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SA

Central Organisation, ECHS  
Adjutant General's Branch  
Integrated Headquarters  
Ministry of Defence (Army)  
Thimayya Marg,  
Near Gopinath Circle  
Delhi Cantt-110010

B/49774/AG/ECHS

( )  
All Regional Centres



01 Jan 2020

### OPERATIONALIZATION OF MED OPS ROOM OF CO, ECHS

1. Ref Para 47 of SOP on Treatment Management in ECHS dated 28 Sep 2018.
2. It has been felt that in the age of internet, process of handling things manually/conventional way is not only inappropriate but also time consuming and cumbersome for ECHS beneficiaries.
3. Based on the feedback from the envt and after reviewing the existing procedures, it is intended to simplify the procedure for seeking extn of stay in hospitals. A Medical Ops Room has been estd at CO ECHS with the aim to provide online approvals of the Central Org ECHS for the extension of stay in the hospital.
4. In order to commence functioning of the Med Ops Room, eight hospitals of Delhi NCR have been earmarked for initializing the process as a pilot. The pilot project will be run initially for Delhi NCR and subsequently Pan India.
5. **Approval for Extension of Stay** . Empanelled Hospitals will intimate the Polyclinic for Extension of Hosp Stay as given below:- (Flow chart att as Appx A)
  - (a) **Stage I (upto 30 days)**. No approval is required for any admission upto 12 days but from 13 to 30 days (both inclusive) the hosp will log in the UTI/BPA site and fill up the Appx A. It will be sent to the concerned PC for approval of OIC Polyclinic. OIC will put digital signature and give approval for extn or otherwise.
  - (b) **Stage II (31 days to 60 days)**. The hosp will log in UTI/BPA site and fill up Part I&II of Appx B. The form duly filled will be sent to Regional Centre. At Regional Centre it will be Recommended by Jt Dir (HS) and Approved by Dir RC respectively. RC will thereafter upload it back to the hosp.
  - (c) **Stage III (61 days to 120 days)**. The hosp will log in to UTI/BPA site and fill up Part I & II of Appx C duly signed and filled. It will be fwd to Central Organisation ECHS for further action. Recommendation and Approval will be given by Dir (Med) and Dy MD ECHS respectively and it will be sent back to the concerned hosp online.
6. All online approvals are to be given in 03 (three) working days of uploading the docu online. If due to any reason, no action is taken by concerned PC/RC or CO ECHS within 03 working days, hospital will automatically extend the hospitalization and inform all concerned. By 05<sup>th</sup> of every month, all RCs will fwd a report as per format given at Appx B.

Contd.../-

7. As of now Med Ops Room functions during office hours only i.e. 0900h to 1730h. But subsequently depending on the work load and Pan India implementation, it has been planned to make it functional 24x7 from 01 Apr 2020.

8. Timelines for Implementation:-

- (a) Polyclinic in Delhi NCR under RC-I & RC-II - 15 Jan 2020
- (b) Rest of Polyclinics Pan India - 15 Feb 2020

9. Existing request already raised will be processed physically. No physical application on the above process will be acceptable wef 01 Apr 2020.

10. For strict compliance please. This has got the approval of MD CO ECHS.

(Anupam N Adhulia)  
Col  
Dir (Med)  
for MD ECHS

Encls: As above

Internal

~~(Ops & Coord) Sec  
Claim Sec  
Stats & Automation Sec~~

for uploading the letter on ECHS website.

First Sign: (Stats & Automation)	
Appt	
MD	
Dy MD	
Dir (Stats & Auto)	
Jt Dir (Stats & Auto)	
Supdt	
Section VO	
Diary No.	01

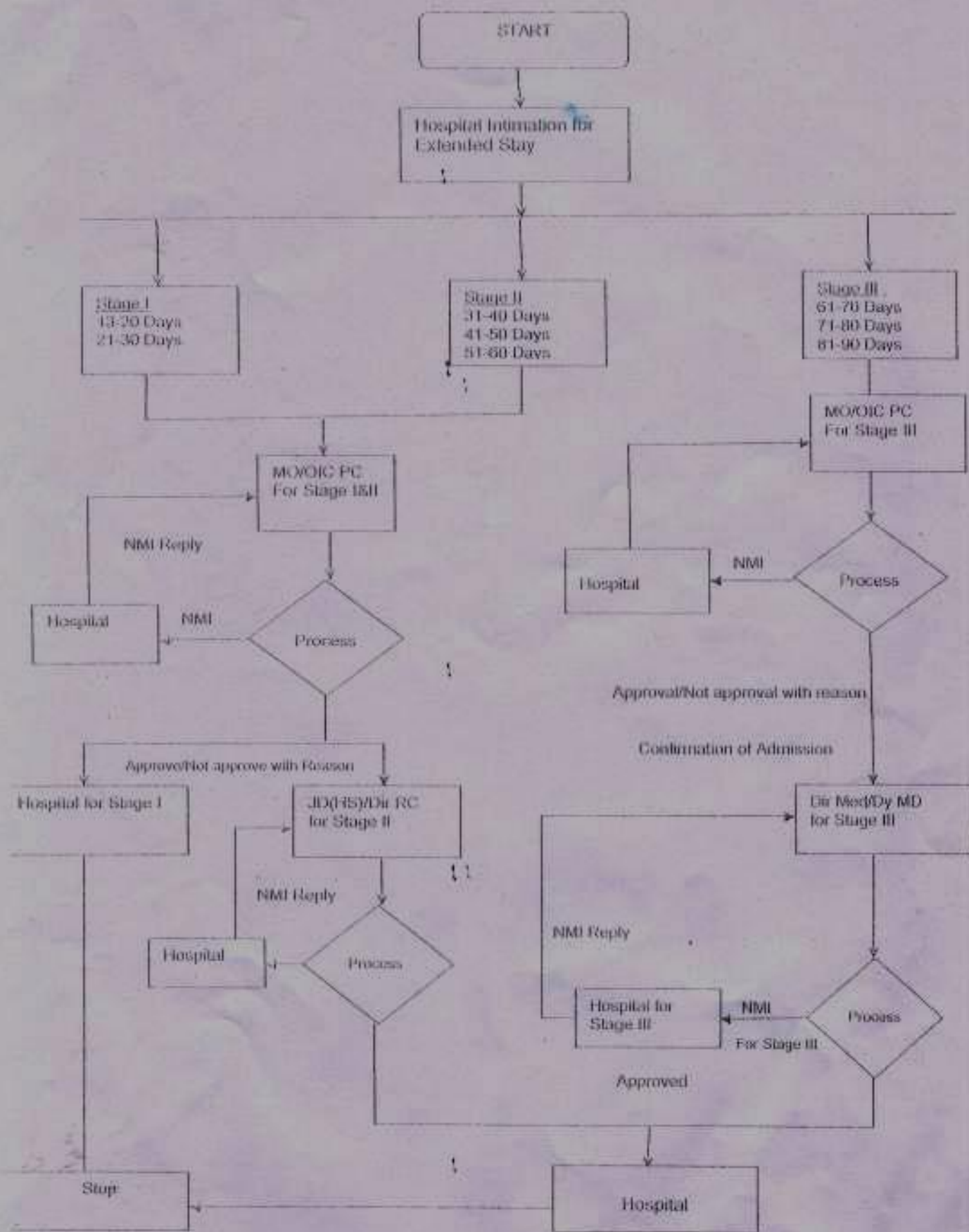
Sir,

for uploady in site.

Cpl  
03 Jan 2020



EXTENSION OF HOSPITAL STAY: ONLINE APPROVAL WORKFLOW



Note: Intimation to ECHS Beneficiary on Mobile App and SMS on mobile at every stage.



APPROVAL FOR UNLISTED PROCEDURE

