

## KHYBER MEDICAL UNIVERSITY EMPLOYEES MEDICAL ATTENDANCE RULES 2008

The Syndicate of Khyber Medical University, in pursuance of its powers under Section 29 is pleased to make and promulgate the following Rules:-

1. Short Title, Commencement and Application: (1) These rules may be called "the Khyber Medical University Employees Medical Attendance Rules 2008".
- (2) These rules shall come in to force with immediate effect.
- (3) These rules shall be applicable to all University employees, whether on duty, on leave or under suspension.
2. Definitions: - In these rules, unless there is anything repugnant in the subject or context:-
  - (a) "Authorized Medical Attendant" means a registered medical practitioner(s), whether employee of health services of the Provincial Government / Federal Government, or of an autonomous body or of a private health care facility or university's own health care provider as notified by the University for the purpose.
  - (b) "Family" means wife(s) / husband, son(s), daughter(s), step children, parents and step parents of a University employee, residing with and wholly dependent upon him/her.
  - (c) "Government" means the Government of N-W.F.P.
  - (d) "Hospital" means a Government hospital or a hospital maintained by a local authority and any other hospital(s) with which arrangements have been made by University for the treatment of its employees as given in the attached schedule which may be amended from time to time by the Vice Chancellor.
  - (e) "Medical Attendance" means an attendance in a hospital or at the residence of the University employee, including all sorts of clinical procedures and tests for the purposes of diagnosis or treatment as considered necessary by the Authorized Medical Attendant; and such consultation with a Specialist(s) as recommended by Authorized Medical Attendant and further necessary treatment advised by the Specialist(s);
  - (f) "Patient" means a University employee or his / her family to whom these rules apply and who has / have fallen ill.
  - (g) "Treatment" means the use of all medical and surgical facilities / procedures, therapeutic agents, biological agents, vaccines, sera and auxiliary medical aids as advised by the Authorized Medical Attendant / specialist(s), including; -
    - (i) Hospital accommodation in accordance with his / her status; and
      - a. BPS 1 – 15
        - i. General ward in Government hospitals;
        - ii. Available facility In private Hospital / Health Care institutions if proceeded through prescribed procedure under these rules;
      - b. 16 and above Private room;
    - (ii) The specialist consultation described in clause (e); but does not include diet.

3. (1) A University employee shall be entitled to free-of-charge medical attendance by the Authorized Medical Attendant of the University's own Primary Health Care Centre.
  - (2). If the Authorized Medical Attendant is of the opinion that the case of a patient is of a serious or special nature so as to require medical attendance of a specialist, he may, send the patient to the nearest specialist as provided in clause (e) of Rule 2 or a hospital, by whom, in his opinion, medical attendance or treatment is required for the patient.
  - (3) A University employee shall be entitled for reimbursement of any amount paid by him on account of his / her medical attendance by a specialist or treatment in a hospital under the provision of sub-rule (2) on production of a certificate in writing by the Authorized Medical Attendant in this behalf. Before claiming reimbursement he should obtain from the specialist or hospital authority, as the case may be, a copy, if possible of the printed tariff of the hospital, a bill in full detail and also a duly signed receipts in token of having made the payment, and present them to the Head of his / her Department. The head shall check the bill with the tariff, if provided so, and after obtaining the sanction of the Competent Authority, if necessary, make the amount payable on a Contingent Bill for which the hospital bill and the receipt will form the vouchers. The amount shall then be disbursed to the University employee.
  - (4) The Head of the Department or such officers to whom such powers are delegated by the relevant competent authority, shall be competent to order reimbursement under sub-rule (3) of an amount not exceeding Rs. 5000/- in each case.
4. (1) If the authorized medical attendant is of opinion that a University employee cannot be given treatment due to the absence or remoteness of a suitable hospital or to the nature of the illness, the University employee may receive treatment at his / her residence.
  - (2) A University employee receiving treatment at his / her residence under sub-rule (1) shall be entitled to receive towards the cost of such treatment incurred by him, a sum equivalent to the cost of such treatment that he / she would have been entitled for reimbursement, to receive under these rules if he / she had not been treated at his / her residence.
  - (3) Claims for sums admissible under sub-rule (2) shall be accompanied by a certificate in writing by the Authorized Medical Attendant stating.
    - (a) Reasons for the opinion referred to in sub-rule (1);
    - (b) The cost of similar treatment referred to in sub-rule (2).
5. (1) the reimbursement of charges for services rendered in connection with, but not included in, medical attendance or treatment of a patient, shall be determined by the Authorized Medical Attendant and shall be made accordingly;
  - (2) Any dispute as to whether any service is included in medical attendance and treatment or not shall be referred to the Registrar whose decision shall be final.
6. The family of a University employee shall be entitled to free medical attendance by the Authorized Medical Attendant and reimbursement of charges incurred on treatment, at the scale allowed to the University employee, at a hospital at which the University employee is entitled to receive the treatment.

7. If an employee of the University received any medical attendance or treatment, on payment, in case of emergency, in a hospital other than those mentioned in the schedule attached to these rules, he / she shall be entitled for reimbursement of such payment subject to the provision of suitable proof along with bill(s) duly countersigned by the relevant authority of the hospital concerned and with the certificate of Authorized Medical Attendant that the amount payable does not exceed the expenses if the same medical attendance or treatment would have been rendered by the Authorized Medical Attendant or hospital(s).
8. These rules shall also apply to retired University employees subject to the following conditions.
  - (i) only indoor treatment expenses shall be reimbursed;
  - (ii) Relief shall be limited to the retired University employee and his / her spouse and minor children only.
9. Class-IV University employees and their families shall, ordinarily, be entitled for reimbursement of medical, surgical and nursing treatment as in-patient in a general ward provided they produce a certificate to this effect from the Authorized Medical Attendant.
10. University Syndicate may relax any provisions of these rules in case of special hardships or circumstances.

SCHEDULE

[Rule 2(d)]

S.#		Names
1.	Authorized Medical Attendant (free of charge medical attendance employed by the University).	
2.	Authorized Medical Attendant Engaged by the University.	
3.	Approved List Of Hospital(s) / Health Care Services other than Govt: Hospitals.	