

मुरगांव पत्तन प्राधिकरण
MORMUGAO PORT AUTHORITY
चिकित्सा विभाग
MEDICAL DEPARTMENT

MD/47-A/2023/ 09824

18/05/2023

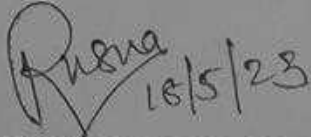
CIRCULAR

It is brought to the notice of the Employees/Pensioners that while submitting the claim for medical reimbursement of bills in an **emergency case** from empaneled hospitals/Private hospitals, the following documents have to be submitted.

REQUIREMENTS OF ORIGINAL DOCUMENTS :

1. COVERING LETTER/APPLICATION (with proper Residence address Mobile No. & email address if available)
2. AN EMERGENCY CERTIFICATE (duly signed by concerned hospital doctor)
3. DISCHARGE SUMMARY (duly signed by concerned hospital doctor)
4. ALL BILLS (duly signed by concerned hospital doctor) ALONG WITH THE PRESCRIPTIONS
5. ALL LABORATORY REPORTS
6. SUMMARY OF FINAL IN-PATIENT BILL (in detail date wise)
7. REASONS FOR NOT TAKING PATIENT TO THE NEAREST GOVERNMENT HOSPITAL (as required by MPE (MA) Rules)
8. APPROVAL OF CMO/MPA HOSPITAL IN WRITING BEFORE TAKING TREATMENT IN IN-PATIENT DEPARTMENT (IPD) FROM PRIVATE HOSPITAL.

Submitted for kind information.


18/5/23
CHIEF MEDICAL OFFICER

To,

1. All HODs
2. President, MPA Officers Association
3. President, MPA Pensioners Association
4. President, GP&DE Union
5. President, MPRW Union
6. All Notice Boards

c.c. to Chairperson's table

c.c. to Dy. Chairperson's table

← C.C. to FA & CAO --- with a request to upload on MPA website.