

292

Government of India
Department of Atomic Energy
Heavy Water Board

V. S Bhavan,
Anushaktinagar,
Mumbai - 400 094

Ref : HWB/IRS/5(10)/ 4981

August 27, 2018

Sub: Guidelines for implementation of CHSS to IOP and NISER, Bhubaneswar through HWP(Talcher)

Reg: Implementation of CHSS Facilities for Serving/Retired employees of IOP/NISER and their dependent family members through HWP(Talcher).

Reference is invited to DAE ID Note No. 201(1)/1/2018-IR&W/7145 dated 05/06/2018 conveying approval of DAE for extension of CHSS facility to IOP & NISER, Bhubaneswar through HWP(Talcher).

2. In this connection please refer to note No. HWPT/Tal/Admn/Welfare/CHSS(BBSR)/1181 dated 30/07/2018 issued by AO-III, HWP(Talcher) recommending certain guidelines for the smooth implementation of CHSS in IOP and NISER through HWP(Talcher). The matter has been examined in HWB(CO) and approval of the Competent Authority in HWB is hereby conveyed for implementation of DAE CHSS in IOP and NISER through HWP(Talcher) with effect from 10/09/2018.

3. The following guidelines may be seen for implementation:

- a. NISER, Bhubaneswar and IOP, Bhubaneswar can enroll with the CHSS at HWP, Talcher.
- b. This scheme is compulsory for the regular employees of IOP and NISER staying at Bhubaneswar. However, those employees staying outside Bhubaneswar shall be allowed to opt out of the scheme if he/she desires so. Such of those who opt out of the scheme shall not be admitted to the scheme unless he/she shifts his/her residence to Bhubaneswar.
- c. The retired employees of DAE who are settled/will settle in and around Bhubaneswar and their eligible dependent family members, will also be eligible to avail the facility either from IOP or NISER. However, separate approval of DAE is required for those employees of IOP and NISER who have retired prior to implementation of this scheme in IOP/NISER ie., 10/09/2018.
- d. List of beneficiaries in the respective Institute shall be provided by IOP and NISER to HWP(Talcher). In addition, the Institutes should provide data regarding number of beneficiaries on yearly basis. Based on the information provided by the user institutes, update of information

- including renewal, deletion and addition regarding beneficiaries will be made by HWP, Talcher. The number of beneficiaries would be strictly limited to such data provided by IOP and NISER.
- e. HWP(Talcher) will issue CHSS cards to all the beneficiaries of IOP & NISER with the name and specific codes of their organization after due authentication on eligibility/entitlement of CHSS beneficiaries and their family members. Decision of Competent Authority in Heavy Water Plant(Talcher) shall be final in this regard.
- f. A declaration in prescribed form regarding income and residence of parents/step parents, eligible children/dependents should be furnished by the employee at the time of initial registration and at the beginning of every calendar year thereafter for continuation of the CHSS facilities. Admissibility in this regard shall be decided by HWP(Talcher) with reference to recommendation of the local CHSS Committee at the level of HWP(Talcher).
- g. Contribution will be collected by the respective institutes as per the extant DAE CHS Scheme (ie. 1% of basis pay) and the same will be retained by the institutes. Fund based on per-capita calculation will be transferred to HWP, Talcher after deduction of reimbursement done at unit level as per the delegation.
- h. Per-Capita expenditure will be calculated in accordance with the formula under Note No. 7/34/2012/IR&W/41 dated 22/01/2013 issued by DAE.
- i. The Health Centre of NISER will be the Base Hospital for the beneficiaries of NISER, IOP and HWP(Talcher) stationed at Bhubaneswar. The Dispensary manned by a staff nurse at IOP will be visited by regular Doctors (regular employees) of NISER.
- j. The existing 4 hospitals of HWP(Talcher) namely M/s Apollo, M/s Kalinga, M/s Hemalatha Hospital and M/s L.V. Prasad Eye Hospital will continue as empanelled hospitals for IOP & NISER also.
- k. The empanelled specialists/AMAs of HWP(Talcher) will be the empanelled specialists for NISER and IOP also.
- l. In addition, HWP, Talcher will constitute a Committee consisting of officials from HWP(Talcher), IOP and NISER for empanelment of AMRI hospitals, KIIMS Hospitals, SUM Hospital, Aditya Care Hospital and SPARSH Hospitals which are already empanelled by NISER as on date. CHSS beneficiaries can avail medical facilities from these hospitals only after they are approved by Chief Executive, HWB. The Proposals for additional empanelment of Hospitals/AMAs/Specialists, shall also be scrutinized by this committee and submitted to Heavy Water Board for approval after following due procedure and concurrence of Site Finance, HWP(Talcher).

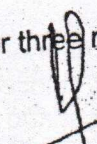
- 291
- m. Referral letters to the empanelled hospitals/specialists will be issued to the beneficiaries by regular doctors of NISER and HWP(Talcher).
 - n. All empanelled hospitals will extend Credit facility for beneficiaries of CHSS for treatment. The tariff rate for different treatment and Laboratory tests will be as per CGHS rate at Bhubaneswar or any negotiable rate agreed by the particular hospital.
 - o. The departmental pharmacy will supply medicines to the CHSS beneficiaries of HWP(Talcher), NISER and IOP. Those medicines which are not available with the departmental pharmacy of HWP(Talcher), can be purchased by the beneficiaries from any private pharmacy and reimbursed at their respective Institutes in accordance with DAE CHSS.
 - p. Reimbursement of medical claims upto Rs. 10,000/- will be settled at unit level ie., IOP & NISER. The medicine bills upto Rs. 5000/- will be countersigned by the NISER doctor and beyond Rs. 5000/- by the Committee constituted at Unit level. The claims above Rs. 10000/- will be sent to HWP, Talcher for further processing.
 - q. Reimbursement of bills will be submitted by the Referral Hospitals to the Unit concerned. These bills will be scrutinized by the Committee constituted at Unit level and furnished to HWP(Talcher) every fortnight for payment to the concerned hospitals.

Composition of the committee will be as follows:

NISER	IOP
1. Finance Officer- Chairman	1. Registrar-Chairman
2. Doctor	2. NISER doctor
3. APO, CHSS	3. Accounts Officer

- r. HWP(Talcher) can scrutinize the bills randomly / as decided by HWB which are admitted for reimbursement by the unit whenever required.
- s. Budgetary provision will be responsibility of the individual Institutes who will provide the same as and when demanded by HWP(Talcher) based on per-capita formula of the scheme for settlement of bills to the referral hospitals.
- t. The initial budgetary provision is calculated for IOP and NISER taking the per-capita expenditure of HWP(Talcher) which is Rs. 25,742/-. As on date the number of beneficiaries in IOP is 500 and NISER is 1500. The budget provision for this purpose will be Rs. 128.71 lakh for IOP and Rs. 386.13 lakh for NISER.
- u. NISER and IOP shall submit quarterly statistics of referrals and expenditure in respect of each empanelled hospital, AMAs and panel/visiting specialists to HWP(Talcher) in the first week of October and April of every year. HWP(Talcher) in turn submit the above statistics along with their statement to HWB, Mumbai.

- v. One officer (administration/accounts) from NISER/IOP will be deputed as and when required to HWP(Talcher) for supervision and clearing of bills as a part of the committee.
- w. Required manpower will be deputed to HWP(Talcher) by both NISER and IOP preferably at least one regular staff each for sharing the additional work load in connection with issue/revalidation of CHSS cards, purchase of medicines, settlement of medical claims etc. for the beneficiaries of NISER and IOP. These staff will scrutinize the bills of their respective units and submit them for approval of the Competent Authority and Accounts for release of payment to the hospitals.
- x. The scheme shall be implemented in accordance with DAE CHSS Rules. However, all proposals which requires clarification/specific approval etc. of DAE shall be routed through HWP(Talcher) and HWB(Central Office) only.
- y. The working arrangement will be reviewed after three months.


(Samson Varghese)
Chief Administrative Officer

24/08/2018

OSD
HWP(Talcher)

- Copy: 1. IFA, HWB
2. AO-III, HWP(Talcher)- requisite budget provision may be made in 2018-19 (RE)
3. US, IR&W – with reference to DAE approval conveyed vide ID note No. 201(1)/1/2018-IR&W/7145 dated 05/06/2018
4. US(I&M), DAE – for information please
5. DCA, HWB