



UNIVERSITY OF HYDERABAD

Office of the Registrar  
Establishment Section-II

UH/Estt.-II/B1/2024/ 2571

Date: 14.11.2024

OFFICE MEMORANDUM

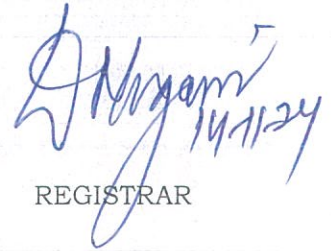
Sub: Guidelines for exercising option for availing either the outpatient treatment at the University Health Centre or Fixed Medical Allowance – reg.

Ref : 1. Circular No. UH/P-II/2010/1637 Dt. 26.10.2010  
2. Circular No. UH/P-I & P-II/2013/3643 Dt. 26.09.2013  
3. Circular No. UH/Estt.-II/B1/2-17/2050 Dt. 08.12.2017  
4. Notification No. UH/RCC/F .85/2022/8291 Dt. 26.08.2022  
5. Vice-Chancellor's Order dt. 21.10.2024

The following guidelines are framed laying down the procedure for opting for either outpatient medical treatment at the University Health Centre or Fixed Medical Allowance along with the monthly pension:

- (i) All employees of the University superannuating or retiring on voluntary retirement under the Old Pension Scheme and family pensioners are entitled to opt either for availing themselves of the outpatient medical treatment at the University Health Centre or payment of Fixed Medical Allowance along with the monthly pension at the time of their retirement from service. This is apart from the Inpatient Medical treatment available to all employees at the recognized hospitals in the twin cities of Hyderabad and Secunderabad and the adjoining areas. The option form has to be submitted in triplicate, in Establishment Sections, which shall be forwarded to the PF & Medical Section, Pay Bills Section and the Chief Medical Officer & In-charge, Health Centre for information and record.
- (ii) Since Fixed Medical Allowance is not admissible to the employees retiring under the Contributory Provident Fund (CPF) scheme or National Pension System(NPS), the above option is not available to them and they can avail outpatient medical treatment at the University Health Centre and inpatient medical treatment at the recognized hospitals in the twin cities of Hyderabad and Secunderabad and adjoining areas.
- (iii) The Pensioners (under OPS) can change the option, mentioned at serial number (i), twice a year in April and November. The requests for change of option pending as of the date of this O.M. shall be considered for the present half-year, as communicated in the Circular third cited under references.
- (iv) The modalities prescribed for the supply of medicines for chronic ailments by the Pharmacy-II Facility, notified vide Notification fourth cited under References shall be continued.

- (v) The Pensioners/Family Pensioners of the University, *in exceptional cases*, such as relocation of residence outside the jurisdiction of the twin cities or visiting abroad are allowed to change their option anytime, other than in April and November and the revised option will be implemented from the subsequent month following the month in which the option was submitted, subject to production/submission of proof.
- (vi) The options for grant of Fixed Medical Allowance submitted by the Pensioners / Family Pensioners, pending, if any, either in the Establishment Section-II or PF & Medical / Pay Bills Section may be processed from a retrospective effect i.e. from the month subsequent to the request letter date, subject to ensuring that no outpatient medical treatment (including Pharmacy-II) was availed by them at University Health Centre during the period of pendency.

  
REGISTRAR

To

All Pensioners / Family Pensioners  
All the Schools / Departments/ Centres / Sections / IGM Library  
All Notice Boards  
University Website

Copy to  
Finance Officer  
Chief Medical Officer, University Health Centre  
Joint Registrar (Pay Bills)  
Joint Registrar (PF & Medical)  
Deputy Registrar (Estt.-II)  
Section Officer (Estt.-I)