



F.No.D-12015/68/2026-B&C/19

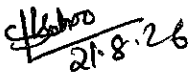
Date: 21/08/2026

Circular

Sub: Instructions regarding submission of Medical Reimbursement Claims by Employees.

1. Employees/ eligible dependents may obtain medical treatment from CRRI-Dispensary or any of the institute authorized/ CGHS empaneled hospitals/ govt hospitals with referral from Medical Officer, CRRI Dispensary or with prior approval of the Competent Authority under CSMA Rules.
2. The **list of authorized hospitals** & guidelines for availing OPD/IPD treatment has been circulated vide F.No.62-01/2023/Tech./Misc./244 dated 20.12.2024. (**Annexure -I**)
3. The Medical ID card issued by the Institute/ Approval letter shall be shown at the Authorized hospital for both OPD treatment and cashless IPD treatment.
4. All medical reimbursement claims shall be submitted through eHRMS 2.0 only.
5. The claims submitted without duly filled details & mandatory supporting documents may be returned for rectification/ summarily rejected.
6. The applicants shall ensure the following details/ documents are submitted along with the claim
 - i. Referral from Medical Officer, CRRI Dispensary or approval of competent authority for treatment at authorized/ CGHS empaneled hospitals or Emergency certificate (where applicable)
 - ii. On ehrms – each Tests claimed shall be entered separately with rate charged and the permissible amount. All Medicines in a single invoice can be entered as one entry, invoice number shall be mentioned.
 - iii. Original bills/ cash memos / vouchers shall be attached along with the claim.
 - iv. For purchase of medicines, if the claims are beyond Rs. 1000/-, it may be submitted to the Wrapper checking.
 - v. The medical claims along with wrappers **shall be submitted to the Dispensary on day of wrapper checking. The wrapper checking committee shall meet on every first and third Wednesday of the month.**
 - vi. Reimbursement claims for medicines must be GST-compliant Bill containing the vendor's GSTIN. Non-GST bills will be rejected, unless a valid exemption declaration & official license/registration number is mentioned.
 - vii. It is also suggested to avail discounts wherever available from the pharmacy on purchase of medicines.
 - viii. An illustrative list of items that are **Non-admissible** for reimbursement under CSMA/ CGHS rules in general are given in **Annexure- II** for information.

This is issued with the approval of the Competent Authority


21.8.26

Assistant Administrative Officer

Distribution:

1. All Staff, ICAR-CRRI, Cuttack
2. E-office notice board

2410159/2025/Technical-NRRI



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F. No.: 62-01/2023/Tech./Misc./244

तारीख/Dated 20.12.2024

परिपत्र / CIRCULAR

इस कार्यालय परिपत्र संख्या 62-06/2018/Tech./Misc./93 दिनांक 19/10/2024 के आंशिक संशोधन में, भारत सरकार, स्वास्थ्य एवं परिवार कल्याण मंत्रालय द्वारा जारी संशोधित दिशा-निर्देशों के अनुसार ओपीडी और आईपीडी (कैशलेस) उपचार का लाभ उठाने के लिए सूचीबद्ध अधिकृत अस्पतालों की संशोधित सूची नीचे दी गई है, जिसके अंतर्गत एफ.सं. Z15025/19/2004/DIR/CGHS/EHS (Comp. No.8281286) दिनांक 28/06/2024 है।

In partial modification of this Office Circular No. 62-06/2018/Tech./Misc./93 Dated 19/10/2024, a revised list of enlisted authorized Hospitals is furnished below for availing OPD & IPD (Cashless) treatment as per the revised guidelines issued by the GoI, MoH & FW vide F.No. Z15025/19/2004/DIR/CGHS/EHS (Comp. No.8281286) Dt.28/06/2024.

(ए) कैशलेस उपचार (आईपीडी के लिए) के लिए आईसीएआर-एनआरआरआई, कटक द्वारा अधिकृत अस्पतालों की सूची:

(A) List of the Hospitals authorized by ICAR-NRRI, Cuttack for Cashless treatment (For IPD):

Sl. No.	Name of the recognized Hospitals	Contract Valid upto	Reference
1.	IMS & SUM Hospital, Sector-K-8, Kalinga Nagar, Bhubaneswar-751003.	19-08-2027	CGHS Empanelled
2.	IMS & SUM Hospital- Campus II, Phulnakhara, Cuttack	18-11-2027	Non Empanelled Private Hospital
3.	SUM ULTIMATE MEDICARE (A Unit of Sikshya"O" Anusandhan) HOSPITAL, Plot No-C/6, Kalinga Nagar, Ghatikia, Bhubaneswar-751003.	13.10.2026	CGHS Empanelled
4.	Kalinga Institute of Medical Sciences- KIMS Hospital, KIIT Campus, Patia, Bhubaneswar-751024.	30.09.2027	CGHS Empanelled
5.	Dr. Agarwal's Eye Hospital Ltd., 2 nd Floor, BMC-I, BMC Bhawani Mall, Bhubaneswar.	15/12/2027	CGHS Empanelled
6.	Ashwini Hospital, Sector- 1, CDA, Bidanasi, Cuttack- 753014.	27.04.2025	CGHS Empanelled
7.	Manipal Hospitals (EAST) India Pvt. Ltd. (previously known as AMRI Hospital), Plot No. 1, Beside Satya Sai Enclave, Khandagiri, Bhubaneswar-751030.	18.11.2027	Non Empanelled Private Hospital
8.	Bagchi Sri Shankara Cancer Centre and Research Institute(BSSCCRI), IDCO Plot No. A2, Infovalley, Mouza-Chandihata, Bhubaneswar, Odisha -752054	05-08-2027	Non Empanelled Private Hospital

उपरोक्त के अलावा, लागू सीएस(एमए) नियम के अनुसार चिकित्सा उपचार प्राप्त करने के लिए भुवनेश्वर और कटक के सीजीएचएस पैनलबद्ध अस्पतालों की सूची नीचे दी गई है।

Besides the above, list of the CGHS empanelled Hospitals of Bhubaneswar and Cuttack are given below for availing medical treatment as per the CS(MA) Rule in force.

(बी) भुवनेश्वर और कटक के अन्य सीजीएचएस पैनलबद्ध अस्पतालों की सूची:

(B) List of other CGHS empanelled Hospitals of Bhubaneswar & Cuttack:

Sl. No.	Name of the recognized Hospitals	Facilities Empanelled for
1.	Hi-tech Medical College & Hospital, Health Park, Pandara, Bhubaneswar-753014.	General Purpose
2.	Utkal Hospital, Plat No.C/3, Nilidri Vihar, Chandrasekharpur, BBSR	General Purpose with Multispecialty

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3.	Kalinga Hospital Ltd, Chandrasekharpur, BBSR	General Purpose with Multispecialty
4.	ASG Eye Hospital Pvt. Ltd., 1 st Floor, Plot No.-193/1269, Kharvel Nagar, Near Sriya Talkies, BBSR	Exclusive Eye Care Centre
5.	KAR Vision Eye Hospital, Plot No.10, Janpath, Satyanagar, BBSR	Exclusive Eye Care Centre
6.	Bibhuti Bhusan Dental Hospital, Plot No.805, Jaydev Vihar, Near Mayfair, BBSR	Exclusive Dental Care Centre
7.	Shanti Memorial Hospital, Thoria Sahi, Mangalabag, Cuttack	General Purpose with Multispecialty

1) ओपीडी उपचार प्राप्त करने के लिए सामान्य दिशानिर्देश:

1.1 भारत सरकार, स्वास्थ्य एवं परिवार कल्याण मंत्रालय द्वारा समय-समय पर जारी सीजीएचएस दिशानिर्देशों के अनुसार भुगतान के आधार पर किसी भी अधिकृत अस्पताल (तालिका-ए में उल्लिखित) या सीजीएचएस पैनलबद्ध अस्पताल (तालिका-बी में उल्लिखित) से ओपीडी उपचार प्राप्त किया जा सकता है।

1.2 किसी भी अधिकृत अस्पताल (तालिका-ए में उल्लिखित) या सीजीएचएस पैनलबद्ध अस्पताल (तालिका-बी में उल्लिखित) से ओपीडी उपचार प्राप्त करने के लिए, रोगी को उसके चिकित्सा व्यय की प्रतिपूर्ति का दावा करने के लिए एनआरआरआई डिस्पेंसरी के प्रभारी चिकित्सा अधिकारी द्वारा संदर्भित किया जाना चाहिए।

1) General guidelines for availing OPD treatment :

1.1 OPD treatment may be availed from any of the authorized Hospitals (as mentioned in Table-A) or CGHS empanelled Hospitals (as mentioned in Table-B) on payment basis as per the CGHS guidelines issued by the GoI, MoH & FW from time to time.

1.2 For availing OPD treatment from any of the authorized Hospitals (as mentioned in Table-A) or CGHS empanelled Hospitals (as mentioned in Table-B), the patient must have been referred by the Medical-Officer-in-Charge of NRRI Dispensary to claim for reimbursement of his/her medical expenses.

2) आईपीडी उपचार प्राप्त करने के लिए सामान्य दिशानिर्देश:

2.1 आईसीएआर-एनआरआरआई, कटक के किसी भी अधिकृत अस्पताल (जैसा कि तालिका-ए में उल्लिखित है) से कैशलेस आधार पर आईपीडी उपचार प्राप्त करने के लिए, रोगी के पास एनआरआरआई डिस्पेंसरी, एनआरआरआई, कटक के प्रभारी चिकित्सा अधिकारी द्वारा उचित रेफरल के साथ-साथ संस्थान से प्राधिकरण पत्र / आईसीएआर-एनआरआरआई के संबंधित प्राधिकरण द्वारा जारी परिवार स्वास्थ्य पहचान पत्र होना चाहिए।

2.2 (ए) और (बी) अस्पतालों में आपातकालीन उपचार के लिए: रोगी को एनआरआरआई डिस्पेंसरी, एनआरआरआई, कटक के प्रभारी चिकित्सा अधिकारी के किसी भी रेफरल या आईसीएआर-एनआरआरआई, कटक के प्राधिकरण पत्र के बिना किसी भी अस्पताल (जैसा कि तालिका-ए में उल्लिखित है) या सीजीएचएस सूचीबद्ध अस्पतालों (जैसा कि तालिका-बी में उल्लिखित है) में भर्ती कराया जा सकता है। हालांकि, मरीज को सलाह दी जाती है कि वह आईसीएआर-एनआरआरआई, कटक के अधिकृत अस्पतालों से कैशलेस उपचार का लाभ उठाने के लिए 48 घंटे या अगले कार्य दिवस के भीतर इस कार्यालय का प्राधिकरण पत्र या परिवार स्वास्थ्य पहचान पत्र अस्पताल में जमा करवाएं। इस संबंध में, कर्मचारी/पेशनभोगी द्वारा स्वयं या उसके परिवार के सदस्यों द्वारा एक औपचारिक लिखित सूचना रिकॉर्ड और संदर्भ के लिए इस कार्यालय में जमा करवाई जानी है।

2) General guidelines for availing IPD treatment :

2.1 To avail the IPD treatment on cashless basis from any of the authorized Hospitals of ICAR-NRRI, Cuttack (as mentioned in Table-A), the patient must have in possession of due referral by the Medical-Officer-in-charge, NRRI Dispensary, NRRI, Cuttack along with the Authorization letter from the Institute / Family Health Identity Card issued by the respective Authority of the ICAR-NRRI.

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- 2.2 **For emergency treatment in (A) & (B) Hospitals :** the patient can be admitted to any of the Hospital (as mentioned in Table-A) or CGHS empanelled Hospitals (as mentioned in Table-B) without having any referral of Medical-Officer-in charge, NRRI Dispensary, NRRI, Cuttack or Authorization Letter of ICAR-NRRI, Cuttack. However, the patient is advised to submit the Authorization Letter of this Office or Family Health Identity Card to the Hospital within 48 hours or next working day to avail Cashless treatment from the authorized Hospitals of ICAR-NRRI, Cuttack. In this regard, a formal written information either by the employee/pensioner himself/herself or by his/her family members is to be submitted to this Office for record and reference.



(एस. के. साहू / S. K. Sahu)

सहायक प्रशासनिक अधिकारी

Assistant Administrative Officer

Distributions:

1. PS to Director, ICAR-NRRI, Cuttack.
2. PS to SAO/SFAO, ICAR-NRRI, Cuttack.
3. All Heads of Divisions / Units/Regional Stations / Sections / KVK(S) / Pension Cell, ICAR-NRRI, Cuttack.
4. Medical Officer-in-Charge, NRRI Dispensary, ICAR-NRRI, Cuttack
5. OIC, ARIS Cell, ICAR-NRRI, Cuttack with a request to send this Circular to all employees' e-mail (M.I., Sub-Stations & KVKs) and upload it to the Institute's web portal.
6. A.A.O., ICAR Pension Cell with a request to circulate it amongst all pensioners via WhatsApp Group.
7. Secretary, IJSC, ICAR-NRRI, Cuttack
8. The President/ Secretary, ICAR-Easter Region Pensioners' Association (IERPA)

ANNEXURE - II

Non-admissibility of preparation such as primary food, tonics, cosmetics and vaccines.

(i) Product manufactured / marketed as food supplement, cosmetics and Ayurveda preparation prescribed by allopathic doctors will be inadmissible.

(ii) Supply of vitamins, minerals and anti-oxidants will be restricted to prevalent CGHS formulary only.

(iii) Vaccines, in general, will be *inadmissible*, except Hepatitis B, influenza and Leprovac vaccines for high risk individual, is recommended by specialist with justification and countersigned by HOD of concerned speciality of Government Hospital.

[G.I., M.H., O.M. No. F. No. 39-3/2003-04/CGHS/MSD/RS, dated the 23rd July, 2009 read with Corrigendum of even number, dated the 3rd August, 2009.]

List of items non-admissible under CGHS rules notified by Ministry of Health and Family Welfare- Government of India. (*illustrative list only*)

- **VITAMINS:** Multivitamin/Tablets/Drops/Liquid/ Capsules/Syrup and any similar preparations UPRISE D3, EVION and similar preparations etc.
- **MINERALS:** Minerals like Calcium, Zinc & Magnesium in any forms Tablets/Drops/Liquid/ Capsules/Syrup and product like DEXORANGE & UPRISE D3, REJUNEX CD3, CALCIMAX FORTE, SHELCAL, ZINCOVIT and similar preparations etc.
- **LAXATIVE:** Laxatives like CREMAFFIN, DUPHALAC, LOOZ and similar preparations etc.
- **ANTI-OXIDANTS:** Anti-Oxidants like OMEGA 36 SOFTGEL CAP, E-COD OMEGA 30S and similar preparations etc.
- **FOOD SUPPLEMENTS** like PROHANCE D, ENSURE, PEDIASURE and similar preparations etc.
- **ANTISEPTIC** product like BETADINE GARGLE, Dettol and similar product etc.
- **VACCINES** in general
- **DEVICE** like BP apparatus, Glucometer, Spacer etc.
- **Body wash** lotions, sprays products like Kojivit, Madiphala B. Nath etc.

However, in any special circumstances if the claim is legitimate and the same has been approved by the competent authority, the same may be eligible for reimbursement.