



कार्मिक संबंध समूह

निगमित नीति अनुभाग

ग्रीन हिल्स, भूतल, 'ए' विंग, तेल भवन, देहरादून-248003

Employee Relations Group

Corporate Policy Section

Green Hills, Ground Floor, 'A' Wing, Tel Bhavan, Dehradun-248003

As on: 28/03/2025

Subject: PROSTHODONTIC PROCEDURE (ARTIFICIAL REPLACEMENT OF MISSING OR DECAYING TEETH)

The current instructions for availing Prosthodontic Procedure (artificial replacement of missing or decaying teeth) by the employees, their dependent family members and retired employees with living spouse are as under:-

1. The permissible prosthodontic procedure will include -
 - a. Removable Denture (partial or complete) fabricated of polymer/ acrylic material.
 - b. Dental Crown/Bridge encased with the material as indicated below:-

Tooth	Permissible material
Incisor	Porcelain
Canine	Porcelain
Premolar	Porcelain
Molar	Metal
 - c. Denture repair.
 - d. Re-cementation of existing crown/bridge.
2. The above mentioned prosthodontic procedures will be allowed through empanelled hospitals/dental care centers.
3. Incharge, Medical Services at ONGC work centers will negotiate the rates for permissible prosthodontic procedures with the empanelled hospitals/dental care centers and payment/reimbursement of claims will be made as per negotiated rates.
4. In case prosthodontic procedures are not available in existing empanelled hospitals/dental care centers, the concerned Incharge, Medical Services at ONGC work centers will initiate the process for fresh empanelment of hospitals//dental care centers, for extension of prosthodontic procedure.
5. If credit facility is not available at empanelled hospitals/dental care centers, the employee shall pay the charges towards the admissible procedure and will claim the reimbursement subsequently.

6. The medical reimbursement claim of the employees/retired employees and their family members/ living spouse who avail the aforesaid treatment from non-panel dentist /dental center, shall be as per following guidelines:

Category/ Class of city	Reimbursement
X Class cities	As per 100% of latest Sir Ganga Ram Hospital, Delhi, Rates or empaneled rates or actuals whichever is lower.
Y Class cities	As per 90% of latest Sir Ganga Ram Hospital, Delhi, Rates or empaneled rates or actuals whichever is lower.
Z Class cities	As per 80% of latest Sir Ganga Ram Hospital, Delhi, Rates or empaneled rates or actuals whichever is lower.

- (i) Condonement of delay in submission of medical claims requires the approval of competent authority as per BDP.
- (ii) Treatment taken in Government hospital may be reimbursed as per actuals, subject to admissibility of the treatment.
- (iii) These guidelines shall be effective from 21.05.2019. Past cases already decided, shall not be re-opened.
- (iv) The level of approving authority would be as per powers delegated in the BDP.
- (v) Income tax liability, if any, on account of treatment availed in non-empanelled hospitals shall be borne by the beneficiary.

Team – Corporate Policy

This document is for information purpose only.

For further clarity, Consolidated O.O. No. ONGC/ER/CP/MED/021 may be referred to.