

फाइल संख्या. Z.18025/16/2021-Admn.I

भारत सरकार

स्वास्थ्य और परिवार कल्याण मंत्रालय

स्वास्थ्य सेवा महानिदेशालय

(प्रशासन-I अनुभाग)

निर्माण भवन, नई दिल्ली

दिनांक : 13 अगस्त, 2025


कार्यालय आदेश

In partial modification of this Directorate's Office Order No. Z.1802/16/2021-Admn.I dated 30.04.2025, the work allocated to Addl. DGHS (VVM) at Serial No.8 CS (MA) reimbursement of medical claim (HQ) including treatment in abroad, is re-allocated to Dr. Sunita Mondal, Addl. DGHS. Accordingly, the Technical Standing Committee meetings to be chaired by the DGHS/ Spl DGHS under MOHFW OM dated 15.07.2014 and the TSC considering medical reimbursement cases for relaxation of rules under OM dated 07.04.1999 (CGHS) & 15.01.2024 for CS(MA) beneficiaries will be chaired by Dr. Sunita Mondal, Addl. DGHS, Dte.GHS(HQ) with immediate effect and until further orders.

2. Further, in case she proceeds on leave, tour etc, her link Officer shall chair the said meeting.

3. This issues with the approval of DGHS.

संलग्नक : उपरोक्तानुसार


13/08/2025
(अरिंदम बनर्जी)

उप-निदेशक (प्रशासन)

दूरभाष : (011)-23063539

प्रतिलिपि :-

1. O/o Secretary(HFW)
2. PPS to DGHS
3. Dr. Vijaya Vijay Motghare, Addl. DGHS, Dte.GHS(HQ)
4. Dr. Sunita Mondal, Addl. DGHS, Dte.GHS(HQ)
5. Sr. PPS/PPS to Addl. DG(SC)/ Addl. DG(RPJ)
6. PA to JS (RS)
7. PSO/ Sr. PPS/PPS/PS/PA to all DDGs and other CHS Officers in Dte.GHS
8. DCG(I), FDA Bhawan, New Delhi.

9. Director (NCDC/NCVBDC/NML/CBHI/CHEB/RHTC)
10. PA to Directors/ Deputy Directors in Dte.GHS
11. Under Secretary, EHS, Section, MoHFW
12. All Sections in Dte.GHS(HQ)
13. Deputy Director (G), Dte.GHS/ Technical Officer for uploading on Dte.GHS website
14. E-Office/ Guard file/ Spare copies.

File No.S.14025/24/2023-EHS
Government of India
Ministry of Health & Family Welfare
(EHS Section)

Nirman Bhawan, New Delhi
Dated 15th January, 2024

OFFICE MEMORANDUM

Subject: Enhancement in delegation of powers to HoDs in various Ministries/ Departments for settling permission cases and post facto approval relating to referral system and medical reimbursement under CS(MA) Rules, 1944.

The undersigned is directed to refer to this Ministry's OM No. S.14025/01/2014-MS dated 05.06.2014, vide which financial powers were delegated to the Heads of Departments/ Ministries to settle all such cases where there is no relaxation of rules involved and admissibility of claim was worked out with reference to the CGHS approved rates and CS(MA) guidelines.

2. This matter regarding enhancement of delegation of financial powers to the Heads of Departments/ Ministries was under consideration in this Ministry. Now, it has been decided with the approval of competent authority to enhance the existing limit of delegation from Rs. 2 Lakhs to Rs. 5 Lakhs, to settle all cases, in line with O.M. no. S.11011/20/2014-CGHS(P)/EHSS dated 23.11.2016, where there is no relaxation of rules and the entitlement was worked with reference to prescribed rate list.

3. In respect of cases involving payment exceeding Rs. 5 Lakhs but as per the prescribed rate list, the Departments/Ministries concerned may settle such cases in consultation with their respective Internal Finance Division. Only in those cases, where the settled rules/ schemes are required to be relaxed, should the case be referred to the Ministry of Health & Family Welfare.

This has the concurrence of IFD vide CD No. 2961 dated 03.01.2024.

Signed by

Hemlata Singh

Date: 15-01-2024 10:04:48

Under Secretary to the Government of India
Tel No. 011-23061778

To

1. All Ministries/Departments, Government of India
2. DDG(M), Dte.GHS/CMO(SRA), Dte.GHS, Dte.GHS, MoHFW
3. Director, CGHS, Nirman Bhawan, New Delhi
4. Addl.DDG(HQ), CGHS, MoHFW, Nirman Bhawan, New Delhi
5. AD(HQ), CGHS, R.K.Puram, Sector-12, New Delhi
6. All Addl. Directors/Joint Directors of CGHS cities outside Delhi
7. Additional Director (SZ)/(CZ)/(EZ)/(NZ)/(MSD), MCTC CGHS, New Delhi
8. JD(HQ), JD (Grievance)/JD (R&H), CGHS, Delhi
9. Rajya Sabha/Lok Sabha Secretariat, New Delhi
10. Registrar, Supreme Court of India, New Delhi

No.H.11022/01/2014-MS
Government of India
Ministry of Health and Family Welfare
Department of Health & Family Welfare

Nirman Bhawan, New Delhi
Dated 15th July, 2014.

OFFICE MEMORANDUM

Subject: Relaxation of procedures to be followed in considering requests for medical reimbursement claims in respect of CS (MA) beneficiaries.

Ministry of Health & Family Welfare received several representations from CGHS beneficiaries for issue of guidelines to be followed in considering requests for relaxation of procedures in considering requests for medical reimbursement over and above the approved rates. The matter was examined by the Ministry and Office Memorandum No.4-18/2005-C&P {Vol-I Pt.(1)} dated the 20th February, 2009 was issued prescribing the procedures and guidelines to be followed for consideration of requests received from CGHS beneficiaries seeking reimbursement of expenditure incurred on medical treatment over and above the approved rates. The requirement of essentiality certificate in respect of CGHS beneficiaries was also done away with.

However, no such guidelines were issued under CS(MA) Rules. In this regard Department – related Parliamentary Standing Committee on Health and Family Welfare in the seventy first report impressed upon the Department to immediately address this issue and extend same facilities to those covered under CS(MA) Rules and to issue a fresh circular clarifying the procedures in this regard and dispelling misgivings, if any. Ministry was also in receipt of representation from several quarters in this regard.

2. The matter has been examined in consultation with Dte.GHS and it has been decided to revise the guidelines for reimbursement by the competent authority to issue guidelines under CS(MA), on similar pattern as under CGHS as per the following:

- (1) It has now been decided to do away with the procedure for verification of bills and issue of essentiality certificate by the treating doctor and the Medical Superintendent of the hospital. Ministries/Authorities concerned may verify and check the authenticity of the claims on the basis of the prescription slip and the diagnostic report submitted by the Government servant. In the event of any doubt, the concerned Ministry/Authority can always get verification done from the hospital concerned.

- (2) It is clarified that essentiality certificate/counter signature of treating doctor in a hospital would not, henceforth, be necessary. However, essentiality certificate would be required when the treatment is taken from an AMA on OPD basis.
- (3) All cases involving requests for relaxation of rules for reimbursement of full expenditure will henceforth be referred to the Technical Standing Committee, to be chaired by the DGHS/Spl.DGHS and Specialists of concerned subject as members. Addl. DDG (MG-Section), Dte.GHS shall be member secretary for organizing the meetings of Technical Standing Committee. If Technical Standing Committee recommends the relaxation of rules for permitting full reimbursement of expenditure incurred by the beneficiary, the full reimbursement may be allowed by the Secretary (Health & Family Welfare) in consultation with IFD. A check list for consideration of requests for reimbursement in excess of the approved rates may include:
- a. The treatment was obtained in a private hospital not empanelled under CS(MA)/ CGHS under emergency and the patient was admitted by others when the beneficiary was unconscious or severely incapacitated and was hospitalized for a prolonged period;
 - b. The treatment was obtained in a private hospital not empanelled under CS(MA)/ CGHS under emergency and was admitted for prolonged period for treatment of Head injury, Coma, Septicemia, Multi-organ failure, etc.;
 - c. Treatment was obtained in a private hospital not empanelled under CS(MA)/ CGHS under emergency for treatment of advanced malignancy;
 - d. Treatment was taken in a private hospital not empanelled under CS(MA)/ CGHS under emergency in higher type of accommodation as rooms as per his/her entitlement was not available during that period;
 - e. Treatment was taken in higher type of accommodation under specific conditions for isolation of patients to avoid contacting infections;
 - f. Treatment was obtained in private hospital not empanelled under CS(MA)/ CGHS under emergency while on official tour to another city;
 - g. Treatment was obtained in a private hospital not empanelled under CS(MA)/ CGHS under emergency when there is a strike in Govt. hospitals;

h. Approval for air-fare with or without attendant on the advice of treating doctor for treatment in another city even though he is not eligible for air travel/treatment facilities are available in city of residence and

i. Any other special circumstances.

4. The Office Memorandum is issued with the concurrence of IFD vide Dy.No.C-695 dated 07.07.2014.

(Arun Chowdhury)

Under Secretary to the Government of India.

Tele: 23061436.

1. All Ministries/Departments, Government of India
2. DDG(M), Dte.GHS/CMO(SRA), Dte.GHS, Dte.GHS, MoHFW
3. Director, CGHS, Nirman Bhawan, New Delhi
4. Addl.DDG(HQ), CGHS, MoHFW, Nirman Bhawan, New Delhi
5. AD(HQ), CGHS, R.K.Puram, Sector-12, New Delhi
6. All Addl. Directors/Joint Directors of CGHS cities outside Delhi
7. Additional Director (SZ)/(CZ)/(EZ)/(NZ)/(MSD), MCTC CGHS, New Delhi
8. JD(HQ), JD (Grievance)/JD (R&H), CGHS, Delhi
9. Rajya Sabha/Lok Sabha Secretariat, New Delhi
10. Registrar, Supreme Court of India, New Delhi
11. U.P.S.C. Dholpur House, New Delhi
12. Office of the Comptroller & Auditor General of India, Bahadur Shah Zafar Marg, New Delhi
13. PPS to Secretary (H&FW)/Secretary (AYUSH)/Secretary (HR)/Secretary (AIDS Control), Ministry of Health & Family Welfare
14. PPS to DGHS/AS&DG (CGHS)/AS&FA/AS&MD, NRHM/AS(H), MoHFW, New Delhi
15. CGHS(P) Section/ Hospital Empanelment Cell, CGHS/MG-II Section, Dte.GHS, Nirman Bhawan, New Delhi
16. CGHS-I/II/III/IV, MoHFW, Nirman Bhawan, New Delhi
17. Estt.I/Estt.II/Estt.III/Estt.IV Section, MoHFW, Nirman Bhawan, New Delhi
18. Admn.I/Admn.II Section, Dte.GHS, MoHFW, Nirman Bhawan, New Delhi
19. Integrated Finance Division, MoHFW, Nirman Bhawan, New Delhi
20. All Officers/Sections/Desks in the Ministry
21. Deputy Secretary (Civil Service News), Department of Personnel & Training, 5th Floor, Sardar Patel Bhawan, New Delhi
22. Shri Umraomal Purohit, Secretary, Staff Side, 13-C, Ferozshah Road, New Delhi
23. All Staff Side Members of National Council (JCM)

24. ED(H)/Planning, Railway Board, Ministry of Railways, Rail Bhawan, Rafi Marg, New Delhi – 110001
25. Central Organisation, ECHS, Department of Ex-Servicemen Welfare, Ministry of Defence, New Delhi
26. Chairman, Employees State Insurance Corporation, Ministry of Labour & Employment, Panchdeep Bhawan, C.I.G. Marg, New Delhi-110002
27. UTI-ITSL, 153/1, First Floor, Old Madras Road, Ulsoor, Bengaluru-560008.
28. Swamy Publishers (P) Ltd., P.B. No.2468, R.K. Puram, Chennai-600028
29. Swamy Publishers (P) Ltd., 4855, 24, Ansari Road, Dayaganj, New Delhi
30. Sr.Technical Director, NIC, MoHFW, Nirman Bhawan, New Delhi with the request to upoad this OM on the Ministry's website under the link of CS (MA) Rules – OMs and Circulars
31. Hindi Section, MoHFW, Nirman Bhawan, New Delhi for providing Hindi version of this OM.
32. Guard file

Delegation of Powers under CGHS relating to referral system, Permission cases and Ex Post Facto Approval.

The undersigned is directed to say that the matter regarding delegation of powers under CGHS has been under consideration of the Government for some time past so as to reduce the delay in obtaining facilities under CGHS including ex post facto approval of medical claims preferred by CGHS beneficiaries and it has now been decided to delegate the powers for referral system, permission cases and ex post facto approval as indicated below:

(A) REFERRAL SYSTEM

1. Procedures/investigations for which there is no prescribed CGHS rate for CGHS recognized private hospitals/diagnostic center.	Permission for tests/procedures, the estimates of which are not more than Rs. 20,000 may be granted by Head of the Department (for Serving employees) and by Head of CGHS covered cities (for Pensioners) provided the tests/procedures have been recommended by Government Specialist. Reimbursement may be limited to AIIMS rate in the case of Delhi and outside Delhi. In case rates have not been fixed by AIIMS for any particular procedure / investigation / test, reimbursement may be made as per actuals.
2. In case of medical emergency, beneficiary may go directly to private recognized / Government referral hospital and submit a Medical Reimbursement Claim after discharge from the hospital.	Powers are delegated to the Heads of the CGHS organizations in various CGHS covered cities, in respect of both pensioners and serving employees, for deciding which cases fall under the "emergency" category.
3. In pregnancy Cases.	Once the pregnancy is diagnosed/confirmed by the Government/CGHS doctors including the Medical Officer working at the dispensary level, the Head of the Department of concerned Department/Ministry may permit admission for confinement purpose in the private hospitals recognized under CGHS.
4. In case of beneficiary, in spite of facility being available in the city still chooses to get treatment in CGHS recognized hospital in an other city.	The powers for grant of such permission are delegated to the Heads of CGHS organizations in various CGHS covered cities both in respect of pensioners and serving employees, but without grant of TA/DA.
5. In case of pensioners, if permission is granted for treatment in another city for such procedures/tests that are advised by the Government/CGHS specialists and are not available in the same city.	Permission may be granted to pensioner beneficiaries by Head of the CGHS Organization in the various CGHS covered cities on the basis of specific advice from treating Government specialist. TA may be limited to the Referral Hospitals available in the nearest city by the shortest route. In case of deviation, prior permission of Director,

	CGHS, may be obtained.
6. In case of emergency in respect of pensioners/serving employees.	Since it is not always possible to obtain prior permission in emergency, treatment taken by CGHS beneficiaries in emergency will be considered on merits even if the treatment is taken from a non-recognized private hospital. For granting <i>ex post facto</i> approval in emergency cases, both for serving/pensioner beneficiaries, the power is delegated to the Head of the concerned CGHS covered city.
7. Treatment in private recognized hospital	<p>Referral may be made on the recommendation of the treatment procedure by the Government specialist for indoor treatment in private hospitals, recognized under CGHS BY THE head of CGHS covered city in respect of pensioners and by the head of the Ministry/Department/Office in respect of working employees.</p> <p>The permission for follow-up treatment may be given for a period of six months from the date of discharge of the beneficiary from the hospital by the Head of CGHS covered city in respect of pensioners and by the Head of the Ministry/Department/Office in respect of serving employees.</p>

(B) PERMISSION CASES

1. Cases where permission is to be given for items with ceiling rates.	When treatment is taken with prior permission and where the ceiling rates have been fixed for purchase of implants such as pacemakers, Rotablator, total joint replacement, etc. the procedure of calling 3 quotations is not required and the Head of the CGHS organization of the concerned CGHS covered city may grant permission in such cases.
2. Permission for items for which standing committees exist and the Standing Committees exist and the Standing Committee has recommended the case.	Permission may be given by the Ministry of Health and Family Welfare for items which have been notified by the CGHS.
3. Supply of Oxygen Cylinder, Leucocyte, filter, Infusion pump, etc.	Permission may be given by the Ministry of Health and Family Welfare on the recommendations of the Standing Committee for items, which have been notified by the CGHS.
4. Air travel	Permission may be given by the Ministry of Health and Family Welfare on the basis of the recommendation of Director, CGHS.

5. Permission for highly expensive procedures like BMT, cardiac Defibrillator, Carotid Stents, etc. as per Government ceiling rates as the cost involved are very high or where there is no policy decision.

For highly expensive procedures like BMT, cardiac, Defibrillator, Carotid stenting, etc. Ministry of Health and Family Welfare notifies the equipments/instruments/implants for domiciliary use with specific ceiling rates. Hence, permission for any instrument / equipment / implant outside the notified list will be dealt by the Ministry of Health and Family Welfare on a case basis in consultation with CGHS/Finance Division.

(C) EX POST FACTO APPROVAL

1. Treatment taken without recommendation of CGHS/Government specialist, but with permission of CMO Incharge of CGHS dispensary in a recognized private hospital within approved ceiling rates.	Powers are delegated to the Heads of CGHS organizations in the CGHS covered cities both in respect of pensioners and serving employees to decide such type of cases.
2. Treatment taken in private hospitals recognized under CGHS without prior permission.	Powers are delegated to the Heads of CGHS organization in the CGHS covered cities both in respect of pensioners and serving employees to decide such type of cases.
3. Emergency cases within approved ceiling rates in respect of treatment taken in private hospitals recognized under CGHS.	Powers are delegated to the Heads of CGHS organization in the CGHS covered cities both in respect of pensioners and serving employees to decide such type of cases.
4. Emergency cases within ceiling approved rate in respect of treatment taken in private unrecognized hospital.	Powers are delegated to the Heads of CGHS organization in the CGHS covered cities both in respect of pensioners and serving employees to decide such type of cases.
5. Cases where prior permission for treatment in CGHS recognized Government referral hospital was granted for a particular procedure and at the time of actual operation, some device/artificial appliance/additional treatment/procedure/diagnostic procedure has been used/undertaken for which no prior permission was taken.	Powers are delegated to the Heads of CGHS organization in the CGHS covered cities both in respect of pensioners and serving employees to decide such type of cases.
6. Ex Post Facto permission for treatment in Government referral hospitals like AIIMS PGI Chandigarh, etc.	<p>For serving employees:</p> <p>Head of the department of the concerned Ministry/Department/Office may decide such type of cases.</p> <p>For pensioners:</p> <p>Head of the CGHS organization of the concerned CGHS covered city may decide such type of</p>

	cases.
7. Treatment under emergency in private hospitals recognized under CGHS and approval to be given as per approved rates for approved procedures/appliances/devises.	Powers are delegated to the Heads of CGHS organizations in the CGHS covered cities both in respect of pensioners and serving employees to decide such type of cases.
8. Treatment taken under emergency / but approval to be given above the approved rates.	Ministry of Health and Family Welfare may decide such type of cases in special circumstances. Depending upon the merits of each case.
9. Relaxation of CGHS Rules.	Ministry of Health and Family Welfare will decide such type of cases.
10. Air travel permission/Ex post facto approval for air travel undertaken for medical treatment.	Ministry of Health and Family Welfare will decide such type of cases.
11. Reimbursement of treatment/test for which there is no prescribed rates under CGHS.	Powers are delegated to the Heads of CGHS organizations in the CGHS covered cities both in respect of pensioners and serving employees and reimbursement may be made as per AIIMS rate/actual. Whichever may be less, or as per actual in case there is not AIIMS rate, both in the case pertaining to CGHS, Delhi and CGHS outside Delhi.
12. Monetary limit to issue sanction for settlement of individual Medical Reimbursement claims/ to accord permission / grant of medical advance.	<p>Head of the CGHS organization of the concerned CGHS covered city in respect of pensioners and Head of the Ministry/Department/Office in respect of serving employees, where prescribed in the preceding paras, the monetary limit for issuing sanction will be as under :-</p> <p>(a) Rs. 2 Lakhs: By the Head of In case of serving Ministry/Department employees Beneficiaries /Office.</p> <p>(b) Rs. 2 Lakhs: By the Head of the (In case of CGHS covered city, Pensioner/CGHS Beneficiaries)</p>

2. These orders will come into effect from the date of issue.
3. The above orders are issued with the approval of Secretary (Health) and concurrence of JS & FA vide Dy. No. 1766/99-JS & F A, dated 23/3/1999.