

No.D-12015/2/2022-GENERAL ADMIN-MOWR

Government of India  
Ministry of Jal Shakti  
Department of Water Resources, RD & GR

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Shram Shakti Bhawan, Rafi Marg,  
New Delhi, dated: 15-07-2022

**CIRCULAR**

It is to state that while processing Medical Reimbursement Claims (MRCs) of CGHS beneficiaries of this Department, it has been observed that the prescribed guidelines issued by Ministry of Health & Family Welfare to undertake consultation & treatment at private hospitals empanelled under CGHS are not being followed by many beneficiaries.

2. It is, therefore, requested that guidelines for simplified procedure of referral system under CGHS issued by Ministry of Health & Family Welfare vide OM No.Z15025/117/2017/DIR/CGHS/EHS dated 15<sup>th</sup> January, 2018 and its subsequent clarification dated 10<sup>th</sup> December, 2018 (copies enclosed) may be kept in consideration for undergoing consultation & treatment at private hospitals empanelled under CGHS.

3. The CGHS beneficiaries are further requested to keep themselves updated with the guidelines of CGHS, Ministry of Health & Family Welfare issued time to time.

  
(S.B. Pandey)

Deputy Secretary to the Government of India  
Tel.No.: 011-23738126

To

All Officers and Staff of this Department.



Z 15025/117/2017/DIR/CGHS/ EHS  
Government of India  
Ministry of Health & Family Welfare  
Department of Health & Family Welfare  
EHS Section

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Nirman Bhawan, New Delhi  
Dated the 15<sup>th</sup> January, 2018

OFFICE MEMORANDUM

Sub: Simplification of referral system under CGHS

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With reference to the above mentioned subject the undersigned is directed to state that this Ministry has been receiving representations for simplification of procedure for CGHS beneficiaries to undertake treatment at private hospitals empanelled under CGHS. The guidelines issued earlier on referral/ permission under Office Memoranda No S 11011/6/96 –CGHS (P) dt. 11/6/97 and 02/09/99, S-12020/4/97 –CGHS (P) dt. 07/04/1999, S.11011/1/200-CGHS (P) dt. 10/04/2001 and RA/Cons/Hyd/09-10/CGHS-IV, dated 11/06/2010 and Z.15025/105/2017/DIR/CGHS dt. 09/11/2017 has been reviewed and it has now been decided to revise the guidelines for consultation and treatment at CGHS empanelled private hospitals as per the details given under:

- i) All CGHS beneficiaries (in all CGHS Cities) shall be permitted for seeking OPD consultation from Specialists at Private hospitals empanelled under CGHS after being referred by any Medical Officer/CMO of CGHS Wellness Centre. The referral may be mentioned on the computer generated Prescription slip. After consultation at empanelled hospitals beneficiary shall report back to concerned wellness centre, where MO/CMO would endorse listed investigation and issue medicines as per guidelines mentioned below. For unlisted investigation/treatment procedure CMO Incharge shall submit the prescription to competent authority for consideration in case of pensioner beneficiaries. Serving employees shall seek permission for unlisted investigation/treatment procedure from their department as per prevailing guidelines.
- ii) The medicines prescribed by specialists shall be supplied by CGHS as per the available generic name at the CGHS Wellness Centre.

In case the medicine prescribed by the Specialist is available by an alternative brand name having the same composition, it shall be supplied by the brand name available at CGHS Wellness Centre.

If, the medicine prescribed by the Specialist is not available at CGHS Wellness Centre either by generic name or alternate brand name, it shall be indented by the same brand name through Authorized Local Chemist.

- iii) With reference to OM Z.15025/105/2017/DIR/CGHS dated 09/11/2017, it is clarified that the validity of the advice of Central Government /State Government Specialist / CGHS Medical officer for listed treatment procedures shall be treated as valid for three months unless mentioned otherwise and no other referral (permission) letter is required to undergo, the treatment procedure at any of the empanelled Hospitals. It is also clarified that once a specific treatment procedure (listed) has been advised by a Specialist of Central Government /State Government or a CGHS Medical officer, it is the option of CGHS beneficiary to undergo at any of the CGHS empanelled hospitals of his/her choice and it is not compulsory that Specialist /CGHS Medical officer shall refer the beneficiary for treatment to any CGHS recognized hospitals.
- iv) In case of Haemo-Dialysis, the advice for treatment can be made upto six months and in such cases the advice shall be valid for upto six months.
- v) In case of Radio-therapy / Chemotherapy advised by a Government Specialist the advice shall be valid for all the cycles of Radio-therapy/Chemotherapy. The specialist has to specify the specific Radio-therapy procedure. Self-attested (by beneficiary) photo-copies of the permission letter is required to be submitted.
- vi) In case of post-operative follow up treatment in six conditions as specified in OM dated 10.04.2001, permission for follow-up treatment shall be required from competent authority.
- vii) In case of non-listed investigations / treatment procedures permission from competent authority is required to be obtained.
2. This issues with the approval of competent authority in supersession of earlier guidelines.



[Dharminder Singh]  
Under Secretary to Government of India  
Tel- 011-23062666

To:

- 1 All Ministries / Departments, Government of India
- 2 Director, CGHS, Nirman Bhawan, New Delhi
- 3 Addl. DDG (HQ)/All Additional Directors /Joint Directors of CGHS cities outside Delhi

- 4 All Pay & Accounts Officers under CGHS
- 5 Additional Director (Hqrs) / Additional Director (SZ)/ (CZ)/ (EZ)/ (NZ), CGHS, New Delhi.
- 6 JD (Gr.)/JD(R&H), CGHS Delhi
- 7 CGHS Desk-I/Desk-II/CGHS-I/CGHS-II, Dte.GHS, Nirman Bhawan. New Delhi.
- 8 Estt.I/ Estt.II/ Estt.III/ Estt.IV Sections, Ministry of Health & Family Welfare.
- 9 Admn.I / Admn.II Sections of Dte.GHS.
- 10 Rajya Sabha / Lok Sabha Secretariat.
- 11 Registrar, Supreme Court of India /Punjab & Haryana High Court, Chandigarh.
- 12 U.P.S.C, Dholpur House, New Delhi
- 13 Finance Division.
- 14 Deputy Secretary (Civil Service News), Department of Personnel & Training, 5th Floor, Sardar Patel Bhawan, New Delhi.
- 15 PPS to Secretary (H&FW)/ Secretary (AYUSH)/ Secretary (HR)/ Secretary (AIDS Control), Ministry of Health & Family Welfare.
- 16 PPS to DGHS /SS&MD, NRHM / AS (H) /AS & DG (CGHS).
- 17 Swamy Publishers (P) Ltd., P. B. No. 2468, R. A. Puram, Chennai 600028.
- 18 Shri Umraomal Purohit, Secretary, Staff Side, 13-C, Ferozshah Road, New Delhi.
- 19 All Staff Side Members of National Council (JCM) (as per list attached).
- 20 Office of the Comptroller & Auditor General of India, 10 Bahadur Shah Zafar Marg, New Delhi.
- 21 All Offices / Sections / Desks-in the Ministry.
22. UTI-ITSC, 153/1, First floor, Old Madras Road, Ulsoor, Bengaluru-560008.
- 23 Nodal Officer, MCTC, CGHS with a request to upload a copy of OM on CGHS Web-site.
- 24 Office Order Folder.

Signature valid

Digitally signed by  
DHARMINDER SINGH  
Date: 2018.01.16 12:27:07  
IST  
Reason: Approved



**Z 15025/117/2017/DIR/CGHS/ EHS**  
**Government of India**  
**Ministry of Health & Family Welfare**  
**Department of Health & Family Welfare**  
**EHS Section**

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**Nirman Bhawan, New Delhi**  
**Dated the 10<sup>th</sup> December, 2018**

**OFFICE MEMORANDUM**

**Sub: Revision of guidelines regarding simplification of referral system under CGHS**

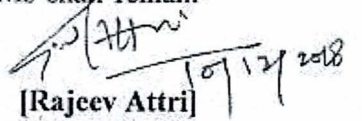
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With reference to the above mentioned subject the undersigned is directed to state that this Ministry has been receiving representations for simplification of procedure for undergoing treatment/investigations at private hospitals empanelled under CGHS. In this regard attention is drawn to the guidelines issued under Office Memoranda No. Z.15025/117/2017/DIR/CGHS/EHS, dated 15.01.2018 and S.11045/40/2012/CGHS/HEC/CGHS (P), dated 22.02.2013 and to state that the matter has been reviewed by this Ministry and it has now been decided to revise the guidelines for consultation and treatment at CGHS empanelled private hospitals as per the details given under:-

- i) Referral from CGHS Medical Officer/CGHS Specialist for consultation with Specialists at Private Hospitals empanelled under CGHS shall be valid for 30 days in the same hospital.
- ii) Referral shall be valid for consultations upto 3 times in the same hospital within 30 days.
- iii) Similarly referral shall be valid for consultation with a maximum of 3 different Specialists, if required during a single visit.
- iv) Advice of the CGHS Medical Officer/CGHS Specialist for listed investigations shall be valid for a period of 30 days.
- v) Advice of the CGHS Medical Officer/CGHS Specialist for listed treatment procedure shall be valid for a period of 3 months.
- vi) If any listed investigation advised by Specialist of empanelled hospital is required urgently as a medical emergency and certified as such, may be undertaken at the same hospital.

- vii) Hospitals are empanelled under CGHS for the Specialists available and not by the name of Specialists.
- viii) The Referral of CGHS Medical Officer/Specialists may be issued through Computers or even manually with proper stamp of referring doctor.

2. The other terms and conditions as prescribed on the above referred OMs shall remain unchanged.

  
[Rajeev Attri]

Under Secretary to Government of India  
Tel- 011-2306 1883

To:

- 1 All Ministries / Departments, Government of India
- 2 Director, CGHS, Nirman Bhawan, New Delhi
- 3 Addl. DDG (HQ)/All Additional Directors /Joint Directors of CGHS cities outside Delhi
- 4 All Pay & Accounts Officers under CGHS
- 5 Additional Director (Hqrs) / Additional Director (SZ)/ (CZ)/ (EZ)/ (NZ), CGHS, New Delhi.
- 6 JD (Gr.)/JD(R&H), CGHS Delhi
- 7 CGHS Desk-I/Desk-II/CGHS-I/CGHS-II, Dte.GHS, Nirman Bhawan, New Delhi.
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- 10 Rajya Sabha / Lok Sabha Secretariat.
- 11 Registrar, Supreme Court of India /Punjab & Haryana High Court, Chandigarh.
- 12 U.P.S.C, Dholpur House, New Delhi
- 13 Finance Division.
- 14 Deputy Secretary (Civil Service News), Department of Personnel & Training, 5th Floor, Sardar Patel Bhawan, New Delhi.
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