


ORDER

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if possible.


In the interest of patient care, the following decisions have been taken, with immediate effect:-

1. In routine, the patients should be discharged preferably upto 7.30 p.m. but in case of emergency (as decided by the treating consultant), the patient may also be discharged at any time even after 7.30 P.M.. **Beyond 7.30 P.M. "discharge to the patient" should not be refused by MRD Staff at Emergency Cash Counter.**
2. In case, a patient who needs updation of his income status has to be discharged on a holiday/odd hours before updation, his discharge will not be withheld till the next working day for updation. In such cases, his dues for the present admission be received and his security amount of Rs. 5000/- retained and an undertaking be taken from the patient/relative that he will get his income status updated from the MRD at the earliest on any working day and pay/adjust any amount if due on his side within a week failing which necessary action deemed fit as per rule will be initiated. The remaining amount from his security will then be refunded to him.
3. In view of increasing rush of patients, a new cash counter of MRD will be started in Block-'A', Ground Floor, in the old reception counter area which is presently lying unused, to decrease the patient rush at the existing two MRD Cash Counters. For the operation of this additional cash counter two more DEOs would be provided.
4. No official on duty at any cash counter will refuse to accept test charges/other charges from a patient on any pretext and direct him to pay at other counter.
5. Although there are separate counters for Sr. Citizens/Handicapped persons, no such person should be refused & sent there even if they approach the counters meant for others to get their OPD Cards made.
6. Receipt Books would be provided to the various departments to collect charges directly from the patients of the "Special Investigations" being done in their respective departments. The same will be deposited with MRD Main Cashier within three working days.

Dated, Chandigarh the
04.06.2013

Enst. No. GMCH/MRD/2013/ 2188 - 2203

Prof. Atul Sachdev
Director Principal,

Dated:- 7/7/13

6.

A copy is forwarded to the following for information & necessary action:-

1. All Heads of Department, GMCH, Chandigarh.
2. The Chairman, Emergency Services, GMCH, Chandigarh.
3. The Head, Security Services, GMCH, Chandigarh.
4. The Deputy Controller (F&A), GMCH, Chandigarh.
5. The Assistant Controller (F&A) I & II, GMCH, Chandigarh.
6. Office Superintendent, Estt.-I, GMCH, Chandigarh to direct the service provider to provide two more Data Entry Operators for the operation of new Cash Counter at Block-A, Old Reception Counter, Ground Floor.
7. All Office Superintendents, GMCH, Chandigarh.
8. The Assistant Registrar (Academic), GMCH, Chandigarh.
9. The Store Officer, GMCH, Chandigarh to issue the Receipt Books to various departments for special investigations.
10. The Chief Dietician, GMCH, Chandigarh.
11. The Law Officer -cum-Coordinator RTI Cell, GMCH, Chandigarh.
12. The Computer Programmer, I.T. Centre, GMCH, Chandigarh.
13. PA to DP for kind information of Director Principal.
14. PA to ADA for kind information of Additional Director (Admn.).
15. PA to MS for kind information of Medical Superintendent
16. Notice Board, Emergency Cash Counter, GMCH, Chandigarh.


Medical Superintendent