

Indian Council for Cultural Relations

ISD - II

CLAIM FOR MEDICAL EXPENSES

Before filling in this claim scholars are requested to read the rules, given overleaf, governing the reimbursement of medical expenses.

1. Name of the scholar
 2. Country
 3. Year of selection
 4. Name of the scheme
 5. Institution
 6. Nature of illness
 7. Treatment taken from
 - i) Govt. Hospital
 - ii) College Doctor
 - iii) Private Doctor
 8. If treatment was taken from a private doctor please state whether it was on the advise of:
 - i) College Doctor
 - ii) Head of the Instt.
 9. Expenditure incurred for treatment (Please enclose bills/vouchers/cash memos for each item duly countersigned by the Head of the Institution).
 10.
 - i) Consultation fee Rs.
 - ii) Fee for clinical tests, Rs.
 - iii) Medicine other than tonics Rs.
 - iv) Any other item Rs.
- Total
11. If the hospitalised, please state the following informations.
 - i) Name of the Hospital/Clinic
 - ii) Period: From _____ To _____
 - iii) Whether diet was supplied by the Hospital and its cost included in the bill

Yes/NO

Signature of the
Scholar

Dated _____

Delete the item not applicable.

Cont. 2...

(2)

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PRINCIPAL'S CERTIFICATE

Certified that Mr. _____ was referred to a private doctor under the advice of the Principal/Medical Officer of the college.

Certified that adequate facilities were not available at Government Hospital or such facilities were available could not be availed of in view of the emergency of the case.

Also certified that the facts stated in the claim are correct.

Relevant bill/Vouchers/Cash memos, duly countersigned are enclosed.

Principal/Head of the
Institution

Place
Date

RULES REGARDING REIMBURSEMENT
OF MEDICAL EXPENSES

All medical expenses (except those incurred on tonics, denture false teeth, surgical appliances) incurred on the advice of the Medical Officer, of the Institution or, where there is no Medical Officer, of the Head of the Institution, will be reimbursed by the Government of India.

2. If a scholar remains in Hospital for a period of one month or longer, his scholarship will be reduced by 50% for the ~~entire~~ period spent by him in the Hospital.

3. Cases not requiring a specialists treatment or which do not involve danger to life should, so far as possible be referred to Government Hospitals for treatment. Cases involving danger to life or limb etc. or requiring special treatment, may however, be referred to private practitioners at the discretion of the Head of the Institution subject to the conditions that (i) adequate facilities were not available at a Government hospital or (ii) such facilities as were available there would not be availed of in view of the emergency.

4. Medical charges, if any, paid out of the emergency grant should be recouped later from Government after submission of relevant medical bills with vouchers duly countersigned by the Head of the Institution.

5. The claim should be submitted to the Indian Council for Cultural Relations, New Delhi, within a month after the recovery of the scholar from his illness.