

MEDICAL ATTENDANCE RULES

GOVERNMENT OF WEST PAKISTAN
HEALTH DEPARTMENT
NOTIFICATION

The 24th July, 1959

No.4/III-S.O.(V)-57-- In pursuance of the Presidential Proclamation of the 7th day of October, 1958, and in exercise of all powers enabling him in that behalf, the Governor of West Pakistan is pleased to make and promulgate the following rules :-

1. (1) These rules may be called the West Pakistan Government Servants (Medical Attendance) Rules, 1959.

(2) They shall apply to all Government servants other than those in Class IV Service, and rule 12 shall apply to Class IV Government servants, under the rule-making control of the West Pakistan Government, when they are on duty or leave or under suspension in Pakistan, provided that they --

- (a) entered the service of the Government of West Pakistan on or after the 14th October, 1955; or
- (b) elect to be governed by them under sub-rule (3), and when so applicable, these rules shall be in substitution of the corresponding provisions of the rules under which they were governed before the issue of these rules.

(3) Rule 13 shall be applicable to such Government servants during the period they are on duty abroad.

(4) Government servants who entered service before the 14th October 1955, may elect to continue to be governed by the existing Medical Attendance Rules, applicable to them or to accept these rules. The option given by this sub-rule shall be exercised within a period of 6 months from the date of publication of these rules in the West Pakistan Gazette and shall be communicated in writing to the Accounts Officer /Controlling Officer concerned in the case of Gazetted Officers, and to the appointing authority in the case of non-gazetted staff, and once so exercised shall be final. Government servants who do not exercise the option within the aforesaid period shall be deemed to have finally opted for the existing rules.

2. In these rules, unless there is anything repugnant in the subject or context --

- (a) "Authorized Medical Attendant" means --
 - i) in respect of a Gazetted Government servant, or whose pay is not less than Rs.500/- per mensem, the Principal Medical Officer of the district appointed by Government to attend officers in the district,
 - ii) in respect of a non-gazetted Government servant whose pay is less than Rs.500/- but more than Rs.150/- per mensem, a Medical Officer appointed by Government to attend its officers in the station,

- iii) in respect of any other Government servant an Assistant Medical Officer similarly appointed,
- (b) "District" means the district in which the Government servant falls ill,
- (c) "Family" means wife/husband, legitimate sons and daughters and stepchildren of a Government servant, ~~[residing with and]~~ wholly dependent upon him,

@Explanation-I-Wife of a Government Servant shall be deemed to be wholly dependent on him so long as she is not legally separated from him.

Explanation-II-Where the wife of a Government servant is also a Government servant, whether serving under the Central or the Provincial Government, the husband shall be entitled to claim any benefit admissible to him under these rules in respect of the wife if she does not claim the benefit in her own right as a Government servant.

- (d) "Government" means the Government of West Pakistan,
- (e) "Hospital" means a Government Hospital, a Government dispensary, a Government Dental Hospital, a hospital maintained by a local authority and any other hospital with which arrangements have been made by Government for the treatment of its employees,
- (f) "Medical Attendance" means:-
 - (i) in respect of a Government servant specified in sub-clause (i) to clause (a) an attendance in hospital or at the residence of the Government servant, including such pathological, bacteriological, radiological or other methods of examination for the purposes of diagnosis as are available in any Government hospital in the district and are considered necessary by the authorised medical attendant, and such consultation with a specialist or other medical officer in the service of Government stationed in the Province as the authorised medical attendant may determine;
 - (ii) in respect of any other Government servant, attendance at a hospital or in case of illness which compels the patient to be confined to his residence, at the residence of the Government servant including such methods of examination for purposes of diagnosis as are available in the nearest Government hospital and such consultation with a specialist or other Medical Officer of Government stationed in the district as the authorised medical attendant certifies to be necessary to such extent and in such manner as the specialist or medical officer may in consultation with the authorised medical attendant determine.

*Deleted vide Health Department Notification No. SOVI-15/51/ 61 dated 21.07.1969.

@Added vide Health Department Notification No. SOVI-16-150/49 dated 30.09.1969.

- (g) "Patient" means a Government servant to whom these rules apply and who has fallen ill,
- (h) "Treatment" means the use of all medical and surgical facilities available at the Government hospital in which a government servant is treated, and includes:-
 - i) the employment of such pathological, bacteriological, radiological or other methods as are considered necessary by the authorised medical attendant;
 - ii) The supply of such medicines *(protective and curative), vaccines, sera or other therapeutic substances as are ordinarily available in the hospital;
 - iii) the supply of such medicines *(protective and curative), vaccines, sera or other therapeutic substances not ordinarily so available as the authorised medical attendant may certify in writing to be essential for the recovery or for the prevention of serious deterioration in the condition of the Government servant;
 - iv) such accommodation as is ordinarily provided in the hospital and is suited to his status;
 - v) such nursing as is ordinarily provided to inpatients by the hospital; and
 - vi) the specialist consultation described in clause (f); but does not include diet or provision at the request of the Government servant of accommodation superior to that described in sub-clause (iv).

3. (1) A Government servant shall be entitled, free of charge to medical attendance by the authorised medical attendant.

*(2) Where a Government servant is entitled under sub-rule (1), free of charge to receive medical attendance, any amount paid by him on account of such treatment shall, on production of a certificate in writing by the authorised medical attendant in this behalf, and subject to such instructions as may be issued by the Government from time to time, be reimbursed to him by the Government.

4. (1) When the place at which a patient falls ill is not the headquarters of the authorised medical attendant:

- (a) the patient shall be entitled to traveling allowance at tour rates for the journey to and from such headquarters; or

*Added vide Health Department Notification No. SO (G) Health- 4-2/75 dated 25.03.1977.

*Substituted vide Health Department Notification No. SO (G) Health-4-2/75 dated 25.03.1977.

- (b) if the patient is too ill to travel, the authorised medical attendant shall be entitled to traveling allowance at tour rates for the journey to and from the place where the patient is.

(2) Application for traveling allowance under sub-rule (1) shall be accompanied by a certificate in writing by the authorised medical attendant stating that medical attendance was necessary, and, if the application is under clause (b) of that sub-rule, that the patient was too ill to travel.

5. (1) If the authorised medical attendant is of opinion that case of a patient is of such a serious or the special nature as to require medical attendance by some person other than himself or that the patient requires antirabic treatment, he may, with the approval of the [®](Regional Director of Health Services):-

- (a) sent the patient to the nearest specialist or other medical officer as provided in clause (f) of rule 2, by whom, in his opinion, medical attendance is required for the patient, or in the case of antirabic treatment to the place in the Province where such treatment is available;
- (b) if the patient is too ill to travel, summon such specialist or other medical officer to attend upon the patient.

(2) A patient sent under clause (a) of sub-rule (1) shall on production of a certificate in writing by the authorised medical attendant in this behalf, be entitled to traveling allowance at tour rates for the journeys to and from the headquarters of the specialist or other medical officer or the place where he is sent for antirabic treatment.

(3) A specialist or other medical officer summoned under clause (b) of sub-rule (1) shall, on production of a certificate in writing by the authorised medical attendant in this behalf, be entitled to traveling allowance at tour rates for the journey to and from the place where the patient is.

6. (1) A Government servant shall be entitled, free of charge --

- (i) to treatment--
- (a) in such Government hospital at or near the place where he falls ill as can, in the opinion of the authorised medical attendant, provide the necessary and suitable treatment; or
- (b) if there is no such hospital as is referred to in sub-clause (a), in such hospital other than a Government hospital at or near that place as can, in the opinion of the authorised medical attendant, provide the necessary and suitable treatment;
- (ii) to antirabic treatment at the nearest Government hospital in the Province providing such treatment.

[®]Substituted vide Notification No. SOVI.16-150/49 dated 30.09.1969

(2) Where a Government servant is entitled under sub-rule(1) free of charge, to treatment or anti-rabic treatment in a hospital, any amount paid by him on account of such treatment shall, on production of a certificate in writing by the authorised medical attendant in this behalf, be reimbursed to him by Government. The charges for diet, if levied in a Government hospital from patients, shall be borne by the Government servant himself.

(3) The Head of the Department/Attached Department or such officers to whom he may delegate his powers in this behalf, shall be competent to order re-imbursement under the last preceding sub-rule and sub-rule (2), of rule 3 (not exceeding *Rs.1000/- 2000/- in each case).

(4) If a Government servant is treated in a hospital maintained by Government, the free treatment will constitute an ordinary function of the hospital and the Health Services Department will bear the charge which will be debited to the primary unit of appropriation "Other Allowances and Honoraria" under head "38-A--Health Services".

(5) If a Government servant is treated in a hospital maintained by a local body or in any other hospital where he is to pay for his treatment, he shall himself make the payment in the first instance and recover the amount from Government afterwards. Before claiming re-imbursement he should obtain from the hospital authority a copy, if possible of the printed tariff of the hospital, a bill in full detail and also a duly signed receipt in token of having made the payment, and present them to the head of his office. The head of the office shall check the bill with the tariff and after obtaining the sanction of the competent authority, if necessary, draw the amount payable on a contingent bill form for which the hospital bill and the receipt will form the vouchers. The amount shall then be disbursed to the Government servant. Such charges are debitible to the primary unit of appropriation "Other Allowances and Honoraria" of the account head appertaining to the Department to which the Government servant belongs.

7. (1) If the authorised medical attendant is of opinion that owing to the absence or remoteness of a suitable hospital or to the nature of the illness, a Government servant cannot be given treatment as provided in clause (i) of sub-rule (1) of rule 6, the Government servant may receive treatment at his residence.

(2) A Government servant receiving treatment at his residence under sub-rule (1) shall be entitled to receive towards the cost of such treatment incurred by him a sum equivalent to the cost of such treatment he would have been entitled, free of charge, to receive under these rules if he had not been treated at his residence.

(3) Claims for sums admissible under sub-rule (2) shall be accompanied by a certificate in writing by the authorised medical attendant stating--

- (a) his reasons for the opinion referred to in sub-rule (1);
- (b) the cost of similar treatment referred to in sub- rule (2).

8. (1) Charges for services rendered in connection with, but not included in, medical attendance on or treatment of a patient entitled, free of charge, to medical attendance or

*Substituted vide Health Department Notification No.SO (H&D) 7-61/82 (A) dated 21st June, 1993.

treatment under these rules, shall be determined by the authorised medical attendant and paid by the patient.

(2) If any question arises as to whether any service is included in medical attendance or treatment, it shall be referred to Government and the decision of Government shall be final.

9. The Controlling Officer of a patient may require that any certificate required by these rules to be given by the authorised medical attendant for traveling allowance purposes shall be countersigned --

- (a) in the case of a certificate given by the Principal medical officer of a district, by the Regional Deputy Director of Health Services; and
- (b) in the case of a certificate given by any other medical Officer, by the principal medical officer of the district.

10. The family of a Government servant shall be entitled, free of charge, to medical attendance and the treatment, on the scale and under the conditions allowed to the Government servant himself, at a hospital at which the Government servant is entitled to receive treatment free of charge or at hospitals specially recognized for the treatment of families of Government servants. This shall include confinement of a Government servant's wife in a hospital, but not prenatal or postnatal treatment at a Government servant's residence.

*11 These rules shall apply also to retired Government servants, their families and families of deceased Government servants who shall be entitled to all such benefits and facilities as are admissible under these rules to serving Government servants.

12. Class IV Government servants and their families are entitled free of charge to medical, surgical and nursing treatment as in-patient *[in the general wards of a Government hospital and also as outdoor patients in such hospitals] and they are entitled to re-imbursement of medical expenses incurred by them [on such treatment] provided they produce a certificate to this effect given in writing by the authorised medical attendant. The Assistant Medical Officer appointed by Government to attend its Class IV Government servants in the station will be the authorised medical attendant in the case of the Class IV Government servants.

13. Government servants who are sent abroad on duty by Government shall be allowed the following facilities for purposes of medical treatment during the period they are on duty abroad :-

- a) Reasonable costs of treatment will be met by Government, if a Government servant actually falls ill while he is on duty abroad. The treatment will be on the scale laid down in the above rules;
- b) No routine checkup will be permitted at Government expense nor would Government accept liability for treatment of any disease from which a

*Substituted vide Health Department Notification No. SO IV (H)-12/39/76 dated 25.01.1981.

▪ Substituted vide Health Department Notification No. SOVI-16 -150/64 dated 24th August, 1968.

Government servant may have been suffering while in Pakistan and for which he may take the opportunity of his visit to a foreign country to receive treatment. Cases in which a disease from which a Government servant may have been suffering while in Pakistan, takes a turn for the worse and requires urgent treatment, may be considered on merits;

- c) The treatment would be limited to the country and the place to which the Government servant has been sent on duty.
14. Government may relax provisions of these rules in case of special hardships.
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ANCILLARY INSTRUCTIONS

NO.SORII(H)-2/63-59
Dated 31.08.1959

NOTIFICATION

No. SOII (H)2/63-59. In pursuance of the Presidential Proclamation of the 7th day of October, 1958 and in exercise of all powers enabling him in that behalf, the Governor of West Pakistan is pleased to declare the following as authorized Medical Attendant for purposes of clause 2 (a) of the West Pakistan Government servants (Medical Attendance) Rules, 1959.

1. All Medical Superintendents, District Health Officers and Civil Surgeons in West Pakistan.
2. All Medical Officers/Assistant Medical Officers (Male and Female) In charge of or attached to all Government Hospitals/Dispensaries in West Pakistan.
3. All Medical Officers/Assistant Medical Officers (Male and Female) In charge of or attached to all Hospitals/Dispensaries maintained by a local authority in West Pakistan.
4. All Dental Surgeons, Assistant Dental Surgeons and Demonstrators in Dental or any other Hospitals maintained by Government or local authority in West Pakistan.
- *5. All Registrars, Deputy Medical Superintendents and Specialists attached to Government Hospitals in West Pakistan.

Copy of letter No. 1035-I (A)/57, dated the 11th October, 1957, from the Secretary to Government of West Pakistan, Finance Department to the 1. * * * * * 2. All Heads of Departments (including Registrar, High Court of West Pakistan, Lahore). 3. * * *.

Subject:- REIMBURSEMENT OF MEDICAL CHARGES -
DELIGATION OF POWERS UNDER THE-- .

Reference U.O. No. 4/20-S.O.V., dated the 30th July, 1957, on the subject noted above.

The Governor of West Pakistan, is pleased to delegate to all (Provincial) Heads of Departments/Heads of Attached Departments the powers to sanction re-imbursement of expenditure not exceeding Rs. 200/- in each individual case, incurred by Government servants under their administrative control on the medical treatment of themselves or the Members of their families as admissible under the various Medical Attendance Rules, subject to the condition that no sanction will be issued without prior scrutiny by the Medical Authority concerned of the details of each claim and his certificate of admissibility in respect of the amount claimed.

*Inserted vide Notification No. SOII (H)-2/63-59 (VI) dated 19.4.1965.

Those cases which are not covered by the Rules and which may otherwise be doubtful should continue to be referred to Finance Department, through the respective Administrative Department.

The expenses will be borne by the Department concerned to which the Government servant belongs.

No:FD.SOR(SR)-836/59
Government of West Pakistan
Finance Department
Dated Lahore, the 21st January, 1960

**Subject: REIMBURSEMENT OF MEDICAL CHARGES UNDER
THE VARIOUS MEDICAL ATTENDANCE RULES**

I am directed to say that cases of reimbursements under the West Pakistan Government Servants (Medical Attendance) Rules, 1959, and similar previous rules of the integrating Units in so far as Government Servants have opted to be governed by those Rules, are being referred to the Finance Department where the amounts involved exceed Rs. 200 in each case. This creates avoidable increase in work in the Finance Department. The Governor, of West Pakistan is, therefore, pleased to direct that in all cases of reimbursement, which are strictly covered by the above rules, the consent of the Finance Department should be presumed and the necessary orders issued by the Administrative Departments concerned. Doubtful cases of those requiring relaxation of the rules should, however, be continued to be referred to the Finance Department through the Health, Welfare and Local Government Department.

2. The Governor of West Pakistan is further pleased to direct that the Heads of Departments, Heads of attached Departments may, wherever they consider this necessary, re-delegate their powers conferred on them under the Finance Department letter No. 1035-I (A)/57, dated the 11th October, 1957, the Officers subordinate to them in connection with reimbursement under the various Medical Attendance Rules of the integrating Units, in cases of Government servants who have opted to be governed by those rules.

No.S.O(VI)-16-136/64
Government of West Pakistan
HEALTH DEPARTMENT
Dated Lahore, the 17th April, 1965

Subject: WEST PAKISTAN GOVERNMENT SERVANTS
(MEDICAL ATTENDANCE) RULES, 1959

The Government of West Pakistan has decided that Central Government servants who have been placed under the control of Provincial Government will automatically be governed by the West Pakistan Government Servants (Medical Attendance) Rules, 1959 without opting for them.

No. S.O. VI-15-97/65
GOVERNMENT OF WEST PAKISTAN
HEALTH DEPARTMENT
Dated Lahore, the 22nd February, 1966

Subject: CLAIMS FOR REIMBURSEMENT OF MEDICAL CHARGES
UNDER THE WEST PAKISTAN GOVT. SERVANTS
(MEDICAL ATTENDANCE) RULES, 1559

I am directed to say that some doubts have arisen whether the Departments/Heads of Offices can enquire into the genuineness of the claims for the reimbursement of medical charges of their subordinates, or withhold reimbursement if the genuineness of claim is suspected. This point has been fully examined in consultation with Finance/Law Departments.

Sub-rule (2) of Rule 3 of the West Pakistan Government servants (Medical Attendance) Rules, 1959, lays down that a Government servant is entitled to reimbursement of the amount paid by him on account of medical attendance on production of a certificate in writing by the Authorized Medical Attendant. Similarly, under sub-rule (2) of Rule 6 of the Rules, a Government servant is entitled to reimbursement of the amount paid by him on account of free treatment authorized in sub-rule (1) of Rule 6 on production of a certificate in writing by Authorised Medical Attendant in this behalf. There is no express provision in Rules 3 or 6 or in any other rule of the West Pakistan Government servants (Medical Attendance) Rules, 1959, for with-holding reimbursement or enquiring into cases of doubtful claims which are otherwise supported by the requisite certificates of the Authorized Medical Attendant. But it goes without saying that reimbursement of medical charges is required to be made of the genuine claims and the competent authority always reserves the right to enquire about the genuineness of the claims, and to withhold payment until it is satisfied about the genuineness of the claim. The use of the word "shall" in sub-rule (2) of Rule 3 and also in sub-rule (2) of rule 6, in the context of reimbursement by the Government does not militate against the right of the authority concerned to satisfy itself regarding the genuineness of the claim. The inquiry can be made through any source or Agency and in any manner as the Controlling Authority considers it. It was not necessary to expressly provide in the Rules for enquiry in this respect. These instructions may kindly be brought to the notice of all concerned.

No.SOVI-15-7/66(Prov)
Government of West Pakistan,
HEALTH DEPARTMENT
Dated Lahore the 24th Nov.,1966

Subject: REIMBURSEMENT OF MEDICAL CHARGES

MEMORANDUM

It has been observed that there is a good deal of expenditure on reimbursement. It is no doubt essential in many cases, but some cases have come to light in which re-imbursement has not been made according to the proper rules and regulations. The rules are that the claim for reimbursement should be supported by Voucher/non-availability certificate duly countersigned by the "Authorized Medical Attendant". The non-availability certificate is to be issued only when it is verified that the Medicines prescribed are not available in the hospital/dispensary stock. But due care is not being paid in this regard. The implications are that when a drug is available in the hospital/dispensary, which was purchased at a discount up to 30% reduction, but has been allowed to be purchased from the local market, before verifying about the availability in the stock. Government is unnecessarily committed to still a greater expenditure. Government have viewed this position with great concern.

It is, therefore, requested that you may please bring this position to the notice of All the "Authorized Medical Attendants" working under your administrative control and direct them that they should neither countersign the Vouchers nor should they issue the non-availability certificate in respect of the medicines which are available in the hospital/dispensary stock.

Any infringement to these instructions will render them liable to disciplinary action.

No.S.O.(G)(H)-5-19/70
Government of the Punjab
HEALTH DEPARTMENT
Dated Lahore, the 27th May,1971

Subject: WEST PAKISTAN GOVT. SERVANTS
(MEDICAL ATTENDANCE) RULES, 1959

I am directed to invite your attention to the West Pakistan Government Servants (Medical Attendance) Rules, 1959, cited as subject and to say that a question has been raised by some Departments whether the vouchers/non-availability certificates signed by the Medical Officers in respect of the Government servants drawing pay of not less than Rs. 500/-p.m. are necessarily required to be countersigned by the Principal Medical officer of the District. Attention in this connection is invited to Rule 2 (a) of the West Pakistan Government Servants (Medical Attendance) Rules, 1959, read with the

Health Department's notification No. SOII (H)-2/63-59, dated 31-8-1959 (copy enclosed). It has already been decided in consultation with the Law Department that the phrase "Principal Medical Officer of the District appointed by Government to attend officers in the District" occurring in rule 2 (a) (1) of the West Pakistan Government Servants (Medical Attendance) Rules, 1959, means the Principal Medical Officer or the Medical Officer of the District etc. The use of the oblique in that phrase is significant and indicates concurrency of the powers of the Principal Medical Officer and the Medical Officer. Further by a separate Notification as referred to above all Medical Superintendents, District Health Officers etc. have been appointed as Authorised Medical Attendants for the purpose of rule 2 (a) of the West Pakistan Government Servants (Medical Attendance) Rules, 1959, with the result that the distinction of pay/status amongst the various class of Government servants stand eliminated and all the Government servants can now take treatment from any of the Authorized Medical Attendance declared as such. In view of this position all Principal Medical Officers and Medical officers of a particular District are now authorised to act concurrently as Medical Attendant for all Gazetted Government Servants as well as for all those Government servants, whose pay is not less than Rs.500/- p.m. Therefore, a Medical Officer can sign vouchers/non-availability certificates in respect of such Government Servants without needing the countersignature of the Principal Medical Officer, Civil Surgeon, District Health Officer etc.

No. S.O. (G)-5-36/71
Government of the Punjab
HEALTH DEPARTMENT
Dated Lahore, the 4th June, 1971

Subject: REIMBURSEMENT OF MEDICAL CHARGES

I am directed to address you on the subject noted above and to say that a question has been raised by the various Departments whether or not the reimbursement claims submitted by a Government, which is duly supported by vouchers/non-availability certificate authenticated by the authorised medical attendant can be reduced/rejected on the ground that the medicines prescribed and purchased are costly. Attention in this connection is invited to Rule 3 of the West Pakistan Government Servants (Medical Attendance) Rules, 1959, which provided as under:-

- "3 (1) A Government servant shall be entitled free of charge to medical attendance by the authorized medical attendant.
- (2) Where a Government servant is entitled under sub-rule (1) free of charge, to receive medical attendance, any amount paid by him on account of such medical attendance shall, on production of a certificate in writing of the authorized medical attendant in this behalf be reimbursed to him by Government".

The provisions of Rule 3 of the Medical Attendance Rules, reproduced above make it clear that amount of claim, if duly supported by a certificate in writing by the authorized medical attendant, cannot be reduced or rejected. As advised by the Law Department the medical attendance rules do not derogate from the right of the

Department concerned to satisfy itself as to the genuineness of the claim, but Government in the Health Department feel that this right can more appropriately be exercised in cases where the claims are patently bogus and the Department has sufficient proof to establish that either the vouchers supporting the claims were forged or they were procured by impersonation from the authorised medical attendant. The mere ground that the authorised medical attendant has prescribed costly medicines will, however, in no way affect the claim. In view of this position, this Department would advise that the reimbursement claims may be admitted in full and may not be reduced/refused on the mere ground that costly medicines have been prescribed by the authorised medical attendant.

The Health Department is already alive to the position that costly medicines are, in certain cases, prescribed by the authorized medical attendants which is causing a good deal of strain on the Departmental Budgetary allocation. This Department is, accordingly taking necessary steps by establishing District Review Committees in the Punjab to ensure that the authorized medical attendants realise their duty and do not prescribe very costly medicines in cases where cheaper but equally effective substitutes are available.

No.SO (G) (H)5-27/71
Government of the Punjab
HEALTH DEPARTMENT

Dated Lahore the 2nd December, 1971

Subject: REVISION OF THE NON-AVAILABILITY CERTIFICATE
REQUIRED TO BE SUBMITTED BY THE GOVERNMENT
SERVANTS WITH THE CLAIMS FOR MEDICAL
REIMBURSEMENT

I am directed to invite your attention to the subject cited above and to say that it has been decided that in future the nature of the ailment from which a patient has been suffering may also be indicated in the existing non-availability Certificate required to be submitted by the Government Servants with their claims for medical reimbursement. This decision will be applicable to claims submitted by Government servants after the 31st December, 1971. The authorized Medical Attendant are also being advised to observe these instructions while issuing non-availability Certificates. A copy of the revised non-availability certificate is enclosed.

NO.8/5/73-A-III
Dated 19.08.1973

Subject: MEDICAL FACILITIES FOR DEPUTATIONISTS
TO AND FROM THE PROVINCIAL GOVERNMENTS

The undersigned is directed to say that the question whether the deputationists from the Provincial Governments should be entitled to medical facilities as provided under the Central Government Servants (Medical Attendance) Rules, or as provided in the Provincial Government Servants' Medical Attendance Rules, has been under consideration for sometime. It has been decided in consultation with the Health Division and the Provincial Governments that the deputationists to and from the Provincial Governments should be given the option to elect to be governed by either the Provincial Government Servants' Medical Attendance Rules or the Central Government Servants' Medical Attendance Rules. Such options shall be exercised by the deputationists while submitting their joining reports under the Central or the Provincial Government, as the case may be. As far the Government Servants who are already on deputation, the Ministry/Division/ Department of the Central/ Provincial Government may immediately call for the options of the Government Servants concerned, and forward the same to the Accountant General, Pakistan Revenues and the medical authorities concerned. A form for exercising the option is enclosed.

No.SO(G)-Health-4-2/75
Government of the Punjab
HEALTH DEPARTMENT
Dated Lahore, the 28th March, 1977

Subject: REIMBURSEMENT OF MEDICAL CHARGES TO
GOVERNMENT SERVANTS

I am directed to refer to this Department's Notification No. SO(G)-Health-4-2/75, dated the 25th March, 1977 on the above subject and to say that the following instructions shall be strictly followed for re-imbursement of medical charges to a Government Servant entitled to under the Rules:-

- i) Each department shall maintain a Register containing Ledger Account of each Government servant, prescription by prescription and another Register containing a consolidated abstract of monthly expenditure showing the name of each Government servant and the total expenditure incurred during a month on medical bills.
- ii) These Registers shall be scrutinized for purposes of budgetary expenditure by one of the officers of the department so nominated.
- iii) The Head of the Department may refer to the Director, Health Services, Punjab for his technical scrutiny in cases where it is apprehended that excessive and unreasonable amounts have been claimed.
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ACT XXXIV OF 1958WEST PAKISTAN
ESSENTIAL SERVICES_xe "ESSENTIAL SERVICES:--- (Maintenance) Act, 1958"
(MAINTENANCE) ACT, 1958 An Act to provide for the maintenance of certain essential services. (First published, after having received the assent of the Governor of West Pakistan, in the Gazette of West Pakistan on the 25th April, 1958). No.Leg.1(34)/58, 25th April, 1958, (Gazette, Extraordinary, 25th April, 1958). The following Act having received the assent of the Governor of West Pakistan on the 25th April, 1958 and was published for general information in the Gazette. Preamble_xe "Preamble" -- Whereas it is expedient to provide for the maintenance of certain essential services in *the Punjab;

It is hereby enacted as follows :-1. Short title_xe "Short title", extent and commencement_xe "Short title, extent and commencement"__xe "extent and commencement" -- (1) This Act may be called *the Punjab Essential Services (Maintenance) Act, 1958. (2) It extends to the whole of * the Punjab, except the Federal Capital and the Special Areas. (3) It shall come into force at once.2. Definitions_xe "Definitions:Punjab Essential Services (Maintenance) Act, 1958" -- In this Act, unless there is anything repugnant in the subject or context -- (i) "employment" means any service for which remuneration is received; (ii) "essential service" means a service to the employment of which this Act applies; (iii) "Government" means the *Provincial Government of the Punjab._xe "Definitions:Employment to which this Act applies" 3. Employment to which this Act applies -- This Act shall apply to all employment under the Government or any agency set up by it or a local authority or any service relating to transport or civil defence._xe "Definitions:Power to order persons engaged in certain employments to remain in specified areas" 4. Power to order persons engaged in certain employments to remain in specified areas -- (1) The Government or an officer authorised in this behalf by the government may, by general or special order, direct that any person or persons engaged in any employment or class of employment to which this Act applies shall not depart out of such area or areas and for such period not exceeding three months as may be specified in such order. (2)

An order made under sub-section (1) shall be published in such manner as the Government, or the officer making the order, considers best calculated to bring it to the notice of the persons affected by the order.5. Offences_xe "Offences" -- Any person engaged in any employment or class of employment to which this Act applies who --

(a) disobeys any lawful order given in the course of such employment or attempts to persuade any person to disobey any such order; or (b) without reasonable excuse abandons such employment or absents himself from work; or (c) departs from any area specified in an order under sub-section (1) of section 4 without the consent of the Government or the authority making that order, and any employer of a person engaged in an employment or class of employment to which this Act applies, who without reasonable excuse -- (1) discontinues the employment of such person; or (2) by closing an establishment in which such person is engaged, causes the discontinuance ofÜ¥h_cà

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ACT XXXIV OF
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(Maintenance) Act. 1958"

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the government may, by general or special order, direct that any person or persons
engaged in any employment or class of employment to which this Act applies shall not
depart out of such area or areas and for such period not exceeding three months as may
be specified in such order. (2) An order made under sub-section (1) shall be
published in such manner as the Government, or the officer making the order, considers
best calculated to bring it to the notice of the persons affected by the order.5.

Offences_xe "Offences" -- Any person engaged in any employment or class of employment to which this Act applies who -- (a) disobeys any lawful order given in the course of such employment or attempts to persuade any person to disobey any such order; or (b) without reasonable excuse abandons such employment or absents himself from work; or (c) departs from any area specified in an order under sub-section (1) of section 4 without the consent of the Government or the authority making that order, and any employer of a person engaged in an employment or class of employment to which this Act applies, who without reasonable excuse --

(1) discontinues the employment of such person; or (2)
by closing an establishment in which such person is engaged, causes the discontinuance of Ü¥h cà

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(a) disobeys any lawful order given in the course of such employment or attempts to persuade any person to disobey any such order; or (b) without reasonable excuse abandons such employment or absents himself from work; or

(c) departs from any area specified in an order under sub-section (1) of section 4 without the consent of the Government or the authority making that order, and any employer of a person engaged in an employment or class of employment to which this Act applies, who without reasonable excuse -- (1) discontinues the employment of such person; or (2) by closing an establishment in which such person is engaged, causes the discontinuance of the claims of re-imbursement of Medical charges made to the pensioners etc., will be maintained by the concerned District Officer in the following forms:-

NAME OF THE RETIRED GOVERNMENT SERVANTS
WITH P.P.O. NO.

Sr. No.	Period of claims indi- cating date of hospita- lization, if any	Amount showing hospitalization charges/cost of medicines separately.	Date of payment	Signature of Drawing officer.
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(b)The expenditure on this account will be charged/ debited to the Departmental allocation under the respective head of account.

The facility of re-imbursement of medical charges will be available to the pensioners and their families up to and for the period they are entitled to pension.

APPENDIX 'A'

1. Name of the Retired/Deceased Government Servant.
2. Father/Husband Name.
3. Marks of Identification.
4. Date of Birth.
5. Pay drawn at the time of retirement/death.
6. Post and/or service from which retired.
7. Date of retirement/death.
8. Present address.
9. DAO/TO/from where payment of pension/ Medical charges is required.
10. P.P.O.Number.
11. Dependents.

	Name	Relationship	Date of birth	Remarks.
i.
ii.
iii.
iv.
v.
vi.

(Pension Sanctioning Authority)

Date.

Place.

- NOTE- (i) The PPO Number will be intimated to the District Officer by the pensioner on its receipt.
- (ii) In case the pensioner subsequently requests for the payment from the district other than that mentioned against serial No.9 above, this appendix will be transferred by the District Officer to the new District Officer under intimation to the Treasury Officer/Audit Officer concerned. Likewise, the Treasury Officer/Officer concerned will transfer Appendix 'A' to the Treasury Officer/Audit Officer of the new District along with the P.P.O. of the Pensioner.

APPENDIX 'B'

AFFIDAVIT-

I, _____ son of /w/o _____ holder of PPO No. _____ make oath/affirm and say that the particulars hereinafter appearing relate to me and that these are correct to the best of my knowledge and belief.

PARTICULARS

1. Name of the Retired/Government servant _____
2. Father/husband's Name _____
3. Marks of Identification _____
4. Date of birth _____
5. Pay drawn at the time of retirement/death _____
6. Post and/or service from which retired _____
7. Date of retirement/death _____
8. Present address _____
9. DAO/TO from where pension is being drawn _____
10. Dependents _____

Name	Relationship	Date of birth	Remarks
------	--------------	---------------	---------

(i)
(ii)
(iii)

Date _____

Place _____

Deponent

Sworn/Affirmed and signed before me this _____ day of _____ 19____ by Mr./Mrs/Miss. _____ who is personally known to me. The deponent has been identified by _____ who is personally known to me for _____ years _____ months.

Signature of _____ Signature and seal of the Identifying witness
Oath Commissioner.

Score out if inapplicable.

To be signed in the presence of the oath Commissioner.

Note- In case the pensioner subsequently requests for the payment from the District other than that mentioned against Serial No. 9 above this appendix will be transferred by the District Officer to the new District Officer under intimation to the Treasury Officer/Auditor Officer

concerned. Likewise the Treasury Officer/Audit Office concerned will transfer Appendix B to the Treasury Officer/ Audit Office of the new District along with P.P.O. of the Pensioner.

NO.FD.PC.2-1/83
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT
Dated Lahore the, 25th August, 1983

Subject: REVISION OF PAY SCALES-SCHEME OF BASIC PAY
SCALES AND FRINGE BENEFITS OF THE PUNJAB
GOVERNMENT EMPLOYEES (1983)

I am directed to state that the Governor of the Punjab has been pleased to sanction, with effect from 1st July, 1983, a Scheme, as detailed below, of the Basic Pay Scale, Allowances and other Fringe Benefits, 1983, for the employees of the Punjab Government.

PART III MISCELLANEOUS

23. (a) Cost of Blood Transfusion: The cost of blood transfusion shall hence forth be reimbursable to the Provincial Government employees and their families in accordance with the procedure laid down for re-imbursement of cost of medicines, etc.

(b) Definition of "Family" The word "family" for the purpose of medical treatment shall also include parents of the Government servant residing with and dependant on him.

NO.FD.PC.2-1/87
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT
Dated Lahore the, 27th July, 1987

Subject: REVISION OF PAY SCALES AND FRINGE BENEFITS OF THE
PUNJAB GOVERNMENT EMPLOYEES (1987)

I am directed to state that the Governor of the Punjab has been pleased to sanction the Basic Pay Scale for the employees of the Punjab Government as detailed in the following paragraphs.

10. MEDICAL ALLOWANCE: (i) Employees in BPS-I to 15 shall be allowed medical allowance @ Rs.50/- p.m. instead of reimbursement of the cost of medicines purchased by the employees as out-door patients. The facility of in-door treatment shall continue to be admissible.

A copy of letter No.U.O.FD. SR.III-14-48/86,

Dated 27.10.1987 Received from Government of the
Punjab, Finance Department

Subject: GRANT OF MEDICAL ALLOWANCE INSTEAD OF
REIMBURSMENT OF MEDICAL CHARGES TO
EMPLOYEES IN BPS-1 TO 15

Will, the Secretary to Government of the Punjab, Health Department, kindly refer to the subject noted above?

2. Under para 10 of the Finance Department's circular letter No. FD.PC-2-1/87, dated 27.7.1987, Medical Allowance of Rs.50/- P.M. has been allowed to employees in BPS-1 to 15 instead of reimbursement of cost of medicines. The reimbursement of medical charges has therefore, been discontinued with effect from 1.7.1987. The facility of indoor treatment would, however, continue to be admissible.

3. It is requested that instructions may be issued to the hospitals that, as far as possible, all medicines etc. required by the Government Servants in BPS-1 to 15 receiving indoor treatment may be provided by the hospitals, as the reimbursement of medical charges are not admissible for indoor treatment either.

NO.FD SR-III-14-48/86
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT

Dated Lahore, the 13th Jan. 1988

Subject: RE-IMBURSEMENT OF MEDICAL CHARGES.

Kindly refer to your letter No.TM-I/H-3-9/Provl./ 9654, dated 21.12.1987, on the subject noted above.

2. The points referred by your office for clarification have been examined in the Finance Department and the decisions taken thereon are as follows:

- i) It has been decided that medical reimbursement claims of the Punjab Govt. in BS-1 to 15 pertaining to the period up to 30.6.1987, and pending clearance beyond 1.7.1987 for one reason or the other may be admitted up to the last date of the current financial year i.e. 30.6.1988.
- ii) Since selection grade is practically considered as a promotion to the higher scales, therefore, selection grade holder in BS-16 will be entitled to reimbursement of medical charges and not the medical allowance.
- iii) Since move over is an extension of the scale from which a Govt. servant moves over, therefore, those official in BS-15 who have

moved over to BS-16 shall remain entitled to medical allowance and not medical reimbursement.

No.FD.SR.III-14-23/72
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT.
Dated 20.01.1988.

Subject:- GRANT OF MEDICAL FACILITIES TO RETIRED CIVIL SERVANTS AND THEIR FAMILIES FROM BS-1 TO 15

Kindly refer to your letter No.TM-I/H-3-9/Provl/87-88/9679, dated 07.1.1988, addressed to the Deputy Secretary (PC), Finance Department, on the subject noted above.

2. The matter has been examined in the Finance Department and it is to clarify that the medical reimbursement to serving Government servants in BS-1 to 15 has been discontinued w.e.f. 01.7.1987 for outdoor as well as indoor medical treatment. However, there is no change in the existing policy for the grant of medical reimbursement to retired government servants of all grades and their families.

No.FD.SR.III-14-48/86(P)
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT.

Dated, Lahore the 20th March,1989.

Subject:- REIMBURSEMENT OF MEDICAL CHARGES TO EMPLOYEES IN BPS-1 TO BPS-15

I am directed to refer to the Finance Department's circular letters of even numbers dated 12.11.1987 and 13.1.1988 on the above subject and to state that at the time of pay revision in 1987, the employees in BPS-1 to BPS-15 were given Medical Allowance at the rate of Rs.50/- p.m. and the facility of in-door treatment also continued to be admissible but the reimbursement of cost of medicines, if not available in the Hospitals, was discontinued with effect from the date when the Medical Allowance was sanctioned i.e. 01.7.1987.

2. Punjab Government in the Finance Department, on the lines of Federal Government have now decided, in supersession of the above circular letters, that the reimbursement of cost of medicines prescribed during in-door treatment of employees in BPS-1 to BPS-15 and their families shall be allowed in accordance with the following broad policy:-

- i) That the Hospitals ensure maximum medical cover to indoor Government servants to minimize medical reimbursement.

- ii) That the indoor Government servants are not advised in routine to purchase medicines or arrange tests from outside the Hospitals.
- iii) If the above purchases are recommended the Medical Superintendent should ensure that the drugs/tests (at the time of purchase) were actually not available in the Hospital. The date from which the relevant medicines were out of stock should be mentioned in the certificate of non-availability to be issued by the Medical Superintendent.

3. Health Department is requested to issue instructions (on the above lines) simultaneously, to all the Hospital authorities to ensure that the patients entitled to free treatment are provided full coverage for consultation, medicines, tests etc. as admissible under the rules.

4. However, individual cases relating to the period from 01.7.1987 to date wherein the reimbursement remained disallowed will be considered on merit by the Finance Department on a reference by the Administrative Department after fulfilling the formalities mentioned above.

NO.SRIII-14-15/85
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT
Dated 28.1.1986

Subject: TREATMENT ABROAD OF GOVERNMENT
SERVANT AND THEIR FAMILIES

I am directed to state that Government servants sent abroad for treatment at Government expense are required to submit vouched accounts of expenses on their treatment, it has, however, been noticed that such Government servants generally do not render the vouched accounts immediately on their return to Pakistan.

2. I am directed to emphasize that in future Government servants who are sanctioned foreign exchange for treatment abroad should submit their account within three weeks of their return. Failure to do this will be considered an irregularity. All those already allowed foreign exchange should submit their account within two weeks of the date of issue of this letter.

NO.F.8-17/85-MF-I
MINISTRY OF HEALTH
Special Education & Social Welfare
(HEALTH DIVISION)
Dated 28th May, 1986

Subject:- POLICY REGARDING MEDICAL TREATMENT ABROAD

The Competent Authority has been pleased to approve the policy guidelines regarding the medical treatment abroad. These policy guidelines will be applicable to the serving federal government servants and also to the employees of federal autonomous/semi-autonomous organisations, banks etc. Which will bear the cost of expenditure from their own funds. The employees of provincial governments and provincial autonomous bodies may also be governed by these policy guidelines, and the provincial authorities may decide their cases accordingly. The decisions are as under:-

- i) In serious and complicated cases of high risk nature for which diagnostic facilities and essential treatment, without which the life of the patient is in danger are not available in Pakistan and the patient has reasonable chances of recovery if treated abroad, the Special Medical Board constituted by the Ministry of Health will examine/recommend medical treatment abroad of such patients. The facilities for treatment abroad will be confined to serving government servants and their spouses and dependent children;
- ii) Before a Special Medical Board is arranged the request of the patient for treatment abroad must be supported by a medical certificate from the concerned specialist recommending treatment abroad for a particular disease;
- iii) The Government liability will be limited to a fixed amount in each case in view of the recommendations of the Special Medical Board subject to a maximum limit as shown against each category of diseases mentioned below:-

<u>Name of Disease</u>	<u>Maximum amount to be allowed</u>
1. Cardiovascular Diseases (Triple Vessel Disease/ By-pass surgery, Aneurysm, Congenital Heart Disease etc.)	£ 7,500/-
2. Cancer/Malignant Disease	£ 6,000/-
3. Bone marrow Transplant;	£ 15,000/-
4. Renal Diseases (Kidney Transplant etc.)	£ 15,000/-
5. Liver Transplant;	£ 20,000/-

Any other complicated disease/
High-risk cases. As per recommendations of
the Special Medical Board

- iv) The cost of medical treatment in the U.K.(or other place which might be less expensive than of the U.K.) may be treated standard expenditure;

- v) The boarding and lodging expenses outside hospital and other expenses, for example, taxi charges, T.V. telephone charges and extra catering charges within the hospital etc, shall be borne by the patient or his/her guardian;
 - vi) As a general rules, treatment abroad will be arranged in the U.K. or any other country, where such treatment is available and is more economical;
 - vii) No attendant will be allowed at government expense except in the case of minor child or a female patient. However, as a special case, completely disabled persons/stretcher cases may also be allowed an attendant;
 - viii) Economy class excursion return air ticket for the patient and attendant, if approved, may be allowed at government expense, on return from abroad the patient submit adjustment of account statement to Health Division.
 - ix) The bills on account of treatment will be paid by the Embassy of Pakistan direct to the hospital concerned on the basis of actual hospital bills/vouchers against the remittance to be made to the Embassy through Chief Accounts Officer, Ministry of Foreign Affairs, Islamabad. The Embassy will submit a statement of expenditure in each case to Ministry of Health for adjustment of accounts with the audit authorities.
 - x) Keeping in view the available facilities for medical treatment within the country, it may be necessary to review the policy guidelines annually and therefore, it is proposed that the following advisory group may be constituted:-
- | | | |
|-------|---|----------|
| i) | Director General Health | Chairman |
| ii) | Prof. of Medicines,
Khyber Medical College,
Peshawar | Member |
| iii) | Prof. of Medicines
Allama Iqbal Medical College
Lahore | Member |
| iv) | Director of Surgery
General Headquarters Hospital,
Rawalpindi | Member |
| v) | Advisor in Cardiology,
Armed Forces Institute of
Cardiology, Rawalpindi | Member |
| vi) | Consultant Physician,
Islamabad Hospital Complex,
Islamabad | Member |
| vii) | Consultant Surgeon,
Jinnah Postgraduate Medical
Centre, Karachi | Member |
| viii) | Executive Director,
National Institute of | Member |

- Cardiovascular Diseases,
Karachi
- ix) Director, Member
Nuclear Oncology and
Radiotherapy Institute,
Islamabad
- x) Professor of Urology, Member
King Edward Medical College,
Lahore
- (xi) Unnecessary expenditure of foreign exchange on account of medical treatment abroad is to be avoided, and an attempt has to be made to keep it to the minimum. It is therefore, proposed that the existing facilities in the country may be improved by establishing super diagnostic/treatment centers within the country in a phased programme. These facilities would also be utilized during the visits of world leading experts/foreign medical teams.
- (xii) It is circulated for strict compliance.

NO.FD.SR.III-14-42/84
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT.
Dated Lahore, the 7th September 1986

Subject:- POLICY FOR TREATMENT ABROAD OF PUNJAB CIVIL SERVANTS

The government of the Punjab has, since 1980-81, been allowing treatment abroad to its employees on the recommendations of the Special Medical Board by relaxing the provisions of the Medical Attendance Rules. This has been done when the following conditions were fulfilled:-

- i) The patient was suffering from a disease or disability which either involved a risk to life or could cause permanent disability.
 - ii) Facilities for the treatment of such disease/ disability were not available in Pakistan.
 - iii) There were reasonable chances of the disease/ disability being cured in a foreign country.
2. Since rupee and foreign exchange resources are very limited, and since the demand for such treatment has been increasing rapidly, a need has been felt to provide such treatment only to the most deserving cases. Accordingly, the government has decided that in future the following policy will be followed:-
- i) For the time being treatment in the USA, in view of the high value of the dollar and the expenses there, would not be allowed.

- ii) The health department would prescribe necessary investigations, tests and checks before each case is considered by the Special Medical Board. In heart cases angiography should invariably be done in Pakistan before sending a patient abroad for surgery.
- iii) The recommendations of the regional medical boards would be put up to the Special Medical Board at Lahore for processing, in order to ensure that there is uniformity of treatment, before the case can be processed further.
- iv) Cases recommended by the Special Medical Board would be scrutinised by a Scrutiny Board, consisting of the Finance Minister, the Health Minister, the Finance Secretary, the Health Secretary, and the Chairman of the Special Medical Board. Other specialists could be co-opted if considered necessary. This Board would normally meet towards the end of each month to examine all cases recommended by the Special Medical Board during the month. The Board would determine priorities and recommend cases to the Chief Minister for relaxation of Rules, keeping in view the availability of foreign exchange and funds. In an emergency, cases could be referred to a special meeting of the Scrutiny Board by the Special Medical Board.
- v) Cases of treatment abroad from the Zakat Fund, involving foreign exchange, would also be cleared by the Scrutiny Board.
- vi) Attendants at government expense should not be allowed as a matter of course. Whether an attendant should accompany the patient or not would in future be decided by the Scrutiny Board.
- vii) Reimbursement of expenditure shall not in future be allowed to anyone proceeding for treatment abroad without going through the prescribed process.
- viii) On return home, a patient would be required to appear before the Special Medical Board within one month of his return, in order to enable the Board to acquaint itself with the treatment received abroad viz a viz the conditions of the patient. This would assist the board in deciding future cases.
- ix) Necessary bills and vouchers in support of the expenses incurred abroad should be produced to the Special Medical Board for scrutiny and authentication within one month of a patient's return. Thereafter, a complete account should be submitted to the department/audit office within another month, failing which salary of the Govt. servant shall be stopped.

3. Instructions regarding VIII and IX of para 2 above should be incorporated in each sanction.

4. In future the cases for medical treatment abroad may be processed in accordance with the above decisions before these are referred to Finance Department for financial sanction.

NO.FD.SR.III-14-42/84
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT
Dated Lahore, the 10th Sept.1986

ORDER

The Governor of the Punjab is pleased to constitute a Scrutiny Board to examine the cases of civil servants in the province, who have been recommended by the Special Medical Board for medical treatment abroad at public expense. The Board will consist of the following:

1. The Finance Minister, Punjab. Chairman
2. The Health Minister, Punjab. Member
3. The Secretary to the Govt. of the Punjab, Finance Department Member/Secretary
4. The Secretary to the Govt. of the Punjab, Health Department Member
5. The Chairman of the Special Medical Board, Lahore Member

The Board would be empowered to co-opt any other officer or specialist as a member.

2. The Board shall determine priorities and recommend cases to the Chief Minister for treatment abroad, keeping in view the availability of foreign exchange and funds.
3. The meeting of the Board will normally be held towards the end of each month to examine all cases recommended by the Special Medical Board during the month. In an emergency, cases could be referred to a special meeting of the Board by the Special Medical Board.
4. Cases of treatment abroad from the Zakat Fund, involving foreign exchange, would also be cleared by the Board.
5. Whether an attendant should be allowed to accompany the patient abroad at public expense will also be decided by the Board.
6. In deciding these cases the Board will follow the policy instructions contained in Finance Department's letter No.FD.III-14-42/84, dated 7.9.1986.

(HEALTH DIVISION)

Dated Islamabad, the 17th Sept. 1987

Subject: POLICY REGARDING MEDICAL TREATMENT ABROAD.

I am directed to say that the Prime Minister is pleased to direct that the following guidelines be observed by all the Special Medical Boards with immediate effect for reviewing cases for treatment abroad:-

1. All investigations should be completed and done in Pakistan. Based on the clinical condition of the patient and the result of the investigations, the Boards should decide about the treatment required by the patient and then assess if this treatment is available within Pakistan or the patient needs to be referred abroad. If he has to be treated within Pakistan, he should be advised to contact the centre where such specialised treatment is available for his treatment.
2. Treatment abroad should be advised only for those illnesses for which it is not available in the country. Treatment abroad should be advised in U.K. if anyone desires to undertake treatment in the USA or any other country, they may do so on their own and they may also agree to pay for it.
3. All those patients for whom the treatment is not available either within the country or outside and for those cases who will not improve with the treatment anywhere the Board should not recommend their treatment abroad.
4. Cases of plastic surgery, and infertility cases and such other should not be referred abroad for treatment due to the fact that these do not constitute any danger to the life of the person concerned.
5. In spite of the available facilities, if someone still desires to go abroad for medical treatment he/she may be permitted but should do so at his/her own expense.
6. Renal stone cases should be operated here. Those who desire to go for lithotripsy may do so at their own expenses.
7. Patients should be recommended for treatment abroad on the basis of merit and nature of the disease and not on the personality of the patient.
8. Follow-up/checkup should be done in Pakistan. Patients should not be referred abroad for follow-up or checkup.
9. All the Government servants who are sent on govt. expenditure for treatment abroad should submit themselves within 2 weeks of their return to the same Medical Board which recommended the persons for treatment abroad for assessing the state of health and follow-up and see as to what extent their treatment was successful and about their suitability to perform their normal duties.

2. The policy guidelines circulated vide this Division's letter of even number dated 28th May, 1986 shall also stand subject to modifications in the light of the new guidelines referred to above.
3. It is requested that above guidelines may please be followed strictly.
4. Receipt of this circular may please be acknowledge.

NO.F.8-17/85-MF-I
Government of the Pakistan
Ministry of Health
Special Education & Social Welfare
(HEALTH DIVISION)
Dated Islamabad, the 21st Feb. 1988

OFFICE MEMORANDUM

Subject: MEDICAL TREATMENT ABROAD

The undersigned is directed to draw attention to this Ministry's endorsement No.F.8-17/85-MF.I dated 17.9.1987 conveying the guidelines for treatment abroad as approved by the Prime Minister.

2. Special Medical Boards constituted at Islamabad, Lahore and Karachi assess the suitability or otherwise of a patient and then make their recommendations. Accordingly, summary of the case is sent to the Prime Minister for orders.
3. It has been observed that on many occasions requests for additional expenditure over and above the sanctioned amount as approved by the Prime Minister are being made by concerned persons/agencies subsequently. The Prime Minister has expressed concern over such demands for additional funds and directed that all concerned be instructed to ensure that:

- i) No request for treatment abroad without Government's specific and prior approval is entertained.
- ii) Expenses of the medical treatment abroad wherever sanctioned by the Government, should not exceed the sanctioned amount. The expenditure in excess of the amount sanctioned whether inside or outside the hospital if any will be borne by the patient himself. Under no circumstances will the liability of the Government of Pakistan exceed this limit.
- iii) The Embassy does not stand as guarantor for any liability over and above the sanctioned amount.

4. Ministries/Divisions and autonomous organizations are requested to please ensure compliance of the Prime Minister's Directive as indicated in para 3 above and issue instructions to all concerned under their administrative control to this effect. Copies of relevant orders of the Prime Minister on the subject are enclosed.

PRIME MINISTER'S SECRETARIAT (PUBLIC) RAWALPINDI

Subject: MEDICAL TREATMENT ABROAD

The Prime Minister has been pleased to observe that handling of cases of medical treatment abroad by the Pakistan Embassies is not satisfactory. It has also been observed that the Ministry of Health have been sending cases for approval of the Prime Minister where requests are made for grant of amounts in excess of those approved by the Prime Minister.

2. The Prime Minister has been pleased to direct that the Ministry of Health may take the following steps and ensure that they are strictly complied with in the context of Medical treatment abroad:-

- i) The Ministry of Health may issue instructions to all our Embassies that they should in no case entertain cases of medical treatment abroad unless prior government approval exists.
 - ii) Cases are repeatedly being sent to the Prime Minister's Secretariat by the Ministry of Health for approval of amounts in excess of the approved amount already sanctioned for medical treatment abroad by the Prime Minister. No excess payment will be approved in future. This position may be brought to the notice of the Embassies concerned, the patients and the hospitals in which the treatment has to take place.
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NO FD/SRI-10-5/90(P)
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT

Dated Lahore the 23rd April, 1991

SUBJECT: REIMBURSEMENT OF MEDICAL CHARGES

Sir,

I am directed to state that the number of cases of reimbursement of medical charges on hospitalization in hospitals other than those of Provincial Government (specially Sheikh Zayed Hospital, Lahore) for the concurrence of the Finance Department involving relaxation of provisions of the Medical Attendance Rules, 1959, are increasing day by day. It is clarified for the information of all concerned that

expenditure incurred on purchase of medicines under advice of medical attendants of hospital not under Punjab Government's control is not reimbursable under the Medical Attendance Rules and such cases for relaxation of the Rules in question shall not be entertained by the Finance Department in future.

GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT
Dated Lahore the 21st July, 1993

SUBJECT: MEDICAL TREATMENT ABROAD IN RELAXATION OF RULES

The subject of medical treatment abroad in relaxation of Medical Attendance Rules was discussed with the Chief Minister on 20.7.1993. He has been pleased to impose complete ban on all such cases till further orders. All such cases which have been cleared by the Chief Minister/Special Medical Board in the current financial year may please be consolidated and put up for his information/necessary orders through the Finance Department.

