

From

The Chief Administrator,
Haryana Shahri Vikas Pradhikaran,
Panchkula.

To

1. All the Administrators, HSVP in the
2. All the Estate Officers, HSVP in the State.

Memo No. A-7-UB-2022/ 74510

Dated: 10/5/22

Sub:- Consolidated policy guidelines for ensuring implementation of terms & conditions of allotment regarding free treatment to the poor persons or patients and making it mandatory for the Hospitals to maintain record and registers thereof.

1. This is supersession of the policy guidelines issued from time to time and vide this office memo no. A-Pwn-UB-II-08/29630-50 dated 13.08.2008 on the subject cited above.
2. HSVP has been allotted/allotting sites in Sectors developed by HSVP to various Hospitals with specific condition for providing free treatment to poor persons or patients in consonance with the guidelines issued on the subject from time to time. The issue w.r.t. formulating and circulating consolidated guidelines at par with State Government guidelines revised from time to time for providing free treatment to poor patients by these hospitals have been engaging the attention of the Haryana Shahri Vikas Pradhikaran since long.
3. After detailed deliberation, following policy procedure/guidelines have been approved and being circulated.

I Eligibility

Under this policy, such poor patients/persons resident of Haryana shall be eligible for benefits whose monthly family income from all sources is not more than Rs.15,000/- (earlier monthly income was fixed Rs.5000/-). The applicant must be family identity card holder/BPL Card holder/Ayushman Bharat card holder or as provided by the State Government from time to time. However, the employees working on class IV post(s) in Government/Semi-Government Offices of Haryana State will not be eligible to avail benefit of this policy because they and their dependent family members, if in case of treatment from any such hospital, are entitled to reimbursement from the concerned office, as per rules.

II Outdoor Patients

All the Hospitals (other than super Specialty Hospitals) allotted sites in HSVP Sectors in any Urban Estate of Haryana shall provide free services to 20% of the total outdoor patients being attended to by them, on first come first serve basis.

III Indoor Patients

All such Hospitals (other than super Specialty hospitals) shall reserve 10% of the total beds of the total beds for free-of-cost, treatment to the members of the economic weaker sections of the society as defined (I) above.

IV Super Specialty Hospitals

- i) The Super Specialty Hospitals shall reserve 20% of the total functional beds and further charge subsidized rates i.e. 30% of the normal charges in addition to providing

free OPD services to 20% of their total OPD patients of weaker sections of society as mentioned above.

- ii) The patients under this category shall be referred by the following;
- A) Chief Minister, Haryana.
 - B) Health Minister, Haryana.
 - C) Civil Surgeon or Nodal Officer of the District.
 - D) District Red Cross Society after approval by the President-cum-Deputy Commissioner.

V Emergency Treatment

However, it shall be mandatory for the Hospital Authorities to admit and provide immediate treatment to the eligible patients brought to the hospital in emergent situations even without formal prior reference from the above authorities. The formality of reference documentation can be completed subsequently.

VI Monitoring Committee

- i) The following officers shall constitute the Monitoring Committee for ensuring the implementation of terms and conditions of the policy under reference.

- A) Administrator, HSVP (Chairperson)
- B) President of Distt. Red Cross Society or his Nominee (Member)
- C) Civil Surgeon of the Distt. (Member)
- D) Estate Officer, HSVP (Member Secretary).

- ii) The Committee shall meet regularly at least once in a quarter to review the implementation of terms and conditions. The Hospital Administration shall supply such information as may be requested/asked by the Committee. The Committee shall also send its recommendations for better implementation of the services to poor patients to the Chief Administrator HSVP from time to time.

VII Miscellaneous

- i) For the treatment of eligible patients/persons under this policy, a separate counter will have to be set up by each hospital/Super Specialty Hospital including separate examination counter. If feasible a separate entry too shall be provided and earmarking of separate beds for admission of such patients as mentioned in the policy. However, if the beds reserved separately as per the said policy are not utilized by the hospital(s), the hospital may admit general patient(s) against such vacant beds. In the meantime, if an eligible patient under this policy visit/referred to the Hospital for admission, the Hospital management will have to make arrangements to admit that patient immediately.
- ii) All the hospitals will have to upload the detail of each such eligible patient on the Portal launched by HSVP immediately after the admission. All such patients claiming to be eligible under this policy shall have to produce the mandatory documents like BPL card, Aadhar card, family identity card or Ayushman Bharat card etc. within 24 hours of the admission. In case of failure, the patient/person concerned will not be eligible for treatment under this policy. The Hospital management may upload such changes on the portal of HSVP within 24 hours of the admission of the patients. No changes in the patient's details on the portal will be allowed after expiry of 24 hours after admission of the patient. The authentication of documents so provided by the patient or his relatives/associates, will be verified by the Hospital management from the portal set up by the concerned departments.

iii) The Hospitals which are registered under Ayushman Bharat scheme and if a patient having Ayushman Bharat scheme card is admitted in the hospital. Subsequently the admitted patient is found eligible under this policy of HSVP, the bill of his treatment shall be revised/re-worked out by the Hospital/Super Specialty Hospital. Further, the detailed description of the amount of benefit given to the patient will have to be uploaded on the portal of HSVP.

vi) This policy should be given wide publicity by HSVP through various media partners so that more and more people eligible for this policy can take advantage of it.


v) All the hospital management will display a copy of policy on their notice board at the main entrance gate so that every patient/person visiting the hospital can get maximum information about this scheme.

vi) A separate medical store shall be opened by each hospital for the sale of 'Generic Medicines' so as to provide medicines on affordable price. This medicine shop should be opened either inside the hospital premises or outside the premises or nearby shopping centre developed by HSVP.

vii) The copy of the final bill of the patients/individuals availing benefits under this policy shall be made available by the hospital administration to the HSVP (MIS Database).

viii) In case of Violation of these instructions, the Estate Officer, shall be competent to proceed for resumption of the plot (on the recommendations of this Committee) as per HSVP Rules and Regulations.

4. You are, therefore, requested to initiate appropriate steps to ensure the compliance of the above policy guidelines in letter and spirit and communicate this policy to all such allottees by Regd. Post for strict compliance.


Administrative Officer
For Chief Administrator,
HSVP, Panchkula.

Endst. No. A-7-UB-2022/

Dated

A copy of above is forwarded to the following for information and necessary action:

1. All Deputy Commissioners-cum-Presidents, Distt. Red Cross Societies in Haryana State.
2. The Director General, Health Services, Sector-6, Panchkula.
3. The Chief Information Technology Officer, HSVP, Panchkula with the request to host this policy on the HSVP website and also requested to make the necessary provision in the portal of HSVP as per above policy guidelines.
4. The Chief Controller of Finance, HSVP, Panchkula.
5. The Chief Engineer-I & II, HSVP, Panchkula.
6. The Chief Architect, HSVP, Panchkula.
7. The L. R. HSVP, (HQ), Panchkula.
8. All Civil Surgeons in Haryana State.
9. The Enforcement Officer HSVP (HQ), Panchkula.
10. The Deputy ESA, HSVP (HQ), Panchkula.
11. Dy. Supdts. /All Assistants/ Record Keeper of Urban Branch, HSVP (HQ).

Administrative Officer
For Chief Administrator
HSVP, Panchkula.