

E-29238



भारत सरकार / GOVERNMENT OF INDIA

डॉ राम मनोहर लोहिया अस्पताल एवं  
अटल बिहारी वाजपेयी आयुर्विज्ञान संस्थान, नई दिल्ली  
DR. RAM MANOHAR LOHIA HOSPITAL,  
ATAL BIHARI VAJPAYEE INSTITUTE OF MEDICAL SCIENCES, NEW DELHI-110001



No. HA-I-11033(18)/1/2025-HA-I Section-Dr. RMLH 595

Dated: 25 .03.2025

**CIRCULAR**

The Medical Superintendent has constituted a Committee under the Chairpersonship of Dr. Neera Sharma, Additional Medical Superintendent, to frame the Standard Operating Procedure (SoP) outlining the process for providing free diagnostic tests/services to eligible patients at Dr. Ram Manohar Lohia Hospital, in compliance with Government healthcare regulations and norms.

2. The Committee has framed the SoP for free tests at Dr. RML Hospital, New Delhi, as per Annexure-I. All concerned are directed to adhere to the compliance of the SoP in the hospital.
3. This issues with the approval of the Medical Superintendent.

(Vijay Prakash Nodiya)  
Dy. Director (Admn)

To:  
All HODs,

Copy to:

1. All Addl. Medical Superintendents
2. Chairman, E-governance with a request to upload the same in hospital website.
3. DLWC
4. P.S. to M.S.
5. P.A. to DD(A)



## **SOP FOR FREE TEST**

### **Annexure-I**

#### **A. CATEGORIES OF PATIENTS WHOSE TESTS / TREATMENT / DEVICES / IMPLANTS CAN BE DONE FREE OF COST.**

(HoDs need to fill up the free form, attach copy of relevant certificate, and send to Addl MS)

1. AAY (Antodaya) and PR-S(Priority Ration with Sugar) types ration card holders (For Delhi).
2. For other states, ration cards which mention - PHH, AY, BPL\*
3. Ayushman Bharat card holder after verification from Ayushman Bharat Counter.
4. MLC cases for documents required for Court purposes.
5. All permanent employees of the Institution who are not covered by CGHS, on production of valid Identity Card issued by the Institution.
6. Contractual employees (both staff and officers) of this Institution on production of valid Identity Card issued by the Institution.
7. Current MBBS & PG / SS students of ABVIMS, Senior Residents with valid Identity Cards.
8. Cases of Academic interest including those for thesis cases, certified by HOD/HOU.
9. CGHS Card holders, ESI card holders.
10. Currently serving and retired Armed forces & CAPF (Central Armed Police Forces) like SSB, CISF, CRPF, ITBP, etc and their dependents mentioned in card.
11. Transgender patients, Transplant recipients and organ donors.
12. All patients advised tests by ART Center with relevant copy of first page of treatment diary attached
13. For Delhi Ration Card holders of PR Categories, please see point 'C'.
14. Income Certificate as per point D (1).

\*Colour coding of ration cards varies from state to state and may be unreliable. It is preferable to check the type of Ration card instead.

#### **B. FREE SANCTION NOT TO BE GIVEN TO**

1. APL (Above Poverty Line) Card holders.
2. Patients (except CGHS card holders) admitted to Nursing Home currently or at any time during their stay in hospital or previously.



3. Staff and their dependents of state governments, MCD, PSUs, and other autonomous bodies who can claim reimbursement from their own organizations.

**C. FOR 'PRIORITY RATION' (PR) CARD HOLDERS**

(HoD will send free form to MSSO for verification of eligibility first)

The following calculation by MSSO will be done on basis of total family members. Example shown below.

- a. Urban poverty line in Delhi is Rs. 1605 per month per head.
- b. In case there are five members in the ration card, total amount required per month would be  $5 \times 1605 = 8025/-$  and Annual income will be  $8025 \times 12 = 96300/-$ .
- c. If total family income is more than Rs. 96300/- then they will not be eligible for free treatment/test.
- d. If total income is less than Rs.96300/- then the family will be treated as BPL family.
- e. Total income of the family and details of the family can be checked from the website:  
<https://nfs.delhigovt.nic.in/Citizen/ViewRcDetails.aspx>.

**D. FOR CASES WHICH DO NOT FALL IN THE CATEGORIES A, B, OR C.**

1. An income certificate containing details of the family and total income of the family issued from a Revenue Authority within the previous 3 calendar months.
2. Any other case not falling in any of the above categories may be forwarded by HoD with proper justification for decision of competent authority (Director & Medical Superintendent or Addl MS)
3. For cases attending Casualty, ECRO will be the deciding authority. In addition he may sanction a test as free if it is life-saving / most urgent in his opinion.

*Neera*  
26/3/25  
**(Dr. Neera Sharma)**  
**Additional Medical Superintendent**