



**Government of India**  
**Ministry of Health and Family Welfare**  
**Department of Health & Family Welfare**  
**Directorate General of CGHS**  
**Office of the Director, CGHS**

**Nirman Bhawan, New Delhi 110 108**

**No: G. 28011/1/2010/CGHS-II -Pt.**

**Dated, the 28<sup>th</sup> September. 2015**

**OFFICE MEMORANDUM**

***Sub: Settlement of pending Hospital Bills by UTI-ITSL-regarding***

With reference to the above mentioned matter the undersigned is directed to draw attention to the Office memorandum of even Number dated 10<sup>th</sup> September 2015 and in continuation of the said OM and to convey the approval of competent authority for settlement of the hospital bills of HCOs empanelled under CGHS as per the following guidelines given below:

- a) UTI Infrastructure Technology And Services Limited (UTI-ITSL) shall identify **city wise** the hospital bills of empanelled hospitals, diagnostic laboratories and Imaging Centres under CGHS, which have been processed as per the approved rates and terms and conditions but, no provisional payment could be made for want of funds, and submit such unpaid bills to the Addl. Director, CGHS of the concerned city.
- b) UTI-ITSL shall hereinafter process the hospital bills of empanelled hospitals, diagnostic laboratories and Imaging Centres under CGHS ,but shall not make any provisional payment and submit the bills to CGHS.
- c) The unpaid bills so received from UTI-ITSL shall be processed by CGHS and shall be submitted with the approval of competent authority to the Pay & Accounts Office for payment of approved amount to UTI-ITSL.
- d) The payments so received shall be paid to concerned hospitals directly by UTI-ITSL and it will not be meant for recoupment of imprest money with UTI-ITSL.
- e) UTI-ITSL shall make necessary modifications in their software for this purpose.
- f) The amount approved by CGHS and received by UTI-ITSL shall be taken as final settlement and UTI-ITSL shall make net amount payment to the hospital/diagnostic centre after retaining TDS, Service fee, service tax. TDS and Service tax are to be deposited by UTI-ITSL with the concerned authorities.
- g) Addl. Director of CGHS shall indicate online the reasons for the deductions and in cities, where the hospital bills are processed off-line, entries of details of deductions are to be recorded on excel sheet and to send by e-mail to UTI-ITSL till such time they shift to online processing.

- h) Since, no provisional payments are made by UTI-ITSL , Addl. Director , CGHS may deduct recoveries if , any and indicate the reasons for the same on the bill sent to PAO. The hospital concerned may be provided a copy of the same with reasons for recovery.
- i) These orders shall remain in force till 31.03.2016

Issued with the concurrence of Integrated Finance Division, Ministry of Health & Family Welfare vide Dy No FTS 105951 dated 12.08. 2015.



**(Dr.D.C.Joshi)**  
**Director ,CGHS**  
**Tel. 011- 23062800**

To

1. UTI Infrastructure Technology And Services Limited, UTI-ITSL Tower, Plot No3 Sector -11, CBD Belapur, Navi Mumbai-400614
2. Addl. Director, CGHS(HQ) / Addl. Directors/Joint Directors of CGHS Cities
3. All concerned Pay & Accounts Officers, CGHS
4. Accounts Officer, CGHS(HQ), RK Puram sector-12, New Delhi.
5. Regional Manager, Northern Regional Office, UTI-ITSL, Jeevan Tara Bldg., Near Patel Chowk, Parliament Street, New Delhi-110001
6. All the CGHS Empanelled hospitals & Diagnostic centres through Addl. Director, CGHS of concerned city

Copy for information to:

1. PS to AS&DG, CGHS , Nirman Bhawan, New Delhi
2. PS to CCA , Min. of Health & Family Welfare, Nirman Bhawan, New Delhi
3. PA to CA, Min. of Health & Family Welfare, Nirman Bhawan, New Delhi
4. PA to Addl.DDG(HQ) , CGHS, Nirman Bhawan , New Delhi