

**DELHI DEVELOPMENT AUTHORITY
[FINANCE & EXPENDITURE]**

FINANCE & EXPENDITURE CIRCULAR NO 7/2011

Subject: Creating awareness among the staff with regards to the New Medical Scheme and Medical Facilities in DDA.

A number of Hospital/Diagnostic Centres have been empanelled by the DDA for welfare of its employees but it has been observed that employees are not getting optimum benefit of the facility due to lack of awareness among them especially class IV employees and are working in distant places. It has, therefore, been felt that awareness campaign be launched by their controlling officer to educate all staff with regard to the medical facilities available to them in these empanelled Hospital/Diagnostic Centres. All controlling officers are therefore, requested to take concrete steps to bring awareness among the staff with regard to the following:

- i) List of the empanelled Hospital/diagnostic Centres circulated vide this office Memo No.F.8(3)09-10/MC/1272 dated 14.10.2009, F.8(3)09/MC/1944 dated 24.12.2009, F.8(3)09-10/545 dated 30.11.2010 and F.8(3)09-10/MC/38 dated 28.4.2011 may be brought to the notice of all staff. They may be asked to get their identity and status disclosed to the hospital they visit for treatment and they should see that they (Hospitals) charge CGHS concessional rates as applicable to CGHS employees for which MOU has been executed with the DDA also. By doing so they will be getting maximum reimbursement benefit. The Office Memorandums mentioned above are available on DDA's Website "dda.org.in."
- ii) There is a clause for discount against cash payment in the terms & Conditions of the agreement executed with these Hospital that "*The Hospital shall agrees for deduction of 10% (earlier 5% against the old rates) of admissible amount if payments are made within Ten days from the date of submission of physical bill to the BCA. Hospital shall also allow a discount of 10% on every cash payment.*" The staff may be educated to insist for this discount as the payment at present is being made in cash.

iii) Cashless Scheme, though for limited purpose, is likely to be introduced for which Biometric Medical Identity Cards are also being prepared / issued. All the staff including Pensioner/Family Pensioners members of the DDA Medical Scheme may be encouraged to get their Card prepared to avail the benefit of the scheme.

This may be brought to the notice of all concerned.

File No. F.5(1)10-11/MC/DDA/242 dt. 13.6.2011

Indu Jain 8/6/11

{INDU JAIN}

Dy. Chief Accounts Officer (F&E)/NMS

Copy to :

1. OSD to Lt. Governor of Delhi;
2. OSD to VC, DDA;
3. OSD to FM, DDA;
4. PS to EM, DDA;
5. All Principal Commissioners;
6. Chief Vigilance Officer;
7. PS to CAO, DDA;
8. Chief Legal Advisor/ Chief Architect;
9. Commissioner-cum-Secretary;
10. All Commissioners;
11. All Chief Engineers;
12. FA(H)/Director(LC)/Director(IA)/Director(Finance)/Director(MM)/
Director(P)/Director(Works)/Director(W/C)/Director(Hort.)SE&NW;
13. All Dy.CAOs (HQ),Zones,Vig.,LC/Dy.FA(H)-I&II
14. Sr.AO (Contingency)/PAO(EW)/Sr.AO(PE);
15. Guard File
16. Notice Board

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