

**Form of application for claiming refund of medical expenses incurred
in connection with medical attendance and/or treatment of
Central Government servants and their families**

1. Name and designation of Government servant ...
(In block letters)
 - (i) whether married or unmarried ...
 - (ii) if married, the place where wife/husband is employed
2. Office in which employed ...
3. Pay of the Government servant as defined in the Fundamental Rules, and any other emoluments which should be shown separately ...
4. Place of duty ...
5. Actual residential address ...
6. Name of the patient and his/her relationship to the Government servant ...
N.B.—In the case of children state age also.
7. Place at which the patient fell ill ...
8. Details of the amount claimed ...

I. Medical Attendance—

- (i) Fees for consultation indicating—
 - (a) the name and designation of the medical officer consulted and the hospital or dispensary to which attached ...
 - (b) the number and dates of consultation and the fees paid for each consultation ...
 - (c) the number and dates of injection and the fee paid for each injection ...
 - (d) whether consultations and/or injections were had at the hospital, at the consulting room of the medical officer or at the residence of the patient ...
- (ii) Charges for pathological, bacteriological, radiological, or other similar tests undertaken during diagnosis indicating—
 - (a) the name of the hospital or laboratory where undertaken; and ...
 - (b) whether the tests were undertaken on the advice of the authorised medical attendant. If so, a certificate to that effect should be attached ...
- (iii) Cost of medicines purchased from the market ...
(Cash memos and the essentiality certificates should be attached)

II. Hospital Treatment—

- Name of the hospital ...
- Charges for hospital treatment, indicating separately the charges for—
- (i) Accommodation ...
(State whether it was according to the status or pay of the Government servant and in cases where the accommodation is higher than the status of the Government servant, a certificate should be attached to the effect that the accommodation to which he was entitled was not available) ...
 - (ii) Diet ...
 - (iii) Surgical operation or medical treatment or confinement