



PRL. DISTRICT COURT

Accounts/02/2024

WEST GODAVARI, ELURU

Dated: 07.06.2024.

CIRCULAR.

SUB :- MEDICAL BILLS – Instructions for submission of medical reimbursement bills in respect of the claims of Judicial Officers/Staff/Retired employees – Issued – Regarding.

- REF :-**
1. Andhra Pradesh Integrated Medical Attendance Rules, 1972.
 2. G.O.Ms.No.74, HM & FW (K1), Dept., dated 15-03-2005.
 3. G.O.Ms.No.107 Law (LA & J. SCF), Dept. dated 14-07-2006.
 4. G.O.Ms.No.68/HM & FW (K1) Dept., Dated 28.03.2011.
 5. Government memo No.1976273/I.1/2023-1, dated 07.03.2023.
 6. Office note dated 03.04.2024 and orders passed thereon.
 7. Office note dated 04.04.2024 and orders passed thereon.

Regarding the subject, numerous medical claims from the District Judiciary are frequently submitted to this office for review. As the sanctioning authority, we are required to carefully assess these claims from both current and former judicial officers and staff, a process that is currently causing delays.

Given the Administrative and Judicial responsibilities of this office alongside medical claim processing, occasional delays have been observed in handling medical claims and informing the relevant parties.

This office, while considering various procedural aspects and GO's, it is noted that the sanctioning authority is as follows:

As per G.O.Ms. No.68, Health, Medical, and Family Welfare (K1) Department dated March 28, 2011, the principal district judge is the sanctioning authority for amounts up to Rs. 50,000/-, while amounts exceeding Rs. 50,000/- require the sanction of the Honourable High Court.

According to G.O.Ms.No.107, Law (L.A.&J. SC.F.) Department dated July 14, 2006, the principal district judge holds the sanctioning authority for medical claims of judicial officers.

In consideration of the Government Orders (GO) and in light of the above, to prevent any delays in reviewing the medical bills and presenting them to the respective medical officers, then sanctioning or forwarding to the higher authorities, the following guidelines are provided to improve and expedite the medical claims process.

The presiding officers of the respective courts are instructed to verify the claims received in their offices (Judicial Officers/Staff/Retired Officers/Retired Staff and Family Pensioners).

While scrutinising bills, the presiding officers are requested to verify:

- a. Discharge Summary
- b. Emergency Certificate (except for dental and eye ailments)
- c. Essentiality Certificate
- d. Appendix-II Form (attested by the DDO concerned)
- e. Declaration of dependence (attested by the Gazetted Officer)
- f. Non-drawl declaration (attested by the drawing and disbursing officer concerned).

NOTE: Xerox copies of documents shall not be accepted. .

Upon examination of the aforementioned claims and accompanying documents:

1. The presiding officers are permitted to forward claims under Rs. 50,000 directly to the Superintendent at Government General Hospital, Eluru for their scrutiny and certification. 2. Claims exceeding Rs. 50,000 must be sent to the Chief Executive Officer at Dr. YSR Aarogyasri Health Care Trust, Door No. 241, MGM Capital Building, Near NRI Junction, Beside Little Village Restaurant, Chinakakani, Mangalagiri, Guntur, as well as to the Superintendent at Government General Hospital, Eluru.

Upon reception of the review report, the presiding officers shall present the same to the Principal District Court along with the medical claim certified by the concerned medical authorities for sanctioning by the Principal District Court or to forward for sanction by Hon'ble High Court.

The superintendents of the respective courts, supported by accountants, are instructed to prepare a comprehensive file for the presiding officers in accordance with the above guidelines.

These directives will be effective starting from 1st July, 2024.

To
All the Judicial Officers.

C. Paunhobang
PRL. DISTRICT JUDGE,
W.G., ELURU.

Copy to:

The Establishment Clerk, Principal District Court, Eluru, with a direction to keep the copy in the District Court's Circular file.

The Senior Superintendent, Central Nazareth, Principal District Court, Eluru.

In-charge System Officer, ecourts, Principal District Court, Eluru, with a direction to send mail to all the Courts and also upload the same in the Website of Principal District Court.

The District Collector, Eluru District
The District Collector, Bhimavaram District,
The District Collector, Rajamahendravaram District. } For information

The Chairman, District Co.Ordinator of Hospital Services, Eluru, Bhimavaram and Rajamahendravaram
The Superintendent, Government General Hospital, Eluru, Bhimavaram and Rajamahendravaram. } For information and scrutiny the bills received from the respective Courts and submit scrutiny report along with medical bills to the concerned Courts to proceed further.

DIS NO:- 4296

DE:- 07-06-24