

# **GUIDELINES FOR ASSISTANCE**

**UNDER**

**“ODISHA STATE TREATMENT FUND  
SOCIETY”**



**HEALTH & FAMILY WELFARE DEPARTMENT  
GOVERNMENT OF ODISHA**

## **GUIDELINES FOR ASSISTANCE UNDER "ODISHA STATE TREATMENT FUND"**

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### **INTRODUCTION:-**

The Odisha State Treatment Fund will provide financial assistance for treatment of the poor patients suffering from life threatening disorders & diseases. The financial assistance will be released to the Medical Institutions ***where the patient undergoes treatment.***

The fund is managed by an autonomous society known as "**ODISHA STATE TREATMENT FUND SOCIETY**". The Society is registered under the Societies Registration Act, 1860.

### **1. ELIGIBILITY CRITERIA FOR ASSISTANCE UNDER OSTF:-**

- 1.1. It is applicable to persons below the poverty line, person with annual family income not exceeding Rs.40,000/- in rural area and Rs.60,000/- in urban areas. Either BPL card/AAY card or annual income certificate issued by concerned Tahasildar will be accepted for determining the eligibility.
- 1.2. RSBY card holders are also eligible under this scheme.
- 1.3. An unknown accident victim, patients ***duly*** referred from registered destitute home / orphanage / mental asylum/***Child care Institutions*** are also eligible for assistance under the scheme subject to citing sufficient reason thereof for recommending the patient under the scheme.
- 1.4. The Central Government / State Government / PSU employees are not eligible.
- 1.5. Assistance will be available only to patients undergoing treatment as in-patient in any of the Govt./Empanelled private hospitals. However this will not restrict***
  - (i) Cancer patients from getting chemo in Govt. Day Care Centre without being formally admitted.***
  - (ii) Patients who have undergone kidney transplantation at Govt. Hospitals from getting post-operative care including supply of free medicines and investigation up to 6 months from the date discharge.***

- 1.6. Assistance will not be available for reimbursing the expenditure incurred by the applicant. The date of application seeking financial assistance should be during the course of treatment.
- 1.7. Re-imburement of medical expenditure already incurred for treatment / operation shall not be permissible.
- 1.8. Diseases of common nature and disease for which treatment is available free of cost under other health programmes / schemes will not be covered.
- 1.9. Assistance will normally not be provided where medical coverage under ESI, CGHS or any other scheme is available or where there is a provision for reimbursement of cost of medicine.
- 1.10. Any person shall be assisted once in a financial year. Repeat assistance for the same ailment shall not be allowed in any case. However, this will not be a bar for receiving the treatment assistance in phased manner for diseases like Cancer, Collagen disease, Renal failure etc.

## **2. WHERE TO GET ASSISTANCE:-**

- 2.1. The assistance will be available for treatment in all State Government Hospitals including the three Govt. Medical College & Hospitals, SVPPGIP (SishuBhawan), Cuttack and AHRCC, Cuttack.
- 2.2. The assistance will be available in empanelled private hospitals (List enclosed as Annexure- C).

## **3. DISEASES COVERED:-**

The eligible patients will be provided assistance for treatment in specific life threatening diseases as mentioned at Annexure – D.

## **4. QUANTUM OF ASSISTANCE:-**

- 4.1. **OSTF will be a top up to RSBY.** The patient will be covered under RSBY at the first assistance and where the amount of assistance required exceeds the limit of RSBY, the patient will be provided assistance under OSTF.
- 4.2. Treatment cost so approved shall be within the upper limit of Rs.3.00 lakh (Rupees three lakh only).
- 4.3. The sanction of Medical College & Hospital / Capital Hospital / RGH shall be limited to Rs.1.00 lakh per case. Where the quantum of assistance exceeds Rs.1.00 lakh, Superintendent of Medical College & Hospitals, Superintendent, SVPPGIP, Director, AHRCC with the

approval of the Revenue Divisional Commissioner and CMO of Capital Hospital, BBSR and RGH, Rourkela with the approval of DMET, Odisha can sanction up to Rs.2.00 lakh. If the quantum of assistance exceeds Rs.2.00 lakh the case will be referred to Member Secretary (DMET, Odisha) of the Executive Body of the Society for consideration and approval.

- 4.4. The sanction of District Head Quarters Hospitals shall be limited to Rs.30,000/- per case. Where the quantum of assistance exceeds Rs.30,000/- CDMO with the approval of the Collector-cum-District Magistrate concerned can sanction up to Rs.50,000/-.
- 4.5. For assistance over and above Rs.3.00 lakh, approval of the Hon'ble Chief Minister, Odisha needs to be obtained.
- 4.6. The cost of treatment in respect of a patient will be as per the actuals or the ceiling limit prescribed for different diseases under Central Government Health Scheme, whichever is less. The items not mentioned in CGHS package will be as per actuals which includes admissible amount like; investigations, cost of medicines, procedure charges, etc.

**5. PROCEDURE FOR SEEKING TREATMENT ASSISTANCE IN GOVERNMENT MEDICAL COLLEGES & HOSPITALS, SISHUBHAWAN, CUTTACK AND AHRCC, CUTTACK UNDER "OSTF":-**

- 5.1. Each Department will have a nodal officer not below the rank of Asst. Professor, who will be nominated by the HOD of the concerned Department.
- 5.2. The application in the prescribed format with all necessary documents attached to it shall be submitted by the applicant to the Nodal Officer of the concerned Department. The Nodal Officer will scrutinise the application and will forward the same to the HOD of the concerned Department.
- 5.3. The HOD will verify the facts and forward the application alongwith his/her recommendation to the Screening Committee.
- 5.4. The Screening Committee at the medical colleges & hospitals as well as at Sishubhawan, Cuttack and AHRCC, Cuttack will be constituted under the chairmanship of the Superintendent / Director of the respective institution and the other members will be the Accounts

Officer / DDO, Administrative Officer and any one faculty (on rotation basis for a period of 2 years at a time) and will be nominated by the Superintendent / Director of the concerned Institute.

- 5.5. The meeting of Screening Committee shall be held on every alternate day and will examine the documents submitted by the applicants duly forwarded by the HODs of the concerned Department where the patient is admitted.
- 5.6. If the Committee approves the same, the treatment of the patient will be done free of cost at the hospital, strictly restricting to the amount sanctioned.
- 5.7. The sanctioning power of the Committee shall be limited to Rs.1.00 lakh only. Where the quantum of assistance exceeds Rs.1.00 lakh, Screening Committee will immediately sanction assistance up to Rs.1.00 lakh and with the approval of the Revenue Divisional Commissioner concerned can sanction the rest of the amount up to a maximum of Rs.2.00 lakh. In case of treatment assistance required beyond Rs.2.00 lakh, the same shall be forwarded by the Screening Committee with their views to the Executive Committee of OSTFC for consideration and approval.
- 5.8. A separate bank account in State Bank of India, nearer to the medical college shall be opened by medical college under the signature of Dean & Principal, Superintendent and DDO concerned. Amount can be withdrawn with signature of at least two of the account holders.
- 5.9. Each and every document relating to the patient application forms shall be kept in proper custody at the office of the Superintendent / Director.
- 5.10. Necessary books of accounts and other records shall be maintained at the level of Superintendent / Director as per guideline, which will be produced to audit as and when required.
- 5.11. Bi-monthly SOE/UC as per OGFR Norms alongwith achievement report are to be submitted by the DDO concerned to the Treasurer of the Society in time for release of additional fund.
- 5.12. Monthly achievement shall be reported in the format attached as Annexure- E.

## **6. PROCEDURE FOR SEEKING TREATMENT ASSISTANCE AT DISTRICT HOSPITALS / CAPITAL HOSPITALS / RGH UNDER "OSTF":-**

- 6.1. The head of all Clinical Departments in the DHH / Capital Hospital, Bhubaneswar / RGH, Rourkela will be designated as Nodal Officer for OSTF.
- 6.2. The patient will submit the application form in the prescribed format with all necessary documents attached, to the Nodal Officer.
- 6.3. After due scrutiny of the application, it will be forwarded to the Screening Committee through ADMO (Medical) / Dy. CMO of Capital Hospital / RGH.
- 6.4. The Screening Committee at the District Hospitals shall be constituted under the chairmanship of the Chief District Medical Officer of the respective district / CMO, Capital Hospital / RGH and other members will be ADMO (Medical) at DHH / Dy. CMO, Capital Hospital / RGH and another Medical Officer, on rotation basis for a period of two years, of the rank of Joint Director Level-II / Senior Class-I as will be nominated by the CDMO / CMO of the concerned institution.
- 6.5. The meeting of the Screening Committee shall be held every alternate day and will examine the documents submitted by the applicants duly forwarded by the MO of the concerned discipline, where the patient is admitted.
- 6.6. If the Committee approves the same, the treatment of the patient will be done free of cost at the hospital, strictly restricted to the amount sanctioned.
- 6.7. The sanctioning power of the Committee shall be limited to Rs.30,000/- only for District Headquarter Hospital and Rs.1.00 lakh for Capital Hospital and RGH. Where the quantum of assistance exceeds Rs.30,000/-, CDMO with the approval of the Collector-cum-District Magistrate concerned can sanction up to maximum limit of Rs.50,000/-. For CMO, Capital Hospital, BBSR and RGH, Rourkela, if the treatment cost exceeds Rs.1.00 lakh, the same will be referred to DMET, Odisha for approval.

Director / CMO / CDMO will sanction the treatment cost for which they are empowered and ensure continuance of treatment of

patient pending approval of designated authority for the sanction of balance required amount.

- 6.8. A separate bank account in State Bank of India, nearer to the DHH / Capital Hospital / RGH will be opened with the signature of CDMO / CMO, ADMO (Medical) of DHH / DDO and one of the Specialists to operate the fund. Amount can be withdrawn with signature of at least two of the account holders.
- 6.9. Each and every document relating to the patient alongwith the application forms shall be kept in proper custody in the office of ADMO (Medical) / DDO of the concerned Institution.
- 6.10. Necessary books of accounts and other records are to be maintained at their level as per guidelines, which will be produced to audit as and when required.
- 6.11. Bi-monthly SOE/UC as per OGFR Norms alongwith achievement report, are to be submitted by the DDO concerned to the Treasurer of the Society in time for release of additional fund.
- 6.12. Monthly achievement shall be reported in the format attached as **Annexure- E.**

## **7. PROCEDURE FOR SEEKING FINANCIAL ASSISTANCE FOR TREATMENT AT PRIVATE & OTHER HOSPITALS UNDER "OSTF":-**

- 7.1. The eligible patients will not be admitted into empanelled private hospitals as a case of first entry. They must be referred from Govt. Medical College or by the CDMOs / CMOs as have been authorised by Govt. (Subject to modification from time to time)-**Annexure- F.**
- 7.2. The referral of the patients by the Government Hospitals will be subject to following conditions:-
  - 7.2.1. On non-availability of the required treatment in the concerned Govt. Hospitals.
  - 7.2.2. Where the patient will have to wait inordinately to avail the treatment.
  - 7.2.3. On recommendation of a team headed by Superintendent/CDMO with at least 2 other faculty members/ Senior M.O.
- 7.3. In emergency case (cardiac arrest, road accident etc.) patient will get himself admitted to the empanelled private hospital without being referred. However, the authority of private hospital will intimate such admission to DMET within 24 hours. On being

satisfied that the patient was suffering from disease requiring immediate treatment, DMET will approve covering such patient under OSTF fold.

7.4. The Private Hospitals on admission of the patients will ***provide the required treatment*** and claim the treatment cost from DMET, Odisha after discharge of the patient.

***7.5. The dues of the Private Hospitals will be cleared by the DMET, Odisha within one month from the date of receipt of the bill.***

7.6. Funds will be released in favour of Private Hospitals towards the treatment of eligible patients as per ***CGHS rate applicable to the city where the hospital is located or the actual cost of treatment whichever is less.***

#### **8. TREATMENT AND INVESTIGATIONS:-**

***The patient considered eligible under OSTF by the Screening Committee will not be charged any cost for treatment, investigation nor will he be asked to purchase the medicines prescribed during the course of treatment.*** All drugs and accessories as well as investigations will be provided by the hospital. In case of Govt. Hospitals the drugs and investigations not available in the hospital will be procured / done in the Empanelled drug stores or investigation centres. Method of selection of the drug stores and the investigation centres will be done through open tender following RSBY guidelines (Copy enclosed as Annexure- G). ***In no case Cash / Cheque payment will be made to the patients.***