



**GOVERNMENT OF RAJASTHAN  
FINANCE DEPARTMENT  
(RULES DIVISION)**

No. F.6(2)FD/Rules/2020

Jaipur, dated : 15-09-2020

**All Officers of Rajasthan Accounts Service.**

**Sub :-Regarding observations / comments on FAQs with answers about  
Rajasthan Civil Services (Medical Attendance) Rules, 2013**

As directed, FAQs with answers related to Rajasthan Civil Services (Medical Attendance) Rules, 2013 have been prepared and a draft is enclosed herewith. It is requested to go through these FAQs with answers and submit observations / comments on [dsfrules@rajasthan.gov.in](mailto:dsfrules@rajasthan.gov.in) latest by 22-9-2020 (evening), so that these FAQs can be uploaded on FD's website on 25-9-2020.

Encl : As above (FAQs)

*Sd/-*  
**(S.Z. Shahid)**  
JS-II, FD (Rules)

✓ Copy to Technical Director, Finance Department for uploading this letter alongwith FAQs on FD website.

*Sd/-*  
15/9/2020  
JS-II, FD (Rules)

## **FAQs WITH ANSWERS ABOUT RCS (Medical Attendance) Rules, 2013**

FAQs on Rajasthan Civil Services (Medical Attendance) Rules, 2013 are intended to provide general information and guidance needed for the medical facilities to State Government employees appointed before 1-1-2004. The contents must be read in conjunction with Circulars and Orders as issued from time to time. The contents are not intended to be applicable to specific/exceptional cases and no such claims may be made under it. Whenever any difference in interpretation of meaning and/or content of the facts stated the original rules and orders as issued from time to time will be treated as final and binding.

### **1. Who comes under the purview of these rules?**

- All Government servants, appointed before 1st January, 2004, including those on foreign service, and whose conditions of service are regulated or deemed to be regulated by the Rajasthan Service Rules
- All Government servants on deputation from Central / other State Governments unless anything otherwise is provided in their terms of deputation

Rule 2(1)

### **2. Who will be considered as Authorized Medical Attendant for the purpose of Medical Attendance to the State Government Employee?**

- A Medical Officer of :-
  - (i) the Rajasthan Medical & Health Department/ Medical Education Department on duty,
  - (ii) hospitals attached to Rajasthan University of Health Sciences, Jaipur on duty,
  - (iii) a hospital approved under these Rules and enlisted in **Appendix-I**;
  - (iv) the Hospital on duty run under Public Private Partnership arrangement under these Rules and enlisted in **Appendix-II**;
  - (v) referral Hospital on duty and enlisted in **Appendix-III** ;
  - (vi) the private or charitable hospital of Allopathy / Ayurved / Unani / Homeopathy, recognized under these Rules by the Government.
- An Ayurvedic / Unani / Homeopathic Chikitsak on Government duty;
- An Ayurved Chikitsak on duty in Ayurved Hospitals attached to Rajasthan Ayurved University, Jodhpur / National Institute of Ayurved, Jaipur;

Rule 3(1)

**3. Who is authorised medical attendant under these rules when treatment is taken outside State ?**

- An officer of medical department of Central or other State Government as the case may be (on duty in a Government hospital or dispensary at that station is treated).

Rule 3 - Explanation No. 1

**4. Who is Medical Officer under these rules ?**

- The term "Medical Officer" means an allopathic medical officer unless otherwise specified under these rules.

Rule 3 - Explanation No. 2

**5. Who is authorised medical attendant for one spell of illness ?**

- It should either be a medical officer or Ayurved / Unani / Homeopathic Chikitsak

Rule 3 - Explanation No. 3

**6. Who comes under the definition of family or dependent?**

<b>Family Member</b>	<b>Condition</b>
Government servant's spouse,	--
Government servant's wholly dependent children, legally adopted children (including legally divorced / widowed daughter) Irrespective of where they reside.	For Son - till gets married or starts earning monthly income more than Rs. 6,000/- or attains the age of 25 years, whichever is earlier.  For Daughter - till gets married or starts earning monthly income more than Rs. 6,000/-, whichever is earlier Note:- Son / daughter suffering from any permanent disability of any kind shall be treated as dependent irrespective of his / her age or marital status.
Government servant's parents (excluding step parents). Irrespective of where they reside.	With monthly income less than Rs. 6000/- irrespective of where they reside.

Rule 3(9)

**7. Which declarations are essential under these rules for the claims of family members / dependent ?**

- A declaration regarding income of parents and children shall be furnished by Government servant in Annexure - I and any change in income shall be intimated immediately. Also, any change in family shall be declared in Annexure - II by the Government servant within 3 months of the event.

Rule 3(9) Explanation No. (ii) & (iii)

**8. Whether the legally adoptive parents who are dependent on Government servants are covered in the definition of family under these rules ?**

- Yes, legally adoptive parents who are dependent on Government servants, irrespective of where they reside shall be member of a family provided that in any circumstances the real parents shall not be member of the family. If adoptive father has legally more than one wife, then only senior most will be adoptive mother.

Rule 3(9) - Clarification

**9. What does "Medical Attendance" means under these rules ?**

- **"Medical Attendance"** means attendance by an Authorised Medical Attendant and includes employment of pathological, bacteriological, radiological or other methods of examination (tests / investigations) for the purpose of diagnosis that are considered necessary by the Authorised Medical Attendant;
- consultation with any other medical officer as defined in Rule 3(1) to such extent and in such manner as certified by the Authorised Medical Attendant.

Rule 3(10)

**10. What does "Treatment" means ?**

- **"Treatment"** means administration of medicines / surgery / surgical facilities / vaccinations to cure, control and prevent any disease.
- Treatment shall also include as prescribed in Rule 3(12)(I)

Rule 3(12)(I)

**11. What is not included in treatment ?**

- Implants used for improvement of efficiency of any organ or part of the body, from its normal natural state, at the particular age of the government servant, other than those, which are specifically permitted under these Rules.
- Treatment taken for efficiency improvement like growth in height, cosmetic / plastic surgery to shape up some part of body / face, liposuction, weight reduction, dentures, use of spectacles/ contact lens etc. other than those, which are specifically permitted under these Rules.

Rule 3(12)(II)

**12. Which items are included under dental treatment ?**

- dental treatment of major kind if the diagnosis of the pathological or other disease from which a patient is suffering indicates that the teeth are the real source of such disease.
- Dental treatment includes treatment of jaw bone disease, wholesale removal of teeth, surgical operation needed for removal of odontomes, impacted wisdom tooth, treatment of gum boils, extraction, scaling and gum treatment, filling of teeth, root canal treatment, pyorrhea and gingivitis.
- Cost of denture and treatment by private dentists or outside the hospital even on the advice of Authorised Medical Attendant shall not be reimbursed

Negative list for dental treatment is issued by FD vide Clarification No. F.6(2)FD/Rules/2016Pt-III dated 03.05.2018.

Rule 3 (12)(I) & FD Clarification dated 03.05.2018

**13. Who is empowered to recommend norms, procedure, approval etc. for empanelment of hospitals as Approved Hospitals and other issues regarding rates for various treatments/test / investigation, negative list etc. or any other related issue under these rules?**

- Health Benefit Empowered Committee under the Chairmanship of ACS / Principal Secretary, Finance.

Rule 4

**14. Can a State Government employee opt for any other Medical Insurance Scheme in lieu of benefits under these rules?**

- Government servant may opt to avail medical facilities for him/herself and family, under Medclaim Insurance Scheme, of any insurance provider regulated by the Insurance Regulatory & Development Authority (IRDA). Government will reimburse premium, as specified in Appendix-XIV (Rs. 3000 per annum). Such option shall be exercised in the form prescribed in Annexure-III, in writing to the Appointing Authority and shall be entered in service record. Such option once exercised shall be irrevocable and he /she shall not be entitled to avail facility of reimbursement of medical expenses under these Rules.

Rule 5

**15. What amount will be reimbursable if a State Government servant avails Medical Attendance and treatment in a Government Hospital?**

- A Government servant and his/her family, except those who opt for Medclaim insurance, will be provided free medical attendance and treatment in a Government hospital.
- The list of items of reimbursement for the expenses incurred by a Government servant can be seen at Rule 6 of these rules.

Rule 6

**16. What amount will be reimbursable if a State Government servant avails Medical Attendance and treatment in an Approved Hospital arrangement ?**

- Expenses incurred by a Government servant on account of medical attendance, treatment and implants shall be reimbursable to the extent indicated in **Appendix-IX & Appendix-XI.**
- Appendix – IX specifies the cost of specific implants and Stents and limit for reimbursement for cost of implants not mentioned therein.
- Appendix – XI specifies the extent of reimbursement of treatment

- The rates of CGHS Jaipur has been adopted as maximum chargeable rate for treatment in approved hospital within the State vide FD Order No. F.6(2)FD/Rules/2013Pt-III dated 27.06.2015.
- If treatment has been taken as per CGHS package rates (80% will be reimbursable)
- If treatment has not been taken as per CGHS package, the following rates will be applicable

S. No	Item	Extent of Reimbursement (Rs)
1	Drugs & Medicines	90% of reimbursable drugs and Medicines.
2	Investigation	1. Rates as per Appendix -XVI 2. If rates are not prescribed in Appendix -XVI, 70% of actual expenditure
3	Operation Theatre Charges	50% of actual expenditure subject to maximum of Rs 5000/-
4	Anesthesia Charges	50% of actual expenditure subject to maximum of Rs 5000/-
5	Doctor Fees	Rs.400/- per day or actual whichever is less subject to the maximum limit of Rs.20,000/-
6	Room Charges	As per Appendix-XV
7	Blood Bank Charges including blood platelets/ plasma, radiation charges etc.	As per Appendix-XVI
8	Dialyses Charges	As per Appendix-XVI
9	Thalassemia Major	At the rate approved under CM Relief Fund upto the extent of Rs 7 lacs.

Rule 7

**17. What amount will be reimbursable if a State Government servant avails Medical Attendance and treatment in Hospitals under PPP arrangement ?**

- In Hospital under PPP arrangement the Medical Attendance and treatment is allowed as per conditions prescribed in related concession agreement. However, reimbursement shall be limited to the extent as per rule 7.

Rule 8

**18. What amount will be reimbursable if a State Government servant avails Medical Attendance and treatment in a Government Hospital outside State ?**

- Medical Attendance and treatment on the scale and as per conditions applicable under these Rules, as if he/she has been on duty or on leave in Rajasthan.
- Government servants posted at Delhi shall be reimbursed charges paid to the private hospitals / clinics listed in **Appendix-XII** for tests and investigations which are considered necessary by medical officer of Government of Rajasthan posted in Delhi.

Rule 9

**19. What is the procedure for taking treatment including specialized treatment in a Referral Hospital outside State ?**

- A Government servant may avail treatment on being referred to a hospital specified in Appendix-III upon certification by the Principal of concerned Medical College, based on the opinion of the Medical Board to the effect that the treatment of a particular disease from which the patient is suffering, is not available within Rajasthan, and it is considered absolutely essential for the recovery of the patient to have treatment in the hospital so specified.

Rule 10 (1)

**20. What amount will be reimbursable if Government servant or his / her family is referred to referral hospital outside Rajasthan ?**

- Upon reference as per rule 10 (1) following charges / expenses shall be reimbursable :
  - Cost of Allopathic Drugs, Medicines, Vaccines, Sera or other therapeutic substances as reimbursable under these Rules ;
  - Sums actually paid to the Hospital / Institution on account of medical attendance and treatment including charges for surgical operations and nursing facilities ;
  - Expenses incurred on accommodation shall be reimbursed as per **Appendix-XV** according to the class he/she is entitled to ;
  - Cost of specific Implants to the extent indicated in **Appendix-IX** ;
  - **Only one follow-up treatment** on the advice of the treating doctor shall be allowed in cases where treatment has been undertaken in a referral hospital outside the State.

Rule 10 (1)



**21. What amount will be reimbursable if a State Government servant avails Medical Attendance and treatment in a Referral Hospital outside State without being referred?**

- In case a Government servant takes treatment in the referral hospital without reference as per Sub-rule 10(1) above, the reimbursement shall be allowed to the extent prescribed in **Appendix-IX** and **Appendix-XIII**.

Rule 10 (2)

**22. What amount will be reimbursable if a State Government servant avails indoor treatment in an Unapproved Hospital within and outside the State?**

- The reimbursement shall be allowed to the extent prescribed in Appendix-IX & Appendix-XIII for the charges paid by a Government servant on account of medical attendance and treatment as indoor patient in private unrecognized hospital within the State or outside the State in case of grave emergency for life threatening diseases or in case of accident. The emergent nature of hospitalization in private hospitals has to be established by an affidavit of the employee supported by a certificate of the treating doctor.
- No follow-up treatment shall be allowed in the cases where the treatment has been undertaken in emergent circumstances.

Rule 11

**23. In case of both husband and wife are employed under State Government and comes under the purview of RCS (MA) Rules, 2013, what will be the procedure for Medical Reimbursement?**

- Both husband and wife should furnish a joint declaration in Annexure-IV to their respective Head of Office as to who will prefer the claim for reimbursement of medical expenses, which can be revised only at the beginning of a financial year. In case of absence of such joint declaration, the claim shall be preferred by the husband.
- Both the spouses may prefer claims for their own medical expenses separately as well.
- In case of dependents each one has to declare in Annexure-IV, the names of family members he/she wants to claim reimbursement for.

Rule 12(1)

**24. In case of both husband and wife are employed under State Government on or after 01.01.2004 how the claims will be regulated ?**

- In case the spouse of the Government servant is recruited in State Government service on or after 01-01-2004, his/her claims shall be regulated under Rule 17, i.e. reimbursement of medical expenses from 2 sources.

Rule 12 (2)

**25. In case the spouse of the Government servant is employed in State Autonomous Body / PSU, how the claims will be regulated ?**

- In State Autonomous Body / PSU having prescribed procedures for reimbursement of medical expenses, he/she shall have option either to claim medical reimbursement under the Rules applicable on that body or under these Rules.
- For this purpose Government servant will furnish a declaration in Annexure-V to his controlling authority as to who will prefer the claim for reimbursement of medical expenses. Such option can be revised only at the beginning of a financial year.

Rule 12 (3)

**26. In case the spouse of the Government servant is employed in other than Government organizations, how the claims will be regulated ?**

- If the spouse of the Government servant is employed in other than Government organization where system of medical reimbursement exists and covered under any insurance scheme, his/her medical claims shall be reimbursed as per Rule 17.

Rule 12 (4)

**27. What is the entitlement for accommodation in hospital?**

- A Government servant and his/her family shall be entitled to free accommodation in the Government hospital under the category as specified under **Appendix - XV**
- Expenses incurred on accommodation by a Government servant for treatment in Approved / PPP / Referral Hospital shall be reimbursed as per **Appendix-XV** according to the class of accommodation he/she is entitled to.

Rule 13

**28. What are the admissibility criteria for travelling allowance for any journey made for the purpose of medical attendance and treatment?**

- A Government servant is entitled for reimbursement of travelling expenses as on tour, excluding daily allowance admissible under the Rajasthan Travelling Allowance Rules, for any journey made for the purpose of medical attendance and treatment to the following extent :
  - If medical attendance and treatment is not available at the headquarters of the Government servant then forward and return journey made by the patient to the nearest headquarters of Authorised Medical Attendant.
  - Forward and return journey made by the patient to consult a specialist referred by the Authorised Medical Attendant on the condition of patient being so serious or of special nature and requires medical attendance by a specialist medical officer other than himself.
  - Forward and return journey made by the patient for specialized treatment in referral hospital on the recommendation of competent authority as referred in Rule 10.
  - Forward and return journey made by an attendant, if the Authorised Medical Attendant certifies in writing that it is unsafe for the patient to travel unattended and attendant is necessary to accompany the patient to the place of treatment.
  - Forward and return journey made by an Authorised donor of kidney under the provisions of the Transplantation of Human Organs Act, 1994 and Rules 1995.

Rule 14 (1)

**29. How the claim for TA under these rules is regulated ?**

- The claim for TA under these rules shall be drawn on TA bill form and a certificate from Authorised Medical Attendant should be attached with the claim. The Authorised Medical Attendant means as referred in rule 3 (1) (i to iv) and (vii).

Rule 14 (2) (i) & Explanation

**30. What documents are required for sanctioning of Medical Advance?**

- A certificate from the Principal / Unit Head of a Medical College, in case the treatment is undertaken in a Government hospital of the State or in a referral hospital
- A certificate from the Superintendent or Head of the Approved Hospital / Public Private Partnership Hospital where the treatment has been taken.

Rule 15 (1) (iii)

**31. What are the provisions of Medical Advance for indoor treatment ?**

- Medical advance up to 75% of the estimated amount of reimbursable expenditure may be given to the hospital concerned for indoor treatment as per Appendix - XVI. Head of Office / Head of Department / Administrative Department can sanction upto Rs. 50,000/- , 2,00,000/- and 3,00,0000/- respectively under these rules.
- The advance shall be granted not earlier than 15 days of the actual date of operation / treatment as fixed by the Authorised Medical Attendant.
- Subsequent advance shall be granted only after the medical reimbursement claim(s) to the extent of previous advance has been submitted for adjustment, within one month from the date of discharge of the patient from the hospital. In case of default, residual amount with 12% interest shall be deducted from his next salary bill(s).

Rule 15 (1) (i) (ii) (iv) (v)(vi)

**32. What are the provisions if treatment has not been taken by a Government servant after receiving the Medical Advance?**

- If the patient does not take treatment, he/she shall have to refund the entire advance amount within 15 days. However, if the Authorized Medical Attendant reschedules treatment due to medical reasons, liability to refund shall accrue from the rescheduled date.

Rule 15 (1) (vii)

**33. What are the provisions of Medical Advance for outdoor treatment ?**

- In case of outdoor treatment, Head of office can grant medical advance (upto Rs. 10,000/-) to a Government servant for purchase of drugs and medicines for treatment of Heart, Cancer and Kidney diseases on the recommendation of Authorised Medical Attendant. In case of default, residual amount with 12% interest shall be deducted from his next salary bill(s).

Rule 15 (2)

**34. What are the alternatives if a Government Employee cannot purchase medicine from Upbhokta Sangh / CONFED / DDC or any other authorized shop?**

- In case medicines are not available at the authorized shop, then the in-charge of the shop will issue Non Availability Certificate and medicines can be purchased from market on the basis of NAC.

- In case of emergency or non-availability/closing of Co-operative Shop, medicines upto Rs 1000/- can be purchased from private shops.
- In case of indoor treatment, if facility of CONFED / Upbhokta Sangh or a shop authorised by the competent authority is not situated in the premises of Approved Hospital / Public Private Partnership hospital, then the medicines can be purchased from private shops.
- Medicines prescribed by the Authorised Medical Attendant can also be purchase from the shops run by the Rajasthan Medicare Relief Society.

Rule 16

**35. If a government servant entitled for Medical facility under these rules also subscribe to Medical Insurance Policies in individual capacity, whether he is eligible for medical reimbursement from both the sources?**

- A Government servant, who has subscribed / is subscribing to Medical Insurance Policies for himself/herself or his/her family, and is also eligible for availing medical facility under these Rules, may be allowed to claim reimbursement from both the sources.
- The beneficiary will make the claim first to the insurance company and the residual claim if any, to the concerned Head of Office. The reimbursement from both sources should not exceed total expenditure incurred by the beneficiary on the treatment.

Rule 17

**36. What is the procedure for claiming reimbursement of Medical Expenses ?**

- The detailed procedure for claiming reimbursement can be seen under rule 18 of RCS (MA) Rules, 2013.

Rule 18

**37. What are the special concession to Government servants suffering from TB and Cancer?**

- They are entitled for reimbursement of non-reimbursable medicines (upto Rs. 1,000/- per month)s and cost of special diet upto Rs. 500/- per month, which can be sanctioned by Head of Office with certain conditions as per Appendix - XIV.

Rule 19

**38. What are the ceiling rate of reimbursement for Liver Transplant Surgery ?**

- Please refer FD Order No. F.6(2)FD/Rules/2013Pt-II dated 01.04.2015 and guideline as per FD Order dated 27.02.2017.

**39. What are the general guideline for prescription and ceiling reimbursable rates for Artificial Limbs and Calipers ?**

- Please refer FD Order No. F.6(2)FD/Rules/2016Pt-II dated 14.07.2016.

**40. What is the package rate of Heart Transplant and Heart Lung Transplant in approved hospital ?**

- Actual expenses or to the extent as Heart Transplant is Rs. 8.00 lacs and Heart Lung Transplant to Rs. 10.00 lacs.

FD Order No. F.6(2)FD/Rules/2016Pt-III dated 03.05.2018

**41. How can the updated list of approved hospitals be accessed ?**

- Updated list of approved hospitals is available at Finance Department website.

**42. What is the procedure for medical certificate for leave of State Government employee?**

- The rules regarding medical certificate for leave are mentioned in Rajasthan Service Rules, 1951. The main rules for medical certificate are rule 70, 74 - 79, 81 & 83.
- The provision regarding power of issuing medical certificate has been mentioned in orders issued by Medical Education Department vide Order dated 08.01.1998, 10.12.2002 and 17.05.2012.

**43. How the reimbursement of medical expenses is made after system generated new medical reimbursement form ?**

- Reimbursement of medical charges shall be drawn on system generated new form GA - 36 M under the detailed held "Medical Charges". The amount drawn in the bill shall be supported by proper receipt and vouchers in all cases.

Rule 191 of GF & AR Pt - I

**44. How the recoveries of amount of disallowance of medical reimbursement are made ?**

- Recoveries of amount of disallowance of medical reimbursement shall be made from next medical reimbursement bill. However, if Government servant does not present any such bill within one month, then the same shall be recovered in case from next salary bill.

Rule 176 (2) of GF & AR Pt - I