

**Government of Rajasthan  
Finance Department  
(Rules Division)**

NO. F.1(2)FD/Rules/2014

Jaipur, Dated:

**13 OCT 2014**

**Memorandum**

**Subject: Scheme for grant of medical concession to State Government Pensioners.**

1. The matter regarding revision of the "Rajasthan State Pensioners' Medical Concession Scheme" for grant of medical concession to State Government pensioners has been under consideration of the Government for some time past. Accordingly, after due consideration the existing Scheme for providing medical concessions to State pensioners is being revised as here under.
2. The Scheme shall be called "Rajasthan State Pensioners' Medical Concession Scheme, 2014".
3. **Definition:** In this Scheme the terms used shall have the meaning as defined in Rule 3 of Rajasthan Civil Services (Medical Attendance) Rules 2013 except as hereinafter explained:
  - (1) **"Scheme"** means Rajasthan State Pensioners' Medical Concession Scheme, 2014.
  - (2) **"Pensioner"** means retired Government servant and also employee of Panchayat Samiti and Zila Parishad who is granted pension under the Rajasthan Civil Services (Pension) Rules, 1996 or is retired on the Contributory Provident Fund benefits, and also includes retired judicial service officers governed under Rajasthan Judicial officers (Medical Facility) Rules, 2008 and All India Service (AIS) Officers borne on State cadre. AIS officers also eligible to become members of Central Government Health Scheme shall exercise their option to take treatment either under Central Government Health Scheme or Rajasthan Pensioners' Medical Concession Scheme subject to the condition that the claim for the treatment taken under Central Government Health Scheme would not be entertained under this Scheme. The term "Pensioner" shall also include "Family Pensioner".
  - (3) **"Family"** means pensioner's wife/ husband, if wholly dependent upon the pensioner. Wife/ Husband will be regarded as wholly dependent upon the pensioner if she/ he normally resides with the pensioner. In case the pensioner has son(s) or unmarried daughter(s) suffering from any disorder or disability of mind or is physically crippled or disabled so as to render him or her unable to earn a living, he or she will be regarded as a member of family for the purpose of medical facility available under the Scheme.

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- (4) **"Trust"** means Trust constituted for administration of this Scheme.
- (5) **"Authorised Shops"** means shops recognised under this Scheme for the purpose of free supply of medicines to the pensioners.
- (6) **"Head of Office/Department"** means authority declared as such by the Government or any other authority under Government.
- (7) **"Fund"** means Rajasthan Pensioners' Medical Fund.
- (8) **"Committee"** means Health Benefit Empowered Committee constituted under Rule 4 (1) of Rajasthan Civil Services (Medical Attendance) Rules, 2013.

#### 4. Medical Attendance and Treatment :

A pensioner and his family shall be provided free medical attendance and treatment as admissible to State Government servant under Rules 6, 7, 8, 9(1), 10, 11, 14, 17 and 19 of Rajasthan Civil Services(Medical Attendance) Rules, 2013 subject to following limits:

(a) Allopathic drugs, medicines, vaccines, sera, other therapeutic substances not ordinarily available in Government Hospitals free of charge can be taken from medical shop/store recognised for the Scheme in case of outdoor treatment up to the cost ceiling given below:

Category of Pensioners	Amount of cost ceiling
(i) Pensioners below the age of 75 years	Rs 10,000/- per annum
(ii) Pensioners who have attained the age of 75 years or above	Rs 20,000/- per annum

Provided that medicines to the indoor patient shall be made available irrespective of the cost ceiling.

(b) The District Collector is authorised to reimburse the test charges (Pathological, Bacteriological, Radiological and other tests) up to Rs. 5000/- per annum in each case. The test charges shall be reimbursable if NAC from the Government hospital has been obtained or charges paid in Government hospital, if any.

Provided that for the tests above Rs.5000/- may also be sanctioned by District Collector concerned as per rates approved by the Finance Department.

**Note:** The pensioner/family pensioner shall be eligible for the free accommodation in Government Hospitals on the basis of last pay drawn by Government Servant at the time of retirement or on the date of death while in service, as the case may be. The class of free accommodation and reimbursement in present scheme shall be as APPENDIX XV of RCS (MA) Rules, 2013. The Government Servant retired on Contributory Provident Fund benefits shall also be entitled for free accommodation in Government Hospitals on the basis of pay last drawn by them immediately before retirement. This facility shall be subject to availability of accommodation in Government

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Hospitals. The provisions regarding entitlement of free accommodation in Government Hospitals from time to time before present scheme has also been compiled and appended as **PMF-8**.

**5. Relaxation in cost ceiling under Para 4:**

(1) District Collector may extend the cost ceiling of medicines under Para 4 up to Rs. 50,000/- per annum in all deserving cases and in respect of treatment of Cancer, Kidney failure and Renal disease up to the limit of Rs. 1,00,000/- per annum subject to proposals being approved by a District Committee consisting of the following :-

1	District Collector	President
2	A representative of the District Pensioners' Samaj	Member
3	Principal Medical Officer / Chief Medical & Health Officer/ Superintendent of the Government Hospital of the District (any one of them)	Member
4	Treasury Officer	Member Secretary

**Note:** The District Collector may obtain second medical opinion after scrutiny of the case where felt necessary.

(2) Board of Trustees may grant further relaxation in cases of severe and persistent diseases upon recommendation of the District Committee (after obtaining medical opinion) in deserving cases.

**6. Maintenance of Pensioner's Diary or a Smart Card necessary for claiming benefits under the Scheme:**

**(1) Pensioner's Diary -**

(a) Every pensioner will have a medical diary which shall contain his particulars with a joint photograph of self and spouse (including unmarried disabled son/daughter if applicable) in Form **PMF-2**. The photo on the medical diary will be attested by the head of office or Department in which he was last working or Collector of the district or any other Judicial or Executive Magistrate/ Treasury Officer/Sub Treasury Officer/ Treasury Officer (Pension), Jaipur / Officer of the Authorised Public Sector Bank in Rajasthan for payment of pension to State pensioners under his official seal. This can be done by the aforesaid authorities on the basis of copy of Pension Payment Order issued by the Director, Pension & Pensioners' Welfare Department/ Zonal Offices of Pension Department for payment of pension.

(b) The authorised medical attendant shall, after identification of the pensioner on the basis of medical diary (Form **PMF-2**), record prescription in the

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medical diary of the pensioner itself and ensure that he does not prescribe those medicines for pensioners which have been incorporated in the 'negative list of the medicines' applicable to the Government servants. The prescription recorded by the authorised medical attendant in the medical diary shall bear number and date of the concerned dispensary or hospital and also full signatures of the authorised medical attendant with his official seal. The official seal in rubber stamp shall also indicate the name of the authorised medical attendant.

- (c) The pensioner shall present the medical diary alongwith photocopy of the prescription, which will be kept by the authorised medical shopkeeper who shall supply medicines free of cost. The authorised shopkeeper shall be required to record legibly the names of the medicines supplied to the pensioner against the prescription of the authorised medical attendant. He shall record the bill number and date and the amount of bill in relevant column of the medical diary. The authorised shopkeeper shall issue bill in respect of medicines sold to the pensioner on the basis of the prescription of the authorised medical attendant. He may require the pensioner to produce medical diary at the time of purchase. If the pensioner himself is unable to visit the shop for purchase of medicines, it can be purchased by his/her spouse, who may be identified on the basis of photo available in the Medical Diary, or through his representative from the authorised shop. The recipient shall be required to sign the bill legibly.
- (d) The authorised shop-keeper shall issue bill in triplicate in the prescribed Form PMF-3. The signatures of the pensioner/Representative authorised by the pensioner in full shall be taken on the bill. The original copy of the bill shall be given to the pensioner, and second copy shall be sent to the Administrator of the Trust i.e Collector alongwith the statement of claims in Form PMF-4. The third copy will be retained by the shop-keeper for his record.
- (e) The authorised shop-keeper shall send a statement of claim in respect of medicines supplied to the pensioners in Form PMF-4 accompanied by the second copy of the bill to the Collector of the district for getting payment.
- (f) (i) A retired Government servant who is entitled for pension shall also be entitled for free medical facility on the basis of provisional Medical Diary, whether order for grant of pension or provisional pension is issued or not on production of "Certificate for issue of provisional Medical Diary" from the concerned Head of Office, in the performa given below :

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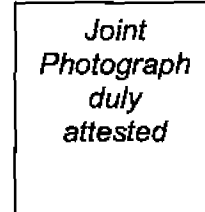
**"Certificate for issue of provisional Medical Diary"**

It is certified that Shri \_\_\_\_\_ (name & designation) has been retired vide order No. \_\_\_\_\_ dated \_\_\_\_\_ from Government Service after attaining the age of superannuation and he has also completed minimum ten years period of qualifying service necessary for grant of pension.

The name of Spouse of the pensioner is Shri/Smt. \_\_\_\_\_ specimen signature of the (pensioner) Shri/Smt. \_\_\_\_\_ duly attested (along with joint photograph duly attested) by the pension sanctioning authority is as given below :

Place:

Signature of the retired  
Government Servant



Attested  
Official Seal & Date

Signature of Head  
Office/ Department with  
Official seal & date

(ii) The words 'Provisional Medical Diary' be recorded in red ink on the top of the medical diary. On issue of Pension Payment Order/ Provisional Pension Payment Order, Pension Payment Order number may be entered in the medical diary so issued. A separate register containing the details of pensioners who have been allowed medical diary in the absence of Pension Payment Order/ Provisional Pension /Payment Order be kept by Treasury Officer. On issue of the Pension Payment Order/ Provisional Pension Payment Order to the pensioner, the same be also entered in the register and medical diary. The words 'Provisional Medical Diary' mentioned on the Medical Diary be cancelled under the signature of the respective Pension Payment Officer/ Treasury Officer.

**(2) Smart Card**

Trust may issue a Smart Card in lieu of pensioner's diary, carrying all necessary details for each pensioner for recording supply of medicines and proper identification. The Smart Card will have all the information which pensioner's diary contain. Provisions in para 6(1) (b), (c) , (d), (e) and (f) shall apply mutatis mutandis except that the prescription by the Doctor will not be necessary to be recorded in the Smart Card. However, authorised shop before issuing medicines will enter necessary details on the Smart Card by using necessary card reader and computer facilities.

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## **7. Pensioner's Medical Diary / Smart Card :**

- (i) Every Pensioner / Family Pensioner shall be issued Medical Diary by the Treasury Officer / Treasury Officer (Pension) concerned free of cost.

Exception: In cases where indoor /specialized treatment is taken prior to the date of issue of medical diary during that particular financial year ,the cost of medical claim for such treatment shall be reimbursed as per the scheme.

- (ii) In the case of loss of original Medical Diary, the Treasury Officer / Treasury Officer (Pension), shall issue a duplicate medical diary on payment of Rs. 100/- (Rupees one hundred only) after taking an undertaking from the concerned pensioners giving details of the amount upto which he/she has already taken medicines free of cost upto the date of undertaking. He/She shall also give an undertaking to the effect that in case it is found that he/she has utilized both the original and duplicate medical diaries for the purpose of taking medicines free of cost, he/she will be permanently debarred from the medical facilities admissible under the Pensioners Medical Concession Scheme.

## **8. Procedure for claiming medical reimbursement :**

### **(A) In case of Pensioner's Diary -**

- (1) For claiming medical reimbursement, the original receipts and vouchers of medicines issued by the hospital in which treatment has been taken and Essentiality Certificate as prescribed in the case of Government servants shall be counter signed by the hospital authorities where treatment has been taken.
- (2) The Pensioner shall be required to submit his medical claim after obtaining treatment in accordance with the provisions of the Scheme to the Treasury Officer of the District concerned from which he draws his pension within 2 years from the date of completion of treatment along with the following papers enabling the Treasury Officer for getting the financial assistance as admissible under the Scheme sanctioned by the District Collector -
- (i) Attested photostat copy of the page of medical diary containing Joint/ single photo as the case may be.
  - (ii) Attested photostat copy of the page of medical diary containing the entry of renewal of medical diary for that year in which facility is availed in cases prior to 1-04-2012.
  - (iii) Essentiality Certificate with vouchers duly countersigned by the hospital authorities where treatment has been taken.
  - (iv) Attested Photostat copy of the admission - discharge card containing the details of admission, operation and discharge from the hospital.

Provided that claim submitted after 2 years from date of completion of treatment shall be considered by the Member Secretary and Director, Pension

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and Pensioners' Welfare after examining genuineness and reasonability of the delay in submitting claim.

**(3) Procedure for claiming reimbursement for the treatment taken in approved hospitals:-**

(i) In case of indoor treatment in approved hospitals, the cost of medicines purchased from private shops (other than Cooperative shops) shall be reimbursable. The reimbursement of Medical Claims will be allowed by the Treasury Officer of the concerned Districts. Pending Claims of such treatments shall also be entertained by the Treasury Officer of the concerned Districts.

(ii) In case of outdoor treatment in approved hospitals, the Authorized Medical Attendant of the approved hospitals shall prescribe medicines to the pensioners on medical diary and the authorised private shops or shops run by CONFED and Upbhokta Sangh or Drug Distribution Centres under Mukhya Mantri Nishulk Dava Yojana as the case may be, will provide medicines to the pensioners free of cost. In case of non availability of medicines, shops run by CONFED and Upbhokta Sangh or Drug Distribution Centres under Mukhya Mantri Nishulk Dava Yojana as the case may be, will issue NAC. The medicines purchased on the basis on NAC will be reimbursed by CONFED or Upbhokta Sangh as the case may be and by concerned treasury in case of Drug Distribution Centres.

**(4)** If a pensioner purchases medicines without available balance in medical diary on cash payment from the Authorised Co-operative Shops or Life Line Drug Stores, the concerned Treasury Officer shall reimburse the incurred amount of medicines not more than one month on submission of claim in the prescribed application and essentiality certificate against the enhanced limit of medical diary in the following cases :-

- (i) where there is no balance available in the medical diary of pensioner after his/her discharge from hospital,
- (ii) where application for enhancement of limit has been made but orders of enhancement of limit of medical diary is awaited,
- (iii) where pensioner could not make application for enhancement of limit of medical diary, or
- (iv) some other deserving reasons

**(B) In case of Smart Cards -**

Trust shall create an internet based medicines issuance system from the authorised shops / Jan Aushadi Kendra/Drug Distribution Centre under Mukhya Mantri Nishulk Dava Yojna. Pensioner will be required to submit only original / copy of prescription, sales voucher issued and Essentiality Certificate to any Treasury/ Sub- Treasury, which will, upon receipt of these documents, issue a receipt which will constitute valid acceptance of pensioner's claim.

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**(C) Medical Reimbursement to retired judicial service officers:**

Claim of retired judicial officers shall be examined by District Judge as per the existing rules, i.e., Rajasthan Judicial Officers (Medical Facilities) Rules, 2008. After examination District Judge shall issue orders for sanctioning medical entitlement to concerned retired judicial service officer and on the basis of this sanction, Treasury Officer concerned shall make payment from RPMF.

**9. Reimbursement of Medical Claims in case of death of a pensioner:**

The arrears of Medical Claim of a deceased pensioner may be paid to the heirs of the deceased, without the production of the usual legal authority as per the relevant provisions of the Rajasthan Civil Services (Pension Rules) 1996.

**10. Fixed Medical Allowance to Pensioner / Family Pensioner:**

**(A) For those drawing pension in other States -**

- (1) In case a pensioner / family pensioner is drawing his / her pension in other State, a fixed medical allowance @ Rs. 300/- per month shall be payable to him / her provided that he / she is not availing the medical facility under the Scheme.
- (2) The amount of fixed Medical Allowance shall be disbursed by the Member Secretary to the pensioner/family pensioner every month by e - payment or in three months through money order. He shall ensure receipt of amount of earlier payment before disbursing the next payment. The e-payment/money order commission shall be charged to the Fund. The Member Secretary shall maintain a separate register of payments of fixed medical allowance to the pensioner(s)/ family pensioner(s) referred to in sub-para (1).

**(B) For those residing in remote areas -**

- (1) In case a pensioner is residing in a remote area where adequate medical facility of free medicines is not available, such a pensioner shall have an option either to continue to avail medical facility on the basis of diary or in lieu of it he may get fixed medical allowance of Rs. 300/- per month for outdoor treatment. The payment shall be made by the Treasury Officer by making entry in the pensioner's medical diary.
- (2) For the aforesaid purpose a village will be declared as a 'Remote Area' by the respective District Collector if from the place of residence (village) there is no Primary Health Centre, Community Health Centre or any other Government hospital within a radius of 10kms.

**11. Procedure for claiming Medical Allowance:**

The pensioner/ family pensioner referred to in para 10 shall submit an application in the PMF-6 / 7, as the case may be, appended to the Memorandum to the Member Secretary / Treasury Officer, as the case may be.

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## **12. Procedure for furnishing Life Certificate:**

Every pensioner / family pensioner shall furnish his/her life certificate once in a financial year duly verified by the pension disbursing officer/Treasury officer concerned/ any gazetted officer. For pensioners residing outside Rajasthan Life Certificate will be submitted to the Member Secretary. The release of the amount of fixed medical allowance for the month of April onwards shall be made on receipt of the above certificate.

## **13. Constitution of Rajasthan Pensioners' Medical Fund:**

- (1) The Scheme of providing free supply of medicines to the pensioners based on contribution collected from serving Government servants. Pensioners are treated as outdoor and indoor patients in Government Hospital/ Clinic/ Dispensary/ Sanatorium etc. free of cost. A "Rajasthan Pensioners' Medical Fund" is constituted for this purpose. Pensioner shall also be entitled to medical attendance and treatment in Approved /Public Private Partnership/ Referral hospitals.
- (2) A personal deposit account titled as ' Rajasthan Pensioners' Medical Relief Fund' shall be opened at State level under the control of Member Secretary of the Trust and Director, Pension and Pensioners' Welfare Department, in each District Treasury to which the subscription of RPMF from Government servants by way of deduction from Pay bill, shall be adjusted by transfer by the concerned Treasury Officer in accordance with procedure laid down in Rajasthan Treasury Manual.
- (3) Provided that nothing contained in this para shall apply to the Government servants appointed to the civil services of the State on or after 1st January, 2004.

## **14. Recovery of subscription from monthly pay bills:**

- (1) Subscription to the Rajasthan Pensioners' Medical Fund' shall be made by the serving Government Servants appointed to the Civil services of the State before 01-01-2004 at the rates, as may be prescribed by the State Government from time to time.
- (2) Recovery of the subscription at the prescribed rates shall be made from the monthly pay bill by the each head of Office/Department for crediting to the Rajasthan Pensioners' Medical Relief Fund. The details of the recoveries made from the Government servants shall be indicated in the form PMF-1 which shall accompany every monthly pay bill.
- (3) In case of employees of Panchayat Samitis and Zila Parishads recovery of the subscription at the prescribed rates shall be made from the monthly pay bill by the each Vikas Adhikari or Secretary, Zila Parishad for crediting to the Rajasthan Pensioners' Medical Relief Fund. The subscription

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recovered shall be paid into concerned District Treasury by means of Treasury Challan for crediting to the personal Deposit Account of Rajasthan Pensioners' Medical Relief Fund. The details of recoveries made from such employees shall be indicated in Form PMF-1 which shall accompany the Challan through which the recovered amount shall be credited to the Personal Deposit Account of the Fund in respective Treasury.

**15. Recognition of Authorised Shops for supply of medicines to the pensioners:**

- (1) All Cooperative Medical Stores/ Jan Aushadi Kendra organised and run by Rajasthan Sahakari Upphokta Bhandar and Drug Distribution Centres under Mukhya Mantri Nishulka dava Yojana shall be authorised shops for supply of medicines to the pensioners on the basis of prescription by authorised medical attendant under this scheme.
- (2) At places where there are no Cooperative Medical Stores/ Jan Aushadi Kendra/ Drug Distribution Centres under Mukhya Mantri Nishulka dava Yojana referred to in (1) above, the Board of Trustees shall recognise certain "licensed medical stores/ shops" for supply of medicines to the pensioners under this scheme in accordance with the guidelines framed by the Board for this purpose.
- (3) If at the head-quarter of any Primary Health Centre, there is no medical shop authorized by the Collectors/ Member Secretary, Rajasthan Pensioners' Medical Fund, the Medical Officer Incharge of the Primary Health Centre shall purchase the medicines (excluding such medicines which are incorporated in the "negative list of the medicines" applicable to Government servants) prescribed for the pensioner or his/her spouse or son(s)/unmarried daughter(s) eligible under the scheme locally and supply such medicine to the pensioner free of charge. Entries necessary in terms of para 6(1) shall be made in the medical diary. For this purpose, the Collector of the concerned District shall grant an imprest of Rs. 10,000/- to the Medical Officer Incharge of the concerned Primary Health Centre. Medicines shall be purchased by utilising this imprest and proper account thereof shall be maintained. The Medical Officer Incharge shall get the imprest recouped at such intervals that there may be sufficient balance with him at all times for satisfactory implementation of this Scheme, by sending statement of claim to the Collector in Form PMF-5.

**16. (A) Issuance of Non Availability Certificate to the pensioners in respect of medicines not available at Authorised Cooperative Medical shops and its reimbursement.**

- (i) In case the medicines prescribed by the Authorised Medical Attendant in the medical diary of the pensioner are not available with the cooperative medical shops/Jan Aushdhi kendra, the incharge of the shop shall issue a Non-availability Certificate to the pensioner.

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- (ii) The Pensioner shall purchase the medicines from the licensed medical shop.
- (iii) The pensioner shall submit the claim of medicines purchased on the basis of N.A.C to the respective Co-operative institution for reimbursement in FormPMF-9 in duplicate within two years from the date of issue of NAC.
- (iv) The Co-operative Institution shall claim reimbursement from the Rajasthan Pensioners' Medical Fund of the cost of the medicines supplied by the cooperative medical shop including cost of medicines purchased by the pensioner on the basis of N.A.C.
- (v) The Co-operative Institution shall ensure that reimbursement of claim submitted by the pensioner is made as early as possible, but in no case later than three months."

**Note:** Authorised Co-operative Medical Shop means shops run by :

- i. Rajasthan Sahakari Upbhokta Sangh
- ii. Upbhokta Wholesale Bhandar
- iii. Kraya Vikraya Sahakari Samiti
- iv. Jan Aushdhi Kendra

**16 (B) Issuance of Non Availability Certificate to the Pensioner in respect of medicines not available at Drug Distribution Centre under Mukhyamantri Nishulk Dava Yojna and its reimbursement.**

- (i) The pensioner shall present the medical diary along with photocopy of the prescription, which will be kept by the Drug Distribution Centre who shall provide medicines to the pensioner free of cost.
- (ii) In case the medicines prescribed by the Authorised Medical Attendant in the medical diary of the pensioner are not available with the DDC, the incharge of the shop shall issue a Non Availability Certificate (NAC) to the pensioner.
- (iii) The pensioner shall purchase the medicines from the licensed medical shop and shall submit the claim of medicine purchased on the basis of NAC to the respective Treasury Officer.

**17. Administration of Fund:**

- (1) The Fund shall operate as a single integrated fund for all pensioners of the State.
- (2) The Payment shall be made out of the Fund by means of cheques /e-payment issued by the Member Secretary or Collector on the Treasury. Each cheque for payment out of the Fund shall be signed by the Member Secretary or Collector of the district as well as by the Treasury Officer.

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Provided that the Collector of the District shall be competent to authorise any other officer next to him to sign the cheques on behalf of the Collector and Treasury Officer will sign the cheques as usual.

- (3) The funds and property shall vest in the Trustees.
- (4) The administration of the fund shall vest in a Board of Trustees which shall have its seat at Jaipur. The Chief Secretary shall be the Chairman of the Board of Trustees and Principal Secretary, Finance, Principal Secretary, Health, Finance Secretary (Expenditure) / Special Secretary, Finance (Expenditure), Director of Pension & Pensioners Welfare (Member Secretary), Registrar, Cooperative Societies, Director, Treasuries & Accounts shall be Official Trustees. The President of Rajasthan Pensioners' Association and one retired Government servant shall be nominated by the Government on the Board of Trustees. One retired IAS shall also be nominated by the Government on the Board of Trustees. The Collector of the District shall be appointed as Administrator of the Trust Fund and the Treasury Officer shall act as Secretary of the Fund.
- (5) The cost of the administration of the Trust Fund shall be borne by the Government.
- (6) Accommodation, furniture, light and water charges, stationary charges and expenditure on pay and allowances of the staff shall be charged to the fund and budget for these purposes shall be passed by the Board of Trustees.
- (7) Interest on the balance sum in the Fund shall be credited to the Fund at the rate and in the manner prescribed by the Government in Finance (Ways & Means) Department from time to time.

#### **18. Functions of Treasury Officer under the Scheme:**

- (1) The Treasury Officer will ensure that deductions at the prescribed rates of subscription are made from monthly pay bill of each Government servant, and a recovery schedule in support of the deductions so made is attached to each monthly pay bill.
- (2) The recovery schedule attached to monthly pay bill shall be detached by the Treasury staff and it shall be sent to the Director, Treasuries and Accounts, Rajasthan, Jaipur with a covering list. The covering list shall be prepared in duplicate, one copy of which shall be retained by the Treasury for its record.
- (3) Each Treasury Officer shall send a monthly statement of Accounts at the close of each month to the Director, Treasuries & Accounts, Rajasthan, Jaipur and the Member Secretary, Board of Trustees, Rajasthan State Pensioners' Medical Concession Scheme i.e. Director Of Pension And Pensioners' Welfare Department, Rajasthan, Jaipur by the 7th of the following month in prescribed Form **PMF-5**.
- (4) The cheque-books shall be stocked in the Treasury.
- (5) The Treasury Officer shall carefully scrutinize the fortnightly statements of medicines sold/ supplied to pensioners sent by the authorised

shopkeeper/ Medical Officers Incharge in the prescribed form, with reference to cash memos attached with the above statement, and thereafter pass orders for payment of the amount claimed by means of cheque. The cheques issued for payment in settlement of the fortnightly claims presented by the authorised shop-keeper/ Medical Officer Incharge shall invariably be signed by Treasury Officer and the Collector, and a record of cheques so issued shall be maintained in the register. The date of encashment of the cheques shall be noted in the register in the appropriate column.

- (6) The Treasury Officer will utilize the services of Junior Accountant(s) working under him in the Treasury and if there is no separate post of Junior Accountant for RPF work, the number of Junior Accountant(s) eligible for part time allowance at the Rate of Rs.500/- per month, paid out of the fund, will be determined on the basis of number of Medical Bills received in concerned financial year, as follows:

Sr. No.	Number of Medical Bills received per annum	Number of Junior Accountant(s) eligible for part time allowance
1.	Upto 20000	One
2.	More than 20000 and Upto 30000	Two
3.	More than 30000	Three

19. The Finance (I and P) Department of the Government shall be the Administrative Department of the Scheme.

20. Annual Report: The Board of Trustees shall send Annual Report on the working of the Scheme to the Government in the Finance Department.

21. **Date of Effect:** These orders shall come into force with immediate effect and shall be applicable on the cases where the medical attendance and treatment commences after issue of these orders.

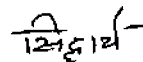
22. (1) In cases where it is found that a pensioner has abused or misused any of the concessions allowed under the Scheme, he shall be permanently debarred from availing of the concessions under this Scheme.

(2) The Collector of the District who is the administrator of the Trust Fund shall, if he is satisfied that a pensioner has abused the concession under the Scheme be competent to pass final order under clause (1) above, and no appeal shall lie against his order to the Board of Trustees.

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**23. Savings:-** The Board of Trustees may grant to a pensioner any concession relating to medical treatment and attendance which is not provided in this scheme in individual cases of extreme hardship on merits.

**By order of the Governor**



**(Siddharth Mahajan)  
Special Secretary, Finance (Budget)**

Copy forwarded to -

1. Additional Chief Secretary to H.E. the Governor.
2. Secretary to Hon'ble Chief Minister.
3. All Special Assistants / Private Secretaries to Ministers / State Ministers.
4. All Additional Chief Secretaries/ Principal Secretaries/Secretaries/Special Secretaries to the Government.
5. J.S. to Chief Secretary.
6. Accountant General Rajasthan, Jaipur (200 copies).
7. All Heads of the Departments.
8. Registrar, Cooperative Societies, Rajasthan, Jaipur
9. Director, Treasuries & Accounts, Rajasthan, Jaipur with 100 spare copies for sending to all Sub-Treasury Officers.
10. Director, Pension & Pensioners' Welfare Department, Rajasthan, Jaipur
11. Deputy Director (Statistics), Chief Ministers' Office.
12. All Treasury Officers.
13. All Sections of the Secretariat.
14. Administrative Reforms (Gr.7) with 7 copies.
15. Vidhi Rachana Sanghathan, for Hindi translation.
16. System Analyst (Joint Director) Finance Department (Computer Cell).
17. President, Rajasthan Pensioners' Samaj
18. Guard File.

Copy also to the -

1. Secretary, Rajasthan Legislative Assembly, Jaipur with 20 extra copies for Subordinate Legislative Committees.
2. Registrar General, Rajasthan High Court, Jodhpur / Jaipur.
3. Secretary, Rajasthan Public Service Commission, Ajmer.
4. Secretary, Lokayukta Sachivalaya, Rajasthan, Jaipur.

  
**(Sandhya Sharma)**

Joint Secretary to the Government

**(RSR-27/2014)**

Office of the \_\_\_\_\_  
Salary Bill No. \_\_\_\_\_ Date \_\_\_\_\_

**Schedule for Deductions**

Creditable to P.D.A/c

S. No.	Name of Employee	Designation	Pay	Amount of Subscription
			Total	

Signature of D.D.O.

Name of the Department/Office

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राजस्थान राज्य पेंशनर्स चिकित्सा रियायत योजना

डायरी क्रमांक .....

**पेंशनर्स मेडिकल डायरी**

१०२३३



## सूची पत्र

क्रम संख्या	विवरण	पृष्ठ संख्या
1.	मेडिकल कार्ड	1
2.	दवाइयों का प्रेसक्रिप्शन एवं अदायगी पत्र	2—50
3.	वित्तीय सीमा का विवरण	51
4.	पेंशनर के जीवित होने का प्रमाण पत्र	52
5.	पेंशनर्स, अधिकृत चिकित्सकों एवं अधिकृत दवा विक्रेताओं हेतु आवश्यक निर्देश	53—54

*पत्रिका*

## मेडिकल कार्ड

संख्या कोष .....दिनांक .....

1. पी.पी.ओ / सी.पी.एफ संख्या .....

2. (अ) पेंशनर का नाम .....  
जन्म दिनांक .....

(ब) पति/पत्नी का नाम .....

(यदि पेंशनर पर आश्रित हो तो)

जन्म दिनांक .....

(स) आश्रित विकलांग पुत्र/पुत्री का नाम जो .....

आजीविका कमाने में अक्षम हो

(यदि उसे चिकित्सा सुविधा हेतु अधिकृत किया गया है तो)

3. पद जिससे सेवानिवृत्त हुआ है तथा विभाग का नाम .....

4. सेवानिवृत्ति की दिनांक .....

5. सेवानिवृत्ति पर मूल वेतन व वेतन श्रृंखला .....

6.

7. अंतरंग रोगी होने पर वार्ड की पात्रता .....

8. नमूने के हस्ताक्षर 1. पेंशनर .....

2. पति/पत्नी .....

8. पूरा पता .....

.....

.....

9. मेडिकल डायरी की वैधता का विवरण आजीवन

कोषाधिकारी / उपकोषाधिकारी  
के हस्ताक्षर मथ सील

*Handwritten signature*

अस्पताल / चिकित्सालय .....

रोगी का नाम .....

आयु .....

रोग का विवरण .....

आउट डोर / इनडोर नम्बर व दिनांक .....

चिकित्सक द्वारा निर्धारित दवाइयों का विवरण :

दवाइयों का नाम

मात्रा

1.

2.

3.

4.

5.

6.

7.

8.

अधिकृत दुकान का नाम.....

बिल नम्बर .....दिनांक.....

राशि ..... प्रगति जोड़.....

अधिकृत चिकित्सक के हस्ताक्षर

सेल्स मैन के हस्ताक्षर

मय पद एवं मोहर

दुकान की सील

*Dr. S. S. S.*

वित्तीय सीमा का विवरण

वर्ष .....

मूल सीमा राशि 10000/-

75 वर्ष एवं अधिक आयु के लिये 20000/-

क्र. सं.	कोषालय द्वारा जारी स्वाकृति संख्या व दिनांक	वित्तीय सीमा में वृद्धि का राशि	कुल वित्तीय सीमा	हस्ताक्षर कोषाधिकारी / उपकोषाधिकारी	वित्तीय सीमा उपलब्ध न होने की स्थिति में अन्तरंग रोगी चिकित्सा पर दी गई दवाईयों का विवरण	दुकान का नाम	बिल नं. एवं दिनांक	राशि

हस्ताक्षर सेल्स मैन

१२३३३

## पेंशनर के जीवित होने का प्रमाण

प्रमाणित किया जाता है कि श्री/ श्रीमती .....  
पेंशनर धारक पी.पी.ओ क्रमांक ..... आज दिनांक .....  
को जीवित हैं तथा मैंने उन्हें देखा है।

दिनांक .....

हस्ताक्षर

चिकित्सक / कोषाधिकारी / राजपत्रित अधिकारी

मय सील

12/2/21

## आवश्यक निर्देश

### 1. पेंशनर हेतु :

1. मेडिकल डायरी प्रस्तुत करने पर ही पेंशनर्स को चिकित्सा सुविधा उपलब्ध होगी।
2. राजकीय चिकित्सालय में दवा अनुपलब्ध होने पर चिकित्सक द्वारा पेंशनर्स के लिये दवा डायरी में लिखी जावेगी जो अधिकृत दवा की दुकान से पेंशनर को निशुल्क दी जावेगी।
3. पेंशनर/ पेंशनर की पत्नी वाउचर पर हस्ताक्षर कर वाउचर के अनुसार दवाइयां प्राप्त कर सकेगा/सकेगी।
4. यदि पेंशनर स्वयं दवा लाने में असमर्थ हो तो वह अपने किसी भी व्यक्ति द्वारा उसके नाम अधिकृत देकर तथा संबंधित अधिकृत व्यक्ति के हस्ताक्षर प्रमाणित कर अधिकृत दवा की दुकान से दवा प्राप्त कर सकेगा।
5. पेंशनर के राजकीय हॉस्पिटल में अंतरंग रोगी होने की स्थिति में संबंधित हास्पिटल के अधिकृत चिकित्सक द्वारा पेंशनर की डायरी में दवा लिखने पर बिना वित्तीय सीमा बढ़वाये अधिकृत दवा विक्रेता से दवाइयां प्राप्त कर सकेगा।

### 2. अधिकृत चिकित्सकों हेतु:

1. अधिकृत चिकित्सक पेंशनर को जो दवाइयां निर्धारित करेगा, वह मेडिकल डायरी में लिखेगा।
2. अधिकृत चिकित्सक राज्य कर्मचारियों के लिये राज्य सरकार द्वारा जारी निगेटिव लिस्ट में उल्लेखित दवाइयों को पेंशनरों को निर्धारित नहीं करेंगे।
3. राजकीय चिकित्सालयों में उपलब्ध टेस्ट की सुविधा पेंशनरों को निःशुल्क उपलब्ध कराई जावेगी।
4. पेंशनर के अन्तरंग रोगी होने का स्थिति में राजकीय हॉस्पिटल में आवास सुविधा उन्हें उनकी पात्रता के आधार पर दी जायेगी।

### 3. अधिकृत दवा विक्रेताओं हेतु:

1. अधिकृत दवा विक्रेता राज्य कर्मचारियों के संबंध में राज्य सरकार द्वारा जारी निगेटिव लिस्ट में उल्लेखित दवाओं को पेंशनर्स को नहीं वितरित करेगा और यदि निगेटिव लिस्ट में उल्लेखित दवाइयों को पेंशनर्स को वितरित करेगा तो उसका पुनर्भरण नहीं किया जायेगा।
2. अधिकृत दवा विक्रेता द्वारा दी गई दवाइयों का ब्यौरा पेंशनर की मेडिकल डायरी में अंकित किया जायेगा तथा पूर्व में वितरित की गई दवाइयों की कीमत एवं उसके बिल की राशि को मेडिकल डायरी में वर्ष के अनुसार उसमें दर्शायेगा।
3. अधिकृत चिकित्सक द्वारा पेंशनर की डायरी में लिखी गई दवाइयां ही पेंशनर को दी जावें। चिकित्सक द्वारा लिखी गई दवाइयों के स्थान पर सबस्टीट्यूट दवाइयां पेंशनर को देने पर ऐसी दवाइयों का भुगतान देय नहीं होगा।
4. प्रत्येक वर्ष में पहली बार पेंशनर की दवाइयां प्रदान करते समय पेंशनर के जीवित होने का प्रमाण पत्र उसकी मेडिकल डायरी में देखा जाये।

*Handwritten signature/initials*

**BILL OF MEDICINE FOR PENSIONERS**

Name of Medical Shop/ Store \_\_\_\_\_

(Authorised Medical Shop under R.P.M.C Scheme)

S.No \_\_\_\_\_ Dated \_\_\_\_\_

Shri \_\_\_\_\_ P.P.O/ C.P.F. No. \_\_\_\_\_

Medical Diary No. \_\_\_\_\_ O.P. Ticket No. & Date \_\_\_\_\_

Name of Hospital / Dispensary \_\_\_\_\_

S.No.	Name of Medicine	Batch No.	Qty.	Rate	Cost
				Total:	

Signature of pensioner or  
his spouse or his  
authorised representative

Signature of Shopkeeper

**Statement Of Claim**

Name of Medical Shop/Store -----

(Authorised Medical shop under R.M.P.C Scheme)

No \_\_\_\_\_ Date \_\_\_\_\_ for the fortnight ending \_\_\_\_\_ 20 \_\_\_\_\_

S.No	Bill No.	Amount
	Total:	

*Handwritten signature*

Signature of Shopkeeper  
with seal

STATEMENT OF MONTHLY RECEIPT, EXPENDITURE AND BALANCE FOR THE  
MONTH OF..... 20.....

P.D.A/c. No.....on.....  
Name of Tresury.....

**PART-A**

1.	Opening Balance as on.....		Rs.....
2.	Total Receipt during the month:		
	(i) Funds received by transfer	Rs.....	
	from.....(Name of Treasury)		
	Cheque/Draft No.....Date.....		
	(ii) Contribution:	Rs.....	
	(a) Government servants		
	(b) Zila Parishad & Panchayat Samities		
	(iii) Interest	Rs.....	
	(iv) Other Receipts	Rs.....	Rs.....
3.	Total (1 + 2 )		Rs.....
4.	Total Payments:		
	(i) Funds transferred to.....	Rs.....	
	(Name of Treasury)Cheque/Draft No.....Date.....		
	(ii) Cost of Medicine	Rs.....	
	(iii) Specialized Treatment	Rs.....	
	(iv) Pay & Allowances	Rs.....	
	(v) Purchase of Stationery	Rs.....	
	(vi) Misc. Expenses (Postage and Stamps etc.)	Rs.....	
	(vii) Other Expenses/Adjustments	Rs.....	
	(viii) Advertisement - Tender Expenses	Rs.....	
	(ix) Legal Expenditure Court Cases	Rs.....	
	(x) TA Expenses	Rs.....	
	(xi) Honorarium / Part Time Allowance	Rs.....	
	(xii) Rent of Computer / Man with Machine	Rs.....	
	(xiii) Fixed Medical Allowance	Rs.....	
5.	Net Balance as on the last day of the month	( 3 - 4 )	Rs.....

*Dr. Amin*



**PART- B**

**STATEMENT OF CHEQUES ISSUED/ ENCASHED DURING THE MONTHS OF**  
**\_\_\_\_\_ 20 \_\_\_\_\_**

S.No.	Cheque No.	Date	To whom issued	Amount	Date of Encashment	Amount

Note: Cheques issued upto the previous month but not encashed during that month may also be shown first in the statement.

**PART - C**

**STATEMENT OF DIARIES PURCHASED, ISSUED DURING**  
**THE MONTH OF \_\_\_\_\_ 20 \_\_\_\_\_**

Name of Treasury/ Sub Treasury	Opening Balance		Purchased		Total		Issued		Balance	
	No.	Amt.	No.	Amt.	No.	Amt.	No.	Amt.	No.	Amt.

*Pran*

**PART-D**

**STATEMENT SHOWING LIABILITIES**

- |         |  |         |
|---------|--|---------|
| 1.      | Bills pending upto the end of previous financial year.                   | Rs..... |
| 2.      | Bills pending upto the end of the month of.....                          | Rs..... |
| Total : |  |         |
| 3.      | Less : Cheques issued but not encashed upto the end of the month of..... | Rs..... |
| 4.      | Net Liabilities upto the end of the month                                | Rs..... |
| 5.      | Funds available in the P.D.Account                                       | Rs..... |

Copy forwarded to :

1. Member Secretary, Board of Trustees.....
2. Director, Treasuries & Accounts.....
3. Collector.....
4. Chief Medical & Health Officer.....

Signature & Seal of  
Treasury Officer

*Handwritten signature*

**Form of Application for grant of fixed Medical Allowance to the pensioner/ family pensioner drawing pension in other State**

The Member Secretary-cum-  
Director Pension & Pensioners Welfare,  
Jyoti Nagar, Rajasthan , Jaipur -302005

Photograph duly  
attested by the T.O  
(Joint Photograph of  
the pensioner and  
the Spouse, If the  
spouse is alive)

Through : Treasury Officer of the State  
(from where the pensioner is getting pension)

**Sub: Application for grant of fixed medical allowance of Rs. 300/- per month to Pensioner/ Family pensioner of the State of Rajasthan drawing pension in other State.**

1. Pensioner/ Family pensioner's name (in capital letters)
2. Father's/ Husband's name
3. Date of Birth
4. Date of death of pensioner in case the applicant is family pensioner
5. Date of retirement
6. Pay last drawn at the time of retirement
7. Name of the post and Department from where retired
8. P.P.O Number (Raj. State) \_\_\_\_\_ (Present State) \_\_\_\_\_  
(Attach attested copy of PPO)
9. Amount of Pension
10. Name of Spouse (if living )
11. Source from which pension is being drawn  
(Give name of the Branch of the Bank & A/c No.) \_\_\_\_

I declare that the above information is correct.

Dated:

(Signature of the Pensioner)

Full Address

*Daani*

**OFFICE OF TREASURY OFFICER \_\_\_\_\_(STATE\_\_\_\_\_)**

The above information given by the Pensioner Shri /Smt. \_\_\_\_\_  
holder of P.P.O No. \_\_\_\_\_ is correct and his application for fixed  
medical allowance is forwarded for necessary action.

Treasury Officer/ Pension Payment Officer  
(of the State from where the pensioner is  
getting pension) (Seal)

For use in the Office of the Member Secretary cum Director Pension &  
Pensioners' Welfare, Rajasthan. Jaipur.

1. The above application has been enrolled in the Register at S. No. \_\_\_\_\_
2. The fixed medical allowance of Rs. \_\_\_\_\_/-p.m is being allowed w.e.f. \_\_\_\_\_

Jr. Accountant

Accountant

Asst./ Jt. Sec. Secretary

*Handwritten signature*

**Form of Application for grant of fixed Medical Allowance to the pensioner/ family pensioner residing in the remote area and drawing pension within the State**

To

The Treasury Officer (Pension)

-----

<p>Joint Photograph of the pensioner and the Spouse, if the spouse is alive</p>
---

**Sub: Application for grant of fixed medical allowance of Rs. 300/- per month to Pensioner/ Family pensioner residing in the remote area and drawing pension within the State.**

1. Pensioner's/ Family pensioner's name (in Capital letters)
2. Father's/ Husband's name
3. Date of birth
4. Date of death of pensioner in case the applicant is family pensioner
5. Date of retirement
6. Pay last drawn at the time of retirement
7. Name of the post and Department from where retired
8. P.P.O Number (Raj. State) \_\_\_\_\_  
(Attach attested copy of PPO)
9. Amount of Pension
10. Name of Spouse(if living)
11. Source from which pension is being drawn  
(Give name of the Branch of the Bank, A/c No. and IFSC CODE)

I declare that the above information is correct.

Dated:

(Signatures of the Pensioner/  
family pensioner)

Full Address

For use in the Office of the Treasury Officer. \_\_\_\_\_

1. The above application has been enrolled in the Register at S. No. \_\_\_\_\_
2. The fixed medical allowance of Rs. \_\_\_\_/-p.m is being allowed w.e.f \_\_\_\_\_

Treasury Office

*Handwritten signature*

**Eligibility of pensioners/ family pensioners for the free accommodation in Government Hospitals on the basis of pay last drawn by them at the time of retirement/ death while in service.**

Sr. No.	Class of Accommodation	From 01.04.1958	From 01.03.1970	From 01.09.1976	From 01.09.1981	From 01.09.1986	From 01.09.1988	From 01.01.1998	From 01.09.2008
1	Deluxe or cottage Ward	Officer drawing pay of Rs. 750/- & above	Officers drawing pay of Rs. 900/- & above	Govt. servants drawing pay Rs. 1350/- & above	Govt. servants drawing pay Rs. 1700/- & above	Govt. servants drawing pay Rs. 2750/- & above	Govt. servants drawing pay Rs. 3500/- & above	Govt. servants drawing pay Rs. 105,00/- & above	Govt. servants drawing pay Rs. 25000/- & above
2	Cottage Ward	Gazetted Officers drawing pay below Rs. 750/- & non gazetted officer drawing Rs. 250/- & above	Gazetted Officers drawing pay below Rs. 750/- & non gazetted officer drawing	Govt. servants drawing Rs. 650/- & above but below Rs. 1350/-	Govt. servants drawing Rs. 860/- & above but below Rs. 1700/-	Govt. servants drawing Rs. 1550/- & above but below Rs. 3500/-	Rs. 2000/- & above but below Rs. 3500/-	Rs. 6000/- & above but below Rs. 10500/-	Rs. 14000/- or above but below Rs. 25000/-
3	Rental Ward of lowest category	Non gazetted officer in receipt of pay of Rs. 249/- & less but above Rs. 99/- pm.	Non gazetted officer in receipt of pay of Rs. 299/- & less but above Rs. 99/- pm.	Above Rs. 300/- but below Rs. 650/-	Above Rs. 420/- but below Rs. 860/-	Above Rs. 750/- but below Rs. 1550/-	Above Rs. 800/- but below Rs. 2000/-	Below Rs. 6000/- but above Rs. 2800/-	below Rs. 14000/- above Rs. 6600/-
4	Reference of Govt. orders.	F.4(22) GA (A)/57 dated 28.03.1958	F.1(4)FD (Rules)/70 dated 19.02.1970	F.1(4)FD(Gr-2)/70 dated 01.12.1976	F.12(12)FD (GR-2)/82 dated 17.02.1983	F.12(12)FD (GR-2)/82 dated 02.02.1987	F.12(12)FD (GR-2)/82 dated 23.09.1989	F.12(12)FD (GR-2)/82 dated 12.09.2008	F.6(4)FD(Rule s)/2003 dated 12.09.2008

*Handwritten signature*

**Form for Reimbursement of Medicine  
Purchased against – NAC**

Medical Dairy No. \_\_\_\_\_

1. Name & P.P.O. No. of Pensioner : \_\_\_\_\_
2. Name of Patient : \_\_\_\_\_  
Relationship with Pensioner \_\_\_\_\_
3. Address of Pensioner : \_\_\_\_\_  
with Telephone No. \_\_\_\_\_
4. Name of the Shop issued NAC : \_\_\_\_\_ Date \_\_\_\_\_
5. NAC No. : \_\_\_\_\_
6. Details of Medicines Purchased : \_\_\_\_\_

S.No.	Cash Memo No/Date	Name of Medical Shop	Name of Medicines	Amount Rs. P.
-------	----------------------	-------------------------	----------------------	------------------

**प्राधिकार-पत्र**

मेरे उक्त दावे का भुगतान श्री/श्रीमती.....

पुत्र/पत्नी/पति .....

पता .....

को भुगतान कर दिया जावे, जिसके निम्न हस्ताक्षर मेरे द्वारा सत्यापित किये जा रहे हैं।

Total Amount .....

ह. अधिकृत हस्ताक्षरकर्ता

ह. पेन्शनर

Signature of Pensioner

(For Office Use only)

Passed for Rs. \_\_\_\_\_ (In words Rs. \_\_\_\_\_)

Entered in Register at S. No. \_\_\_\_\_ Date \_\_\_\_\_

Signature of Salesman

Name of Shop \_\_\_\_\_

*Primi*

7. Received a sum of Rs. \_\_\_\_\_ (In Words Rs. \_\_\_\_\_ )  
on amount medicines purchased from private medical shop against the above NAC  
issued by CONFED / Bhandar Shop.

**Signature of Pensioner  
Authorised Recipient**

- 8 Progressive Total of Expenditure :  
Previous Total \_\_\_\_\_  
Amount of the Claim \_\_\_\_\_  
Grand Total \_\_\_\_\_

Checked & Verified  
Signature of Supervisor

**Signature of Salesman**

*Anam*