

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, SECTOR-32, CHANDIGARH.
HOSPITAL ADMINISTRATION BRANCH-II

21864-81

Endst. No. GMCH-HA-II-EA3(74B)-2018/

Dated :- 20 JUN 2018

A copy is forwarded to the System Analyst, IT Centre, GMCH to e-circulate/email the copy of the minutes of meeting held on 25.05.2018 regarding to make the standard guidelines for issuance of the Disability Certificates to the following for information and necessary action :-

1. All the HODs, GMCH-32, Chandigarh.
2. HOD Orthopaedics-cum Chairman Disability Board, GMCH-32, Chandigarh.
3. The HOD Obst. & Gynae, GMCH-32, Chandigarh.
4. The HOD Psychiatry, GMCH-32, Chandigarh.
5. The HOD ENT, GMCH-32, Chandigarh.
6. The HOD Surgery, GMCH-32, Chandigarh.
7. The HOD Orthopaedics, GMCH-32, Chandigarh.
8. The HOD Paediatric, GMCH-32, Chandigarh.
9. The HOD Community Medicine, GMCH-32, Chandigarh.
10. The HOD Genetic Centre, GMCH-32, Chandigarh.
11. The JMS, GMCH-32, Chandigarh.
12. The DMS- II & III , HA Branch, GMCH-32, Chandigarh.
13. All Office Superintendents of GMCH, Chandigarh.
14. The Dispensary Superintendent, GMCH-32, Chandigarh.
15. The Nursing Superintendent, GMCH-32, Chandigarh.
16. The RTI Cell, GMCH-32, Chandigarh
17. PS to DP for the information of DP please.
18. PA to ADA/MS for the information of ADA/MS please.
19. Master/circular file (217)

for Office Superintendent (HA-II)
 Director Principal

21/6

Minutes of the Meeting

The constituted Committee to make the standard guidelines for issuance of the Disability Certificates met in the office of the Chairperson on 25.05.18 at 12.00 p.m. and deliberate upon the issue. Dr. Sudesh Arya, HOD Ophthalmology, could not attend the meeting due to prior commitments.

After deliberations, following observations were made:-

1. It is not clear to whom the certificate can be issued – whether he is a resident of Chandigarh / Tricity/ resident of somewhere else, who got treated in GMCH or any other such category.
2. Every concerned department has its own Disability Board, which assesses the patients at regular intervals, as per their schedule, and signs the Disability Certificate, which is then sent to the Medical Superintendent for counter signatures. As such, the Central Disability Board of the Institute seems to be non-functional.
3. As per the new guidelines, there are certain other categories for which Disability Certificate should be issued.
 - a. Chronic Neurological Disorders
 - b. Blood Disorders
 - c. Acid Burns
 - d. Lymphoedma
 - e. Dental Injuries
 - f. Leprosy

As of now, we don't have any Board / Board members for these new categories. It is not clear who will issue the Disability Certificate for patients suffering from these disorders.

4. The department of Psychiatry has two separate Boards, one for Mental Illness and one for Intellectual Disability, the Chairperson of both, being the DHS.
5. There are no specific guidelines as to the functioning and purview of the Central Disability Board and as such when separate departmental Boards sign the certificate, it is sent directly to the Medical Superintendent for counter signatures.
6. The website of GMCH Disability Board has not been upgraded since long time. The Forms, dates of visits etc., are still the old ones and have not been upgraded.

Based on the above, Following suggestions are being made:

1. Each concerned department should have a Disability Board with two members as experts (one **permanent** member and one **'non-permanent'** member who would be the treating doctor) & the HOD, being the Chairperson of the said Board. All the three will sign the certificate and send it for the countersignatures to the Medical Superintendent.
2. The Central Disability Board can look after persons with multiple disabilities and issue certificates for the same, taking the help of various departmental experts, if needed.
3. There should be a single window for applying and for issue of Disability Certificates, which can be manned by social workers under the jurisdiction of the Hospital Administration.
4. As per the new guidelines issued by the department of Empowerment of Persons with Disabilities, Ministry of Social Justice and Empowerment, in the near future, the Disability Certificates would be issued "Online" through www.swavalambancard.gov.in, Portal : swavalamban, as per the instructions of UDID team and hence the institute should upgrade it for the same.
5. Every month, the departmental disability boards should report to the Central Disability Board regarding the cases processed by them, with a copy to the office of the M. S.
6. We should issue Disability Certificates only to patients treated/ under-treatment by GMCH, irrespective of their residential status. Others should not be issued Disability Certificates unless ordered by Court.

on Vacations.

Dr. Ajeet Sidana
Member

Member
28/5/18

Dr. Rajeev Kansay
Member

Member
29/5/18
Dr. Vipin Gupta
Member

He attended the meeting
and gave e mail 'assent'
for the minutes.

Chairperson
Dr. Dasari Harish
Chairperson

29/5/18