



भारत सरकार / GOVERNMENT OF INDIA
अटल बिहारी वाजपेयी आयुर्विज्ञान संस्थान,
डॉ राम मनोहर लोहिया अस्पताल, नई दिल्ली
ATAL BIHARI VAJPAYEE INSTITUTE OF MEDICAL SCIENCES
DR. RAM MANOHAR LOHIA HOSPITAL, NEW DELHI
TELEPHONE NO.: 011-2340 4725



File No. 13-9/2023/RMLH/ME-II & MDB/E-13458/ *Nov/63*

Date: *23/9/2023*

OFFICE ORDER

With a view to streamline the functioning of Medical Board(s), matters related to issuance of Certificate of Disability for NEET admissions cases and to mitigate the difficulties in the disposal of such cases being faced by the candidates and officials of this hospital, it has been decided to adhere to following procedures for the smooth functioning of respective departments and quick disposal of the cases:

1. Applications will be received through E-office by Diary & Dispatch section in front of Gate No. 03.
2. Application will be dealt serially as per E-office number.
3. All applications will be first checked if the candidate already has any certificate uploaded by any other hospital. If already done, the same will be noted in the file and case will not be perused further.
4. Locomotor disability cases being the most numerous, 3 days in a week will be allotted for the same according to the convenient combination of Monday/Wednesday/Friday or Tuesday/Thursday/Saturday, as per HoD Orthopaedics.
5. HoD Orthopaedics should preferably nominate different doctors team for different days.
6. The number of candidates evaluated should be 10/10/10 (Total 30) for the first combination and 12, 12, and 6 (Total 30) respectively for the latter.

7. Ophthalmology cases would be done twice a week. HoD Ophthalmology will nominate one or two boards for the same, as per convenience.
8. Psychiatry and Neurology faculty will be incorporated as members as required. However, one faculty of each of the two departments should be available at short notice for board work. The departments will be intimated of the same.
9. X-rays, if advised have to be done and reported on same day so that the board can complete the case on same day. HoD Radiology should nominate one faculty for the same. In case if MRI/CT is required, the nominated faculty will coordinate the test.
10. As per extant orders F.no.U-11011/01/2023-MEC dated: 07/07/2023, one faculty with disability should be part of the NEET PwD certificate screening board. In this context, Dr. Manoj Gupta will coordinate the whole process. In case of unavailability of Dr. Manoj Gupta, alternatives will be nominated by the Additional Medical Superintendent In-charge.
11. The whole process as stated above will be activated on issue of notification of disability screening of NEET candidates by MCC.
12. Change in procedure will be done as per exigent circumstances in public interest as per direction of the Director & Medical Superintendent.

This issues with the approval of the Competent Authority.

Manoj
DR. (PROF.) MANOJ KUMAR JHA
ADDITIONAL MEDICAL SUPERINTENDENT
A.B.V.I.M.S & DR. R.M.L. HOSPITAL
NEW DELHI – 110001

Copy to:-

1. P.S. to M.S. – for information.
2. All Addl. Medical Superintendents.
3. All concerned HODs.
4. Dy. Director (Admn.)
5. Chairman, E-Governance
with request to upload on the website.