

SECRETARIAT BRANCHMemorandum (P) No. 084147/N2/94-1 Dated 6.12.1994  
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Sub: Tamil Nadu Electricity Board -  
Medical Reimbursement Claims -  
Expeditious Settlement - Instructions -  
Issued.

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The following two types of medical reimbursement claims are available in the Tamil Nadu Electricity Board:-

- (1) Claims made under Medical Attendance Rules.
- (2) Grant of assistance under Tamil Nadu Electricity Board employees Health Fund Scheme.

2. In Board's Memorandum No. 23015-P2/79-1, dated 24.12.79 the following detailed guidelines have been issued for the Board's employees to follow whenever they resort for treatment in private clinics/dispensaries/hospitals:-

- (1) Treatment in a private hospital should not be resorted to generally but only occasionally in emergent situation.
- (ii) For availing the treatment in a private hospital, emergency certificate from an Authorised Medical Attendant should be produced to the effect that the removal of the patient to the Government Hospital would have entailed danger to the life of the patient.
- (iii) On the basis of the Emergency Certificate issued by an Authorised Medical Attendant, if patient takes treatment in a private hospital, he should be immediately brought to the Government Hospital as soon as the emergency is over and if a prolonged treatment is necessary a certificate should be obtained from the specialist of the Government Hospital, that similar facilities for undergoing treatment are not available in Government Hospitals.
- (iv) Reimbursement of expenditure incurred by an employee of the Board in a Private Hospitals would be restricted to what would have been the expenditure had the patient taken treatment in a Government Hospital.

- (v) The bills, vouchers, and essentiality Certificates should be got countersigned by an Authorised Medical Attendant.
- (vi) If any one of the above condition is not satisfied the claim for reimbursement of the Medical expenditure will be rejected.

3. Cases falling under the Medical Attendance Rules are being dealt with in Board Office Secretariat Branch.

4. In (Permanent) B.P. (FB) No.57 (SE) dt.6.5.1993, the Tamil Nadu Electricity Board employees Health Fund was constituted to Provide a measure of relief by way of grant/loan to the Board employees struck by the following major ailments:-

- (i) Open Heart Surgery
- (ii) Renal transplant
- (iii) Lithotripsy

5. The procedure for assistance under this scheme has been clearly spelt out in para 5 of the regulations contained in the annexure to the said B.P. Under this Health Fund Scheme, the claims of employees of Board Office Secretariat Branch, Board Office Audit Branch and all the officers in Class I Service are being dealt with in Board Office Secretariat Branch, and all other cases are dealt with in Board Office Administrative Branch.

6. With a view to help the claimants to get the assistance quickly, it has been decided that for the cases arising out of the Health Fund Scheme, the essentiality certificate need not be insisted and based on bills and vouchers produced by the officials obtained from private hospitals, the claims of the officials might be admitted upto a maximum extent of Rs.50,000/- or 75% of the total claim whichever is less, after consulting Chief Medical Officer/Tamil Nadu Electricity Board.

7. Despite these clear cut guidelines and procedures prescribed for submitting, processing and sanctioning of the medical reimbursement claims, while forwarding the claims of the employees by the heads of office concerned, the applications are not scrutinised with reference to the guidelines and procedures prescribed and referred to above, but are simply forwarded. Invariably, on scrutiny at the Board Office Secretariat Branch, the claims by the employees have to be returned to the office concerned, for rectifying the defects by way of supplementing the required information, certificates etc., This results in avoidable and unnecessary delay in scrutinising and sanctioning the claims. It is necessary to ensure that the claims are settled quickly.

8. All the Chief Engineer, Superintending Engineers are requested to adhere to the guidelines and instructions of the Board scrupulously and forward the medical claims of the employees in complete shape to the authority concerned with specific recommendation and with a certificate, that, the application has been scrutinised strictly in accordance with the rules, guidelines and procedures prescribed and that all the relevant bills, vouchers, certificates required are enclosed in original.

9. The receipt of the memorandum should be acknowledged in the slip enclosed.

M. SUBRAMANIAN  
SECRETARY

To

All Chief Engineers,

All Superintending Engineers.

All Branches.

The Chief Internal Audit Officer.

Copy to:-

The Personal Assistant/Tamil Development for publication  
in the Tamil Nadu Electricity Board Gazette.

The Chief Medical Officer/Tamil Nadu Electricity Board.

//TRUE COPY/FORWARDED BY ORDER//

*(Signature)*  
SECTION OFFICER.