

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DIRECTORATE GENERAL OF HEALTH SERVICES**  
**O/o DELHI AROGYA KOSH**  
**ROOM NO. 1, 6<sup>TH</sup> F-17, KARKARDOOMA, DELHI-110032**

No.E.46535/8828-8927

Dated: 21.02.2017

**MINUTES OF MEETING**

A meeting was convened by Member Secretary, DAK & Director General Health Services on 20.02.2017 at 3.00 PM in Main Auditorium, Level I, Delhi Secretariat regarding free radiological/imaging diagnostic tests of residents of Delhi undergoing treatment in 30 Hospitals and 23 Polyclinics run by GNCTD from radiological/imaging centres empanelled under DGEHS.

The following participated in the meeting:

1. Sh. Satyendar Jain, Chairman, DAK & Hon'ble Minister of Health, GNCTD
2. Sh. Madhup Vyas, Member, DAK & Secretary (Health & FW), GNCTD
3. Dr. Kirti Bhushan, Member Secretary, DAK & DGHS, GNCTD
4. Dr. Rajiv Chawla, Member, DAK & Director, GIPMER
5. Dr. Achal Gulati, Director Principal, BSA Medical College
6. Dr. A.K. Mehta, Medical Director, DDUH
7. Dr. Beena Khurana, Medical Superintendent, MVH
8. Dr. Ramesh Chugh, Medical Superintendent, PMMMH
9. Dr. Adarsh Kumar, Medical Superintendent, JPCH
10. Dr. S.C. Chetal, Medical Superintendent, GGSGH
11. Dr. Bhaskar Verma, Medical Superintendent, ASBGH
12. Dr. Brijesh Kumar, Medical Superintendent, SDDMASC
13. Dr. Surender Pal, Medical Superintendent, BJRM
14. Dr. Sanjay Kr. Jain, Medical Superintendent, SRHCH
15. Dr. Sangeeta Basu, Medical Superintendent, RTRMH
16. Dr. G.P. Kaushal, Medical Superintendent, AAAGH
17. Dr. Sushil Kumar, Medical Superintendent, DHAS
18. Dr. Sunil Kumar, Medical Superintendent, ASJH
19. Dr. Alka Aggarwal, Medical Superintendent, BMH
20. Dr. Rajiv Kapoor, Medical Superintendent, SVBPH
21. Dr. Anil Aggarwal, Medical Superintendent (Gastro Sciences), GIPMER
22. Dr. Daljeet Singh, Medical Superintendent (Neuro Sciences), GIPMER
23. Dr. Mohit Gupta, Medical Superintendent (Cardiac Sciences), GIPMER
24. Dr. Anil Yadav, Medical Superintendent (DEM), GTBH
25. Dr. B.K. Tiwari, Medical Superintendent (A&E), LBSH
26. Dr. Mahendra Kumar, Medical Superintendent (Medical & Allied), GTBH
27. Dr. Monica Vohra Pandit, Medical Superintendent (MCH), DHAS
28. Dr. Suman Kumari, Medical Superintendent (MCH), DCBH
29. Dr. Sunil Kumar Thapliyal, Medical Superintendent (MCH), BSAH
30. Dr. Shashank Chaudhary, Medical Superintendent (Surgery & Allied), BSAH
31. Dr. Ajay Kumar Gupta, Medical Superintendent (A&E), BMH
32. Dr. R.K. Gupta, Medical Superintendent, DCBH
33. Dr. Rita Ranjan, Medical Superintendent (MCH), DDUH
34. Dr. B.B. Prasad, Medical Superintendent (MCH), ASBGH
35. Dr. P.S. Sarangi, Medical Superintendent (Surgery & Allied), DDUH
36. Dr. Rajesh Kohli, Medical Superintendent (A&E), DDUH
37. Dr. S.K. Bansal, Addl. M.S., LNH





38. Dr. Anil Mishra, Nodal Officer (DAK), LNH
39. Dr. N.R. Laskar, Nodal Officer (DAK), LNH
40. Nodal Officers of MVH ,AAAGH, NCJMH, DHAS, GTBH, PMMMH, BJRM, JPCH, LBSH, ASJH, DCBH, BSAH, BMH, SGMH, CNBC, IHBAS, ASBGH, DDUH, SVBPH, RGSSH, SDDMASC, RTRMH & DSCI
41. Incharge of Polyclinics Kalyan Vas, Kanti Nagar, Ber Sarai, Keshav Puram, Madipur & Basant Gaon

At the outset, DGHS welcomed the participants and informed them that the Governing Body of Delhi Arogya Kosh in its meeting held on 15.02.2017 resolved that financial assistance shall be provided to bonafide residents of Delhi, irrespective of their income status and duration of their residency in Delhi, who are undergoing treatment in 30 Hospitals and 23 Polyclinics run by GNCTD, and are advised radiological/ imaging tests (MRI, CT scan, USG, Doppler, Mammography, Echo, TMT, EEG, EMG, PET CT & Radio-nucleotide scan) by the treating doctors of the hospital/ polyclinic concerned, through Delhi Arogya Kosh.

The participants were further informed that eligible patients (bonafide residents of Delhi) undergoing treatment in the 30 Hospitals run by GNCTD requiring MRI/ CT scan/ USG/ Doppler/ Mammography/ Echo/ TMT/ EEG/ EMG/ PET CT/ Radio-nucleotide scan shall be referred to the Nodal Officer (DAK) of the hospital concerned by the treating doctor through the HOD concerned.

Similarly, eligible patients (bonafide residents of Delhi) undergoing treatment in the 23 polyclinics run by GNCTD requiring USG/ Doppler/ Mammography/ Echo/ TMT/ EEG/ EMG/MRI/ CT scan shall be referred to the Incharge of the Polyclinic concerned by the treating doctor.

The treating doctor shall ensure that his signature and stamp is affixed on the OPD slip. All such OPD slips are to be countersigned by the HOD concerned/ Incharge of Polyclinic concerned and must bear his/her seal.

In case the patient requires contrast enhanced CT scan/PET CT/ Radio-Nucleotide Scan, the treating doctor shall ensure that the latest laboratory report of Urea and Creatinine is attached with the OPD slip.

Nodal Officer, DAK shall maintain all due diligence in verifying either of the following Photo Identity Proof w.r.t. residency in Delhi submitted by the patient:

- 1) Aadhaar Card
- 2) Voter ID
- 3) Driving Licence
- 4) Passport
- 5) Ration card (valid for Head of family)
- 6) Birth Certificate alongwith Photo Identity proof (1 to 5 above) of either of the parent for children below five years of age

After the receipt of all requisite documents, an authorization letter in duplicate is to be issued by the Nodal Officer (DAK)/ Incharge Polyclinic in favour of DAK empanelled radiological/imaging centre. The patient shall be provided authorization letter in original and the list of the approved radiological/imaging centre alongwith the name and mobile



number of the contact persons for seeking appointment and pre-test advice/instruction, if any. The format of the authorization letter was provided to all the participants.

*(Note: The name of the centre must not be mentioned on the authorization letter. The patient is free to go to any of the approved centre as per his /her choice and convenience).*

Nodal Officer, Delhi Arogya Kosh shall maintain the following documents for record purposes:

- a) Copy of relevant OPD slip mentioning the advice for radiological/ imaging test by the treating doctor bearing his/her signature & seal and counter signed by HOD concerned.
- b) Copy of Photo ID proof
- c) Copy of authorisation letter.

Incharge Polyclinic shall maintain the following documents for record purposes:

- a) Copy of relevant OPD slips mentioning the advice for radiological/ imaging test by the treating doctor bearing his/her signature & seal.
- b) Copy of Photo ID proof
- c) Copy of authorisation letter.

Nodal Officer, Delhi Arogya Kosh/ Incharge, Polyclinic shall submit a statement of cases referred to DGEHS empanelled diagnostic centres to the O/o Delhi Arogya Kosh on a monthly basis latest by the seventh day of subsequent month. This statement shall be duly verified by the Medical Director/ Director/ Coordinating MS/ Medical Superintendent of the hospital or attached polyclinic concerned. The following details are to be mentioned in the statement and the format was provided to all the participants:

- a) Name of the patient
- b) Type of Identity Proof
- c) ID Proof No.
- d) Name of Test
- e) Code No. of the test
- f) Name of treating doctor
- g) Date of referral

Delhi Arogya Kosh has entered into an agreement, for two years, with the 21 (twenty one) radiological/imaging centres empanelled under DGEHS to provide the services at DGEHS rates.

Payment to the centres shall be made by DAK on a monthly basis on the receipt of bills alongwith the original authorization letters submitted by the approved centres, latest by seventh day of the subsequent month.

Member Secretary, DAK & DGHS directed the hospital authorities to designate link Nodal Officers and link Incharge Polyclinics and to send their details to the O/o Delhi Arogya Kosh.

Chairman, DAK & Hon'ble Minister of Health, GNCTD informed that the hospitals shall continue their existing schemes regarding radiological test for indoor patients, if any and





GIPMER authorities shall proactively work towards procuring their MRI machine. He further informed that this scheme has been conceptualised due to long waiting periods for special diagnostic tests in hospitals (MRI - 2 to 3 years & USG- 3 months) and the scheme shall be reviewed from time to time. Secretary (Health & FW) added that the revised eligibility is for radiological/imaging diagnostic purposes only.

The meeting ended with a vote of thanks to the Hon'ble MOH and Secretary (Health).

  
(Dr. R.N. Das) 21/2/17

Addl. Secretary (H&FW)

No.E.46535/8828-8927

Dated: 21.02.2017

Copy for information to:

1. All members of the Governing Body of Delhi Arogya Kosh
2. Medical Directors of GTBH, DDUH & BSAH
3. Directors of IHBAS, DSCI, CNBC, JSSH & RGSSH
4. All Medical Superintendents of Allopathy hospitals owned by GNCTD
5. All Nodal Officers, Delhi Arogya Kosh in hospitals concerned
6. All Incharge of Polyclinics owned by GNCTD

  
(Dr. R.N. Das) 21/2/17

Addl. Secretary (H&FW)