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PART II

**Statutory Notifications containing Rules and Orders issued by all Ministries
and Divisions of the Government of Pakistan and their Attached and
Subordinate Offices and the Supreme Court of Pakistan**

GOVERNMENT OF PAKISTAN

**Ministry of Interior and Narcotics Control
(Interior Division)**

[National Police Academy]

NOTIFICATION

Islamabad, the 3rd September, 1997

***NATIONAL POLICE ACADEMY MEDICAL ATTENDANCE AND
TREATMENT RULES, 1992***

S. R. O. 179 (KE)/97:

The Chairman, Board of Governor's National Police Academy is pleased to make the following rules for regulating the grant of medical facilities to National Police Academy employees, namely:-

1. These Rules may be called the National Police Academy Medical Attendance and Treatment Rules, 1992.
2. They shall come into force with effect from October 1992 (the date of Medical Attendance Rules are approved by the (Ministry of Health/Finance).
3. They shall apply to all the employees of the Academy including deputationists when on duty, or on leave, or under suspension in Pakistan, except casual workers and those engaged on daily wages.

These rules shall also apply to those regular employees of the Academy who after satisfactory service in the Academy have been granted pension by a Competent Authority of the Academy. Dependent family members left behind by an employee, who proceeds abroad on official duty or training, shall continue to enjoy the same medical facilities as would be admissible to them had the employee been on duty in Pakistan.

4. In these Rules, unless there is anything repugnant in the subject or context:-

- (a) “*Academy*” means the National Police Academy.
- (b) “*Chairman*” means the Chairman of the Board of Governors.
- (c) “*Authorized Officer*” means an officer or officers of the Academy authorized to administer these Rules.
- (d) “*Registered Medical Practitioner (RMP)*”.- Means a qualified medical doctor, who is registered and authorized under the law to do medical practice and has a well established dispensary/clinic for attending to routine ailments and who has been appointed on the panel of the Academy by an order of the competent authority and with whom the Academy has made arrangements to attend to its employees and their family members as and when required.
- (e) “*Specialist*” means such medical doctors who have specialized in the treatment of a particular disease, or diseases, including pathologists, bacteriologists radiologists and other specialized fields of medicines or surgery etc., and have acquired a recognized degree or diploma in the subject and who may from time to time be declared as such by the Academy. Specialists on the rolls of Government hospitals are automatically to be considered on the panel of the Academy.
- (f) “*Hospital*” means a hospital maintained by the Federal Government or Provincial Government and includes any other hospital maintained by a local authority or private body and declared by the Academy from time to time as a hospital for the purposes of these rules. It also includes dispensaries maintained by the Registered Medical Practitioners and such other dispensaries, Laboratories and nursing homes maintained by the specialists, as are approved and notified by the Academy from time to time.
- (g) “*Family*” means an employee’s wife or husband as the case may be, parents, minor brothers and sisters, legitimate children and step children, residing with and wholly dependent upon the employee.

Explanation (1): Wife of an employee shall be deemed to be wholly dependent upon him so long as she is not judicially separated.

Explanation (2): Sons and step sons of the employee shall be deemed to be wholly dependent upon him till they complete the age of 21 years and shall thereafter be deemed to be so dependent only if he certifies that they are wholly dependent upon him.

Explanation (3): Daughters and step daughters of an employee shall be deemed to be wholly dependent upon him till they are married and thereafter shall normally be assumed to have ceased to be so dependent upon him.

Explanation (4): Mentally retarded children declared as such by a competent authority would be deemed to be wholly dependent on him/her notwithstanding the age stipulated in explanation (2) above.

Explanation (5): The expression "residing with" shall not be so construed as to exclude any member of the family an employee other than his parents, wholly dependent upon such employee but actually not resident with him, as for example, the son or daughter of an employee studying at place other than his headquarters or the wife or Government servant temporarily away from such headquarters.

Explanation (6): Parents of an employee will be deemed to be wholly dependent upon him if they have no independent source of income.

(h) "*Medical Attendance and Treatment*" means attendance and treatment in an authorized hospital, dispensary, clinic, laboratory or at the residence of the employee and includes:-

- (1) The employment of such pathological, bacteriological radiological or other methods including transfusing of blood, as are considered necessary by the R.M.P. specialists and hospitals etc.
- (2) Supply of such medicines, vaccines, sera or other therapeutic substances as are prescribed by R.M.P's specialists, hospital etc., declared essential for the recovery and or for the prevention of serious deterioration in the condition of the patient.
- (3) Supply of tonics, vitamins considered necessary by the RMP's specialists, clinics, hospitals etc., for the restoration and proper maintenance of the health of the patient employee. Foods like glucose can be prescribed if certified by RMP, specialists etc., to be necessary to cure a disease, or for prevention of a disease.
- (4) Accommodation in hospitals and nursing homes according to the rank and status of the employee, as prescribed in Annexure-I.

- (5) Maternity facilities including prenatal and postnatal treatment and accommodation at a hospital, maternity and nursing homes in accordance with the prescribed scales, as well as supply of cotton, sanitary pads gauze, detol etc., when prescribed for the delivering mothers.
 - (6) Circumcision of male children and sterilization of the employees of the Academy including their wives/husbands.
 - (7) Dental treatment excluding the cost of dentures and filling up of cavities by gold or other costly metal but including silver amalgam filling, partial scaling and curritage, complete scaling and or polishing and gum dressing.
 - (8) Supply of diet/food to the patient during treatment at the hospitals/maternity homes, clinics etc., provided the cost of this diet/food is recoverable from the pay of the employees. The rate of recovery would be as under:-
 - (i) Actual amount of diet charges where it is shown in bill.
 - (ii) 20% of room rent where food is supplied but not shown in the bill. No recovery would be effected from the employees of Grade 1-3 of Basic Pay Scale.
- (i) "*Patient*" means an employee of the Academy including deputationists or his/her family to whom these Rules apply and who has fallen ill.
 - (j) "*Prenatal period*" means the period between the date of registration of an expectant mother with the hospital/maternity home etc., for treatment/delivery and the date of actual delivery.
 - (k) "*Postnatal period*" means the period extending up to six weeks after the date of actual delivery.
5. Procedure for Medical Treatment of employees in Grade-16 and above of the Basic Pay Scale.

Following procedure shall be applicable to the officers in Grade-16 and above of the Basic Pay Scale.

- (a) The Academy will make arrangements with RMP's whose names will be notified from time to time for rendering out door treatment to its officers and members of their families.
- (b) Similarly, the Academy will also make arrangements with certain specialists, surgeons, physicians, gynecologists, Ophthalmologist, padiatrians, radiologists, cancer specialists, orthopaedics, urologists, T.B. specialists etc., and hospitals clinics, laboratories, maternity homes etc., whose names will be notified from time to time for rendering/providing medical attendance and treatment to the officers and members of their families.

- (c) The Academy will also make arrangements with chemists and dispensaries, whose names will be notified from time to time, for supply of medicines, etc., prescribed by RMP's hospitals, maternity homes and clinics, etc., to the officers and members of their families.
- (d) The cost of *medical attendance* and treatment rendered to an officer of the Academy or any member of his family shall be charged by the RMP's specialist, hospitals, maternity homes and clinics, chemists and dispensaries etc., from the Academy direct subject to such limits and restrictions as may be imposed by the Academy from time to time. In case the medicines prescribed are not available with the chemists and dispensaries on the panel of the Academy and are purchased by the officer from the market, the cost involved shall be reimbursed to officer by the Academy subject to such limits or restrictions as may be imposed by the Academy from time to time. If the hospitals or the specialist etc., do not extend credit facilities, for valid reasons, the expenses incurred in this regard shall be reimbursed to the officer by the Academy, subject to the such limits or restrictions as may be imposed by the Academy from time to time.
- (e) Where the RMP considers that a case requires the attention of a specialist, hospital, maternity home, clinic etc., he will refer the patient to one or more specialist/hospital/maternity home/clinic etc. Similar reference can also be issued by the Authorized officer in the Academy.
- (f) If the 'RMP' or specialist is of the opinion that owing to the severity of illness the patient cannot be given treatment at the hospitals, the patient may receive treatment at his residence.
- (g) An employee receiving treatment at his residence under sub Rule (f) shall be entitled to reimbursement of the cost of such treatment, subject to such limitation as may be imposed from time to time.
- (h) Claim under sub Rule (f) shall be accompanied by a certificate in writing from the RMP or specialist stating reasons for the opinion referred to in sub rule (f).
- (i) In addition to the above, expenditure in respect of the following will be borne by the Academy:-
 - (1) In-door medical treatment in approved hospitals clinics etc., for serious and prolonged sickness and surgical cases according to the officers entitlement (Defined in Annexure-I).
 - (2) Maternity case, including prenatal and postnatal treatment in approved hospitals/clinics according to the officers entitlement (Defined in Annexure-I).

- (3) The officer or a member of his family before taking admission in the hospital/maternity home etc., will be required to obtain an authority letter from the RMP or Authorized officer of the Academy. In an emergency the patient may be admitted to the hospital without the authority letter but such authority letter should invariably be obtained on the next working day. If he fails to do so, the expenditure incurred on the treatment rendered to him or to member (s) of his family will not be the liability of the Academy.

6. Procedure for Medical Attendance of Employee Grade-15 of Basic Pay Scale and below:-

The following procedure shall be applicable to employees in Grade-15 and below of the Basic Pay Scale:-

- (a) All such employees shall be entitled to the reimbursement of charges incurred by them for the general medical attendance and treatment including consulting with specialist, out-door treatment of eye throat, nose, and dental treatment and cost of medicines.
- (b) In additional to the total amount reimbursable to the employee the expenditure in respect of the following will also be borne by the Academy:-
 1. In-door medical treatment in approved hospitals/clinics for serious and prolonged sickness and surgical cases according to the employees entitlement.
 2. Maternity facilities including prenatal and postnatal treatment in approved hospitals and maternity clinics according to the employee's entitlement.
 3. The employee or any member of his family before taking admission in the hospital will be required to obtain an authority letter from the authorized officer of the Academy assigned for the purpose. The authority letter will be issued on the production of a certificate from a medical practitioner testifying about the nature and severity of illness and recommending the hospitalization of the patient. In an emergency, the patient may be admitted to the hospital without, the authority letter but such authority letter should invariably be obtained as early as possible. Any authorized treatment taken by the employee or his family at a hospital without the authority obtained under the procedure prescribed in this sub clause shall not be the liability of the Academy.

7. *Medical Treatment Facilities after retirement.* – Regular employees of the Academy in Grade-16 and above and their families will continue to

be entitled to the benefits available under these Rules even after their retirement from the service of the Academy provided they are in receipt of pension from the Academy and are not reemployed elsewhere.

8. Regular employees in Grade-15 and below and their families will be entitled to medical treatment from the approved doctors and hospitals of the Academy to the extent of monetary ceiling prescribed in clause 6 even after their retirement from the service of the Academy provided they are not reemployed elsewhere. They will not, however, be entitled to the reimbursement on monthly basis as provided under clause 6 (a).
9. Where these Rules do not contain provision relating to any matter affecting medical attendance and treatment, the relevant Federal Government Rules, if any, shall be deemed to be effective.
10. The Chairman shall have the power to relax any of these Rules as and when considered necessary, with the approval of the Health and Finance Division.
11. *Treatment Abroad.* In case the treatment of an ailment is not available in Pakistan, the employee of the National Police Academy may including deputationists, shall be entitled for treatment abroad in accordance with the rules/procedure applicable to the Federal Government employees of corresponding status in such cases.

[No.D-1167/97-Security-I]

SHAMSHAD HUSSAIN KHAN,
Deputy Security.

Annexure-I

SCALE OF ACCOMMODATION ON HOSPITAL AS INDOOR PATIENT

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|-----|-----------------------------|---|----------------------|
| i. | Employees in BPS 1-15 | = | General Ward |
| ii. | Employees in BPS 16 & above | = | Officer/Private Ward |