCES FOR MEDICAL ATTENDANCE

Srial. no.	Name and Designation of the Government servant	Date and Number of the Govt. order for sanction of the advance	Amount of the advance sanctioned	Date and Voucher of drawl of advance	Due date of the submission of reimbursement claim
1	2	3	4	5	6

Actual date of receipt of the reimbursement claim in the office of the head of the office/department	Details of the action taken for the payment of the reimbursement claim recovery of the advance	Number and date of the order of sanction of the reimbursement claim	Amount sanctioned for the reimbursement	The balance amount of advance ,if any,for adjustment
7	8	9	10	11

Number and date of treasury challan and the amount deposited ,if any ,for the balance amount of advance	Bill Number and date of the adjustment	Signature of drawing and disbursement officer after checking	Remark
12	13	14	15