

From

The Registrar,
CCS HAU, Hisar.

To

All Deans/Directors/Controlling Officers/
HODs/Offices/Sections,
(including outstations)
CCS HAU, Hisar.

Memo No. Admn.R-4/M-175/2019/ 27426-550
Dated/4.08.2019

Office of Senior Medical Officer
Receipt No. 1169
Dated 16/8/19

Subject:- Issuance of guidelines regarding Smart Health Card to dependants of deceased employees/retired employees for availing cashless medical facility.

The Vice-Chancellor has approved the following guidelines recommended by the Committee in the meeting held on 20.5.2019 regarding issuance of Smart Health Card to dependants of deceased employees/retired employees for availing cashless medical facility:-

- Campus Hospital may issue Smart Health Card to dependants of deceased employees/retired employees for availing cashless medical facility which will be printed in Nehru Library in per format given below:

| Front side | Back side |
|--|--|
| Logo University Name Health Card Date of Validity Name: With: Unique Id: QR Code Dependant Sign: SMO | Aadhar Card No Contact No: Email-id: Blood Group: Allergic to Medicine: Home Address: |

- For availing this facility, dependant of deceased employees/retired employees has to submit a request on Health card proforma along with an affidavit and copy of death certificate of the deceased employee to the concerned department. The Head of Department/office will send the copy of filled in Proforma duly recommended by the Head of Department/Office to the SMO, Campus Hospital for further verification. The SMO, Campus Hospital will send this proforma to Incharge, Computer Centre for generating Unique ID. The Incharge, Computer Section after mentioning Unique ID on proforma will send it to University Librarian for printing of Smart Health Card. After printing of Smart Health Card the University Librarian will send the card to the SMO, Campus Hospital for final issuance of card to the dependant of deceased employees/retired employees.
- Health Card proforma and wordings of the affidavit will be devised by Campus Hospital and uploaded on HAU website.
- In case the employee/ retired employee expires due to any reason the spouse/dependent will have to deposit the ID card already issued to the deceased and get Smart Card issued to avail the facility.
- The validity of this card will be five years. After five years the dependant will have to get reissued the card. However, this card will be renewable every year by 30th June.
- In case of loss of card, the new card may be issued at the cost of Rs. 200/-

It is therefore, requested that the application for the Smart Health Card to dependants of deceased employees/retired employees for availing cashless medical facility should be properly verified from your establishment to avoid the correction/duplication of the same. The above instructions may also be brought to the notice of all employees for strict compliance.

[Signature]
Registrar

*Dr. Preeti
Supt. Lib. to inform
16/8*

CC:

1. SPS to Vice-Chancellor for kind information of the Vice-Chancellor.
2. The University Librarian w.r.t. UO No. Lib./2322 dated 01.08.2019.
3. The Senior Medical Officer, Campus Hospital, CCSHAU, Hisar with the request to prescribe the Health Card Proforma and wordings of the affidavit with the approval of the competent authority and uploaded on HAU website at the earliest for further necessary action.
4. COE/Advisor(RC)/SPIO/Advisor Academic & Faculty Affairs/Incharge Legal Cell/ARE/ARA/Officer (Incharge Hosp), Faculty House/CSO/DDO/P.S. to Registrar