



**S-11045/40 /2012/CGHS/HEC/CGHS (P)**  
**Government of India**  
**Ministry of Health & Family Welfare**  
**Department of Health & Family Welfare**  
**Nirman Bhawan, New Delhi**  
**Dated the 15<sup>th</sup> January, 2013**

**OFFICE MEMORANDUM**

**Subject: Regarding tests/investigations at private hospitals/  
diagnostic laboratories/imaging centres empanelled under CGHS**

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The undersigned is directed to refer to the Office Memorandum of even no. dated 1<sup>st</sup> January, 2013 on the above subject and to further lay down the procedure for getting the diagnostic tests / investigations carried out at the CGHS empanelled private hospitals/diagnostic laboratories / imaging centres on a valid prescription issued by a CGHS Medical Officer / Government Specialist, without a referral / permission letter from the Department concerned or CMO-in-charge of CGHS Wellness Centre, as the case may be.

2. The CGHS empanelled private hospitals / diagnostic laboratories / imaging centres shall perform the investigations / diagnostic tests as prescribed by the CGHS Medical Officer / Government Specialist on cashless basis to the CGHS pensioner beneficiaries, ex-MPs, freedom fighters and other eligible categories of CGHS beneficiaries, who are presently eligible for credit facility, at CGHS approved rates, only in respect of the tests / investigations for which CGHS rates are available.

3. The Serving beneficiaries will not require any permission from their Department for getting the diagnostic tests / investigations carried out in a CGHS empanelled private hospital /diagnostic laboratory / imaging centre in respect of investigations for which CGHS rates are available. They will get the prescribed tests done on payment basis and claim reimbursement from their Office.

4. For providing cashless facilities to the eligible CGHS beneficiaries, the empanelled private hospital / diagnostic laboratory/ imaging centre shall obtain the prescription either in original or self-attested copy of the prescription and self attested photocopies of the

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CGHS card of the patient and the CGHS card of the main CGHS cardholder beneficiary and enclose the same with their bills for claiming payment from CGHS or the Department concerned, as the case may be. The hospital/diagnostic laboratory/imaging centre shall however, verify the self attested copies from the original prescription/CGHS cards, before allowing the credit facility to the eligible CGHS beneficiary.

5. The medical prescription issued by a CGHS Medical Officer / Government Specialist prescribing diagnostic tests / investigations shall be treated as valid for a single use within a period of two weeks from the date of prescription unless specifically provided otherwise by the Government Specialist in the prescription, about the date or period after which the prescribed tests are to be conducted for a follow up treatment. The medical prescription would require revalidation or issue of a fresh prescription from the prescribing CGHS doctor/Government Specialist for getting the prescribed tests done after expiry of the validity period of two weeks, as indicated above.

6. The CGHS empanelled private hospitals / diagnostic laboratories / imaging centres shall provide cashless facilities to the serving CGHS beneficiaries entitled for credit facilities in terms of this Ministry's OM No Rec.1-2008/ Gr./CGHS/Delhi/CGHS (P) dated 10.06.2008, on submission of a self attested photocopy of his / her Identity card issued by the Department / Ministry, alongwith self attested photocopies of the CGHS card of the patient and the main cardholder. The hospital / diagnostic laboratory / imaging centre shall enclose the above documents with their bills to the Department concerned for claiming payment.



**[V.P.Singh]**

**Deputy Secretary to the Government of India**

**Tel- 011-2306 1831**

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. Additional Director (Hdqrs) / Additional Director (SZ)/(CZ)/(EZ)/(NZ), CGHS, New Delhi
5. JD (Gr.)/JD(R&H), CGHS, Delhi

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6. All Pay & Accounts Officers under CGHS
7. CGHS Desk-I/Desk-II/CGHS-I/CGHS-II, Directorate General of CGHS, Nirman Bhawan. New Delhi
8. Estt.I/Estt.II/Estt.III/Estt.IV Sections, M/o Health & Family Welfare
9. Admn.I / Admn.II Sections of Dte.GHS
10. Rajya Sabha / Lok Sabha Secretariat
11. Registrar, Supreme Court of India
12. U.P.S.C. Dholpur House, Shahjahan Road, New Delhi
13. Integrated Finance Division, Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi
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 (H) / AS & DG (CGHS) / AS&MD, NRHM/ AS&FA, MOHFW, Nirman Bhawan
17. Swamy Publishers (P) Ltd., P. B. No. 2468, R. A. Puram, Chennai-600028.
18. Shri Umraomal Purohit, Secretary, Staff Side, National Council (JCM) ,13-C, Ferozshah Road, New Delhi
19. All Staff Side Members of National Council (JCM) (as per list)
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-ITSL , 153/1, First floor, Old Madras Road, Ulsoor, Bengaluru- 560008.
23. Sr. Technical Director, NIC, MOHFW, Nirman Bhawan, New Delhi with the request to upload this OM on the CGHS website.
24. All CGHS empanelled private hospitals / diagnostic laboratories/Imaging Centres with the request for strict compliance
25. Guard File



S-11045/40 /2012/CGHS/HEC/CGHS(P)  
Government of India  
Ministry of Health & Family Welfare  
Department of Health & Family Welfare

Nirman Bhawan, New Delhi  
Dated the 1<sup>st</sup> January, 2013.

**OFFICE MEMORANDUM**

**Sub: Regarding investigations at private hospitals / diagnostic laboratories/ imaging centres empanelled 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 investigations at private hospitals / diagnostic laboratories / imaging centres empanelled under CGHS. The matter has been examined and with a view to alleviate the inconvenience to CGHS beneficiaries in obtaining requisite permission for undergoing investigations at CGHS empanelled private hospitals / diagnostic laboratories/ imaging centres, it has now been decided that CGHS beneficiaries shall herein after be allowed to undergo investigations at private hospitals /diagnostic laboratories /imaging centres empanelled under CGHS after specific investigations have been advised by a CGHS Medical Officer or a Government Specialist without requirement of any other referral(permission) letter.

2. Private empanelled hospitals/ diagnostic laboratories/ imaging centres shall perform the investigations / diagnostic tests on cashless basis in respect of pensioners, ex-MPs, freedom fighters and other eligible categories of CGHS beneficiaries, who are presently eligible for credit facility and shall enclose the prescription issued by a CGHS Medical Officer or a Government Specialist, in original along with the hospital bill submitted to competent authorities.
3. Serving government employees shall enclose the prescription issued by a CGHS Medical Officer or a Government Specialist in original, while submitting the medical claim to the concerned Ministry /department/office for reimbursement.
4. CGHS Medical Officer / Government Specialist shall not refer the beneficiaries to any particular diagnostic laboratory or imaging centre by name but, shall **specify the investigation** and mention '**referred to CGHS empanelled centre**'.
5. These orders are applicable only in respect of investigations for which CGHS rates are available. It shall come into force with immediate effect.
6. This issue with the concurrence of Integrated Finance Division vide FTS No 31560 /2012

[V.P.Singh]  
Deputy Secretary to the Government of India  
Tel- 011-2306 1831

To:

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

Contd....2/-

- 4 All Pay & Accounts Officers under CGHS
- 5 Additional Director (HdQRS) / 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 General of CGHS, 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
- 12 U.P.S.C. Dholpur House, Shahjahan Road, New Delhi
- 13 Integrated Finance Division, Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi
- 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 (H) /AS & DG (CGHS) /AS&MD, NRHM
- 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
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22. UTI-ITSL , 153/1, First floor, Old Madras Road, Ulsoor, Bengaluru-560008.
- 23 Sr. Technical Director, NIC, MOHFW, Nirman Bhawan, New Delhi with the request to  
upload this OM on the CGHS website.
- 24 Office Order folder