

# **The National Institute of Mental Health and Neuro-Sciences, Bangalore Regulations, 2013**

UNION OF INDIA

India

## **The National Institute of Mental Health and Neuro-Sciences, Bangalore Regulations, 2013**

### **Rule**

### **THE-NATIONAL-INSTITUTE-OF-MENTAL-HEALTH-AND-NEURO-SCIENCES of 2013**

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The National Institute of Mental Health and Neuro-Sciences, Bangalore Regulations, 2013 Published vide Notification No. G.S.R. 760(E), dated 29th November, 2013 Ministry of Health and Family Welfare (Department of Health and Family Welfare) G.S.R. 760(E). - In exercise of the powers conferred by sub-section (2) read with sub section (1) of Section 31 of the National Institute of Mental Health and Neuro-Sciences, Bangalore Act, 2012 (38 of 2012), the Central Government hereby makes the following regulations, namely:-

#### **1. Short title and commencement.**

(1) These regulations may be called the National Institute of Mental Health and Neuro-Sciences, Bangalore Regulations, 2013. (2) They shall come into force on the date of their publication in the Official Gazette.

#### **2. Definitions.**

(1) In these regulations unless the context otherwise requires, -(i) "Act" means the National Institute of Mental Health and Neuro-Sciences, Bangalore Act, 2012 (38 of 2012); (ii) "Annexure" means the annexure to the Schedule to these regulations; (iii) "Chairperson" means the Chairperson of the Governing Body of the Institute; (iv) "Director" means the Director of the Institute; (v) "Fundamental Rules" means the fundamental rules as applicable to Central Government servants; (vi) "General Financial Rules" means the General Financial Rules, 2005 framed by the Central Government for financial management and control; (vii) "NIMHANS" means the National Institute of Mental Health

and Neuro-Sciences, Bangalore;(viii)"President" means the President of the Institute;(ix)"Receipt and Payment Rules" means Central Government Account (Receipts and Payments) Rules, 1983 of Central Government;(x)"rules" means the National Institute of Mental Health and Neuro-Sciences, Bangalore Rules, 2013;(xi)"Schedule" means the Schedule to these regulations;(xii)"Secretary" means Member-Secretary of the Institute and Governing Body;(xiii)"standing committees" and "ad hoc committees" means the respective standing and ad hoc committees constituted under sub-section 5 of Section 11 of the Act;"Supplementary Rules" means the Supplementary Rules as applicable to Central Government servants who are subject to Fundamental Rules.(2)Words and phrases used in these regulations and not defined but defined in the Act shall have the meanings respectively assigned to them.

### **3. Time and place of meetings of Institute.**

- The Institute shall meet at least once in every year at such times and places as the President may, from time to time determine.

### **4. Power to call a meeting of Institute.**

(1)The President may, at any time call a meeting of the Institute and also shall do so if a requisition for that purpose is presented to him in writing by not less than fifty per cent of members specifying the subject of meeting proposed to be called.(2)The President may call for an extraordinary meeting of the Institute at not less than seven clear days notice in writing and also shall do so if the requisition for that purpose is presented to him in writing by not less than fifty per cent of members specifying the subject of the meeting to be called for.

### **5. Notice for the meetings of Institute.**

(1)For an ordinary meeting of the Institute, a notice specifying the place, date and time of the meeting as approved by the President, shall be given by the Secretary to the members at least two weeks prior to the date of such meeting and sent by registered post, and the agenda, as approved by the President, shall also be sent along with the notice of the meeting and where it is not possible, the agenda shall be sent at least ten days before the meeting by registered post.(2)For extraordinary meetings, notice specifying the place, date and time of the meeting, as approved by the President shall be sent by the Secretary to the President and the members at least seven days before the date of the meeting, by registered post, and the agenda as approved by the President shall also be sent by registered post, at least five days before the meeting.(3)The President may include in the agenda at any time before or during a meeting,-(i)fresh items of business; and(ii)items supplementary to those included in the agenda, and such items shall be taken up for consideration in the meeting.

### **6. Moving of resolution by members of Institute.**

- Any member of the Institute desirous of moving any resolution at a meeting of the Institute shall give notice thereof in writing to the Secretary so as to reach him not less than ten days before the

date of the meeting and when such notice has been given, the proposed resolution shall be circulated immediately by the Secretary to the members and be included in the agenda.

## **7. Quorum of Institute.**

(1) No business shall be transacted at a meeting of the Institute unless eight members are present. (2) If on the date and time appointed for holding a meeting, the quorum is not present, the meeting shall stand adjourned and the members shall meet on a date, time and place fixed by the President and if, on the adjourned date and time also the quorum is not complete, the meeting shall be held if at least one-fourth of the total number of members are present: Provided that at least seven clear days notice is given to the members present and to each member who is not present at the meeting on the same or the following day by registered post, fax or email, as the case may require.

## **8. Presidency over the meeting of Institute.**

(1) The President shall preside over every meeting of the Institute. (2) If the President is not present at any such meeting, the members present shall choose one from among themselves to preside over the meeting.

## **9. Transaction of business of Institute.**

(1) All decisions of the Institute shall be taken on a majority vote and in case of equality of votes, the President shall have casting vote. (2) A decision given by the President of the meeting on any issue raised by a member shall be final. (3) No subject, disposed of by the Institute at a meeting, shall be brought up again for consideration until and after the expiry of one year, except in a case where the President or Member Secretary or the Central Government certifies that such subject required further consideration in the interest of the Institute or in public interest.

## **10. Transaction of business of Institute by circulation of papers.**

(1) Any business which may be necessary for the Institute to transact may, if the President so directs, be dealt with by circulation of papers under registered cover among all members for the time being in India at their usual addresses and any resolution so circulated shall be taken as passed, if majority of members approve it, in writing, and shall be as effectual and binding as if the resolution has been passed at a meeting of the Institute. (2) When any business is so referred to the members by circulation, a period of not less than three weeks shall be allowed for the receipt of replies from the members and such period shall be counted from the date on which the notice of business is issued: Provided that if no reply is received within three weeks from any member, the resolution so circulated shall be deemed to have been approved by the member concerned. (3) If a resolution is circulated, the results of circulation shall be communicated to all the members.

## **11. Record of Business of Institute.**

(1) A record shall be maintained by the Secretary of all business transacted by the Institute. (2) All business of the Institute shall, as far as possible, be recorded in the form of resolutions in the minutes book to be maintained by the Secretary and shall be signed by the President of that meeting after the same is duly confirmed, and an entry of such decision in the book of the proceedings of the Institute shall be conclusive evidence of the fact that such decisions were taken by the Institute. (3) The proceedings of the meetings shall be circulated to the members of the Institute after the same is duly approved by the President.

## **12. Constitution of Governing Body.**

- The Governing Body of the Institute shall consist of the following members, namely :-(a) The President of the Institute - Chairperson; Members Ex officio (b) Secretary to the Government of India or his nominee (not below the rank of Joint Secretary) in the Ministry or Department of Health and Family Welfare; (c) the Director-General of Health Services, Government of India; (d) the Secretary to the Government of India or his nominee (not below the rank of Joint Secretary) in the Ministry of Finance, Department of Expenditure; (e) the Director of the Institute - Member Secretary; (f) the Chief Secretary to the Government of Karnataka or his nominee (not below the rank of Secretary to that Government); (g) senior-most of the three Deans of the Institute; Other Members (h) one member elected by the members of the Institute from amongst the three Members of Parliament elected to the Institute; (i) three members to be elected by the members of the Institute from amongst themselves; (j) three professors of the Institute by rotation nominated annually by the Institute in the order of seniority; (k) any person for a period of three years who in the opinion of the Central Government will be contributing for the furtherance of the Institute subject to the proviso to sub-section (1) of Section 11 of the Act.

## **13. Powers and functions of Chairperson and Governing Body.**

(1) The chairperson shall -(i) preside over the Governing Body meetings and introduce the agenda items properly; (ii) make sure that the affairs of Governing Body are conducted in accordance with law; (iii) ensure that the decisions of Governing Body are implemented; (iv) carry out the duties delegated by the Governing Body; (v) make sure the availability of adequate financial resources for the Institution; and (vi) report any action taken in emergent cases on behalf of Governing Body in its next meeting for approval. (2) The Governing Body shall -(i) have general control of the affairs of the Institution and will have authority to exercise and perform all powers, acts and deeds of the Institution consistent with its aims and objectives; (ii) govern the Institution by establishing broad policies and objectives; (iii) monitor the financial position of the Institution; (iv) monitor and evaluate teaching programs, suggest remedial measures, monitor faculty deployment and development; (v) make, amend or repeal any bye-laws relating to administration and management of the affairs of the Institution subject to observance of the provisions contained in the Act, rules and the provisions of these regulations; (vi) delegate its powers to chairperson in emergent cases; and (vii) perform such other duties and exercise such other powers as may be entrusted by the Institute. (3) The Chairperson and Governing Body shall exercise such powers as are specified in the

Schedule I annexed to these regulations.

#### **14. Terms of office of members of Governing Body and filling of casual vacancies.**

(1)The term of office of a member, other than the ex officio members of the Governing Body and those nominated under clauses (j) and (k) of regulation 12, shall be for three years subject to his continuance as a member of the Institute and an outgoing member shall be eligible for re-election or re-nomination only once.(2)A casual vacancy in the membership of the Governing Body shall be filled up in accordance with the provisions of these regulations.

#### **15. Time and place of meetings of Governing Body.**

- The Governing Body shall meet atleast once in six months at such times and places as the Chairperson may, from time to time determine.

#### **16. Powers to call meetings of Governing Body.**

- The Chairperson may at any time call a meeting of the Governing Body and shall do so if a requisition for that purpose is presented to him in writing by not less than fifty per cent of the members specifying the subject of the meeting proposed to be called.

#### **17. Notice for meetings of Governing Body.**

(1)For an ordinary meeting of the Governing Body, a notice specifying the place, date and time of the meeting, as approved by the Chairperson shall be given by the Secretary to the members at least two weeks prior to the date of such meeting and sent by registered post.(2)The agenda as approved by the Chairperson shall also be sent along with the notice of the meeting and where it is not possible, the agenda shall be sent at least ten days before the meeting by registered post.(3)For extraordinary meetings, notices specifying the place, date and time of the meeting, as approved by the Chairperson, shall be sent by the Secretary to the Chairperson and the members at least seven days before the date of the meeting, by registered post.(4)The agenda, as approved by the Chairperson, shall be sent by registered post, at least five days before the meeting.(5)The Chairperson may include in the agenda at any time before or during a meeting -(i)fresh items of business; and(ii)items supplementary to those included in the agenda,and such items shall be taken up for consideration in the meeting.

#### **18. Quorum of Governing Body.**

(1)No business shall be transacted at a meeting of the Governing Body unless at least eight members are present.(2)If on the date and time appointed for holding a meeting the quorum is not present,the meeting shall stand adjourned and the Governing Body shall meet again on a date, time and place fixed by the Chairperson, and if on the adjourned date and time also the quorum is not

complete, the meeting shall be held if at least one-third of the total number of members are present: Provided that at least seven clear days notice is given to the members present and to each member who is not present at the meeting on the same or following day by registered post or by special messenger, as the case may require.

## **19. Presidency over meetings of Governing Body.**

(1) The Chairperson shall preside over every meeting of the Governing Body. (2) If the Chairperson is not present at any such meeting, the members present shall choose one from among themselves to preside over the meeting.

## **20. Transaction of business of Governing Body.**

(1) All decisions of the Governing Body shall be taken on a majority vote and in case of equality of votes, the Chairperson shall have a casting vote. (2) A decision given by the Chairperson of the meeting on any issue raised by a member shall be final. (3) No subject disposed of by the Governing Body at a meeting shall be brought up again for consideration until and after the expiry of a period of six months, except in a case where the Chairperson or Member Secretary or the Central Government certifies that such subject required further consideration in the interest of the Institute or in public interest.

## **21. Transaction of business of Governing Body by circulation of papers.**

(1) Any business which may be necessary for the Governing Body to transact may, if the Chairperson directs, be dealt with by circulation of papers under registered cover among all the members for the time being in India at their usual address and any resolution so circulated and approved by not less than fifty per cent. of the members signing, shall be as effectual and binding as if the resolution had been passed at a meeting of the Governing Body. (2) When any business is so referred to the members by circulation, a period of not less than ten clear days shall be allowed for the receipt of replies from the members, such period to be counted from the date on which the notice of business is issued: Provided that if no reply is received by the stipulated date from any member, the resolution so circulated shall be deemed to have been approved by the member concerned. (3) If a resolution is circulated, the results of circulation shall be communicated to all the members.

## **22. Record of business of Governing Body.**

(1) A record shall be maintained by the Secretary of all business transacted by the Governing Body. (2) All business of the Governing Body shall, as far as possible, be recorded in the form of resolutions in the minutes book to be maintained by the Secretary and shall be signed by the Chairperson of that meeting after the same is duly confirmed. (3) An entry of such decision in the book of the proceedings of the Governing Body shall be conclusive evidence of the fact that such decisions were taken by the Governing Body. (4) The proceedings of the meeting shall be circulated to the members of the Governing Body after the same is duly approved by the Chairperson.

## **23. Constitution and conduct of business of standing and ad hoc committees.**

(1)The standing and ad hoc committees shall consist of the Director of the Institute as ex officio member who shall act as Secretary and such number of other members as are considered necessary by the Institute.(2)The Chairperson and members of the ad hoc committees shall be nominated by the Institute:Provided that the Standing Finance Committee shall include only members of the Institute:Provided further that the members of the Standing Academic Committee and the Standing Selection Committee shall consist of only professionals from the disciplines pertaining to Mental Health and Neuro Sciences:Provided also that the number of persons who are not members of the Institute shall not exceed one-fourth of the total membership of each of the other standing or ad hoc committees other than Standing Academic Committee and Standing Selection Committee:Provided also that no business shall be transacted at a meeting of the standing or ad hoc committee unless there are present at least one-third of the total members constituting the committee.(3)The Standing Academic Committee shall consider all matters relating to the administration of the academic affairs of the Institute.(4)The Standing Estate Committee shall consider the proposals for the construction of new buildings, acquisition and disposal of land, additions or alterations and matters relating to the maintenance and use of buildings belonging to the Institute, and it shall also consider proposals and projects for expansion of the Institute for meeting the objects of the Institute and monitor the implementation.(5)The Standing Selection Committee shall consider the appointment to all the faculty posts filled either through direct recruitment or under assessment promotion scheme.(6)The Hospital Management Committee shall look into all policy matters relating to improvement of patient care services or creation of any specialised or new services, review and revision of charges to be levied for various services or any other policy matter relating to hospital management.(7)The Planning and Monitoring Board shall be the principal planning body of the Institute and shall be responsible for monitoring the development programmes of the Institute.(8)The Grievance Redressal Committee shall be responsible to consider any individual grievance or complaints with regard to appointments, promotions, service matters, allowances, retirement benefits, etc. of employees.(9)The Rehabilitation Committee shall supervise the activities of patients with disabilities due to mental illness as well as neurological disorders and organise their rehabilitation.(10)The term of office of a member of a standing committee shall be three years from the date of its constitution and an outgoing member of the ad hoc committee shall cease to function as soon as the specific functions for which the said committee was constituted, are completed.(11)A casual vacancy in the standing committee or an ad hoc committee may be filled by the Institute by nomination.

## **24. Travelling and daily allowances to be paid to the President, Vice-President and members of the Institute, Governing Body, standing and ad hoc committees.**

(1)The President, Vice-President and members of the Institute, the Chairperson and members of the Governing Body and Chairperson and members of the standing committees and ad hoc committees shall not receive any remuneration or other allowances, except travelling and daily allowances for

attending meetings of the Governing Body or standing committee or ad hoc committee, as the case may be.(2)The President and every member of the Institute, the Chairperson and members of the Governing Body, the standing and ad hoc committees, if they are whole time officers of Central Government shall be entitled to such travelling and daily allowances for the performance of journeys for attending the meetings of the Institute, Governing Body, standing or ad hoc committees or for attending any other work of the Institute, as are admissible under the rules applicable to them for journeys performed on official duty.(3)Where any travelling and daily allowances are paid to a member of the Institute, the Governing Body, standing committee or ad hoc committee, being an officer in the Government, the Institute shall make necessary arrangements for reimbursement of the amount so paid to the authority employing such officer.(4)The President and members of the Institute and the Chairperson and members of the Governing Body, standing and ad hoc committees who are not officers in the Government shall be entitled to travelling and daily allowance at the rates prescribed from time to time by the Central Government under Supplementary Rule 190 and the executive decisions and orders there under.

## **25. Powers and functions of the Director.**

(1)The Director shall be the Chief Executive Officer of the Institute and shall exercise such powers as are specified in the Schedule I annexed to these regulations.(2)The Director shall be in charge of the administration of the Institute and shall allocate duties to officers and employees of the Institute and exercise such supervision and executive control as are necessary.(3)For the proper administration of the Institute, the Director shall have powers to delegate any of his powers conferred on him under the Act, the rules and these regulations to any officer of the Institute subject to such limitations as may be imposed by the Governing Body.

## **26. Powers to award prizes, scholarships, etc.**

- The Institute may award such prizes, awards, souvenirs, stipends, scholarships, visiting professorship or fellowships, as may be decided by it from time to time.

## **27. Admission to courses of studies.**

(1)The Institute shall admit students to courses conducted by it and shall provide reservation to persons belonging to the Scheduled Castes, the Scheduled Tribes, Other Backward Classes or other categories of persons in accordance with the general orders issued by the Central Government from time to time.(2)The courses and fees payable by the candidates selected for admission to the post graduate and under graduate courses of study at the Institute shall be as specified in Schedule II:Provided that any amendment to the said schedule shall be made by publication of notification in the Official Gazette, only with the prior approval of the Governing Body.

## **28. Award of degrees, diplomas, certificates and fellowships.**

- The Institute may grant such degrees, diplomas, certificates and fellowships, as may be decided by



the Institute from time to time.

## **29. Conduct of examination.**

- Such number of supervisors, invigilators and other staff, as may be necessary, for conducting entrance and professional examination of the Institute may be appointed by the Director and their remuneration shall be paid at the rates as indicated in Schedule III: Provided that any amendment to the said schedule shall be made by publication of notification in the Official Gazette, only with the prior approval of the Governing Body.

## **30. Hospital charges.**

- The Institute shall charge for various services as per the rates specified in Schedule IV, and as amended from time to time by notification in the Official Gazette with the prior approval of Governing Body.

## **31. Employees to be whole time servants.**

- Unless, in any case, if it be otherwise distinctly provided, the whole time of any employee of the Institute shall be at the disposal of the Institute and he may be employed in any manner required by the proper authority of the Institute without claim for additional remuneration.

## **32. Permanent and temporary posts.**

- The posts in the service of the Institute shall be -(i) permanent posts, that is, posts carrying definite rate of pay sanctioned without any limit or time; or (ii) temporary posts, that is, posts carrying a definite rate of pay sanctioned for a limited time; or (iii) honorary consultants with honorarium for specified period; or (iv) work charged or work charged (regular posts) carrying a definite rate of pay sanctioned for a limited time for completion of such work.

## **33. Scale of posts.**

- The various posts in the Institute and the scales of pay attached to those posts shall be as specified in the Schedule V: Provided that any amendment to the said Schedule shall be made by publication of notification in the Official Gazette, only with the prior approval of the Governing Body: Provided further that the terms and conditions of service of the employees shall by and large not be higher than those applicable to similar categories of Central Government employees and for any relaxation, the Ministry of Finance shall be consulted.

## **34. Qualifications for appointment.**

(1) The method of recruitment, age-limit, educational qualifications and experience for appointment to various posts including the faculty posts and their service conditions in the Institute shall be as

specified in Schedule VI: Provided that any amendment to the said schedule shall be made by publication of notification in the Official Gazette, only with the prior approval of the Governing Body. (2) The Director shall, in filling vacancies in post and services either by direct recruitment or by promotion under the Institute, make such reservation in favour of candidates belonging to the Scheduled Castes, the Scheduled Tribes, Other Backward Classes or other categories of persons, as may be made by the Central Government from time to time in filling vacancies in posts and services under the Central Government. (3) The fees to be charged from the candidates applying for various posts in the Institute are as specified in the Schedule VII: Provided that any amendment to the said schedule shall be made by publication of notification in the Official Gazette, only with the prior approval of the Governing Body.

### **35. Period of probation.**

- Unless otherwise decided by the appointing authority in any case, all employees shall be on probation for two years and the employee shall be required to put in satisfactory service, failing which his services shall be liable to termination at any time without any notice or reason being assigned for the same: Provided that the appointing authority, may, for reasons to be recorded in writing, extend the period of probation.

### **36. Seniority.**

- Seniority of employees of the Institute in each category shall be determined as per the instructions issued by the Central Government from time to time.

### **37. Leave.**

(1) Temporary and permanent employees of the Institute shall be entitled to such leave and leave salary as are admissible to the corresponding categories of the Central Government servants under the Central Civil Services (Leave) Rules, 1972: Provided that for the purpose of the said Central Civil Services (Leave) Rules, 1972, the following categories of teaching staff shall be treated as serving in the Vacation Department, namely:-(a) Senior Professor; (b) Professor; (c) Additional Professor; (d) Associate Professor; (e) Assistant Professor; (f) Professor cum Principal (College of Nursing); (g) Reader or Associate Professor (College of Nursing); (h) Lecturers (College of Nursing). (2) The regular vacation for the purpose shall be as may be decided by the Governing Body from time to time: Provided that an incumbent on deputation to the Institute on foreign service shall be governed by leave rules as may be stipulated in the conditions of their deputation.

### **38. Absence from duty.**

- Unless otherwise decided by the President in exceptional circumstances, any permanent employee of the Institute who remains away from his post, otherwise than on foreign service or because of suspension, for more than five years continuously, with or without leave, shall be deemed to have resigned from the Institute Service: Provided that a reasonable opportunity to explain the reasons

for such absence shall be given to that employee before the above provisions are invoked.

### **39. Superannuation.**

(1)The age of superannuation of the employees of the Institute other than teaching faculty shall be sixty years or as prescribed by the Central Government from time to time:Provided that the medical and scientific specialists may be granted extension in service, on a case to case basis, up to the age of sixty-two years in the case of persons who are exceptionally talented for reasons to be recorded in writing and subject to physical fitness and continuous efficiency of the person concerned.(2)The age of superannuation of the members of the faculty of the institute shall be sixty-five years or as prescribed by the Central Government from time to time.(3)Notwithstanding anything contained in the sub-regulations (1) and (2) above, the appointing authority shall, if it is of the opinion that it is in the public interest so to do, have the absolute right to retire any employee of the Institute by giving him notice of not less than three months in writing or three months pay and allowances in lieu of such notice, --(i)if he is in Group 'A' or Group 'B' service or post and had entered the service of the Institute before attaining the age of thirty-five years, after he has attained the age of fifty years; and(ii)in any other case, after he has attained the age of fifty-five years.(4)(a)Any institute employee who is in Group A or Group B service or post and had entered the service of the Institute before attaining the age of thirty five years may, by giving notice of not less than three months in writing to the appointing authority, retire from service after he has attained the age of fifty years;(b)in all other cases, the institute employee, who has attained the age of fifty-five years, may retire from service by giving notice of not less than three months in writing to the appointing authority:Provided that it shall be open to the appointing authority to withhold permission to an employee under suspension who seeks to retire under this sub-regulation.

### **40. Pension and Contributory Provident Fund.**

(1)The employees of the Institute who were appointed to various posts in the Institute prior to 1st January 2004, except those on deputation or on foreign service to the Institute, are entitled to pension and other pensionary benefits under the Central Civil Service (Pension) Rules, 1972 and the General Provident Fund (Central Services) Rules, 1960, and such employees shall continue to be governed by the said rules.(2)The employees of the Institute who were appointed on or after 1st January, 2004, except those on deputation or on foreign service to the Institute shall be governed by the scheme formulated by the Institute as per the instructions of the Central Government for employees appointed on or after the said 1st January, 2004 under the Central Government.

### **41. Conduct, discipline and penalties.**

(1)The Central Civil Services (Conduct) Rules, 1964 shall apply to employees of the Institute.(2)In the case of disciplinary matters, the relevant provisions of the Central Civil Services (Classification, Control and Appeal) Rules, 1965 shall apply to employees of the Institute:Provided that for the purposes of these regulations,--(i)Group 'A', Group 'B' and Group 'C' posts in the Institute shall correspond to Central Civil Services Group 'A', Group 'B' and Group 'C' posts, respectively;(ii)the appointing authority, disciplinary authority and the appellate authority for various posts in the

Institute shall be as specified in Schedule VIII;(iii)in respect of the Central or the State Government servants borrowed by the Institute, the provisions of rule 21 of the Central Civil Services (Classification, Control and Appeal) Rules, 1965 shall apply and the Institute shall exercise the functions of the Central or the State Government, as the case may be, for the purposes of the said rule;(iv)no consultation with Union Public Service Commission or State Public Service Commission shall be necessary in any case.

#### **42. Other conditions of service.**

- In respect of the matters provided or not provided for in these regulations, the rules as applicable to the Central Government servants regarding the general conditions of service, pay, allowances including travelling and daily allowance, leave salary, joining time, foreign service terms, and orders and decisions issued in this regard by the Central Government from time to time, shall apply to the employees of the Institute.

#### **43. Pay of re-employed persons.**

- The pay scale of any person, who may be employed in the Institute after retirement from the service of the Institute or of a State or the Central Government or any statutory or local body administered by the Government, shall be fixed in accordance with the rules and orders of the Central Government, as amended from time to time.

#### **44. Building and land belonging to the Institute.**

(1)The Institute shall use the land and buildings for its purpose and may, for such purposes, allot them for occupation by such persons or officers as the Governing Body may decide.(2)Employees of the Institute shall be entitled to the allotment of residence as laid down in Schedule IX.

#### **45. Medical facilities for employees.**

- The employees of the Institute including deputationists, retired employees and the dependent members of their families shall be entitled to medical facilities as admissible under the NIMHANS Health Scheme, who shall also pay such contribution as are required under that scheme and the details of the scheme are as provided in Schedule X:Provided that any amendment to the said schedule shall be made by publication of notification in the Official Gazette, only with the prior approval of the Governing Body.

#### **46. Proceedings by or against the Institute.**

- Subject to approval of President of the Institute, the Governing Body or the Director of the Institute shall be competent to file suits or application or commence other proceedings, civil or criminal, for and on behalf of the Institute and to prosecute the same and for such purpose to sign, execute or attest plaints, petitions, appeals or other documents that may be necessary therefor and

to verify the same, to swear affidavits and to compromise, refer to arbitration and defend in suit or other proceedings that may be filed against the Institute and to prosecute the claim or defence in the court of appeal or origin or before any officer whether in civil, criminal, revenue court or office or before Income-tax and Service-tax authorities and for such purposes to appoint any advocate, pleader, solicitor or agent from the panel.

#### 47. Exercise of powers.

- The powers vested with various authorities in these regulations would be exercised in accordance with such general instructions including austerity instructions that may be issued by the Department of Expenditure, Ministry of Finance, from time to time, provided such instructions are made applicable to autonomous bodies by that Department.

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Powers of the Director, Chairperson of Governing Body, Governing Body and Institute of National Institute of Mental Health and Neuro Sciences, Bangalore(See regulations 13 and 25)

Sl.No	Nature of powers	Extent of powers	Remarks		
Director	Chairperson of Governing Body	Governing Body	Institute		
(1)	(2)	(3)	(4)	(5)	(6)
1.	To consider and approve budget estimates.	-	-	Full powers	-
2.	Powers of appropriation and re-appropriation of funds from sanctioned budget as per the Financial Rules.	Full powers	-	-	-
3.	(a) Write off of losses of irrecoverable value of stores or of public money due to fraud, theft, etc.	Up to Rs. one lakh in each case.	Up to Rs. two lakh in each case.	Full powers	-
	(b) Write off of loss of revenue or of irrecoverable advance.	Up to Rs. one lakh in each case.	Up to Rs. two lakh in each case.	Full powers	-
	(c) Write off of deficiencies and	Up to Rs. one lakh in each case.	Up to Rs. two lakh in each case.	Full powers	-

	depreciation in the value of stores including stock accounts (other than motor vehicles).			
	(d) Write off of value of obsolete or unserviceable stores.	Full powers on the recommendation of the Condemnation Committee.	-	-
	(e) Write off of the value of time barred drugs and chemicals (subject to conditions laid down by the Drugs Committee with reasons to be recorded).	Full powers	-	-
4.	Condemnation of motor vehicles and other vehicles after the prescribed distance run and length of use and on obtaining a certificate to the effect that the vehicle is not fit for any further economical use from the workshop of State Road Transport Corporation.	Full powers, subject to ratification by Governing Body.	-	Full powers for ratification. -
5.	Procurement of Goods and Services which includes equipments, furniture, drugs and medicines, consumables and all other stores.	Full powers within the budget allotment where approval of Standing Finance Committee of the Ministry is not required.	-	-
6.	Purchase of print or electronic versions of books, publications, periodicals, etc. for the Library.	Full powers	-	-
7.	Purchase of vehicles for the Institute.	-	-	Full powers -

8.	To incur contingent expenditure.	Full powers	-	-	-
9.	To accord administrative approval and expenditure sanctionfor(a) Original works and special repairs.	Up to Rs. one crore in each case.	Up to Rs. two crore in each case.	Full powers.	-
	(b) Ordinary repairs.	Full powers	-	-	-
	(c) Annual repairs.	Full powers	-	-	-
10.	(a) To invite tenders or quotations for works or storesand(b) Acceptance of tenders or quotations.	Full powers up to Rs. five crore.	-	Full powers above Rs. five crore.	-
11.	Entrustment of works on piece work basis on Schedule of Rateswithout calling for tenders in emergent cases.	Full powers subject to ratification by Governing Body.	-	-	-
12.	(a) Approval of(i) Architectural drawings;(ii)Structural drawings;(iii) Data rates;(iv) Extension oftime;(v) Extra or Additional or Deviated items of work.(b)Approval of revised estimates.	Full powers based on therecommendations of Estate Committee.Full powers up to Rs. one crore in each case.	-Full powers up to Rs. two crore in each case.	-Full powers above Rs. two crore.	-
13.	Powers to sanction advances for purchase of conveyance toemployees.	Full powers in respect of all employees except for self.	Full powers in case of Director.	-	-
14.	Powers to grant permission and to sanction advance toInstitute employees on tour, transfer, etc.	Full powers in respect of all employees except for self.	Full powers in case of Director.	-	-
15.	Power to sanction	Full powers	-	-	-

	advance of pay on the eve of important festivals in accordance with the scale laid down by Government of India.			
	Power to sanction House Building			
16.	advances in accordance with the rules of Government of India.	Full powers	-	-
	Power to authorise the sale or transfer of			
17.	vehicles purchased out of advances granted by the institute.	Full powers	-	-
	To allow mileage allowance by a route other than the shortest or cheapest.			
18.		Full powers	-	-
	To decide the shortest or cheapest of two or more routes.			
19.		Full powers	-	-
	To decide the point of commencement or end of journey in a station.			
20.		Full powers	-	-
	Sanction of air travel by officers in relaxation of rules.			
21.		Full powers within the entitled class.	-	-
	Power to sanction enforced halts occurring en route on journeys on tour including halt on duty at hill station, transfer etc. due to breakdown in communication.			
22.		Full powers	-	-
	To declare the grade of Honorary Consultants, Non-officials attending Commission of Enquiry, etc. based on			
23.		Full powers	-	-



	the fee or honorarium paid to them, for the purpose of travelling allowance and to sanction it.				
	Power to allow exchange of daily allowance for				
24.	mileage allowance for the whole period of absence from headquarters.	Full powers	-	-	-
	Power to fix amount of hire or charges when an institute employee is provided with means of locomotion at the Institute but pays all the cost of its use or propulsion.				
25.		Full powers	-	-	-
	Power to sanction for journey made during leave including vacation.				
26.		Full powers in respect of all employees, except for self.	Full powers in case of Director.	-	-
	Powers to permit the officers of the Institute to go abroad in connection with the work of the Institute and treating the absence as on duty.				
27.		Full powers up to ninety days provided there are no financial implications other than the period spent in connection with the work of the Institute treated as on duty.	Full powers beyond ninety days.	-	-
28.	Powers for treating the absence as duty and to sanction travelling allowance, dearness allowance, registration fee, cash allowance etc. as per the scale prescribed by Government of India for participation in the International Scientific	Full powers up to two occasions in a financial year.	Full powers in respect of Director.	Full powers for more than two occasions in a financial year.	-

	Conference, symposia, seminar, etc. abroad for the members of faculty or staff as per the approved guidelines.				
	Powers to permit the members of faculty for going abroad to attend meetings or conferences or seminars or workshops or symposia, etc. for short assignments as per the approved guidelines.				
29.	Full powers, except for self.	Full powers in respect of Director.	-		-
	To sanction journeys with in India on official duty and payment of travelling allowance and dearness allowance				
30.	to Group 'A' (including Faculty), Group 'B' and Group 'C' officials, residents, staff on projects, research scholars and students.	Full powers	-	-	-
	To depute Group 'A' (including faculty) and Group 'B' officers for training with benefits of travelling allowance or dearness allowance or pay within the country or abroad.				
31.	Full powers for sending within the country.	-		Full powers for sending outside the country.	-
32.	Sanction of course fee, travelling allowance, dearness allowance and registration fee for the employees of National Institute of Mental Health and Neuro Sciences	Full powers	-	-	-

	participating in the seminars or conferences and courses not exceeding one month organised by other institutions in India.				
33.	Reimbursement of cancellation of air charges where such cancellation is in the interest of Institute service.	Full powers	-	-	-
34.	To countersign his own travelling allowance bills and those of other officers.	Full powers	-	-	-
35.	To sanction leave travel concession or home travel concession, sanction advances and countersign leave travel concession or home travel concession bills.	Full powers	-	-	-
36.	Powers to sanction a) Temporary advances b) Partial final withdrawals and c) Final withdrawals out of General Provident Fund or Contributory Provident Fund.	Full powers in respect of all employees, except for self.	Full powers in case of Director.	-	-
37.	Destruction of office records connected with accounts (as per norms laid down in Appendix 13 of General Financial Rules).	Full powers	-	-	-
38.	Powers for retention of un-disbursed pay and allowances of staff.	Full powers up to three months as per the provisions of Receipts and	-	-	-

### Payments Rules.

39.	To decide whether a particular absence is absence or duty within the country.	Full powers for academic purposes and one month in other cases.	Full powers beyond one month in all cases other than academic.	-
40.	Grant of Leave(i) Casual leave	Full powers (in case of self an account is to be maintained).	-	-
	(ii) Earned leave, half pay leave, commuted leave, leave not due, extraordinary leave, maternity leave.	Full powers, except for self.	Full powers for director.	-
	(iii) Special disability leave	Full powers	-	-
	(iv) Study leave	Full powers for Group 'A', 'B' and 'C' employees, not exceeding twenty-four months, except for Director.	Full powers for Faculty (Medical) and Medical Officers for periods exceeding twenty-four months, but up to thirty-six months.	-
41.	Extension of leave to cover over stays.	Full powers (within his competence), provided that the employee on leave will on return be under the administrative control of the Institute.	-	-
42.	To grant leave when a Medical Board has reported that there is no reasonable prospect of employee being fit to return to duty.	Full powers	-	-
43.	Grant of Sabbatical leave not exceeding one year to members of faculty as per the approved scheme.	-	-	Full powers -

44.	Counting extraordinary leave for increments.	Full powers	-	-	-
45.	To direct that an officer on leave shall be considered to be in occupation of a residence.	Full powers	-	-	-
46.	To declare an Institute employee to be a(i) Faculty member(ii) Ministerial employee or(iii) Technical or Paramedical employee.	Full powers	-	-	-
47.	To suspend a lien	Full powers provided he is authorised to make appointment to the post on which the lien is held.	-	-	-
48.	To transfer the lien of an institute employee from one post to another.	Full powers provided he is authorised to make appointments to both the posts concerned.	-	-	-
49.	To transfer an Institute employee from one post to another.	Full powers in case of Group 'A', 'B' and 'C' employees excluding faculty.	-	-	-
50.	Powers to retain lien of the Institute employees when they are appointed elsewhere.	Full powers up to two years in case of Group 'B' and 'C' posts.	Full powers up to two years for Group 'A' posts.	Full powers exceeding two years for Group 'A' posts.	-
51.	Powers for fixation of pay of Institute employees under normal rules.	Full powers	-	-	-
52.	Fixation of pay and allowances of an Institute employee treated as on duty under Fundamental Rules 9(6)(b).	Full powers	-	-	-
53.	Power to grant advance	Full powers up to three	Full powers	-	-

	increment on initial appointment(including the employees of research schemes on their appointmentto regular posts) on the recommendation of Selection Committee.	advance increments.	beyond three advance increments.		
54.	Powers to reduce the pay of an officiating employee (underFundamental Rules 35).	Full powers in case of Groups 'B' and 'C'employees. Full powers in case of Group 'A'employees.	-	-	-
55.	Power to sanction undertaking of work for which fee is offeredand the acceptance of fee.	Full powers where relaxation of conditions under SupplementaryRule 12 are not required.	-		Full powers where relaxation of conditions under SupplementaryRule 12 are required.
56.	To grant honorarium to staff for occasional and special natureof work.	Full powers up to a maximum of Rs. five thousand per annum ineach case per individual.	-	-	-
57.	Power to relax the provision of Supplementary Rule 12 wherethe subsistence allowance to be received from World HealthOrganisation etc. is in the nature of daily allowance and no feesis involved.	Full powers	-	-	-
58.	(a) Powers to create posts.	Full powers for -(i) temporary Group 'C' postsfor not exceeding one year, and(ii) temporary posts inResearch Projects on a fixed or timescale of pay from researchbudget.	-		Full powers for - Faculty posts, Group 'A', 'B'and 'C' posts (subject to Rule 8 of NationalInstitute of Mental Health and Neuro-Sciences, Bangalore

Rules, 2013.

	(b) Powers to make appointments to posts(i) Permanent (Subject to rule 8 of the National Institute of Mental Health and Neuro-Sciences, Bangalore Rules, 2013.	Full powers for Associate Professor, Assistant Professor, Group 'A' Technical posts, Group 'B' and 'C' Ministerial and Technical posts, Senior Residents, and Junior Residents.	Full powers in case of Additional Professor and Group 'A' Ministerial posts.	Full powers in case of Senior Professor and Group 'A' Ministerial posts.	Full powers in case of
			Full powers for all Group 'A' posts other than Faculty. For Faculty of the rank of Additional Professor and above for a period not exceeding two years and for Lecturers in Nursing, Assistant Professors and Associated Professors for periods exceeding two years.	-	-
	(ii) Ad-hoc or temporary posts	Full powers for Group 'B' and 'C' posts, Lecturers in Nursing, Assistant Professors and Associate Professors not exceeding for a period of two years.			
	(c) Temporary posts in Research Projects on a fixed or timescale of pay from research budget.	Full powers	-	-	-
59.	(a) Disciplinary Authority	Full powers for Associate Professor, Assistant Professor, Group 'A' Technical posts, Group 'B' and 'C' Ministerial and Technical posts, Senior Residents, and Junior Residents.	Full powers for Senior Professor, Professor, Additional Professor and Group 'A' Ministerial posts.	-	Full powers in case of Director.

	(b) Appellate Authority -		Full powers for Associate Professor, Assistant Professor, Group 'A' Technical posts, Group 'B' and 'C' Ministerial and Technical posts, Senior Residents, and Junior Residents.		Full powers in case of Senior Professor, Additional Professor and Group A Ministerial posts.
60.	To declare satisfactory completion of period of probation and confirmation in service (on the recommendation of Departmental Promotion Committee constituted).	Full powers	-	-	-
61.	To provide alternate appointment on a lower post in case of medical disability as provided under rule 38(4) of Central Civil Services (Pension) Rules, 1972.	Full powers in respect of Group 'B' and 'C' posts.	-	Full powers in respect of Group 'A' posts.	-
62.	Powers to constitute Departmental promotion committee for (a) Promotion (b) Declaration of satisfactory probation and confirmation.	Full powers for Associate Professor, Assistant Professor, Group 'A' Technical posts, Group 'B' and 'C' Ministerial and Technical posts.	-	Full powers for Professor, Additional Professor and Group 'A' Ministerial posts.	-
63.	To prescribe Cadre and Recruitment Rules for all categories of posts.	-	-	Full powers	-
64.	Powers to promote Institute employees based on	Full powers for Associate Professor, Assistant Professor, Group 'A'	-	Full powers for Professor, Additional	-



	therecommendations of Departmental promotion committee.	Technical posts, Group 'B' and 'C' Ministerial and Technical posts.		Professor and Group 'A' Ministerial posts.	
65.	Powers to accept resignations voluntary or retirements from Institute service	Full powers for Associate Professor, Assistant Professor Group 'A' Technical posts, Group 'B' and 'C' Ministerial and Technical posts.	-	Full powers in case of Professor, Additional Professor and Group 'A' Ministerial posts.	Full powers in case of Director.
66.	Power to sanction transfer on foreign service or on deputation within India.	Full powers in respect of Group 'B' and 'C' employees.	Full powers in respect of Group 'A' employees.	-	-
67.	Power to accept the terms and conditions of foreign service in respect of deputationists from Central or State Government service.	Full powers	-	-	-
68.	To decide the date of reversion of an Institute employee who takes leave before reversion from foreign service.	Full powers	-	-	-
69.	Deputation to work and study outside the Institute within India.	Full powers up to three months for Faculty and Group 'A' technical staff.	-	-	-
70.	Powers to sanction investigation of claims of arrears of pay, etc.	Full powers in accordance	-	-	-
71.	Power to sanction permanent imprest advances to Group 'A' and 'B' officers.	Full powers	-	-	-
72.	To file law suits in the interest of the Institute.	Full powers	-	-	-

	Power to sanction advances and payments for law suits in the interest of the Institute.	Full powers	-	-	-
73.					
	Power to prescribe (a) the quantum of security deposit; and (b) form of security bond to be executed by the staff entrusted with cash, stores, etc.	Full powers	-	-	-
74.					
	To allot residence.	Full powers	-	-	-
75.					
	To determine standard rent for residential quarters.	Full powers subject to instructions issued by Government from time to time.	-	-	-
76.					
	To accept Research grants from agencies in India and also from abroad (subject to Reserve Bank of India guidelines) for undertaking research projects, subject to general policy of Government of India.	Full powers to accept, if the duration of the project is not more than five years.	-	Full powers to accept, if the duration of the project is more than five years.	-
77.					
	To prescribe hospital charges and rates for investigation	-	-	Full powers	-
78.					
	To designate the officer as Head of the Department, Department of the office, Head of Section and Head of Unit.	Full powers	-	-	-
79.					
	To define and prescribe duties and functions of Head of Department or Faculty member or Head of Office or Head of Section or Head of	Full powers	-	-	-
80.					

	Unit.				
	To designate Drawing and Disbursing Officer				
81.	in respect of all personal claims of employees.	Full powers	-	-	-
	Power to alter in the case of clerical errors the date of birth recorded in Service Books of Group 'A', 'B' and 'C' employees.				
82.		Full powers	-	-	-
	To decide in case of doubt whether a particular employee is serving in a vacation department.				
83.		Full powers	-	-	-
	Power to issue instructions to subordinate authorities in the matter of contingent expenditure.				
84.		Full powers	-	-	-
	Re-organisation or creation of sections or Units or Departments.				
85.	(a) To admit students for various courses of study in the institute. (b) To admit casual students for training or study. (c) To permit students from other Institutions for block field placements.	Full powers in respect of Sections and Units.	-	Full powers in respect of Departments.	-
	To permit discontinuance of students or Research scholars or Residents and recovery of stipendary benefits together with penalty as per agreement.				
86.		Full powers	-	-	-
	To permit discontinuance of students or Research scholars or Residents and recovery of stipendary benefits together with penalty as per agreement.				
87.		Full powers	-	-	-

88.	To grant extension of time to students for payment of fees after due date.	Full powers	-	-	-
89.	Appointment of Wardens of hostels attached to the Institute and provide rent free accommodation in the campus.	Full powers	-	-	-
90.	To prescribe authority for reporting or reviewing confidential reports of the staff members of the Institute.	Reporting or Reviewing authority for Professors, Additional Professors and reviewing authority for all other cadres.	Reporting authority for Director.	-	-
91.	To invite -- (a) Visiting Professor for short duration of three months where the posts in the Departments are remaining unfilled and pay per diem at the prescribed rates and to sanction travelling allowance for onward and return journey.	Full powers	-	-	-
	(b) Visiting Professor for special lectures to post graduate students of the Institute and staff, to conduct seminars, workshops and sanction air travel where ever required and payment of honorarium at appropriate rates per lecture or seminar or workshop up to a	Full powers in respect of foreign nationals. Prior concurrence of Government of India would be obtained for extending hospitality charges and payment of travelling allowance and dearness allowance within India.	-	-	-

	maximum of ten sessions depending upon the status of the experts.				
	(c) Permitting faculty from other Institutions, within and outside the country, to spend or conduct research in the Institute during sabbatical leave.	Full powers in respect of faculty from Institutions within the country.	-	Full powers in respect of faculty from outside the country subject to Government of India regulations.	-
92.	Constitution of Medical Board and retirement of staff on invalid pension on account of permanent physical or mental disability incapacitating for further service if so certified by the Medical Board.	Full powers for the constitution of Medical Board and powers for retirement to be exercised by the respective appointing authority.	-	-	-
93.	Executing agreements and contracts for appropriate conduct of business of the Institute.	Full powers	-	-	-
94.	Hiring private buildings after following the prescribed rules.	Full powers	-	-	-
95.	To accept gifts or donations or endowments from the public, institutions in India and also from outside India (subject to Reserve Bank of India guidelines) to further the aims and objectives of the Institute.	Full powers. above Rs. ten lakh in each case will be reported to Governing Body.	-	-	-
96.		Full powers	-	-	-

	Sanction of sitting fee to experts of other institutes attending Selection Committee or Purchase Committee and other meetings of the Institute				
	Expenditure on grants-in-aid to recognised staff and students clubs of the Institute as per the scale laid down by Government of India.	Full powers	-	-	-
97.					
98.	Remission of disallowances in audit.	-	-	Full powers	-
99.	Acquisition of immovable property like land and buildings.	-	-	Full powers	-
100.	To reduce or remit for special reasons (to be recorded) any fees for investigation and for treatment in the hospital.	Full powers	-	-	-
101.	Power to grant extension of tenure of Senior Residents as per Residency Rules or Scholars.	Full powers	-	-	-
102.	Reimbursement of medical expenses in relaxation of rules.	Full powers	-	Full powers where treatment is required to be taken outside the country.	-
103.	To invest funds of the Institute in Government Securities, Nationalised Banks, Bonds or Securities of Public Financial Institutions, Shares of Companies or	Full powers (to be reported to Governing Body once in six months).	-	-	-

	any other schemes specified by Government.								
	To extend the benefits such as revised pay scales,								
104.	promotional schemes and other employee benefit schemes as and when introduced by Government of India to its employees, to NIMHANS employees.	Full powers in respect of cases where Governing body approval is not required.	-					Full powers in other cases.	-
	To approve conduct of workshops or seminars or symposium or conferences and to sanction expenditure for each activity within the sanctioned budget.								
105.		Full powers	-				-		-

Note 1:- The powers vested on a lower authority as per this Schedule can also be exercised by the higher authority. Note 2:- Approval or concurrence of the Department of Expenditure, Ministry of Finance shall be obtained, wherever required, as per the provisions under the Delegation of Financial Powers Rules, 1978 or the General Financial Rules, 2005.

## II

Fee Structure for Indian Nationals (See regulation 27)

Sl.No.	Nature of Fees	Ph.D.	DM/M.Ch.	MD/ PDF	DPM	M.Phil.	M.Sc.	B.Sc. Nursing	B.Sc. Anaesthesia Tech /Rad
1	Eligibility fee: 1) Other Universities of Karnataka: Rs.100/- 2)								

	Universities outside Karnataka: Rs.500/-3) Foreign students: Rs.5000/-								
2	Registration fee	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
3	Tuition fee per year	18,000.00	50,000.00	50,000.00	36,000.00	10,000.00	10,000.00	35,000.00*	10,000.00
4	Laboratory fee (per year)	500.00	500.00	500.00	400.00	400.00	300.00	300.00	300.00
5	Gymkhana and recreation fee (per year)	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00
6	Library fee (per year)	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
7	Caution Money and Hostel Deposit	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
8	Identification card fee	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
9	Examination fee								
	Part I	...	3,000.00	1,000.00	3,000.00	1,500.00	1,000.00	1,000.00	1,000.00
	Part II	...	10,000.00	5,000.00	...	1,500.00	1,000.00	1,000.00	1,000.00
	Part III	...	...	...	...	...	...	1,000.00	1,000.00



10	Pre-Ph.D. exam fee	2,000.00	...	...	...	...	...	...	...
11	Ph.D. Thesis evaluation	10,000.00	...	...	...	...	...	...	...

Note 1: Fees once paid will not be refunded at any cost. Note 2: \*One time payment, Rs. 20,000/- for the Scheduled Castes or the Scheduled Tribes candidates (B.Sc. in Nursing). Staff Nurse Association (SNA) Rs. 1000/- one time payment for B.Sc. Nursing students. Note 3: \*\*Hostel Rent (water and electricity charges) per annum Rs. 5000/- and Rs.1000/- mess advance for B.Sc. Nursing students. Note 4: No Examination fee for Post Doctoral Fellowship courses. Fee Structure for Foreign Nationals (All figures are in US \$)

Sl. No.	Name of the Course	* Tuition fee	On fee
1.	Doctor of Philosophy (Ph.D).	30000	500
2.	For super speciality courses		
	(a) Doctor of Medicine (DM) or Master of Chirurgical (M.Ch) -Five years duration	60000	1000
	(b) Doctor of Medicine (DM) or Master of Chirurgical (M.Ch) -Three years duration	50000	1000
3.	Post Doctoral fellowship in Neuropathology or Neuroanaesthesia	30000	1000
4.	Master of Philosophy (M.Phil)	20000	500
5.	Master of Science (M.Sc) - Psychiatric Nursing	15000	500
6.	Bachelor of Science (B.Sc) in Nursing	20000	
7.	Diploma in Psychiatric or Mental Health Nursing (DPN); Diploma in Neuroscience Nursing (DNN) and Diploma in Clinical Neurophysiology Technology (DCNT)		100

Note 1: \*Tuition fee to be paid in equal annual installments. The amount indicated is for the entire duration of the course. Note 2: The fees once paid will not be refunded at any cost.

### III

Remuneration for Examiners and for Conducting Various Examinations at Nimhans: (See regulation 29) Theory Examination

I.	Pre.Ph.D/PG Degree/UG Degree/Diploma Courses: (Both Medical and Non-Medical)	
1.	Setting of Question Papers	Rs. 500 per paper
2.	Valuation of Theory Answer Books	Under Graduate: Rs. 25 per candidate subject to minimum of Rs. 150 per examiner Post Graduate: Rs. 100 per candidate subject to minimum of Rs. 500 per examiner
3.		Rs. 1000 per dissertation

	For evaluation of DM or M.Ch or MD or M.Phil or M.Sc Dissertation	
4.	For valuation of Case Records	Rs. 200 per case record
5.	Postal or courier Expenses (if any)	As per actual

## PRACTICAL EXAMINATION

		1. For MD or DM or M.Ch or DPM or M. Phil or M. Sc courses : Rs. 1000 per candidate per examiner with minimum of Rs. 2000 and maximum of Rs. 5000 for setting of Question paper, evaluation of answer books and conducting of clinical, practical and Viva-Voce Exam. 1A. Viva-Voce Only (Pre-Ph. D or Post Graduate Courses) Rs. 500 per examiner. 2. For B.Sc courses : Rs. 500 per examiner per day for setting of Question paper, evaluation of answer books and conducting of clinical, practical & Viva-Voce Exam. 2A. Viva-Voce Only Rs. 500 per examiner per day.
1.	For conducting Clinical or Practical or Viva-Voce examination	
2.	Expert assistant	Rs. 250 per session per day
3.	Chairman Fee	Rs. 1000

## II. Ph.D COURSE

1.	For assessment of Ph.D Thesis	Rs. 2000 per Thesis
2.	For Viva-Voce Examination	Rs. 500 per examiner
3.	Postal or courier expenses if any	As per actual
4.	Chairman Fee	Rs. 1000

## III. Remuneration to Officers and Staff for Conducting under Graduate and Post Graduate Theory Examinations

OFFICERS AND OTHER STAFF INVOLVED IN EXAMINATION WORK	REMUNERATION PER EXAM Rs.
ADMINISTRATIVE OFFICER (A&E)	500.00
SPECIAL OFFICER (A&E)	500.00
TABULATOR	1000.00
EVALUATION ASSISTANT	500.00
STENOGRAPHER GRADE.II (one)	250.00
LOWER DIVISION CLERK (one)	200.00
INVIGILATOR or SUPERVISOR	100 per day

ATTENDER

100.00

IV. DPN/DNN/DCNT EXAMINATIONS :Remuneration to Examiners(Same as for Under graduate Courses)

## **IV**

Hospital Charges(See regulation 30)I. General:Income of patients: Gross salary shall be considered as income for patients who are employed; and for patients who are not employed, the gross income of the supporting family member shall be considered as income.

### **2. Patients are classified into two main categories, namely:--**

below poverty line (BPL) Card holders; and above poverty line (APL).The APL category patients shall pay full rates for all services. Such of the APL category patients whose annual income is less than Rs. 40,000 may be offered maximum fifty per cent concession in charges for ward, tests, procedures, surgery etc,. However, patients admitted in special wards shall pay full charges irrespective of their income.

**3. Patients who possess BPL Card should remit Rs. 200 towards routine treatment and investigations. This applies only to in-patient treatments. However, they shall pay charges for special investigations like Computed Tomography (C.T) Scan, Magnetic Resonance Imaging (MRI), Electro Encephalo Gram(EEG), Certain Laboratory tests, etc.**

**4. No charges shall be levied for any operation that would be necessary due to complication of the first operation.**

**5. Investigations for academic interest shall be carried out free of cost after being duly recommended by the Head of the Department and approved by the Medical Superintendent. This should be done prior to the investigation or treatment and not at the time of discharge or settling the bill.**

**6. The investigations requested by outside agencies or institutions shall be charged at full rates along with a registration fee of Rs.20.**

**7. The ward charges for children below 12 years shall be on par with the charges for adult patients.**

**8. National Institute of Mental Health and Neuro-Sciences staff and their dependents undergoing full course or treatment shall be provided hospital services conforming to the National Institute of Mental Health and Neuro-Sciences Health Scheme.**

**9. Freedom Fighters, their spouses and dependant minor children shall be eligible for hospital services free of cost in general ward only, subject to the condition that they are in receipt of pension from the Central or State Government. In case they are willing to get admitted in special wards, the difference of expenditure between general ward and the special ward shall be borne by them.**

**10. Admission charge of Rs. 25 shall be collected from patients at the time of admission, irrespective of the income of the patient. This applies to BPL patients also.**

**11. Provision of part payment: In respect of patients whose declared monthly income is less than Rs.1700/- and are in a position to pay for investigation or treatment procedure, but not able to pay the complete hospital charges, the Senior Resident or Consultant treating the patient may identify the relevant investigation or treatment procedure for which full charges can be collected from the patient.**

**12. Charges for treatment at Casualty and Observation Units: Patients who are BPL Card holders shall be provided routine investigation and treatment facilities at concessional rates at the Casualty and Observation Unit. In case of APL patients, the Resident on duty shall prepare list of investigations and treatment facilities provided to the patients while in Casualty or Observation Unit. The staff Nurse in-charge shall arrange to send the case record to the Hospital Cash Counter or Admission Counter and the necessary charges shall be collected from the patients. The drugs and disposables like IV Sets, Scalp Vein Sets, etc., used shall be replaced by the patients before leaving the Casualty. Assessment of income of all patients seeking care at the Casualty and Observation units shall be carried out by Casualty Medical Officer or Resident on duty.**

**13. The Laboratory Investigations requested by Government Hospitals or Centers shall be charged at full rates and those requested by Non-Government Hospitals or Centers at 1 ½ times the full rates.**

**14. Only those patients who produce BPL Cards shall be provided treatment at concessional rates. All other patients shall pay the stipulated charges.**

**15. Proposals for waiver of any charges shall be approved by a Committee comprising of Director, Medical superintendent and Registrar.**

**16. Patients from Foreign Countries: With effect from 21st August, 2012, foreign nationals taking treatment at NIMHANS are charged depending on the economic status of countries as classified by World Bank from time to time. Accordingly, patients belonging to lower and middle income economies will be charged at the full rates and patients belonging to High income countries will be charged double the full rates prescribed by the Institute for various services.**

## II. Ward Charges

Wards	Tariff per day Rs.
A. GENERAL WARD	5.00
1) BPL Card Holders	
2) APL Patients	25.00
a) Less than Rs. 40,000 per year	50.00

b) Rs. 40,000 per year and above

|-

Patients admitted to General wards and shared special wards who do not possess BPL Card shall make following minimum deposits at the time of admission. This does not apply to patients admitted or managed in casualty and short stay beds.

Psychiatry wards	1000.00
Neurology wards	2000.00
Neurosurgery wards	5000.00
NeuroRehabilitation wards	2000.00

Consultant shall insist on higher deposit depending on the expected tests and treatment.  
For all planned (elective) admissions the

deposit shall as far as possible cover the total expected expenditure.

**B. SPECIAL WARDS (PSYCHIATRY)**

**1. BLOCK "A"**

Single Bed/Cottage 1 and 2	400.00
Cottage No. 3 and 4	600.00

**2. BLOCK "B"**

Single Bed ward	400.00
2-bed wards	200.00
4-bed wards	125.00
6-bed wards	100.00

**3. BLOCK "C"**

Single bed ward	600.00
Single bed A.C. Room	1000.00

**4. CHILD PSYCHIATRY CENTRE**

Single bed ward	500.00
2-bed ward	300.00

**5. DE-ADDICTION CENTRE**

Deluxe Ward	1000.00
Single bed ward	300.00
2-bed ward	150.00
3-bed ward	125.00
6-bed ward	75.00

**C. FAMILY WARD 300.00**

(to be charged as per income slab)

**D. SPECIAL WARDS (NEUROLOGY or NEURO SURGERY)**

**1. BLOCK "A"**

Single bed ward	600.00
Single bed A.C. No. 301	800.00
Single bed A.C. No. 308	700.00
2-bed special ward	200.00

**2. BLOCK "B"**

Single bed Deluxe	1200.00
Single bed ward	500.00
2-bed special ward	400.00

Minimum deposit to be made by patients getting admitted to single bed special wards

shall be as under. Consultants shall decide on higher deposit depending on the case.

Neurology special ward	}
Neuro Surgery special ward	
Deluxe wards	10,000.00

Psychiatry 'A' and 'B' Blocks

Psychiatry 'C' Block and Cottage No. 3 and 4

Consultant shall insist on higher deposit depending on the expected tests and treatment.

For all planned (elective) admissions the deposit shall as far as possible cover the total expected expenditure.

#### E. INTENSIVE CARE UNIT :-

Neurology and Neuro Surgery	650.00
Psychiatry	100.00

Note :- Ward Charges, Investigation and treatment charges in single bed special wards and Two bed Special wards shall be one hundred per cent. irrespective of income of the patient. Patients in Four bed and Six bed Special wards shall be levied one hundred per cent. ward charges irrespective of their income. However the charges for investigations and treatment shall be as per their income slab with the minimum rate of fifty per cent. of the full charges.

#### III. Charges for medical certificates

Admission and Discharge	50.00
Advise for Rest or Fitness	50.00
Medical Legal Autopsy	200.00
Wound Certificate	200.00
Medical Certificate for Insurance Claim	200.00
Out-Patient Treatment	50.00
Speech and Hearing Certificate	200.00

Note : Certificate of Clinical Autopsy is issued free of cost

#### IV. Charges for Medical Board

Routine Medical Board	300.00
Special or Appeal Medical Board	500.00

#### V. Diet Charges

The Hospital Diet shall be provided free of cost to patients who possess BPL Card. All other patients (paying patients) shall be given the option to either make their own arrangement for diet or to avail the facility of the Hospital Diet.

General Diet	50.00
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Special Diet	80.00
Milk Diet, Milk and Bread	15.00

## VI. Ambulance Charges

Sl.No.	PLACE	Rs.
1.	Bowring Hospital, Medinova, Shivaji Nagar etc.	100.00
2.	KC General Hospital, Malleswaram	150.00
3.	ESI Hospital, Rajaji Nagar	150.00
4.	ESI Hospital, Indira Nagar	120.00
5.	St. John's Medical College Hospital	100.00
6.	Jayanagar Hospital, Jayanagar	80.00
7.	Victoria Hospital, Vanivilas, Kalasipalyam, etc.	100.00
8.	St. Marthas Hospital	100.00
9.	Railway Station, Bus Stand, Majestic Area	120.00
10.	HAL Hospital , Airport Road	200.00
11.	Manipal Hospital, Airport Road	200.00
12.	Isolation Hospital & Byappanahalli	200.00
13.	M.S. Ramaiah Hospital, Gokula and Mathikere	220.00
14.	Baptist Hospital, Yelahanka	200.00
15.	I.T.I, Krishnarajapuram	220.00
16.	Kidwai and Sanjay Gandhi Institute	30.00

Note: For places other than those mentioned above Rs. 15.00 may be charged per kilometer.

## VII. Casualty and O.P.D. Services

Registration at Screening Clinic	20.00
O.P.D. Registration (Opening a case file)	50.00
Out patient follow up charges for patients without BPL card	10.00
(On Trial basis)	(Per visit)
Issue of Duplicate Registration Card if card is lost	20.00
Registration at Casualty	100.00
(Including case file opening)	

An annual charges of Rs. 100/- shall be charged from patients with BPL Card in order to enable them to avail free drugs authorized to be issued at the Out Patient Department Drugs Counter and routine diagnostic investigations. An identity card shall be issued to such patients and it should be renewed every year after the payment of prescribed charges.

## VIII. Department wise charges for various tests

## 1. CLINICAL PSYCHOLOGY

## A. TESTS :-

Cognitive functions	500.00
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Personality and Interpersonal Relationships	500.00
Specific Learning Abilities	300.00
Specific Functions (IQ)	200.00
General Assessment	1000.00
Diagnostic Clarification	500.00
Neuro Psychological Assessment	1000.00
<b>B.THERAPY :-</b>	
Cognitive Behavior Therapy (Persession)	150.00
Biofeedback or Relaxation Training(per session)	150.00
Cognitive Retraining (persessions)	150.00
Psychotherapy or counseling (persession)	150.00
<b>C.MOLECULAR DIAGNOSTIC FACILITY</b>	
Triplet Repeat Expansion Associated Diseases	
(a) Huntington's Disease or One of the ataxia	1000.00
(b) Spinocerebellar Ataxias panel1(1,2,3)	2000.00
(c ) Spinocerebellar Ataxia panel2(1,2,3,6,7,8,12,17 DRPLA)	5000.00
Duchenne and Becker Muscular Dystrophy	
Deletion analysis for 24 exons	1500.00
Carrier analysis	
Using antragenic markers (Intron3,44 and 49)	3000 .00
Spinalmuscular atrophy	
Deletion analysis (exon 7 and 8 only)	1000.00
Carrier analysis using Q-PCR (exon8 only)	3000.00
<b>2.NEUROLOGY</b>	
<b>{CLINICAL ELECTROPHYSIOLOGY}</b>	
E.E.G.,	360.00
{Rs.100/-each for subsequent three EEGs. within a year}	
E.C.G	100.00
E.M.G and Nerve Conduction {Rs. 100/- each for subsequent three procedures within one year}	360.00
Evoked Potentials	180.00
{VEP + BAER + SSEP + Blink Reflex} {each}	
Combined Evoked Potential Study	
{VEP+BAER+Blink Reflex + SSEP}	360.00
Sphenoidal EEG	720.00
Videometry {Minimum} {excluding video cassettes}	

For day and night recording :-

- One days	1200.00
- Two days	2400.00
- Three days	3600.00

Minimum charges as Rs. 1000/= irrespective of number of hours. BPL card holders Rs. 250/= (Waiver then required to be done by unit/departmental head)

Single Fibre EMG or Macro EMG or other procedures	360.00
Botulinium Toxin Injection {excluding cost of drug}	360.00
Autonomic Function Tests	600.00

Note :-

Minimum charge of Rs.50/-for E.E.G.,

Minimum charge of Rs.50/-for E.M.G and Neuroconduction,

Minimum charges of Rs. 50/-for V.E.P., B.A.E.R., S.S.E.P., and Blink Reflex.

Polysomnography (PSG) charges	1000.00
PSG with MSLT charges	1500.00

BPL card holders Rs. 250/= (May be waived as per rules in deserving cases)

Transcranial magnetic stimulation	300.00
Involuntary movement studies	300.00

Therapeutics

EMG guided Botulinium Toxin Injection {excluding cost of drug}	600.00
rTMS (each session)	200.00

3. NEURO ANAESTHESIA

I.C.U Ward charge per day	650.00
Ventilator charges for patients requiring ventilation {Per day}	1000.00
Oxygen charges {Per day}	250.00
Blood Gases {Per sample}	150.00
Monitoring charges {Per day}	400.00
Procedures done under anesthesia	
MRI	500.00
Angiogram	500.00
Interventional radiology for AVM	1000.00
GDC coiling for aneurysms	2000.00
CT Scanning	50.00

4. NEURO CHEMISTRY

(A) BLOOD

Sugar	
(a) Fasting	50.00

(b) Post Prandial	50.00
(c) Random	50.00
Urea	70.00
Creatinine	70.00
Cholesterol	80.00
HDL Cholesterol	100.00
Sodium	80.00
Pottasium	80.00
Calcium	70.00
Phosphorus	70.00
Copper	300.00
Ceruplasmin	200.00
Lithium	100.00
D.P.H.,	400.00
Phenobarbitone	400.00
Carbamezapine	400.00
Billirubin	90.00
Alkaline Phosphatase	90.00
C.P.K.,	150.00
L.D.H.,	150.00
G.O.T.,	80.00
G.P.T.,	80.00
Total Protein	60.00
Albumin	60.00
Prothrombin Time	150.00
T <sub>3</sub>	100.00
T <sub>4</sub>	100.00
T.S.H.,	100.00
T <sub>3</sub> , T <sub>4</sub> , TSH	300.00
Serum Osmolality	200.00
Urine Osmolality	200.00

(B) URINE:-

Copper	300.00
Abnormal Matabolites or Screeningof IEM	150.00
P.B.G.,	50.00
B.J. Protein	50.00

(C) OTHERS

24 hrs. Urinary Protein	70.00
Uric Acid	90.00
Triglycerides	100.00
Gamma GT	100.00
Aryl Sulphatase	500.00
Hexosaminidase A, B, and Total	500.00
Lactate	150.00
B.12	300.00
Folic Acid	300.00
Urine screening for I.E.M.,	150.00
Glycosylated Hb	300.00
Ammonia	300.00
Aminoacid Profile By HPLC	1500.00
Plasma	
Homocysteine	800.00
Fibrinogen	300.00
Lupus Anticoagulant	250.00
Lactate	200.00
Valproate	400.00
HbA1c	300.00
Microalbumin	300.00
Angiotensin-converting enzyme	900.00
Antiphospholipid Antibodies - IgG	600.00
Antiphospholipid Antibodies IgM	600.00
Anti Cardiolipin Antibodies - IgG	400.00
Anti Cardiolipin Antibodies - IgM	400.00
Anti Cardiolipin Antibodies - IgA	400.00
Tandem Mass Spectrometric analysis for IEM	1000.00

Following Neuro Chemistry Laboratory Tests shall be Charged at rates mentioned against them for patients who possess BPL Cards

Thyroid Profile {T3, T4, TSH}	200.00
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T3	75.00
T4	75.00
TSH	75.00
Prothrombin Time	00.00
Aryl Sulphatase A and B	250.00
Hexosaminidase A and B	250.00
Amino Acid Profile by HPLC	750.00
Lactate	150.00
AED Drugs {PB/DPH/CBZ}	100.00
Tandem Mass spectrometry	300.00
Homocysteine	500.00
Fibrinogen	75.00

## 5.NEURO IMAGING AND INTERVENTIONAL RADIOLOGY

### 1. X – RAYS :-

• 15" × 12"	150.00	
• 10" × 12"	100.00	
• 10" × 8"	80.00	
Special X-ray procedures	1000.00	
{IVP, Myelogram, Orbital, Venogram, MCU}		
Transfemoral Catheterisation of any one Intracranial Vessel	2500.00	
Cerebral Angiogram	}	actual current price 4500.00
Spinal Angiogram	4500.00	
Other Vascular Studies	6000.00	
Intervention Charges :-		
(a) Endovascular	9000.00	
(b) Percutaneous	2500.00	
Angiocele	7400.00	
Diagnostic Catheter	Diagnostic Guide	
Wire	Femoral Sheath	Exchange Guide
Wire	Microcatheters each	Guiding
Catheters each	Guide wire with Micro	
Platinum tip	Micro Guide wire	
without Platinum tip	Lipiodol – 1	

amp.Histoacryl - 1 amp.Lamda  
Connector

## 2. COILS :-

GDC Standard and Soft Coils  
including 2DGDC – 3D Ultra Soft,  
SR and SynergyGDC 18 3D  
SynergyFibred GDC 18 Vortx Shape  
CoilsFibred Platinum Coils – } actual  
10Vortx CoilsVortx Diamond Shape } current  
Coils – 18o18 Fibred Platinum price  
CoilsBerenstein Liquid Coil –  
15/10Sentry BalloonStandard  
Occlusion BalloonContour PVA  
Embolization Particles

Non – Ionic Contrast  
Medium per 10 ml. 120.00

Note:Products not in the list  
will be chargedaccording to  
the cost of the material. This  
list is tentative andsubject to  
changes depending on the  
price of material at the timeof  
purchase.

## 3.C.T. SCAN CHARGES

### A.BRAIN:

BPL	300.00
Less than Rs. 40,000=00 per year	1200.00
Rs. 40,000 and above	2000.00

### B. SPINE or OTHERBODY PART :-

BPL	700.00
Less than Rs. 40,000=00 per year	1500.00
Rs. 40,000 and above	3200.00

### C. C.T. ANGIOGRAM :-

BPL	2000.00
Less than Rs. 40,000=00 per year	3000.00
Rs. 40,000 and above	4400.00

Inclusive of film or CD. For  
APL patients only

### D.CONTRASTMEDIUM

**CHARGES :-**

Ionic Medium per 100 ml.	400.00
Non – Ionic Medium per 10 ml.	120.00
Extra C.T. Film Charges (Per film)	100.00

**4.M.R.I SCAN CHARGES**

| BRAIN or SPINE or BODY  
SINGLE PART :-

BPL	1000.00
Less than Rs. 40,000=00 per year	3500.00
Rs. 40,000 and above	5500.00

Inclusive of films or CD. For  
APL patients only.

MRA or MRS {in the same sitting}:-

BPL	500.00
Less than Rs. 40,000=00 per year	1000.00
Rs. 40,000 and above	700.00

MRI CONTRAST – Contrast Medium Charge	800.00
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CD will be Provided by Hospital

Note:Half rates shall be charged for  
subsequent scans carried out during  
out – patient and/or in  
patient treatment over a maximum  
period of 90 days.

**5. ULTRASOUND :-**

Routine	150.00
Doppler	300.00

**6.NEURO MICROBIOLOGY**

Bacterial Cultures and Sensitivity	300.00
Fungal Culture	200.00
CSF Cell Count	150.00
BACTEC radiometric Assay	1200.00
AFB Culture	250.00
ELISA for Antimycobacteria antibody	400.00
ELISA for Anticysticercal antibody	400.00
RA Factor	100.00
Monteaux Test	75.00

Anaerobic Culture	600.00
Widal Test	100.00
A.S.L.O.,	200.00
C.R.P.,	150.00
V.D.R.L.,	100.00
Cryptococcal Antigen	400.00
Toxoplasma Antibody { Latex }	200.00
CSF cytology	150.00
PCR	1500.00
T.P.H.A.	300.00
Grams staining / AFB staining	100.00
Anti-acetylcholine receptor	400.00
A.N.A.	250.00
Pneumococcal or H.influenzae	400.00
Oligoclonal band	300.00
Anti-ganglioside antibody	500.00
Western blotting for TB	500.00
Western blotting for Neurocysticercosis	500.00
BACT ALERT	
TB Culture	1000.00
Blood Culture	1000.00
Vitek 2 Compact 60 automated Culture ID and Antibiotic Sensitivity Test	500.00
MGIT	*1000.00
	*(Rs 1500.00 for Private Hospitals)

## 7.NEURO PATHOLOGY

### A: CLINICAL PATHOLOGY

1. Haemogram	160.00
2. Hemoglobin	30.00
3. W.B.C Total and Differential Count	30.00
4. R.B.C Count	30.00
5. Packed Cell volume	30.00
6. Platelet Count	30.00



7. P Smear and or Malarial Parasite (MP)	40.00
8. ESR	40.00
9. BT and CT	30.00
10. AEC	30.00
11. Sickling Test	80.00
12. Reticulocyte count	40.00
13. Saline Dilution Test for Acanthocytes	200.00
14. Bone Marrow examination	240.00
15. Urine Analysis – routine	60.00
16. Urine Sugar	20.00
17. Urine Albumin	20.00
18. Urine Ketone Bodies	20.00
19. Stool Examination Routine	40.00
20. Rapid Test for Malaria	150.00

**B: TRANSFUSION MEDICINE CENTRE (TMC)**

**–BLOOD BANK**

1. Whole Blood	- For NIMHANS or Government Hospital	300.00
	- For Private Hospital	500.00
2. Plasma One Unit	- For NIMHANS or Government Hospital	300.00
	- For Private Hospital	500.00
3. Packed Cells	For NIMHANS or Government Hospital	300.00
	- For Private Hospital	500.00
4. Platelet Rich Plasma	- For NIMHANS or Government Hospital	300.00
	- For Private Hospital	500.00
5. Platelet Concentrate	- For NIMHANS or Government Hospital	300.00
	- For Private Hospital	500.00
6. LVPP (Large VolumePlasmapheresis)		5500.00
7. Small VolumePlasmapheresis		200.00
8. HBs Ag		100.00

**C: HISTOPATHOLOGY**

Sl. No.	Test	Charges for patients from NIMHANS. Rs/-	Charges for patients from Government Hospitals. Rs/-
1	•NEUROSURGERY/NIIR• Biopsy•	1000-001000-002000-002500-00	1000-001000-002000-002500-00

	TUMOR-immunohistochemistry (IHC)• Tumor Panel – I (Onemarker)• Tumor Panel – II (Twomarkers)• Tumor Panel - III (Three ormore markers)			
	•NEUROLOGY : MUSCLE• Fresh Muscle Biopsy withEnzyme Histochemistry (EHC)• Biopsy in formalin• Additional ElectronMicroscopy test• Muscle			
2	Immunohistochemistry(IHC)• Muscle Panel - I(Dystrophin, Sarcoglycans, Merosin)• Muscle Panel – II(Dysferlin, adystroglycan, Co16, caveolin) NERVE• Nerve Biopsy• Additional Semithin andElectron Microscopy test	1500-00.....1000-002500-002500-00	1500-001000-001000-002500-00	
3	SKIN• Skin Biopsy• Additional ElectronMicroscopy test	1000-001000-00	1000-001000-00	
4	Charges for 2 or more biopsies	1000-00	1000-00	
5	Review of blocks• Upto 2 blocks• 3 & above	500-001000-00	500-001000-00	
6	Review of slides or Unstained slides	250-00	250-00	
7	Frozen or Squash Duplicate unstained slides	200-00	200-00	
8	Mailing of paraffin blocks inclusive of postage	.....	.....	
9	Brain Biopsy in Epilepsy cases (including IHC)	2500-00	2500-00	

markers)

#### D. ELECTRON MICROSCOPY (EM LAB)

1a. Specimen per  
sample [including | 2000.00  
Student

Specimen preparation-3 blocks,	Faculty or Scientific Officer	3000.00
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Ultramicrotomy (semithin + 2-3 grids/block), scanning 1 hour & 10 images]	Private Company	5000.00
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1b. Subsequent hour or part thereof	StudentFaculty or Scientific OfficerPrivate Company	3000.002000.001000.00
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2a. Negative Staining per sample [including processing,scanning per hour and 10 images ultramicrotomy is involved]	StudentFaculty or Scientific OfficerPrivate Company	1000.001500.003000.00
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2b. Subsequent hour or part thereof	StudentFaculty or Scientific OfficerPrivateCompany	1000.001500.003000.00
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#### 8. NEURO PHYSIOLOGY

1. Autonomic function	250.00
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2. Autonomic function test with tilt table	500.00
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3. Pulmonary function test	150.00
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#### 9. NEURO VIROLOGY

	450.00
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IgM Capture Elisa for Japanese Encephalitis or Dengue or Chikungunya Elisa for Herpes Simplex Virus Antibodies	450.00		
Elisa for Measles Virus Antibody Detection	450.00		
Immunofluorescence Test for Rabies Virus Antigen Detection	500.00		
Neutralising Antibodies to Rabies Virus	500.00		
Neutralising Antibodies to coxsackievims	450.00		
PCR for Herpes simplex vims (HSV PCR)	450.00		
10. PSYCHIATRY			
For each E.C.T.,	200.00		
Investigation and treatment:-	-	(a) Intensive Care Admission [Perday]	100.00
(b) Pentothal Interview [persession]	100.00		
Counseling or Psychotherapy (per Session)	150.00		
Family Therapy :-			
(a) Assessment	250.00		
(b) Individual Therapy [persession]	150.00		
De-Addiction center:-	-	(a) Urine or HPTLC	150.00

screening  
for single drug

(b) Urine or HPTLE  
screening 500.00  
for multiple drugs

11. PSYCHIATRIC  
AND NEURO  
REHABILITATION

Rehabilitation –  
Initial Assessment 30.00

Vocational Training  
and Rehabilitation  
on day care basis  
[daycare patients,  
whose parents or  
guardians are  
employed]

Income | Charges Per Month

Full Rate 100-00

50% Category 75-00

BPL Category 25-00

Any additional  
therapy programmes  
for In-patients per  
session for 15 days –  
or less 100.00

1. Physiotherapy:- |

(a) In-patients and  
Out-patients -per  
session 30.00

(b) In-patients and  
Out-patients  
-Electrotherapy per  
session 40.00 |-

(b) In-patients and  
Out-patients 30.00

[Occupational  
Therapy Assessment] (Per day)

3. Urodynamic :-

(a) Multichannel  
Urodynamic Studies 1000.00

2.  
Occupational  
Therapy :-

|- (a  
O

(b) Uroflowmetry	120.00		
12. PSYCHIATRIC SOCIAL WORK			
1. Home or School or agency or Factory or Company Visits:-			
(a) Upto 15 Kms	200.00		
(b) Beyond 15 Kms. and withincorporation limits	300.00		
2. Case Work Intervention:-	-	(a) Initial Assessment	150.00
(b) Subsequent Assessment	100.00		
3. Therapeutic Intervention in Groups:-			
(a) Group Interaction withIn-patients:-			
(i) Initial Assessment	100.00		
(ii) Subsequent Assessment	75.00		
(b) Group Interaction withOut-patients:-	-	(i) Initial Assessment	75.00
(ii) Subsequent Assessment	50.00		
(c) Family Intervention:-	-	(i) Initial Assessment	150.00
(ii) Subsequent Assessment	100.00		
13. SPEECH PATHOLOGY & AUDIOLOGY			
I. INVESTIGATION			
Puretone Audiometry [routine A/C, B/C Tests]	140.00		
	160.00		

Speech Audiometry  
(SRT/SDT/SPIN)

Central speech Tests	200.00
Impedence Audiometry	120.00
ABR Test	180.00
ABR Tracking audiometry	220.00
Cognitive Potentials Testing	250.00
Adult Speech evaluation	160.00
Adult Language Evaluation	160.00
Childhood Speech Evaluation	120.00
Childhood language Evaluation	120.00
Evaluation of Dysphonia	100.00
Otocaustic Emission	120.00
Dysphagia evaluation	100.00
Dysphagia management (for 5 sessions)	160.00

2. TREATMENT :-

Speech-Language  
therapy Children [for 160.00  
five sessions ]

Speech-Language  
Therapy for Adults [ 260.00  
for five sessions ]

IX. Operative  
Procedures and  
Anaesthesia Charges

1. Surgical Procedures	Anesthesia Charges	Operation Charges
Aneurysm Surgery [ 2200.00 Excluding Clip		7920.00

Charges ]

Arterial Anatomists		
– STA – MC	1650.00	5500.00
AV	2200.00	7920.00
Biopsy Bone or Live	80.00	165.00
Biopsy Lymph Node	80.00	275.00
Biopsy Muscle or Skin or Tumour	80.00	165.00
Biopsy Nerve	80.00	220.00
Bone Flap Removal	--	Free
Brachial Plexus Surgery	1100.00	6600.00
Burr hole	--	550.00
Burr-holes for Chronic Subdural	550.00	4400.00
Carotid Artery Ligation	--	550.00
Carotid Endarterectomy	1100.00	4400.00
Carpel Tunnel Decompression	550.00	4400.00
Cervical Decompressive Laminectomy	1100.00	4400.00
Cervical Disc Surgery without Fusion	1100.00	5500.00
Cervical Disc Surgery with Fusion	1650.00	6600.00
Clowrds Procedure	1100.00	5500.00
Combined Transoral Surgery and Posterior Fusion	2750.00	9350.00
Corpectomy without Instrumentation	1100.00	6600.00
Corpectomy with Instrumentation [excluding charges for Implant]	1100.00	7700.00
Cranial surgery for CSF Fistula	1650.00	5500.00



[Rhinorrhea or Otorrhea]		
Craniectomy for Craniostenosis	1650.00	4400.00
Cranioplasty	1100.00	5500.00
Craniotomy for Head Injury	1650.00	6600.00
Craniotomy for Parenchymal Tumours	1650.00	6600.00
Electrocardiography excluding Electrodes cost	1100.00	3850.00
Encephalocele	1100.00	2640.00
Endoscopic Surgery	550.00	6600.00
Endoscopic Ventriculostomy [failed		
Ventriculostomy within three months [	550.00	3300.00
No charges for revision ]		
Endoscopic 3rd Ventriculostomy [No charge for revision of		
3rd Ventriculostomy or Shunt. Charge for	550.00	2200.00
Shunt tube is however extra.]		
Epilepsy surgery – Temporal Lobotomy	1650.00	6600.00
Epilepsy surgery Extratemporal		
Resection and other surgeries for epilepsy [excluding the grid electrodes]	2200.00	7700.00
Ext. Ventricular Drainage or Lumbar drainage [excluding drain tube]	--	1100.00
	1650.00	4400.00

Foramen Magnum Decompression and Droplets		
Functional Neuro Surgery [ excluding CT or MRI charges ]	1650.00	5500.00
Koch's spine – Anterolateral approach	1650.00	6600.00
Laminectomy for Disc – Lumbar disc Excision	1100.00	5500.00
Laminoplasty	1100.00	5500.00
Lumbar Decompression Laminectomy	1100.00	4400.00
Myelomeningocoele repair	1100.00	2200.00
Orbitotomy for Orbital Tumor	1650.00	4400.00
Peripheral Nerve surgery with Nerve Graft	1100.00	6600.00
Peripheral Nerve surgery without Nerve Graft	1100.00	5500.00
POP Plaster or Ordinary	--	550.00
Posterior Fossa Craniectomy or Suboccipital Craniotomy for Parenchymal Tumor	1650.00	6600.00
RF Lesion for Trigeminal Neuralgia	--	1650.00
Rhizotomy	-- 4400.00	
Scalp and Skull tumor Excision	1100.00	5500.00
	550.00	1320.00

Shunt Revision after three months {No charges if it is within 3 months}		
Shunt surgery {Excluding shunt tube}	550.00	2640.00
Skull Base surgery and extra Axial Tumors {Basal Meningioma, Acoustic and other CP Angle Tumor etc.,}	2200.00	7920.00
Spinal Fusion {excluding cost of Implant}	2200.00	5500.00
Steriotaxic or CT Guided Surgery {Excluding CT Charges}	1650.00	6600.00
Steriotaxic Biopsy {excluding CT Charge}	3300.00	
Surgery for depressed Fracture	1100.00	3300.00
Surgery for Spinal Extramedullary Tumor	1650.00	6600.00
Surgery for Spinal Intramedullary Tumor	2200.00	9900.00
Surgery for Tethered Cord	1100.00	4400.00
Syringoperitoneal Shunt excluding Shunt Tube	550.00	2200.00
Thecoperitoneal Shunt excluding Shunt tube	550.00	2200.00
Tracheostomy		1100.00
Trans Cranial approach to Orbital	1650.00	6600.00

## Tumor

Transoral approach for CVJ Lesions {transoral approach forAAD}	1650.00	6600.00
Transphenoidal Surgery	1100.00	6600.00
Tumors of Skull Vault	550.00	5500.00
Wound Debridement	275.00	1650.00
Deep Brain Stimulation	2500.00	15000.00

## II. IMPLANTS:-

Aneurysm Clips Regular	}	8000.009500.00As per the actual cost
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Aneurysm Clips  
Fenestrated

4 – Contact Subdural  
Stripfor Invasive  
EEG6 – Contact  
Subdural Stripfor  
Invasive EEG8 –  
Contact Subdural  
Stripfor Invasive  
EEG32 – Contact  
Subdural Stripfor  
Invasive EEGCasper  
Plate – Charge  
for{Stainless steel }  
One PlateScrew –  
forCasperplate{stainless  
steel } –for one  
screwSteel Rod for  
Lumbar  
FixationScrew for  
Lumbar Fixation  
{rod }forone  
screwSteffiplate 3  
level Stainless  
steelSteffiplate 4  
level Stainless  
steelScrew for Steffi

Plate Fixation –for  
one screwLumber  
Drainage  
SystemSteffiplateTheco  
Peritoneal Shunt  
SystemVentricular  
Drainage SystemVP  
Shunt System

III. Gamma Knife  
Radio Surgery 100000.00\*

\* (Rs. 50000=00 for BPL  
Patients)

X. NIMHANS Centre  
for Wellbeing

Service	Charge (Rs.)
Consultation Liason Psychiatry	20 One time charge
Marital enrichment services	100 Per Session
De – addiction services	20 One time charge
Family enrichment program	100 Per Session
Stress management and life style clinic	100 Per Session
Positive mental health	100 Per Session
Adolescent stress management, parenting and occupationalmental health	100 Per Session
Psychology Clinic	100 Per Session
One time registration fee of Rs. 20/- shall be charged forpersons seeking service.BPL Card holders shall be provided free service.	

## V

Pay Scale of Group 'A', 'B' and 'C' Posts(See regulation 33)

SL. No.	NAME OF THE POST	Pay Band	Academic Grade Pay or Grade Pay	Remarks
Group 'A' (Faculty)				
1	Director	80000(Fixed)	Nil	
2	Senior Professor	67000-79000	Nil	Plus non practicing allowance for
3	Professor	37400-67000	10500	Medical
4	Additional Professor	37400-67000	9500	Personnel

5	Associate Professor	37400-67000	9000	
6	Assistant Professor	15600-39100	8000	
Group 'A' (others)				
7	Medical Superintendent	37400-67000	10000	Plus non practicing allowance
8	Principal Librarian and Information Officer	37400-67000	10000	
9	Financial Advisor and Chief Accounts Officer(Deputation)	37400-67000	8700	
10	Professor cum principal(Nursing College)	15600-39100	7600	
11	Registrar (Deputation)	15600-39100	7600	
12	Resident Medical Officer	15600-39100	7600	Plus non practicing allowance
13	Administrative Officer	15600-39100	6600	
14	Bio Medical Engineer	15600-39100	6600	
15	Clinical Pathologist ( Specialist grade)	15600-39100	6600	Plus non practicing allowance
16	Deputy Financial Advisor and Chief Accounts Officer(Deputation)	15600-39100	6600	
17	Principal Private Secretary to Director	15600-39100	6600	
18	Psychiatrist ( Specialist grade)	15600-39100	6600	Plus non practicing allowance
19	Reader/Associate Professor (Nursing College)	15600-39100	6600	
20	Senior Librarian	15600-39100	6600	
21	Senior Scientific Officer	15600-39100	6600	
22	Accounts Officer	15600-39100	5400	
23	Assistant Editor	15600-39100	5400	
24	Asst. Executive Engineer (Deputation)	15600-39100	5400	
25	Asst. Surgeons (deputation)	15600-39100	5400	Plus non practicing allowance

26	Computer Programmer	15600-39100	5400	
27	Data Base Administrator and Software Engineer	15600-39100	5400	
28	General Duty Medical Officer	15600-39100	5400	Plus non practicing allowance
29	Hardware and Network Engineer	15600-39100	5400	
30	Hindi Officer (Assistant Director (OL))	15600-39100	5400	
31	Lecturer (Nursing College)	15600-39100	5400	
32	Manager or Supervisor (Computer/Data Centre Operations)	15600-39100	5400	
33	Medical Physicist	15600-39100	5400	
34	Nursing Tutor	15600-39100	5400	
35	Senior Medical Records Officer	15600-39100	5400	
36	Senior Occupational Therapist	15600-39100	5400	
37	Senior Physiotherapist	15600-39100	5400	
38	Senior Veterinary Officer	15600-39100	5400	Plus non practicing allowance
39	Special Officer (Evaluation)	15600-39100	5400	
Group 'B'				
40	Clinical Instructor	9300-34800	4800	
41	Senior Private Secretary	9300-34800	4800	
42	Ward Supervisor	9300-34800	4800	
43	Assistant Accounts Officer	9300-34800	4600	
44	Assistant Engineer (deputation)	9300-34800	4600	
45	Assistant Engineer (Electrical)	9300-34800	4600	
46	Assistant Administrative Officer	9300-34800	4600	
47	Hindi Translator	9300-34800	4600	
48	Junior Scientific Officer (Radiation Safety Officer)	9300-34800	4600	
49	Librarian	9300-34800	4600	
50	Medical Records Officer	9300-34800	4600	
51	Public Relations Officer	9300-34800	4600	
52	Private Secretary	9300-34800	4600	
53	Senior Hindi Translator	9300-34800	4600	
54	Staff Nurse	9300-34800	4600	

55	Accountants	9300-34800	4200
56	Assistant Dietician	9300-34800	4200
57	Assistant Public Relations Officer	9300-34800	4200
58	Assistant Horticulture Officer	9300-34800	4200
59	Chief Pharmacist	9300-34800	4200
60	Chief Technician	9300-34800	4200
61	Computer Programmer	9300-34800	4200
62	Data Centre Operator	9300-34800	4200
63	Data Entry Operator	9300-34800	4200
64	Draughtsman	9300-34800	4200
65	Driver (Spl. Grade)	9300-34800	4200
66	E.E.G. Technician	9300-34800	4200
67	Electronic Assistant	9300-34800	4200
68	Electro Diagnostic Asst. (Neurology)	9300-34800	4200
69	Evaluation Assistant	9300-34800	4200
70	Junior Medical Records Officer	9300-34800	4200
71	Junior Engineer (Civil) (includes deputation post)	9300-34800	4200
72	Junior Engineer (Electrical)	9300-34800	4200
73	Junior Scientific Assistant	9300-34800	4200
74	Library Assistant	9300-34800	4200
75	Manager	9300-34800	4200
76	Occupational Therapist	9300-34800	4200
77	O.T. Technician	9300-34800	4200
78	Orthotic Technician	9300-34800	4200
79	Pharmacist (Non Functional Grade)	9300-34800	4200
80	Physiotherapist	9300-34800	4200
81	Proof Reader	9300-34800	4200
82	Research Assistant	9300-34800	4200
83	Scientific Assistant	9300-34800	4200
84	Senior Electrician	9300-34800	4200
85	Senior Instructor	9300-34800	4200
86	Senior Neuroanaesthesia Technician	9300-34800	4200
87	Senior Radiographer	9300-34800	4200
88	Senior Technician	9300-34800	4200
89	Speech Therapist	9300-34800	4200



90	Senior O T Technician	9300-34800	4200
91	Senior Photographer	9300-34800	4200
92	Senior Scientific Assistant	9300-34800	4200
93	Stenographer Grade-1	9300-34800	4200
94	Supervisor Radiographer	9300-34800	4200
95	Teacher for MR Children	9300-34800	4200
Group 'C'			
96	Artist	5200-20200	2800
97	Driver (Grade - I)	5200-20200	2800
98	Instructor	5200-20200	2800
99	Junior Technician	5200-20200	2800
100	Lady Supervisor	5200-20200	2800
101	Laundry Supervisor	5200-20200	2800
102	Legal Assistant	5200-20200	2800
103	Neuroanaesthesia Technician	5200-20200	2800
104	Pharmacist	5200-20200	2800
105	Photographer	5200-20200	2800
106	Radiographer	5200-20200	2800
107	Social Worker	5200-20200	2800
108	Urodynamic Lab Technician	5200-20200	2800
109	Yoga Teacher	5200-20200	2800
110	Assistant Instructor	5200-20200	2400
111	Boiler Operator	5200-20200	2400
112	Driver (Grade - II)	5200-20200	2400
113	Electrician	5200-20200	2400
114	Medical Records Technician	5200-20200	2400
115	Mortuary Technician	5200-20200	2400
116	Public Relations Assistant	5200-20200	2400
117	Stenographer Grade-II	5200-20200	2400
118	Telephone Technician	5200-20200	2400
119	Upper Division Clerk	5200-20200	2400
120	Baker	5200-20200	1900
121	Carpenter	5200-20200	1900
122	Compositor	5200-20200	1900
123	Driver (Ordinary Grade)	5200-20200	1900
124	Instrument Mechanic	5200-20200	1900
125	Lower Division Clerk	5200-20200	1900

126	Post Mortem Asst	5200-20200	1900
127	Potter	5200-20200	1900
128	Printer	5200-20200	1900
129	Sheet Metal Worker	5200-20200	1900
130	Soap Making Technician	5200-20200	1900
131	Tailor	5200-20200	1900
132	Weaver	5200-20200	1900
133	Photo Copying Operator	5200-20200	1900
134	Hospital or Office Assistant	5200-20200	1800

## VI

The Method of Recruitment, Age, Educational Qualification, Promotional Schemes etc. of Various Posts in the National Institute of Mental Health and Neurosciences, Bangalore[See sub-regulation (1) of regulation 34]I. Director: The appointment to the post of Director shall be on tenure basis for a period of five years from the date on which he enters upon his office or till he attains the age of sixty-five years whichever is earlier. The educational qualifications, age-limit, etc. of the post are as indicated in Annexure I of this Schedule.II. Faculty Posts: The Appointments to the cadres of Assistant Professors and Professors shall be by direct recruitment. Direct appointments can also be made at the level of Associate Professors and Additional Professors. The qualification, experience, etc. for the posts are as indicated in Annexure II of this Schedule. The Career Advancement of the faculty in the Institute shall be as per the Assessment Promotion Scheme, as detailed in Annexure III of this Schedule.III. Recruitment Rules - The method of recruitment, educational qualifications, experience and other details for the appointment of Group 'A', Group 'B' and Group 'C' posts in the Institute are as prescribed in the Cadre and Recruitment Rules of the respective posts.IV. Promotion Schemes (Non-faculty) - The various career advancement schemes available for Group 'A' (non-faculty), Group 'B' and Group 'C' employees of this Institute are as indicated below.(i)General Duty Medical officers and Specialist Grade Medical officers: The Dynamic Assured Career Progression (DACP) Scheme of Medical Officers in the Central Government is extended to General Duty Medical Officers and Specialist Grade Medical Officers of this Institute. Under this scheme financial up gradation is granted to Medical officers up to Senior Administrative Grade (SAG) in the grade pay of Rs.10000 on completion of specified years of regular service in each grade as detailed in Annexure III of this Schedule.(ii)Non-Medical Scientific and Technical Officers: Non-Medical Group 'A' Scientific and Technical officers of this Institute are granted in-situ promotions under the Department of Health (Group 'A' Gazetted Non-Medical Scientific and Technical Posts) In-situ Promotion Rules,1990 of the Ministry of Health and Family Welfare, Government of India, as detailed in Annexure III of this Schedule.(iii)Group 'A'(others), Group 'B' and Group 'C' Officers: Group 'A' (not covered under any of the career Advancement Schemes mentioned above), Group 'B' and 'C' employees of this Institute are granted financial up gradations under Time Bound Promotion (TBP) Scheme. The details of the scheme are as indicated in Annexure III of this Schedule.Annexure IThe Age-Limit and Qualifications for the Post of Director, Nimhans, Bangalore

Director

Name of the post

Pay Scale Rs. 80,000/-(fixed) plus non practicing allowance

Age Not exceeding sixty years. (Relaxable for Government servants or retired Government servants or serving or retired persons from autonomous or statutory institutions of State or Central Government or exceptionally qualified candidates).

Qualification (a) A high postgraduate qualification in Medicine or surgery or Public Health and their branches;  
(b) twenty-five years experience in the profession including ten years of teaching and/or research experience in mental health and neuro sciences and/ or allied specialities;  
(c) extensive practical and administrative experience in the field of medical relief, medical education; and  
(d) adequate experience of running an important scientific educational institution either as its Head or Head of a Department.

Tenure of service The appointment of Director shall be on single tenure basis for a period of five years from the date on which he enters upon his office or till he attains the age of sixty-five years, whichever is earlier. The person cannot be reappointed in the post.

Note: The Director shall be entitled to a residential accommodation within the campus. Annexure II Qualification and Experience Required for Appointment of Faculty (Medical and Non-Medical) at National Institute of Mental Health and Neuro-Sciences, Bangalore.

Sl. No.

Name of the post and pay scale Qualification and Experience

- |    |   |  |
|----|---|--|
| 1. | Assistant Professor Pay Band-3 (Rs.15600-39100) with minimum pay of Rs.30000 and Academic grade pay of Rs.8000. After three years Pay Band-4 (Rs. 37400-67000) With Academic grade pay of Rs. 8700. (Plus non-practicing allowance for medical personnel) | Medical (i) M.B.B.S. with post graduate qualification of MD or MS or D.M. or M.Ch. or equivalent in the respective discipline; (ii) three years teaching and/ or research experience in a recognised institution in the subject of speciality after obtaining the qualifying degree of MD or MS. (No experience required after obtaining D.M or M.Ch or a qualification recognised equivalent there to.) Non-Medical (i) M.Sc or MS or MSW with Ph.D or D.Sc; (ii) three years teaching and/ or research experience in the discipline or subject concerned after obtaining doctorate degree. |
| 2. | Associate Professor Pay Band-4 (Rs. 37400-67000) With minimum pay of Rs. 42800 and Academic grade pay of Rs.9000 (Plus non-practicing allowance for medical personnel)  | Medical (i) M.B.B.S. with post graduate qualification of MD. or MS. or D.M. or M.Ch. or equivalent in the respective discipline; (iii) six year teaching and/ or research experience in a (iv) recognised institution in the subject of speciality after obtaining the qualifying degree of M.D. or M.S; or (iii) three year experience after obtaining D.M. or M.Ch. or qualification recognised equivalent there to. Non-Medical (i) M.Sc. or M.S. or M.S.W. with Ph.D. or   |

3. Additional Professor Pay Band-4 (Rs. 37400-67000) With minimum pay of Rs.46000 and Academic grade pay of Rs.9500 (Plus non-practicing allowance for medical personnel)
 

D.Sc.;(ii) six year teaching and/or research experience in the discipline or subject concerned after obtaining doctorate degree.

Medical (i) M.B.B.S. with post graduate qualification of MD or MS or D.M or M.Ch. or equivalent in the respective discipline; (ii) nine years teaching and/or research experience in a recognised institution in the subject of speciality after obtaining the qualifying degree of M.D. or M.S.; or (iii) six years experience after obtaining D.M. or M.Ch. or qualification recognised equivalent there to. Non-Medical (i) M.Sc. or M.S. or MSW with Ph.D. or D.Sc.; (ii) nine year teaching and/or research experience in the discipline or subject concerned after obtaining doctorate degree.
4. Professor Pay Band-4 (Rs. 37400-67000) With minimum pay of Rs. 51600 and Academic grade pay of Rs. 10500 (Plus non-practicing allowance for medical personnel).
 

Medical (i) M.B.B.S with post graduate qualification of MD or MS or D.M or M.Ch. or equivalent in the respective discipline; (ii) thirteen years teaching and/or research experience in a recognised institution in the subject of speciality after obtaining the qualifying degree of M.D or M.S; or (iii) ten years experience after obtaining D.M or M.Ch or qualification recognised equivalent there to. Non-Medical (i) M.Sc. or MS or MSW with Ph.D. or D.Sc.; (ii) thirteen year teaching and/or research experience in the discipline or subject concerned after obtaining doctorate degree.
5. Senior Professor Pay Scale Rs.67000-79000 (Plus non-practicing allowance for Medical Personnel)
 

Medical (i) M.B.B.S. with post graduate qualification of MD or MS or D.M or M.Ch. or equivalent in the respective discipline; (ii) thirteen years teaching and/or research experience in a recognised institution in the subject of speciality after obtaining the qualifying degree of M.D. or M.S; or (iii) ten years experience after obtaining D.M or M.Ch or qualification recognised equivalent there to. Non-Medical (i) M.Sc or MS. or MSW with Ph.D. or D.Sc; (ii) thirteen year teaching and/or research experience in the discipline or subject concerned after obtaining doctorate degree. Up to 40% of posts of Professors will be operated in this Higher Administrative Grade scale. Promotion to the grade will be subject to clearance of prescribed selection process.

#### Annexure III Promotion Schemes A. Faculty Assessment Promotion Scheme

**1. Introductory : The Assessment Promotion Scheme (APS) for Assistant Professors to Associate Professors and for Associate Professors to Additional Professors was introduced in the institute with effect from 18th July, 1992 and for Additional Professors to Professor with effect from 1st July, 2000. Consequent on introduction of revised pay scales for Central Government employees on the recommendation of Sixth Central Pay Commission, the Ministry of Health and Family Welfare, Government of India, revised the pay scales of faculty of autonomous institutions of medical education in their letter F.No.V-16020/57/2008-ME-1, dated 12th January, 2010. As part of this revision, the Institute bodies concerned were required to finalise suitable work standards for faculty within one year. Accordingly, the existing guidelines for promotions under the Assessment Promotion Scheme were modified based on the recommendations of a sub-committee constituted by the Director for the purpose. The guidelines for promotion under the scheme are as indicated below which was implemented in the Institute with effect from 1st July, 2010. The criteria for promotion under the scheme is as follows-**

(i) Assistant Professors with three years of experience will be eligible for promotion as Associate Professor. (ii) Associate Professors with three years of experience will be eligible for promotion as Additional Professors. (iii) Additional Professors with four years of experience will be eligible for promotion as Professors. The guidelines are modified as per the work standards prescribed by the Ministry of Health and Family Welfare, Government of India as per the Office Memorandum F.No.V-16020/57/2008-ME-1(Pt) dated 15th May, 2013, as detailed below-

**2. Guidelines : For the purpose of determining the work standards referred to above, Ministry of Health and Family Welfare vide letter No.V-16020/57/2008 Dated 23rd July, 2010 had constituted a Committee with Dr. Sneh Bhargava, for Director, AIIMS, New Delhi as Chairperson. The Committee submitted its report to Ministry of Health and Family Welfare on 29th October, 2011. The Report of the Committee was circulated among all the Institutions of medical education under the Department of Health and Family Welfare and further consultation was undertaken in a meeting taken by Secretary (Health and Family Welfare) on 22nd June, 2012 with the Heads of the autonomous Institutions. Subsequently, based on the commonly agreed issues, a draft office memorandum was circulated among the Heads of all the autonomous Institutions of Medical Education under this Department vide letter of even number dated 21st /25th September, 2012 seeking further comments.**

**3. Based on the recommendations of Dr. Sneh Bhargava Committee and the consultations held with the Institutions thereafter, the Department of Health and Family Welfare has framed guidelines in respect of the standards for faculty of autonomous Institutions of medical education under the said Department for adoption.**

**4. Functions of faculty and allocation of time - (1) Faculty of medical institutions under reference are usually expected to devote time to-**

i. teaching and training;ii. research;iii. service delivery and patient care;iv corporate activities(2)Appointment of faculty time amongst these functions would vary from Department to Department. Therefore, Departments are to be grouped into THREE broad categories viz., the Basic Sciences Department, the Para-clinical Services Departments and the Health Care Providers or Clinical Departments. The appointment to time for faculty activities is expected to be as under:

Basic Sciences Departments	Anatomy, Physiology and Pharmacology, Biophysics,Biochemistry, Biotechnology and NMR
Teaching and Training	45 per cent of time
Research	45 per cent of time
Corporate activities*	10 per cent of time
Since teaching and research go hand in hand a 10-20% variation in time would be an acceptable norm	
Para-clinical services Departments	Pathology, Microbiology, Laboratory Medicine**
Teaching and Training	30 per cent of time
Service Delivery	30 per cent of time
Research	30 per cent. of time
Corporate activities*	10 per cent. of time
Healthcare providers/clinical Departments	Medicine and sub specialities, Surgery and sub specialities,Gynae and Obst, Radiology and Imaging and Nuclear Medicine**
Teaching and Training	30 per cent. of time
Patient Care	30 per cent. of time
Research	30 per cent. of time
Corporate activities*	10 per cent. of time
Since teaching training and health care service deliverygo-hand-in-hand the captive would be interchangeable 10-20percent.	

\* Corporate activities include serving in various Departmental/ Institutional/ National/ Academic Committees.\*\* Each Institute can categorise its various Departments into these three groups according to work assigned to these Departments.(3)Institutes would have the flexibility of altering the time allocation criterion for evaluation of performance amongst various components by 15-25 per cent. This would be formally notified by the Institute(s). The performance of faculty would be assessed against these components as per the formally assigned weight-age to each component.

## **5. Criteria for evaluation of performance - (1) The evaluation of faculty for promotion under the Assessment Promotion Scheme (APS) would be based on the following parameters, namely:-**

(a)Teaching and Training - Evaluation shall be based on:i. Didactic lectures deliveredii. Participation in Departmental, Institutional, programs sponsored by National Associations and other educational Institutions, educational exercises i.e., Continuing Medical Education, Grand rounds, Seminars, Workshops.iii. Clinical Teaching exercisesiv. Interdepartmental Teachingv. Mentorship and Guidance provided to students for thesis work.vi. Visiting Professorshipsvii. Question Bank formationviii. Student feed backix. Production of teaching Material/Books/Monographs/Technical Manualsx. Innovation in teaching methods introducedNote: Details of the above stated activities will be maintained in a self-reporting log or proforma and would be made(b)Research - (i) Subject to the flexibility allowed, 25-30 per cent. of working time should be captive time for research. This would be assessed on the following parameters and is mandatory when considering promotions of faculty.Grants obtained

Assistant Professor	One intramural grant for an approved project of Rs.2-5 lakhper year to be provided by the Institution as seed money at thetime of joining the Institutes.
Associate Professor	Extramural Grant – One
Additional Professor	Extramural grants – Two

(A)The grant could be held either as Principal Investigator or as Co-investigator.(B)Peer reviewed ethics committee approved non funded grants would also be given the same weight-age considered for evaluation under APS.(C)Institutes other than All India Institute of Medical Sciences, New Delhi, Post Graduate Institute of Medical Education and Research, Chandigarh, NIMHANS, Bangalore would also establish their Scientific Advisory Committees.(D)Institutes must introduce training courses in Research Methodology for the all faculty on mandatory basis.(c)Publications - (i) To be considered for promotion under the APS, faculty are required, as a part of their research activities, to publish papers as under:

Publication in Pub Med indexed journal(Mandatory)

Assistant Professor	At least 3 publications of which at least 1should be first author
Associate Professor	3-5 papers during the assessment period ofwhich at least 1 should be first or corresponding author originalarticle

Additional Professor	5-7 papers during the assessment period of which at least 2 should be first or corresponding author original article.
Professor	5-10 papers during the assessment period of which at least 3 should be first corresponding author original article. The publications should be focused in a particular research area.

(ii) Evaluation of published papers would be done on the basis of, - (A) number of papers published in - I national journals; II international journals; (B) total citation index; (C) average impact factor of journals; (D) quality of publication(s); (E) number of Ph.D scholars being guided would be given due credit; (F) patents earned will be given due credit; (G) elected membership or fellowship of medical and science academies is a desirable achievement and will be given due credit. (d) Patient Care Services - The criteria for assessment of performance in delivery of Patient Care services would be as follows: (i) Clinical based on, - (A) OPD's clinics attended per month; (B) IPD duties assigned and done per month; (C) procedures/surgeries undertaken; (D) new techniques developed; (E) new services started creation of diseases management programmes for care-continuum; (F) destination programs (High excellence); (G) development of new care models or care delivery methods. (ii) Para-Clinical based on, - (A) work-load; (B) new diagnostic tests or techniques introduced. Note: Every Institution would establish departmental collegiums comprising of the Head of Department and the next two senior most faculty members in the Department for apportioning time for patient care services by individual faculty which would be communicated to the administration for record and subsequent assessment under the APS. (e) Corporate Activities - This would include participation by faculty in activities promoting the objectives of the Institute, smooth functioning of the department(s). Faculty of national Institutes are also called upon to serve on various committees of national and international scientific, educational and health care Institutions or organisations and by Industry as well. These activities would be given due credit.

**6. Processes and time schedule for promotion under APS - (1) Applications for consideration under APS shall be invited every year on the May. Applicant faculty would be asked to indicate whether he would like to make presentations of their work. Interviews of applicant faculty by the Standing Selection Committee would be organised accordingly.**

(2) As under the Flexible Complementing Scheme, there would be two levels of screening under the Assessment Promotion as well. In addition, Peer Review of performance would also undertaken. (3) Internal Screening and Peer Review - (a) An Internal Screening Committee shall be constituted for each Department/every Institution for evaluation of annual work done by individual faculty members vis-à-vis the relevant bench mark(s). A report on the work done by, the faculty would be prepared by the Committee. The resume submitted by the faculty and the report on his performance would be sent for peer review to be assessed and graded as under;

Outstanding = A+  
 Very Good = A  
 Good = B+



Average = B

Poor = C

(b) The ACR/APAR of the relevant period would also be assessed as per extant guidelines and graded accordingly as:

Outstanding = (A+)

Very Good = (A)

Good = (B+)

Average = B

Poor = (C)

(c) The ACR/APAR grading, the report on the work done and the outcome of the peer review would be submitted for consideration by the Standing Selection Committee. (4) Screening by the Selection Committee - (a) The Chairman of the Standing Selection Committee in consultation with the Director of the Institute will select the experts to be associated with the interview from amongst the panel of experts proposed by the Department concerned. (b) Meetings of the Selection Committee will be fixed for September every year to consider the application received from faculty. (c) All members and experts after the interview shall individually grade the faculty from "A+" to "C", wherein - A+ shall be treated as 'outstanding'; A shall be treated as 'Very Good'; B+ shall be treated as 'Good'; B shall be treated as 'Average'; and C shall be treated as 'Poor'. (d) For promotion to Associate Professor and Additional Professor, the benchmark would be 'A'. (e) For promotion from Additional Professor to Professor, the benchmark would be 'A+'.

## 7. Annual schedule to be followed for assessment promotion scheme

### PROCESS TO BE FOLLOWED FOR APS EVERY YEAR



Call for Applications in specific format (May)



Receive completed applications (June)



Refer to Internal Screening Committee (July)



Refer for Peer Review (Aug)



Personal Interview of candidate Standing Selection Committee (Sept. to Nov.)



Declaration of result (December)



Issue of promotion order (December)

## **8. Appeals against recommendations of Standing Selection Committee - (1)**

**In case of appeals, the Governing Body should scrutinise the appeals as to whether the same should be entertained. If any appeal or representation has a reasonable basis, the same should be referred back to the full Selection Committee for reconsideration and the experts assisting the Committee during reconsideration, should not be the same who participated in the original selection.**

(2)The appellant should invariably be given opportunity of personal hearing by the Selection Committee.

**9. Review of candidates found unfit for promotion under APS - There would be no bar or ban for consideration under APS in the succeeding year(s) in respect of candidates found unfit under APS during the first year of their eligibility.**

**10. Period of absence from Institute - (1) The APS requires a minimum period of service at each level before a faculty can be eligible for next promotion. Therefore, faculty members taking assignments outside the Institute would normally not be eligible for consideration under the APS unless they have put in the required years of service in the Institute. While receiving faculty for taking up such assignments, the relieving order must clearly specify whether the period of absence from the Institute would count towards eligibility under the APS or not.**

(2)Period of training or service with national or international or multinational agencies dealing in health sector (services), which is treated as duty would, however, be counted for eligibility under APS.(3)The period of leave including leave on medical grounds, extra ordinary leave, etc., availed on personal grounds shall not count towards the minimum residency period.(4)Child care leave of maximum six months duration would be considered for assessment purposes under APS.B. Dynamic Assured Career Progression Scheme for Medical Officers - The Dynamic Assured Career Progression (DACP) Scheme of Medical Officers of Central Health Service under Ministry of Health and Family Welfare are extended to the General Duty Medical officers and Specialist Grade Medical Officers of this Institute. Promotions under the scheme to various grades shall be without linkage of vacancies and are as indicated below:(a)General Duty Medical Officer (GDMO)(i)GDMO in the grade pay of Rs. 5400 in pay band-3, Rs. 15600-39100 on completion of four years of regular service will be promoted to Senior GDMO grade, in the grade pay of Rs. 6600 in pay band-3, Rs. 15600 - 39100.(ii)Senior GDMO grade officers on completion of five years of regular service in the grade pay of Rs.6600 in pay band-3, Rs. 15600 - 39100 will be promoted to Chief Medical Officer grade in the grade pay of Rs. 7600 in pay band-3, Rs. 15600 - 39100.(iii)Chief Medical Officer grade officers on

completion of four years of regular service in the grade pay of Rs. 7600 in pay band-3, Rs. 15600 - 39100 will be promoted to Chief Medical Officer (Non functional Selection Grade) grade in the grade pay of Rs. 8700 in pay band-4, Rs. 37400 - 67000.(iv)Chief Medical Officer (Non functional Selection Grade) grade officers on completion of seven years of regular service in the grade pay of Rs. 8700 in pay band-4, Rs. 37400 - 67000 will be promoted to Senior Administrative Grade in the grade pay of Rs.10000 in pay band - 4, Rs. 37400 - 67000.(b)Specialist Grade Medical Officers(i)Specialist Grade Medical Officers in the grade pay of Rs. 6600 in pay band-3, Rs. 15600 - 39100 on completion of two years of regular service in the grade will be promoted to Specialist Grade (senior scale) in the grade pay of Rs. 7600 in pay band-3, Rs. 15600 - 39100.(ii)Specialist Grade (senior scale) Medical officers on completion of four years of regular service in the grade pay of Rs.7600 in pay band-3, Rs. 15600 - 39100 will be promoted to Specialist Grade-I grade in the grade pay of Rs. 8700 in pay band-4, Rs. 37400 - 67000.(iii)Specialist Grade - I Medical officers on completion of seven years of regular service in the grade pay of Rs. 8700 in pay band-4, Rs. 37400 - 67000 will be promoted to Senior Administrative Grade in the grade pay of Rs. 10000 in pay band-4, Rs. 37400 - 67000.C. In-situ Promotion Scheme for Non-Medical Scientific and Technical Officers - Promotion scheme under the Department of Health (Group 'A' Gazetted Non-Medical Scientific and Technical Posts) In-situ Promotion Rules, 1990 of the Ministry of Health and Family Welfare, Government of India, are extended to Group A Scientific and Technical officers of this Institute like Bio-Medical Engineer, Computer Programmer, Medical Physicist, Scientific or Senior Scientific officers and veterinary officer.Salient features of the scheme are as indicated below:--(1)It is personnel promotion of a candidate holding the post from the existing Scientist level to the next higher Scientist level without any change in the post or in the designation there of.(2)Group 'A' Scientific and Technical officers possessing qualifications of Masters degree in Science or Bachelor's degree in Engineering or Technology from a recognised University or Institution or equivalent are eligible for promotion.(3)A scientific or technical officer holding Group 'A' post shall be eligible for promotion up to and including the grade of Scientist - level 4 carrying a grade pay of Rs.8700 in pay band - 4, Rs.37400-67000, as follows-(a)Scientist-level 1 officers working in the grade pay of Rs.5400 in pay band-3, Rs.15600 - 39100 shall be promoted to Scientist-level 2 in the grade pay of Rs.6600 in pay band-3, Rs.15600 - 39100 on completion of five years of regular service in the grade pay of Rs.5400 in pay band-3, Rs.15600 - 39100 on the basis of assessment.(b)Scientist-level 2 officers working in the grade pay of Rs.6600 in pay band-3, Rs.15600 - 39100 shall be promoted to Scientist-level 3 in the grade pay of Rs.7600 in pay band-3, Rs.15600 - 39100 on completion of five years of regular service in the grade pay of Rs.6600 in pay band-3, Rs.15600 - 39100 on the basis of assessment.(c)Scientist level 3 officers working in the grade pay of Rs.7600 in pay band-3, Rs.15600 - 39100 shall be promoted to Scientist-level 4 in the grade pay of Rs.8700 in pay band-4, Rs.37400 - 67000 on completion of five years of regular service in the grade pay of Rs.7600 on the basis of assessment. Promotion to the next level of Scientist-level 5 in the grade pay of Rs.10000 in pay band - 4, Rs.37400 - 67000 also exists in limited cases.(4)Where an officer is promoted under these rules, the grades of the immediately held by him shall stand upgraded to the next level to which he has been promoted and shall revert to the original level on the vacation of it by the officer holding it.D. Time Bound Promotion Scheme - A Time Bound Promotion Scheme for the employees of the Institute was implemented with effect from 6th April, 1995 based on the recommendation of the Cadre Review Committee constituted by the Ministry of Health and Family Welfare, Government of India under the chairmanship of Additional Secretary, Ministry of Health and Family Welfare.

Under the said scheme the employees are granted two financial up gradations on completion of ten years and twenty years of regular service, respectively. The scheme was modified with effect from 3rd November, 2010 to grant a third financial up gradation on completion of twenty eight years of regular service. All Group 'A' (who are not covered under any other promotion schemes), Group 'B' and Group 'C' employees of the Institute shall qualify for the benefits under the scheme. Salient features of the scheme are as indicated below: (1) Financial up gradation under the scheme shall be given to the next higher grade in accordance with the existing hierarchy in a cadre or category of posts without creating new posts for the purpose. (2) Financial up gradation under the scheme shall be purely personal to the employee and shall have no relevance to his seniority position. As such there shall be no additional financial up gradation for the senior employee on the ground that the junior employee in the grade has got higher pay scale under the Time Bound Promotion Scheme. No stepping up of pay in the pay band or grade pay would also be admissible with regard to junior getting more pay than the senior on account of pay fixation under the said scheme. (3) Three financial up gradations under Time Bound Promotion scheme in the entire service of an employee shall be counted against regular promotions availed from the grade in which an employee was appointed as a direct recruit. (4) Regular service for the purpose of Time Bound Promotion scheme shall mean the eligibility service counted for regular promotion in terms of relevant recruitment or service rules. (5) On financial up gradation under Time Bound Promotion scheme, the pay of an employee shall be fixed under the provisions of Fundamental Rules 22(1)(a)(1). The financial benefit allowed under the said scheme shall be final and no pay fixation benefit shall accrue at the time of regular promotion. (6) All promotion norms are to be fulfilled for the Time Bound Promotion scheme. Promotion shall not be granted under the scheme if an employee fails to qualify departmental or skill test prescribed for the purpose of regular promotion. (7) The Time Bound Promotion scheme is applicable to all employees including the Scheduled Castes and the Scheduled Tribes employees formally. Hence reservation orders and roaster shall not apply to the scheme. (8) In the matter of disciplinary or penalty proceedings, grant of benefits under the scheme shall be subject to rules governing normal promotion. Such cases shall, therefore, be regulated under the provisions of relevant Central Civil Services (Classification, Control and Appeal) Rules, 1965, and instructions there under. (9) Since the provisions under the Time Bound Promotion scheme are similar to erstwhile Assured Career Progression Scheme for Central Government employees, interpretations or clarifications of doubts with reference to the provisions of Assured Career Progression scheme already given by the Department of Personnel and Training will equally apply to the doubts on the provisions of Time Bound Promotion scheme.

## VII

The Processing Fee to be Charged along with each Application from Candidates Applying for Various Posts Advertised by Institute. (See sub-regulation (3) of regulation 34)

Sl.No	Category	Processing Fee	
General/OBC SC/ST			
1	All Group 'A' posts includingFaculty.	Rs.2000	Rs.1000
2.	All Group 'B' posts	1000	750
3.	All Group 'C' posts	Rs.750	500

Note: Indian nationals residing abroad can also apply for the posts by giving full details of educational qualifications, teaching or research experience with copies of supportive documents together with an application fee of US \$25 for each application.

## VIII

The Appointing Disciplinary and Appellate Authority for Various Posts in National Institute of Mental Health and Neurosciences, Bangalore(See clause (ii) of provision to sub-regulation (2) of regulation 41)

Sl. No	Description of the Post	Appointing Authority	Disciplinary Authority	Authority competent to impose penalties under rule 11 of the Central Civil Services (Classification Control and Appeal) Rules, 1965	Appellate Authority
(1)	(2)	(3)	(4)	(5)	(6)
1	Director	Institute Body (Subject to Rule 8 of NIMHANS, BANGALORE, Rules 2012)	Institute Body	Institute Penalties Body-All	Central Government
2	Senior Professor, Professor, Medical Superintendent, Principal Library and Information Officer.	Governing Body (Subject to approval of Central Govt.)	Governing Body Governing Penalties Body-All	Institute Body	
3	Additional Professor and Group 'A' - Ministerial posts. Associate Professor, Assistant Professor, Group 'A' Technical posts, Group 'B', and 'C' Technical and Ministerial posts,	President	President	President - All penalties	Governing Body
4	Senior Residents, Junior Residents, Temporary posts in Research Projects on a fixed or time scale of pay from research budget.	Director	Director	Director-All Penalties	Governing Body

## IX

Entitlement for Allotment of Staff Quarters at Nimhans Campus(See regulation 44)

Sl.No	Type of quarters	Number of quarters	Eligibility(Grade pay or pay scale)(In rupees)	Category of staff
1	Type-I	111	1800	Group 'C'
2	Type-II	114	1900,2000 2400,2800	Group 'C'
3	Type-III	124	4200,4600 4800	Group 'B'
4	Type-IV	76	5400,6600,7600 8000,8700,8900,9000	Group 'A' Assistant or Associate Professors OR
5	Type-V	36	9500, 10000 10500 and	Group 'A'(Senior Administrative Grade) or Additional Professors or Professors
6	Type VI	3	67000 – 79000 80000(Fixed)	Senior Professor or Director
Total number of quarters :		464		

## X

National Institute of Mental Health and Neuro-Sciences Health Scheme(See regulation 45)

**1. Introductory - NIMHANS Health Scheme (NHS) was introduced in the Institute with effect from March, 1997 with a view to provide comprehensive medical facilities to the employees and their dependent family members. Employees retired after this date had an option to join the scheme. Limited facilities are also provided to residents, full time students, contract employees, and employees retired before March, 1997. Medical facilities are provided to the beneficiaries under the scheme on the pattern of Central Government Health scheme (CGHS) on payment of contribution. NHS cards are issued to all employees and pensioners which entitle them for free treatment at National Institute of Mental Health and Neuro-Sciences Health Centre (NHC) and treatment at Government Hospitals or referral hospitals. Some private hospitals and diagnostic centers have also been empanelled under the scheme where beneficiaries can go based on the referral from Medical Officer, NHC. However in case of emergency the beneficiaries can approach the empanelled hospital directly, and can produce the referral letter**

**from NHC within forty eight hours. These hospitals or diagnostic centers provide treatment or diagnostic facility to the beneficiaries at CGHS approved rates. The reimbursement of expenditure incurred in private empanelled hospital will be limited to the maximum of CGHS or NHS rates. However, the expenditure incurred in Government hospitals will be reimbursed as per actual.**

## **2. Persons eligible - The following members are eligible to avail medical facilities under the Scheme:**

(i) All regular employees of National Institute of Mental Health and Neuro-Sciences including deputationists and their dependent family members. (ii) Employees retired after March, 1997 and their dependent family members, who have opted for the scheme. Retiring employees should exercise their option within one month of their retirement. (iii) Family pensioners who are dependents of the deceased NHS beneficiary. Following limited facilities (for self only) are also available to residents, full time students, employees retired before March, 1997, and employees appointed on contract if they request for the benefit: (i) Free consultation or treatment at NIMHANS Hospital or NHC and medicines available at NIMHANS will be issued to them. (ii) Free in-patient treatment at NIMHANS in appropriate wards commensurate with their salary or stipend or pension. (iii) Free investigations and diagnostic procedures available at NIMHANS including CT scan and MRI, advised by consultants of NIMHANS only and not by outside consultants. Free drugs on outpatient basis shall not be issued. They are not eligible for any medical reimbursement facilities.

**3. Membership of the scheme - The membership of the scheme is compulsory for all the regular employees. The benefit under the scheme commence from the date on which NHS card is issued to the employee. However, the contribution at the appropriate rate would be recovered as soon as a person joins NIMHANS service, whether the NHS Card is issued or not.**

Where both husband and wife are NIMHANS employees, contribution will be deducted normally from the employee who is getting higher pay and he can prefer claims for self and eligible members of the family, according to the status of the claimant. A joint declaration as to who will prefer the claim should be furnished. The option given in the declaration can be changed as and when necessary depending on change in circumstances, such as promotion, resignation, retirement, etc. A female employee can include her parents or parents-in-law at her option for availing the benefits under the scheme subject to fulfilling the conditions of dependence and residence. In case both husband and wife contribute towards NHS, the parents of both will be entitled to the medical facilities, if they fulfill other conditions of eligibility. An employee, whose spouse is serving in any organisation, which provides medical facility to its employees and members of their family, can opt out of NHS and avail of medical facilities from the organisation in which his spouse is working. In

such cases, the employee shall have to give a written declaration that he will not be claiming any medical facility from NHS. The employee need not make any contribution towards NHS in such cases. Such of the employees, who have opted out of NHS, may apply for re-admission and avail the benefit of NHS in case their spouse dies or resigns or is dismissed from the organisation, which provided medical facilities.

**4. Pensioners settled outside Bangalore - Pensioners or family pensioners retired after March, 1997 and who are members of NHS, but settled outside Bangalore can avail in-patient medical facilities at CGHS recognised hospitals. However, the medical reimbursement would be restricted to the prevailing CGHS rates and the treatment should be taken at cities or towns where CGHS facility exists after following all the prescribed formalities.**

**5. Contribution recoverable - A compulsory monthly contribution from regular employees and one time lump sum contribution from pensioners who opt for the scheme as detailed below are recoverable under the scheme.**

(a) Regular employees - (i) Contribution at the rate of one per cent. of basic pay i.e., pay in the pay band plus grade pay and NPA (where ever applicable) from monthly pay bills of all employees. (ii) During the period of suspension, contribution shall be recovered from subsistence allowance subject to the condition that the difference shall be recovered if the suspension period is subsequently regularised as duty or leave. (iii) Contributions shall be payable for the leave period (other than extra ordinary leave), if the period does not exceed four months. If the period of leave exceed four months, the employee can opt not to contribute, in which case NHS facility will not be admissible. (iv) Contribution for full month shall be payable if the initial appointment is made within first fifteen days of a month. (v) At the time of retirement, contribution for the full month shall be recovered, if retirement takes place during the last fifteen days of the month. However, the recovery is waived if retirement takes place during the first fifteen days. (b) employees on contract who opt for the scheme shall contribute 0.5 per cent. of their monthly salary for availing of the benefit for self. (c) Pensioners - Contribution to be made by the pensioners or family pensioners is at CGHS slab rates based on the grade pay drawn by them at the time of retirement or death. Pensioners and family pensioners who opt for the Scheme have to make one time contribution equivalent to ten years (120 months) subscription at the following rates based on their grade pay as indicated below and get a permanent or whole life NHS pensioner card.

Sl.No.	Grade pay drawn at the Time of retirement or death	Contribution per month
1.	Up to Rs. 1650 per month Rs.	50
2.	Rs. 1800, Rs. 1900, Rs. 2000, Rs. 2400 and Rs. 2800	Rs. 125
3.	Rs. 4200	Rs. 225
4.	Rs. 4600, Rs. 4800, Rs. 5400, and Rs. 6600	Rs. 325
5.	Rs. 7600 and above	Rs. 500



Contributions for periods less than ten years will not be accepted.(d)Employees on extension of service or re-employment after retirement - Employees on extension of service or on re-employment after retirement shall pay normal contribution as in the case of serving employees for availing NHS facilities. The period of extension of service or re-employment of such persons and the contribution paid by them during that period will not count towards one time contribution payable for whole life.(e)Refund of contribution - In case of permanent shifting of residence by the NHS pensioner beneficiary out of Bangalore, refund of one time contribution made will be allowed after adjusting the contribution for the years for which the benefit was availed of. The pensioner has to make application for this purpose and surrender the NHS identity card to personal or staff section.

**6. Dependant family members - (a) Dependant family members of an employee or pensioner can avail of medical facilities under NHS, if they are normally residing with him and their income from all sources including pension (before commutation) and pension equivalent of death cum retirement gratuity benefit does not exceed Rs. 3,500 plus dearness allowance on the basic pension of Rs. 3500 per month. The condition of dependency is not applicable to spouse and the spouse is automatically included for medical benefits under NHS.**

(b)A declaration regarding income and the residence of dependant should be furnished by the employee concerned once in the beginning of every calendar year. Personnel or Staff Section shall watch the declaration furnished by the employees and take steps to delete the names of ineligible dependant from NHS card, based on the declaration.(c)Family:The term "family", for the purpose of availing of NHS benefits includes-(i)husband or wife;(ii)parents and step mother (In case of adoption, adoptive parents and not real parents. (In case of female employees, either her parents or parents-in-law at her option, but such an option is not available to a female family pensioner as she can avail medical facilities only for the dependents of the deceased NHS beneficiary);(iii)children including legally adopted children or step children limited to two and in case of son, till he starts earning or attains the age of twenty five years, or gets married whichever is earlier, and in case of daughter till she starts earning or gets married, whichever is earlier irrespective of age;(iv)sons suffering from permanent disability either physically or mentally irrespective of age limit.Note 1: The disability mentioned herein means - (a) blindness; (b) low vision; (c) leprosy cured; (d) hearing impairment; (e) locomotor disability; (f) mental retardation; or (g) mental illness.Note 2: Permanent disability means a person with eighty per cent. or more of one or more disabilities;(v)widowed daughters and dependant divorced or separated from their husband (irrespective of age );(vi)sisters including unmarried or divorced or abandoned or separated from husband or widowed (irrespective of age-limit);(vii)minor brothers.(c)Addition to the family - Addition to the family may be allowed in the following circumstances, namely: -(i)marriage of the NHS beneficiary requiring inclusion of spouse's name;(ii)birth of a child; or(iii)parents becoming dependants. .(d)Deletion of the name of an ineligible dependant: It is the responsibility of the employee concerned to apply for the deletion of the name of a dependant from the NHS card, when the dependant is no more entitled to the benefit eligible under the scheme in the following circumstances; namely:-(i)death of the eligible member in the family;(ii)divorce of spouse;(iii)a

member becoming ineligible on account of becoming outside the scope of dependency due to marriage, securing job, change of residence, etc. The failure to do so is a good and sufficient reason for initiating disciplinary proceedings against the employees concerned in terms of the Central Civil Services (Classification, Control and Appeal) Rules, 1965.

**7. NHS Card - (a) The benefits of NHS accrue to an employee from the date of issue of the NHS card. NHS cards of different colors are issued to serving employees and pensioners. Stamp size photographs of the beneficiary and his dependant family members will be affixed on the card duly attested by the officer issuing the card. Children below five years are exempt from the requirement. The cost of photograph will be borne by the beneficiary.**

(b) Residents and full time students are also issued NHS card of a different color with photograph on collection of one hundred rupees from them. (c) Employees should surrender their NHS identity Card to the authority who issued the card on retirement, resignation or on being relieved from the Institute. (d) The pensioners availing of the facilities are required to change their family photograph in every five years and get the identity card renewed by the authority issuing the card. (e) The medical officer, NHC may insist on the production of NHS card by the beneficiaries during each visit in order to ensure that the facility is not mis-used by ineligible dependants. (f) Replacement of mutilated card : If an identity card gets mutilated, the card holder shall apply to the issuing authority for issue of duplicate card along with the mutilated card and photograph. The issuing authority shall issue a duplicate card in such case bearing the number of original card. If the request for a duplicate card is made within five years of issue of original (mutilated card) the card holder shall be liable to pay one hundred rupees as its charges. However no charges shall be payable, if the card was issued more than five years back. (g) Loss of card - In case of loss of card, the beneficiary should lodge a complaint with the police and also report the matter to Medical Officer In charge of NHC and to the authority who issued the card. A duplicate card shall be issued in such cases on receipt of an application by the beneficiary along with the following documents: (i) copy of the complaint lodged with the police about the loss of original card; (ii) copy of First Information Report from police station; (iii) challan for a sum of one hundred rupees towards issue of duplicate card along with the photograph of the beneficiary and his dependant family members.

**8. Medical facilities under NHS - (1) NIMHANS Health Scheme provides medical services at the level of NHC, Government hospitals and referral hospitals, besides treatments at certain private hospitals recognised by NHS (empanelled hospitals).**

(2) NHS beneficiaries and their eligible family members can avail outpatient care facilities at NIMHANS Health Centre. Specialist consultation also is available to them from visiting Honorary Consultants in the following specialities on specified date and timings. Speciality

## 1. Neuro Ophthalmology

## 2. Orthopedics

## 3. E.N.T.

## 4. Endocrinology

## 5. Obstetrics & Gynecology

Free supply of drugs prescribed by the Medical Officer or Honorary Consultants, administration of injections or dressing or minor surgical procedures, etc. are provided at Health Centre.(3)NHS has recognised certain hospitals and diagnostic centers in Bangalore, which are empanelled under CGHS for central Government employees. The services of those private hospitals will be available to NHS beneficiaries in addition to the Government hospitals in Bangalore. The beneficiaries are required to produce the NHS Card issued to them and obtain referral from Medical Officer, NHC to avail the facilities in the approved hospitals. However, in case of emergencies, they may contact the hospitals directly, producing the NHS Card and obtain the referral letter within twenty four to forty eight hours. The approved hospitals would be charging for the services provided by them as per the CGHS approved rates. The expenditure incurred in excess of the limits prescribed, has to be borne by the beneficiary. The Medical Officer, NHC, should obtain an undertaking to this effect from the beneficiaries in the prescribed form before referring them to recognised private hospitals. The beneficiaries are required to make payment to the hospital and claim reimbursement from the Institute later.(4)With effect from the 16th May,2012, a CASH LESS SERVICE is introduced for in-patient treatment at the empanelled hospitals. Under this scheme empanelled hospitals will not insist on payment from the beneficiary. They will send the bill to the authorised Bill Clearing Agency who, after scrutinising the bill, will authorise NIMHANS to release payment to the hospital concerned.

## 9. Hospital accommodation - (1) NHS beneficiaries admitted in NIMHANS Hospital are entitled for the following types of accommodation, namely:-

Category	Type of ward
(a) Faculty and Group 'A' Officers	- Special Ward – single bed
(b) Group 'B' and 'C'	- Special Ward – sharing.
(c) Group 'C' employees in the grade pay of Rs.1800.	- General

In case the entitled ward for an employee is not available at the time of admission, he shall be admitted to the next higher category of ward with the prior approval of Medical Superintendent.(2)The entitlement of accommodation in private hospitals recognised under NHS is based on pay or pension drawn as indicated below:

Ward Entitlement      Pay in the pay band or pension or Family pension drawn per month

1) General Ward	Up to Rs. 13,950/-
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2) Semi-Private Ward Rs.13, 960 to Rs.19, 530

3) Private Ward Rs.19540 and above

(3)The monetary ceiling for determining the entitlement of nursing home facilities in Central Government or State Government or Municipal hospitals is pay in pay band or pension or family pension of Rs.13, 950 per month and above.(4)Free diet: NHS beneficiaries shall be entitled for free diet during hospitalisation. The monetary ceiling for free diet is pay or pension or family pension of 7450 per month. It is also extended to the beneficiaries undergoing treatment for T.B., Leprosy, Mental illness, Cancer and HIV/AIDS, Renal dialysis therapy, Thalassemia in Central Government hospitals, subject to the condition that free diet will be restricted to those drawing their pay in pay band-1 or retired from a post which now carries pay in pay band-1 and further subject to monetary limit of Rs.11160 per month.

**10. Indoor treatment at private hospitals and package deal rates: The procedure for indoor treatment at recognised private hospitals and the package deal rates shall be as prescribed by Government of India for CGHS beneficiaries from time to time.**

**11. Reimbursement of air-conditioning charges - NHS beneficiaries are entitled for air-conditioning charges or expenses as heating arrangement subject to the following conditions, namely:-**

(a)treatment should be undertaken in a Government hospital or NHS recognised private hospital;(b)treating Medical Attendant should certify that the air conditioned room or heating arrangement is absolutely essential for patient's treatment or is a normal part of hospital amenities to all private wards.

**12. Reimbursement of the cost of the disposable surgical sundries - (1) NHS beneficiaries are entitled to reimbursement of cost of disposable surgical sundries as per CGHS norms subject to the condition that the treating specialist or doctor certify that the disposable surgical sundries were essential as part of treatment.**

(2)The surgical sundries mentioned here includes those surgical subsidiaries as are used in surgical and other operations which cannot be reused, and not common surgical material like gauze, bandages, leucoplast, cotton, crepe bandage, etc., which are supplied from the hospitals.

**13. Reimbursement of blood transfusion charge - NHS beneficiaries are entitled to reimbursement charges on blood transfusion subject to the condition that the treating physician certifies that the specific blood group was not available in the hospital and the charges of blood are comparable**

**with rates of Red Cross, State or Central Government hospitals.**

**14. Supply of medicines - (1) Utmost economy should be exercised by the Medical Officer, NHC while prescribing medicines. Where medicines of lesser cost but of equal therapeutic value are available, only those should be prescribed. The following procedures are prescribed for the supply of medicines to NHS beneficiaries for outpatient treatment, namely:-**

(i) the Medical Officer, NHC shall arrange to dispense the drugs available at NHC; (ii) in respect of drugs not available at NHC, the Medical Officer, NHC shall issue the prescription in the prescribed form in duplicate and then the NHS beneficiary may submit the copies of prescription at the medical store maintained by the Janatha Bazar (KCCF Unit) at NIMHANS premises and collect the medicines without making any payment; (iii) in case of non availability of medicines at the Medical Stores, Janatha Bazar, the beneficiary may handover the prescription to them and the medical stores, Janatha Bazar, will arrange to purchase the medicines locally and supply it to the beneficiary at the earliest; (iv) cost of medicines purchased by beneficiaries from outside is not reimbursable; (v) in respect of drugs prescribed by Honorary Consultants or Specialists of NHS recognised hospitals, the beneficiaries may obtain fresh prescriptions from the Medical Officer, NHC in the prescribed form in duplicate and the same procedure as above to collect the medicines from the Medical Stores of Janatha Bazar may be followed; (vi) supply of medicines through NHC in respect of treatments for diseases like cancer, heart, neuro surgery, organ transplant and hip or knee replacement, etc. shall be allowed on the basis of the prescription provided by the specialist of the hospitals recognised under NHS subject to the condition that a utilisation certificate is obtained from the concerned treating specialist from time to time; (vii) besides, cost of Out Patient Department medicines for post-operative cases of major cardiac surgery or cardiology, oncology cases, post operative organ transplant cases or joint replacement cases or major neuro surgical or neurology cases is allowed to be reimbursed provided a utilisation certificate from the treating specialist is obtained and the initial treatment has been taken with prior permission of competent authority in a Government or private recognised hospital; (viii) NIMHANS Health Clinic will issue medicines up to one month at a time to patients suffering from chronic illness like diabetes, tuberculosis, heart ailments, hypertension, IHD, epilepsy, etc., and in exceptional cases, Medical Officer, NHC can issue medicines for a period up to three months at a time to such patients provided the specialist has prescribed the medicines for a longer period; (ix) issue of same medicines beyond three months requires review by Specialist or Consultant, and if the Specialist or Consultant recommend the continuation of same medicines, Medical Officer, NHC can issue the medicines to the beneficiaries for period exceeding three months and such reviews may be conducted in every three months; (x) Medical Officer, NHC should refer the cases for review by Consultant or Specialist, at least once in three months, where the medicines prescribed by them earlier are continued for longer periods, to find out whether any changes are required, and in cases of chronic illness such as diabetes, tuberculosis, heart ailments, epilepsy, hypertension, etc. where the Specialist or Consultants has prescribed medicines for longer periods, the necessity of conducting such reviews may be insisted at the discretion of the Medical Officer, NHC. (2) Inadmissible Medicines - A list of inadmissible medicines are circulated by the Ministry of Health and Family Welfare, Government of

India, which includes preparations classified as foods, preparations commonly used as tonics, expensive drugs, laxatives or other elegant and proprietary preparations. The Medical Officer, NHC, should not prescribe such medicines to the beneficiaries. Though the list of medicines circulated by the said Ministry is not exhaustive, the Medical Officer, NHC has to take a decision whether a particular medicine or preparation falls under any of the broad categories specified in the list and not to prescribe them. Accounts section, while scrutinising the claims for reimbursement, should see that the claims for such medicines are not admitted.(3)In patient treatment - In cases of inpatient treatment in NHS recognised hospitals, reimbursement of expenses including cost of medicines as per NHS Rules will be made to the beneficiaries.

**15. General - Orders issued by Ministry of Health and Family Welfare, Government of India, from time to time with regard to specialised tests and treatments and other procedures in respect of Central Government employees under CGHS shall also apply to the beneficiaries under NHS.**