

GOVERNMENT MEDICAL COLLEGE & HOSPITAL SECTOR-32, CHANDIGARH
Hospital (Building), Sector 32, Chandigarh-160047, Phone 0172-2665253-57, Fax No. 0172- 2608488

HOSPITAL ADMINISTRATION BRANCH-II


CIRCULAR

The audit party during the audit inspection of this institute for the year 2017-18 has observed that no documents for declaring the patients "Poor free/Diet Free" were found. A circular vide endst.No.GMCH-HAI-3(217)/2019/52647-53 dated 07.01.2019 was issued. Further, a committee was constituted to frame guidelines for Poor Free/Diet Free.

Accordingly, the following guidelines for the treatment of patient treated as poor free/diet free in GMCH-32, Chandigarh has been prepared. The detail is as under:-

- i) Poor Free implies Poor Free/Diet Free.
- ii) All Unknown/Destitute patients coming to the hospital will be labelled Poor Free.
- iii) The Emergency Medical Officer will have the authority to label the patient as Poor Free for 24 Hours.
- iv) Then onwards, it will be the sole discretion of the Head of the treating unit and the Head of the Department.
In case of any discrepancy, the decision of the Medical Superintendent shall be binding on both.
- v) The criteria for labelling a patient as Poor Free would be furnishing the "Below Poverty Line " (BPL) Card.
- vi) In the absence of the BPL Card, the said patient/his or her legal guardian will have to furnish an undertaking as per the Performa enclosed.
- vii) All the patient/Relatives filling the Undertaking will have to submit a copy of Proof for identity, if any.
- viii) All departments, including Emergency, will maintain a " Poor Free Register" irrespective of whether the patient has furnished a BPL Card or the Undertaking.
- ix) The copies of the BPL Card and the undertaking in original will be maintained by the departments in a separate file. The Serial No. on the copy of the BPL Card and the Undertaking will be the same as on the Poor Free Register.
- x) The register will be have a separate column for signature by the Head of the treating unit and/or the Head of the Department.

Dated, Chandigarh the
30.01.2019


Prof. B.S Chavan
Director Principal

Endst. No. GMCH-HAII-EA3/(217)/2019/ 57241-53 Dated, Chandigarh the

- 7 FEB 2019

A copy is forwarded to the following through e-mail for information & necessary action please:-

1. The All the HODs of Clinical department, GMCH-32, Chandigarh.
2. The Chairman, Emergency Services, GMCH, Chandigarh.
- ✓ 3. The HOD (IT), GMCH-32, Chandigarh.
4. The Joint Medical Superintendent, GMCH-32, Chandigarh.
5. The DC(F&A), GMCH-32, Chandigarh.
6. The HOD MRD, GMCH-32, Chandigarh.
7. The DMS-I, II & III, GMCH-32, Chandigarh.
8. The Emergency Medical Officer, GMCH-32, Chandigarh.
9. The Law Officer, GMCH-32, Chandigarh.
10. The Nursing Superintendent, GMCH-32, Chandigarh
11. The RTI Cell, GMCH-32, Chandigarh.
12. PS to DP for kind information of Director Principal please.
13. PA to JDA/MS for the kind information of Joint Director (Admn) / Medical Superintendent please.
14. Copy to master file



Office Superintendent (HA-II)
for Medical Superintendent