

E-MAIL

(48)
REGISTERED SDS
Headquarters
Dte Gen Border Roads
Seema Sadak Bhawan
Ring Road, Delhi Cantt-10

70366/DGBR/Med Claim/ HS /Med Dte

21 Nov 2022

: HQ ADGBR (EAST)
HQ ADGBR (N/W)

All CEs' Projects
GREF Centre & GREF Records
R & D Estt, ESD, WSD
EBW, WBW

CHECK LIST FOR MEDICAL RE-IMBURSEMENT
CLAIM: GREF OFFRS/PERS

1. Ref our letter No.70366/DGBR/Med Claim/xy/Med Dte dt 11 May 2022.
2. It is noticed that many discrepancies are found in re-imburement medical claim submitted to this HQ. Hence, fresh check lists for medical re-imburement claim of GREF Offrs/Pers are attd as Appendix 'A' & 'B' your ready reference.
2. In view of the above, pl disseminate to all fmns for their necessary action.
3. This for your info and necessary action please.

Encls : Two Sheets.

B
(Bidhan Chander)
Lt Col
Offg DDG (Med)

**CHECK LIST FOR EX-POST-FACTO SANCTION OF RE-IMBURSEMENT OF MEDICAL CLAIM :
GREF OFFICER/PERS DEATH CASES**

S/No	Particulars/Subjectt/Name of document	Head Clk	Sig of Offr	Remarks/ Page No
1	Form of application for medical claim			
2	Statement of case for re-imburement of medical claim			
3	Affadavit on non-judicial stamp paper by the claimant (as per Annexure II of MRC			
4	NOC from all the legal heirs seperately for each individual			
5	Death certificate			
6	Copy of death summary			
7	ID proof of claimant with name of father in case where both main card holder and sopuse have expired			
8	Succession certificate issued by court wherever required			
9	Dependent certificate (Case to case basis)			
10	Essentiality certificate 'A'/B			
11	Admission/Discharge slip/summary			
12	Emergency certificate			
13	Final bill on account of visit charges, bed charges etc. & Date wise summary of bills			
14	Photocopy of cancelled cheque/front of page of pass book			
15	Recommendation of OC unit			
16	Audit report TF			
17	Medical opinion of MO TF			
18	Recommendation of Commnder			
19	Audit report AO (P)			
20	Medical opinion of MO (P)			
21	Recommendation of CE (P) BMK			
22	Recommendation of ADGBR(East)/(West)			
23	Audit report of IFA (BR)/(East)/ IFA(BR)(N/West)			
24	Upto date delay report duly signed by Head Clk & concerned officer			
25	Bill summary with page number			
26	Shadow file			

CHECK LIST FOR EX-POST-FACTO SANCTION OF RE-IMBURSEMENT OF MEDICAL CLAIM :
GRAF OFFICER/PERS

S/No	Particulars/Subjectt/Name of document	Head Clk	Sig of Offr	Remarks/ Page No
1	Form of application for medical claim			
2	Statement of case for re-imburement of medical claim			
3	Dependent certificate (Case to case basis)			
4	Essentiality certificate 'A'/B			
5	Admission/Discharge slip			
6	Emergency certificate			
7	Final bill on account of visit charges, bed charges etc.& bill summary			
8	Photocopy of cancelled cheque/front of page of pass book			
9	Recommendation of OC unit			
10	Audit report TF			
11	Medical opinion of MO TF			
12	Recommendation of Commnder			
13	Audit report AO (P)			
14	Medical opinion of MO (P)			
15	Recommendation of CE (P) BMK			
16	Recommendation of ADGBR(East)/(West)			
17	Audit report of IFA (BR)/(East)/ IFA(BR)(N/West)			
18	Up to date delay report duly signed by Head Clk & concerned officer			
19	Bill summary with page number			
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