

## **PRE – RETIREMENT MEDICAL CHECK UP FOR EMPLOYEES AND THEIR SPOUSES\***

- 01.** It has been decided to conduct through medical check up involving test / examinations as mentioned at Annexure I, for all retiring employees and their spouses.
- 02.** The respective Personnel Establishment Sections shall inform the retiring employees regarding the above, six months before the date of retirement.
- 03.** The modalities for such checkups (at Annexure-I) for the employees residing at various locations are as under:
  - i.) Ukkunagaram and Vizag City
    - a. A list of retiring employees shall be sent by the concerned Personnel Establishment Sections to VSGH six months in advance.
    - b. Depending upon the number of employees retiring, VSGH would draw out the schedule for individual's tests/ examinations.
    - c. The individual employees would be informed by VSGH through the respective Head of Deptt. / Personal Estt. Section.
    - d. The medical checkup will be conducted at VSGH only. There shall be no referral on this account.
  - ii.) Outstation Marketing / Liaison offices
    - a. The medical test and examinations as per Annexure I may be got done in the empanelled hospitals at the respective places of posting. Reimbursement will be as per the existing practice.
    - b. The said tests and examinations may also be done at non – empanelled hospitals, in which case, reimbursement at Sir Gangaram Hospital's rates may be allowed, subject to production of bills.
  - iii.) Mines locations (JLM,MDM,GMM,SSM)
    - a. In respect of employees posted at MDM and JLM , the tests and examinations may be got done at the empanelled hospitals at Khammam and Vijayawada respectively.
    - b. In case the said tests and examinations have been done at non – empanelled hospitals, reimbursement at VSP's approved rates may be allowed, subject to production of bills.
    - c. In all above cases, local conveyance as per existing rules/ practices travelling upto the hospital / diagnostic centre and back will ne admissible.
    - d. Alternatively, employees may also be allowed to come to VSGH for necessary tests with prior appointment, for which they may be paid TA for self and spouse as per entitlement. NO DA will be admissible.
- 04.** The pre – retirement medical check up being conducted by OHSRC for retiring non – executive employees in the Pant, will be discontinued forthwith.
- 05.** Employees undergoing medical check up as above may be considered 'on duty' that day (Single day for both husband and wife). However, if the check up necessitates treatment/ hospitalization on the following days(s), personal leave would have to be availed.

\* Introduced vide Circular No. PL/RR/7(4)/4090000721, dated 29<sup>th</sup> July, 2009

TESTS	SPECIALITY
<b>Blood:</b> Hb, TC,DC,ESR Peripheral smear for abnormal cells FBS/PPBS Urea/Creatinine LFT Lipid profile HBS Ag Serum Uric acid Serum Calcium	General Medicine
<b>Urine:</b> Routine	
ECG	
X-ray Chest	
2D-ECHO WITH COLOR Doppler	General Medicine / General Surgery
U/s Abdomen	
TMT Test	
U/s Breasts (for female)	Gynaecology
PAP smear (for female)	
Vision and Fundoscopy	Ophthalmology