

HEALTH CHECK UP FACILITY FOR EMPLOYEES

As a measure of staff welfare for timely detection of any serious ailment and for helping the employees to take proper care of self and their spouse's health well in time, facility of Annual Health Check-up is provided to all full time employees (including their spouse) of the Bank.

1. Eligibility:

All full time employees of the Bank and their Spouses with the age of 35 years and above. Once in a Calendar Year.

Employees/spouses of employees who fulfill the eligibility criteria can get the prescribed tests (Annexure-A) done at the hospital approved by respective Circle Office/ Head Office at their own cost at the approved rates.

In addition to above, the employees are henceforth allowed to get the annual health checkup done from any renowned Hospital or Pathological lab.

Employees can get different tests done from different hospital or pathological lab. However, they will be reimbursed as per their extant eligibility.

In case any employee opts to undergo annual health checkups from any renowned Hospital or Pathological lab (Other than hospitals/Pathological labs approved by Circle Office/ Head Office), all the tests mentioned in Annexure-B shall be required to be compulsorily done, for being eligible for reimbursement.

All the tests mentioned in Annexure-A or B, as the case may be, are required to be compulsorily done within 10 days, for being eligible for reimbursement.

2. Maximum Permissible Limit:

The limit for reimbursement of expenditure for such checkup once in a year for self and spouse is as under:

S. No.	Cadre of Employee	Limit of Reimbursement (Per Person Per Year)
1	Officers in Scale VIII	Rs 8000/-
2	Officers in Scale VI & VII	Rs 6000/-
3	Officers in Scale IV & V	Rs 4500/-
4	Officers upto Scale III	Rs 3500/-
5	Award Staff	Rs 3000/-

Individual tests are not eligible for reimbursement as the reimbursement is meant for complete Medical check-up.

Employees are not eligible for any special leave/travelling allowance for undergoing these tests and they have to avail appropriate category of leave, if necessary.

No separate reimbursement towards bed charges will be permitted and such charges, if any are also to be covered under the maximum limit fixed.

3. Procedure:

Request, with original bill/ receipt in respect of the medical is to be submitted in HRMS (no film/ reports need to be submitted) for seeking reimbursement.

The sanction for reimbursement of such expenses is allowed by the competent authority against submission of requisite bills through HRMS.

Reimbursement of the cost incurred by the employee shall be done centrally by Staff Welfare Centralization Cell (SWCC).

List of Compulsory Tests to be done under Annual Full Body Health Check Up from Hospitals/Pathological Labs which have Tie-Up with the Bank

S. No.	Award Staff	Officers upto Scale-III	Officers in Scale IV & V	Officers in Scale VI & VII	Officers in Scale VIII
	Rs. 3000/-	Rs. 3500/-	Rs. 4500/-	Rs. 6000/-	Rs. 8000/-
1	CBC/ESR	CBC/ESR	CBC/ESR	CBC/ESR	CBC/ESR
2	Glucose(Fasting)	Glucose (Fasting)	Glucose (Fasting)	Glucose (Fasting)	Glucose (Fasting)
3	Glucose (Post Prandial)	Glucose (Post Prandial)	Glucose (Post Prandial)	Glucose (Post Prandial)	Glucose (Post Prandial)
4	HBA1c	HBA1c	HBA1c	HBA1c	HBA1c
5	USG Whole Abdomen	USG Whole Abdomen	USG Whole Abdomen	USG Whole Abdomen	USG Whole Abdomen
6	KFT	KFT	KFT	KFT	KFT
7	ECG	ECG	ECG	ECG	ECG
8	TMT/ECO	TMT/ECO	TMT/ECO	TMT/ECO	TMT/ECO
9	Investigative Test X-Ray Chest	Investigative Test X-Ray Chest	Investigative Test X-Ray Chest	Investigative Test X-Ray Chest	Investigative Test X-Ray Chest
10	LFT	LFT	LFT	LFT	LFT
11	Gyne Test for Female & PSA for Male	Gyne Test for Female & PSA for Male	Gyne Test for Female & PSA for Male	Gyne Test for Female & PSA for Male	Gyne Test for Female & PSA for Male
12	Lipid Profile	Lipid Profile	Lipid Profile	Lipid Profile	Lipid Profile
13	Urine & Stool Test	Urine & Stool Test	Urine & Stool Test	Urine & Stool Test	Urine & Stool Test
14	Triglycerides	Triglycerides	Triglycerides	Triglycerides	Triglycerides
15	TSH (TFT)	TSH (TFT)	TSH (TFT)	TSH (TFT)	TSH (TFT)
16	Consultation on Gen. Physician	Ophthalmology Eye Test	Ophthalmology Eye Test	Ophthalmology Test	Ophthalmology Eye Test
17	Dental Checkup & Consultation	Phosphates	Phosphates	Pulmonary Test	Pulmonary Test
18	-	Consultation Gen. Physician	Mammography	Mammography	Mammography
19	-	Dental Checkup & Consultation	Vitamin B- 12	Vitamin B- 12	Vitamin B- 12
20	-	-	Consultation Gen. Physician	Electrolytes, Calcium & Phosphorus	Electrolytes, Calcium & Phosphorus
21	-	-	Dental Checkup & Consultation	Consultation Gen. Physician	C Reactive Protein
22	-	-	-	Dental Checkup & Consultation	Spirometry
23	-	-	-	-	Vitamin D (25 oh)
24	-	-	-	-	Consultation Gen. Physician
25	-	-	-	-	Dental Checkup & Consultation

List of Compulsory Tests to be done under Annual Full Body Health Check Up

1. Complete Blood Count (CBC)/Erythrocyte Sedimentation Rate (ESR)
2. Glucose (Fasting)
3. Hemoglobin A1c (HBA1c)
4. Kidney Function Tests (KFT)
5. Liver Function Tests (LFT)
6. Prostate Specific Antigen (PSA) FOR MALE
7. Lipid Profile
8. Urine Routine Test
9. Thyroid-Stimulating Hormone (TSH)
10. Electrocardiogram (ECG)
11. Ultrasound (whole abdomen)
12. Chest X-Ray