

MEDICAL ATTENDANCE STATUTES, 2009

1. Short Title, Commencement and Application

- (i) These Statutes may be called the Medical Attendance Statutes, 2009.
- (ii) They shall come into force at once and shall apply to all employees and such other persons in temporary or tenure service of the University who are declared eligible as such by the Vice Chancellor.

2. Definitions

- (a) "Family" means husband/ wife and children residing with and wholly dependent upon the employee.
- (b) "Hospital" means a Government Hospital or Hospital/ Clinic approved/ allowed as such by the Vice Chancellor for the treatment of the employee.
- (c) "Medical Attendant" means a Civil Medical Officer/ Registered Medical Practitioner approved by the Vice Chancellor.

3. Ceiling of Medical Allowance to Employees

The employees of the University shall be entitled to medical allowance as may be determined by the University from time to time.

4. Payment of Hospitalization Charges

In case of hospitalization on account of medical, surgical or gynecological cases on the advice of a medical attendant, reimbursement on account of hospitalization in case of individual demand will be subject to a maximum limit of ¹Rs.50,000/-. The payment shall be subject to the provision of the certificate signed by the employee and countersigned by the HoD, that the patient is exclusively dependent upon the employee/ claimant and he/ she is not a serving/ retired employee of any Govt. Organization and beyond that amount claims will be settled on the recommendations of the medical committee, consisting of the following will examine individual cases of hospitalization on account of heart surgery and complicated diseases like cancer etc. or other circumstances and make recommendations for

¹Approved by the Senate in its 7th Meeting held on 25th December, 2014, vide Notification No. F.3/Senate(7-M), I-4(SI-XI)/1458-1466/2015, dated: 30-01-2015.

approval of the Vice Chancellor. The matter will, however, be reported to the Senate for information:

1. Medical Consultant of the University.
2. Dean of the Faculty nominated by the Vice Chancellor.
3. Registrar; and
4. Treasurer.

5. Entitlement for Accommodation

(1) The accommodation entitlement in hospital for the indoor patients will be as under:

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| (i) | Employees in BPS 17 and above | Special Ward |
| (ii) | Employees in BPS 11-16 | Semi-Private Ward |
| (iii) | Others | General Ward |

Where Semi-Private Wards are not available, the employee will be admitted in General Ward.

- (2) The Vice Chancellor may allow a University employee for treatment in hospital/ clinic outside the territory of the Azad Jammu & Kashmir.
- (3) The procedure at section No. 6 will normally be followed for implementation of these Statutes. The Vice Chancellor may modify/ change the procedure.
- (4) In case medical treatment facility is not available at the place under a patient falls ill, he/ she will be entitled to:
 - (a) travelling allowance at tour rates for the journey to and from the place; or
 - (b) if the patient is too ill to travel, the authorized medical attendant shall be entitled to travelling allowance at tour rates for the journey to and from the place where the patient is to be treated.

6. Procedure for Hospitalization

The following procedure will be adopted for implementation of the medical attendance statutes.

For hospitalization the patient is to be admitted normally in the nearest Government Hospital/ Dispensaries under medical advice for which the University should be informed. In case admission in a Govt. Hospital/ Dispensaries is not possible, approval of the Vice Chancellor would be required to be obtained for admission in private hospital/ dispensary. In case of emergency, the Vice Chancellor be informed at the earliest.

Hospitalization shall be on the advice of a Registered Medical Practitioner for which certificate of the doctor is required to be submitted at the time of obtaining approval of the Vice Chancellor.

Hospitalization charges should include the following:

- (i) Medical, Surgical, Radiological or Gynecological charges.
- (ii) Delivery Charges: For delivery the University should be informed as soon as registration has been made in the Government Hospital.
- (iii) Room Rent as per the status of the employee.
- (iv) Cost of medicines prescribed by the doctor and actually used by the patient during the period of hospitalization.

7. Residuary Provision

Where these Statutes do not contain provision relating to any matter affecting medical attendance and treatment, a relevant Azad Kashmir Government/ Federal Government of Pakistan Rule or Rules, if any, shall be deemed to be effective.