

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Health, Medical and Family Welfare — Employees Health Scheme (EHS) — Operational Guidelines for Issue of Health Cards – Orders – Issued.

HEALTH, MEDICAL AND FAMILY WELFARE (M2) DEPARTMENT

G.O.Ms.No. 175

Dated: 01-11-2013.

Read the following:

1. G.O.Ms.No.184 HM&FW (M2) Dept dt.18-04-2012.
2. G.O.Ms.No.186 HM&FW (M2) Dept dt.18-04-2012.
3. G.O.Rt.No.1837 HM&FW (M2) Dept. dated 27-12-2012.
4. G.O.Ms.No.174, HM&FW (M2) Dept dated:01-11-2013.

-:oOo:-

ORDER:

In the G.O. 2nd read above, Operational Guidelines were issued for enrolment of beneficiaries, duly defining the role of the beneficiary, Drawing and Disbursing Officers, Director of Treasuries & Accounts, Commissioner of Civil Supplies, Chief Executive Officer, Aarogyasri Health Care Trust, Heads of Department and District Collectors.

2. In the G.O. 4th read above, revised orders were issued, in supersession of the orders issued in the G.O. first read above, notifying the 'Employees Health Scheme (EHS)' and defining its features.

3. In continuation and partial modification of the Operational Guidelines issued in the G.O. 2nd read above, Government hereby issue the following guidelines for issue of Health Cards to the beneficiaries covered under the Employees Health Scheme (EHS):

4. ISSUE OF HEALTH CARDS

The employee or pensioner will submit online application along with the following documents as prescribed in G.O. 2nd read above. The rates for submission of application at mee seva centres are prescribed in the G.O. 3rd read above.

- copy of Service Register (pages 1 and 2 of old service register or pages 4 and 5 of new service register) in case of employee;
- digital copy of ICAO compliant photograph of each beneficiary, and
- copy of Aadhaar enrolment receipt or Aadhaar card of each beneficiary

4.1 Permanent Health Cards

4.1.1. The following process will be adopted for issue of permanent health cards:

- a) The submitted applications will be scrutinised by Aarogyasri Health Care Trust (AHCT)

Contd. P. 2.,

- b) The scrutinised applications will be forwarded to the Drawing and Disbursing Officers (DDO) in the case of employees and the Sub-Treasury Officers (STO) in the Districts /Assistant Pension Payment Officers (APPO) in Hyderabad in case of pensioners, who will in turn verify the applications and approve or reject in case of discrepancies. The logins of DDOs or STO/APPOs may be reassigned to other functionaries in the district by the District Collector in case the DDOs or STO/APPOs are unable to handle the verification work.
 - c) The approved applications will be sent, online, for printing of Health Cards for each individual beneficiary.
 - d) The printed cards will be delivered to the respective Card Issue Centres (CIC) in the districts as per option given by the applicant. The beneficiaries will be notified through short message service (SMS) on their mobile phone once the permanent card is printed.
 - e) The entire applicant family will thereafter go to the designated CIC, give the individual beneficiary finger prints as acknowledgement and receive the permanent cards.
- 4.1.2. The permanent Health Cards issued under EHS will be biometric fingerprint based health cards, will carry the Aadhaar number/Aadhaar Enrolment number and will be issued in the name of the District Collector concerned.
- 4.1.3. The biometric Health Cards of all Employees and Pensioners who have submitted their applications with Aadhaar numbers and full details will be issued health cards through the respective CICs within 30 days of submitting their complete application.
- 4.1.4. The Card Issue Centres (CIC) will be located at the rate of one in each Revenue Division and the District Collector will decide the location of CIC in each Revenue Division.
- 4.1.5. The work of issue of permanent biometric Health Cards at CICs is an ongoing process to be carried out by Aarogyasri Health Care Trust till all the beneficiaries are issued permanent health cards.
- 4.2 Temporary Health Cards
- 4.2.1. The process of issue of Permanent Health Cards will take time. In order to enable the beneficiaries quick access under the scheme, it is decided to issue temporary health cards soon after the scrutiny of the online application by Aarogyasri Health Care Trust . Temporary cards will be generated in the logins of the applicants, soon after the completion of scrutiny of applications, which are in complete shape, by Aarogyasri Health Care Trust. These digital cards can be printed out and laminated by the applicants on their own through internet. Alternatively the beneficiaries can obtain a laminated temporary card from any Mee Seva Centre at a cost fixed by Director ESD, IT & C Department, but not exceeding Rs.25/- per temporary card.
- 4.2.2. Temporary Health cards will remain valid for a period of 90 days or till the time a permanent card is issued or the application rejected by the DDO or STO/APPO as the case may be, whichever is earlier.

- 4.2.3. All beneficiaries who receive a temporary card will be eligible to avail treatment in the empanelled hospitals. To start with, the hospitals empanelled by Aarogyasri Health Care Trust (see www.aarogyasri.gov.in (or) www.ehf.gov.in for details) will provide treatment.
5. Detailed operational guidelines required from time to time will be issued by Government (Health, Medical and Family Welfare Department) and made available in the website.
6. The Director of Treasuries and Accounts, Pay and Accounts Officers, and all Heads of Departments shall issue instructions accordingly to all the functionaries specified in this order, as well as in G.O. 2nd read above, within 7 days of issue of this order. They shall also report the daily progress of the enrolments and approvals of applications, to the Government in the respective Administrative Departments.
7. The Principal Secretary to Government, General Administration (Services & HRM), Department, Secretary to Government, Information Technology & Communications Department, Commissioner of Civil Supplies, Chief Executive Officer, Aarogyasri Health Care Trust, Director of Treasuries and Accounts, District Collectors, Pay and Accounts Officers and all Heads of Departments shall take necessary further action in the matter accordingly.
8. This order issues with the concurrence of Finance (Expr.M&H.1) Department, vide their U.O.No.360/A1/Expr.M&H.I/2013, Dated: 26/10/2013..

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

Dr. P.K. MOHANTY
CHIEF SECRETARY TO GOVERNMENT

To,
The Principal Secretary to Government, General Administration (Services & HRM), Department.
The Secretary to Government, Information Technology & Communications Department.
The Commissioner, Civil Supplies, AP., Hyderabad.
The Commissioner of Printing, Stationary & Stores (Printing Wing), A.P, Hyderabad
(with a request to furnish 500 copies of the G.O. to Government and Chief Executive Officer, Aarogyasri Health Care Trust, Hyderabad.
The Chief Executive Officer, Aarogyasri Health Care Trust, Hyderabad.
All the District Collectors
The Pay and Account Officers
All Heads of Department

Copy to:

All the Special Chief Secretaries to Government / Prl. Secretaries/ Secretaries in Secretariat. Hyderabad.
All the employees and pensioners associations through GA (Services Welfare) Department, Secretariat, Hyderabad.
Accountant General (A&E), AP., Hyderabad.
The Director of Treasuries and Accounts, AP., Hyderabad
The Commissioner of Information and Public Relations, Hyderabad
PS to Principal Secretary to Governor.
The Finance (Expr.M&H-1) Dept.
All concerned through Chief Executive Officer, Aarogyasri Health Care Trust, Hyderabad.
S.F./S.Cs.

// FORWARDED :: BY ORDER //

SECTION OFFICER