

Required Documents For ESI (Employees State Insurance)

EMPANLEMENT CRITERIA FOR HOSPITALS/MULTISPECIALITY HOSPITAL/CANCER HOSPITAL/ EYE CENTRES/ DENTAL CLINICS

MINIMUM NUMBER OF BEDS REQUIRED (Not for exclusive Eye hospitals/center's & Exclusive Dental clinics)

I) METRO CITIES50

II) OTHER CITIES..... 30

Cancer Hospital-

I) Metro City 100 beds

II) Non-Metro City50 beds in case of and having all treatment facility for Cancer including radiotherapy (approved by BARC / AERB).

ELIGIBILITY CRITERIA FOR HOSPITALS/MULTISPECIALITY HOSPITAL/CANCER HOSPITAL/ EYE CENTRES/ DENTAL CLINICS

1. Rates of packages and procedures should be as per CGHS RATES of concerned Cities. ESIC rates/AIIMS rates will be applicable where CGHS package rates are not available.
2. Under no circumstances shall the rates charged by the Empanelled Hospital be more than the rates charged by the Hospital from any privately placed person or entity.
3. Hospitals are at liberty to apply for any number of specialties.
4. The applications, if received, from the Institution which was de-empanelled by any ESIC/CGHS/Any other Govt. Institution will not be taken into consideration for one year from date of de-empanelment and those black listed by any ESIC/CGHS/Any other Govt. Institute will not be taken into consideration for 3 years.
5. Hospitals / Diagnostic Centers already empanelled with CGHS/already approved by State Government/approved or empanelled by Central Public Sector Units would be given priority for empanelment; such Hospitals/Diagnostic Centers may be empanelled without inspection by ESIC.
6. Hospital / Diagnostic Centers accredited by NABH / NABL would be preferred for empanelment with ESIC. Empanelment of Non NABH/NABL accredited hospital/diagnostic Centre shall be provisional and they would be required to get NABH/NABL accreditation preferably within a period of 6 months and not later than 1 year from the date empanelment

7. Preference will be given to Hospitals or Diagnostic Centre's situated with 10 KM of existing ESIC/ESIS Hospitals and existing ESIC/ESIS Dispensaries An agreement on stamp paper of Rs.100/- shall be signed after finalizing verification / physical verification of records / Institution and incidental charges related to agreement shall be borne by the Empanelled Hospital / Diagnostic Center. Agreement will be effective w.e.f. date of signing of the agreement by the ESIC Authority.

Minimum Requirement of Hospital/Empanelled Centre

A. Basic Requirements:-

- i. The hospital should have been operational for at least one full financial year (copy of audited Balance Sheet along with annual turn over details should be attached).
- ii. Valid State registration certificate / registration with local bodies should be attached.
- iii. Valid Fire clearance certificate should be attached.
- vi. Valid Compliance with all statutory requirements including of waste management.
- v. Valid Registration under PNDT Act for empanelment of Ultra-Sonography facility.
- vi. Valid AERB approval for Tie-up for Radiological investigations / Radiotherapy.
- vii. Valid Certificate of Registration for Organ Transplant Facilities wherever applicable.
- viii. The hospital should have the capacity to submit all the claims / bills in Electronic format to the ESIC / ESIS System and must also have dedicated equipment, software and connectivity for such electronic submission.
- ix. Hospital must have Intensive Care Unit (ICU).
- x. 24 hrs Emergency services managed by technically qualified staff.
- xi. Provision of Dietary Services.
- xii. Hospital should have Blood Bank (if in-house then enclose valid certificate)
- xiii. Dialysis Centre :**
 - a. The center should have good dialysis unit which is neat, clean and hygienic like a minor OT.
 - b. Centre should have at least four good Haemo-dialysis machines with facility of giving bicarbonate Haemodialysis.
 - c. Centre should have facility for providing dialysis in Sero positive cases.
 - d. Centre should have trained dialysis Technician, Nurses, full time Nephrologist and Resident Doctors available to manage the complications during the dialysis.

e. Facility should be available 24 hours a day.

- B.** Super Specialty Hospital should have in-house investigation facilities for providing Super Specialty Treatment.
- C.** The empanelled centre after being awarded contract with state medical commissioner, states should be ready for tie-up on the same terms and conditions with any ESIC model hospital / ESIC Hospital or sr. State med. Commissioner of any other state.
- D.** The empanelled centers for ESI Beneficiaries will also provide cashless Medical Treatment to the ESIC Staff (Serving & Retired duly referred by the competent authority. The Bill of such cases will be 10 submitted to the Office of the referring authority within 07 days of discharge / investigations of the patient.

FEE STRUCTURE

- 1) Earnest Money of Rs.2.00 Lakhs in case of Superspecialty Treatment Hospitals and Rs. 1.00 Lakh in case of Superspecialty Diagnostic Centres in form of Account Payee Demand Draft, Fixed Deposit Receipt or Banker's cheque in favour of ESI Fund A/c No.1 payable at _____, shall have to be deposited with the application form.
- 2) One DD of Rs. 1,000/- (Non Refundable) , in the favour of ESI Fund Account No _____
- 3) Successful Hospital shall have to deposit a security amount of Rs.5 Lakhs (in case of Super specialty Hospital) and Rs. Two Lakhs (in case of Super Speciality Diagnostic Centres) in form of Account payee demand draft, fixed deposit receipt, banker's cheque or bank guarantee from any of the nationalized bank having validity of three years. The security amount will be refunded after termination / completion of contract without any interest after 3 months of settlement of all the dues.