

**INSTITUTE OF ECONOMIC GROWTH
UNIVERSITY OF DELHI ENCLAVE
DELHI-110007**

**Medical Rules for IEG regular staff and
working on sponsored project**

A Regular Staff

1. The Medical Attendance Rules of the University of Delhi and Government of India shall be applicable to the staff of the Institute.
2. Doctors and hospitals approved by the University of Delhi and Government of India and Approved Medical Attendants /Hospitals will be followed by the Institute *mutatis mutandis*.
3. The Institute's employees will have only one option either to avail the facility at WUS Health Centre of the University of Delhi or medical facility of Approved Medical Attendants.
4. Employees those who opt for the facility of Approved Medical Attendants will go for check-up and medicine prescription through the approved/recognized Medical Attendants of the Institute.
5. In case of hospitalization, the reimbursement of medical claim will be made only at the rate of CGHS, according to the entitlement of the employee.
6. The employees of the Institute who opt for the facility of Medical Attendants can go for tests to any Laboratory on the prescription of the approved Medical Attendants of the Institute. The reimbursement of such tests shall be made at the rate of CGHS, Delhi, according to the entitlement of the employee.
7. In case of emergency like Cardiac attack, accident, caesarian operation etc, on the request of the employee along with estimate from the hospital, 90% advance of the estimate may be given to the individual within 2 working days which will be adjusted against medical claim. It will be necessary for the employee to submit medical claims within 1 month after the discharge of the patient. The 90% advance of the estimate will be given in accordance with the rate of CGHS.
8. In case of employee/dependents of staff is hospitalized, on the request of the employee, the Director may sanction advance up to Rs.1,00,000/- within two working days based on the estimates so that the patient can be discharged from the hospital. The advance amount may be adjusted against the medical claim. Balance, if any, will be deducted from the salary of the employee in installments.

9. The reimbursement of investigation charges in respect of WUS Health Centre members, which are not reimbursed but recommended by WUS Health Centre will be made by the Institute as per approved rates.

B. Contractual Staff

These rules will be applicable for the contractual staff appointed for a minimum period of one year from the date of appointment.

1. The provision of Approved Medical Attendants, Hospitals and reimbursement of medicines/test/treatment applicable to regular staff will also be the same for the contractual staff except the total reimbursement will be restricted to Rs.15,000/- (Rupees fifteen thousand) per annum (financial year) for the contractual staff working on consolidated salary including their dependents.
2. The Institute will reimburse annual premium paid on medical policy of staff including dependents for a maximum value of Rs.3,00,000/- (Rupees Three Lakhs) subject to budgetary provision in the budget.

C. General Rules

1. Time limit for submission for medical reimbursement claim

The medical claim in the prescribed form duly supported by the prescription, necessary certificates of Approved Medical Attendants/Hospital and receipts for test/medicines/treatment duly verified by the Approved Medical Attendants/Hospital must be submitted to the Accounts Section within three months from completion of the treatment. However, this may be relaxed by the Director.

2. The claim will be settled within one month from the date of submission/re-submission of claim by the Institute.
3. Other provisions of Medical rules, which are not specified in these rules of IEG, shall be the same as approved by the CGHS /University of Delhi from time to time for staff under different grade pay.