



भारतीय विमानपत्तन प्राधिकरण AIRPORTS AUTHORITY OF INDIA

A.60011/30/2017/HRPC/141

Dated: 15.03.2019

The Regional Executive Director,
Airports Authority of India
Northern/Western/Eastern/Southern/NE Region
New Delhi/Mumbai/Kolkata/Chennai/Guwahati

The Executive Director,
Airports Authority of India
RCDD/FIU,
New Delhi

The Airport Director
Airports Authority of India
Kolkata/Chennai Airport

The Director,
Indian Aviation Academy
New Delhi

The Principal,
Civil Aviation Training College (CATC)
Bamrauli, Allahabad

The General Manager
Airports Authority of India
CRSD/E&M Workshop
New Delhi

CHRM Circular No: 16/2019: Revised AAI Medical Policy – Non Executive

The Competent Authority has approved the below mentioned modification/addition in the existing Medical policy for AAI Non-Executive (Serving & Retired)

1. OPD Medical Treatment for AAI Non Executive:

1.1. Serving and Retired AAI Non- Executives shall have an option to opt either of the schemes, which are mentioned below. Employee will have an option to submit for the desired option every year in first month of the financial year. Once the option is freeze for the financial year, it can only be changed in the next financial year.

1.2. Scheme – A

Serving and Retired AAI Non- Executives shall have an option to opt for scheme A in which they are entitled to their entitled annual ceiling as medical reimbursement as mentioned below on submission of bills.

1.2.1. For Serving Non - Executives:

Level	Pay scale w.e.f 01.01.2017	Annual OPD ceiling
NE 1	25000-74500	34500
NE 2	27000-80500	39100
NE 3	28000-85000	43700
NE 4	31000-92000	46000
NE 5	33000-99000	50600
NE 6	36000-110000	55200
NE 7	37000-115000	59800
NE 8	39000-120000	64400
NE 9	39500-138000	69000
NE 10	40000-139000	69000

1.2.2. For Retired Non - Executives

Level	Pay Scale w.e.f 01.01.2017	Annual OPD Ceiling (In INR)
NE 1	25000-74500	18630
NE 2	27000-80500	20700
NE 3	28000-85000	22770
NE 4	31000-92000	24840
NE 5	33000-99000	26910
NE 6	36000-110000	28980
NE 7	37000-115000	33120
NE 8	39000-120000	35190
NE 9	39500-138000	37260
NE 10	40000-139000	37260

1.3. Scheme B:

- 1.3.1. Serving Non- Executives will have an option to opt for OPD reimbursement (as mentioned below), on self-certification basis in Employee self-service (ESS) portal, limited to the **80%** of the annual ceiling amount mentioned in Scheme A as per their entitlement. This amount is given on quarterly basis on self-certification basis.

For Serving Non-Executives

Level	Pay Scale w.e.f 01.01.2017	Annual Ceiling (In INR) (80% of Scheme – A)
NE 1	25000-74500	27600
NE 2	27000-80500	31280
NE 3	28000-85000	34960
NE 4	31000-92000	36800
NE 5	33000-99000	40480
NE 6	36000-110000	44160
NE 7	37000-115000	47840
NE 8	39000-120000	51520
NE 9	39500-138000	55200
NE 10	40000-139000	55200

1.3.2. Similarly Retired Non-Executives shall also have an option to opt for OPD reimbursement on self-certification basis for which the entitled amount would be 80% of the annual ceiling amount fixed for Scheme-A as per their entitlement. This amount is given on quarterly basis on self-certification and will be given without submission of the bills.

For Retired Non - Executives

Level	Pay Scale w.e.f 01.01.2017	Annual Ceiling (In INR) as per Scheme –B (80% of Scheme – A)
NE 1	25000-74500	14904
NE 2	27000-80500	16560
NE 3	28000-85000	18216
NE 4	31000-92000	19872
NE 5	33000-99000	21528
NE 6	36000-110000	23184
NE 7	37000-115000	26496
NE 8	39000-120000	28152
NE 9	39500-138000	29808
NE 10	40000-139000	29808

1.4. **Annual increase of 3% every financial year** in the OPD ceiling in both the schemes for serving and retired Non -Executives.

1.5. A total amount of **Rs. 20,000/- with increment of 3% every financial year** shall be provided for both Dental and Physiotherapy to all AAI Non-Executives (both Retired and Serving) who opt for Scheme A or Scheme B **on submission of actual bills**. The said amount shall be in addition to the annual OPD ceiling being provided for both the Schemes for Serving and Retired AAI Non-Executives. Once the said amount of Rs. 20,000/- is exhausted by the beneficiaries, no further amount shall be provided and all further expense in respect of Dental and Physiotherapy shall be borne within OPD ceiling only.

1.6. The consultation fee as per actuals / all medicines / vaccination/ all tests including packages prescribed by registered medical practitioner/specialist doctor advice shall be admissible within the OPD ceiling including chronic disease expenditure.

1.7. To consider the dependency condition, financial Income limit of the family members from all sources (Including pension, temporary increase on pension or stipend etc.) shall be enhanced to **Rs. 9000/-**. Pension for defining financial ceiling is excluding Dearness allowance.

2. Pathological Test/Imaging

2.1. All Test/ Imaging shall be allowed for reimbursement when the test is done from any NABL accredited labs, CGHS approved labs and AAI empaneled labs for all beneficiaries. Reimbursement will be made as per actuals within OPD ceiling.

2.2. The provision of reimbursement of OPD test costing 500/- and above stands dispensed with.

2.3. The followings **high cost test** shall be reimbursed over and above OPD ceiling:

- I. MRI scans
- II. CT scans
- III. PET scans
- IV. Cancer or Tumor marker tests
- V. Nuclear Medicine Imaging/test
- VI. DEXA scans
- VII. Biopsy (Including CT guided), if done as OPD procedure
- VIII. EEG (Electro – Encephalogram)
- IX. ERCP
- X. Any other single test costing more than Rs. 5000.

3. Chronic Disease.

There are two chronic disease list as mentioned in Annexure A and B for both serving as well as retired Non-Executives.

3.1. **Chronic disease mentioned in Annexure A (Only Applicable to those Serving and Retired Non-Executives who opt for Scheme A, i.e NOT applicable to those who opt for Scheme B)**

3.1.1. For the expenditure incurred towards treatment of chronic diseases mentioned at Annexure –A, an additional 40% of the entitled annual ceiling shall be admissible subject to the conditions that the annual ceiling limit for OPD expense is exhausted during the financial year for both serving and retired employees.

3.1.2. Issuance of Chronic Certificate, on the recommendation of attending medical consultant, by HR/Administration department for both Serving and Retired AAI Non-Executives is mandatory.

3.2. **Chronic/Critical disease mentioned in Annexure B (Applicable to both Serving and Retired Non-Executives who has chosen either of the scheme, i.e. either Scheme A or Scheme B)**

3.2.1. To meet the expenditure incurred for the treatment for the critical diseases mentioned in Annexure –B the expenditure so incurred will be out of annual OPD ceiling limit. In other words, for treatment of diseases mentioned in

Annexure –B there shall be 100% reimbursement to both serving and retired employees.

3.2.2. Issuance of Chronic Certificate, on the recommendation of attending medical consultant, by HR/Administration department for both Serving and Retired AAI Non-Executives is mandatory.

3.3. Chronic certificate with reference to listed diseases as mentioned in Annexure –A and Annexure – B will be issued by HR/Administration Dte. at respective stations with the approval of concerned REDs/APDs and at CHQ by ED (Admn)/GM(Admn) on the recommendation of attending medical consultant/specialist.

4. Home based treatment

4.1. In case of the following conditions, the home based treatment shall be provided which are out of the purview of OPD ceiling.

- I. Coma
- II. Head injury resulting into paralysis of all the four limbs causing patient to become bed-ridden.

4.2. **Condition of Home based treatment**

4.2.1. Applicable to employee, spouse and dependent children only.

4.2.2. It is allowed in situations only where the patient is bed ridden (paralysis of limbs/ loss of bowel & bladder control/ feeding through Nasogastric tube etc.), and patient is on parenteral medication/ nutrition.

4.2.3. The medicines, injections, syringes/ needles etc. (consumable) will be paid on production of prescription from the attending consultant and purchase vouchers. The items like dressing material, diapers, thermometers, sanitizers, food supplements etc. are not payable.

4.2.4. In case of requirement of nursing care at home - the same will be allowed @ **Rs. 25000/- per month** or actual whichever is less for metro cities subject to the production of valid letter of agreement between the nursing care agency and the employee. The agreement shall contain the credentials of nursing staff being deputed.

4.2.5. In case of other cities, the nursing charges will be allowed as per following rates

'Y' Class of cities = Rs. 20000/-

'Z' Class of cities = Rs. 17500/-

4.2.6. In case of requirement of physiotherapy services, the same will be provided at

5. **Annual Medical Health Check Up for Employees**

- 5.1. For Non-executives over the age of 50 years the health package, as per Annexure –C, can be availed once in every 2 years.
 - 5.2. These annual medical health checkups shall be considered over and above annual OPD ceiling and shall be availed from NABL accredited labs, CGHS approved and AAI empaneled labs.
 - 5.3. Health package may be fixed at a fixed cost. In this regard, competitive rates shall be fixed by respective REDs and ED(admn) for CHQ along with empanelment of pathological labs and imaging centers.
6. The AAI beneficiaries shall be allowed to avail the facility of the artificial appliances (in addition to the existing one) such as: Wheel Chair (Non-Motorized), Insulin Pump (Only in cases of Juvenile DM), Orthopedic Prosthesis (Non-Motorized) and any other appliances as approved under CGHS provided that the reimbursement of the same would be as per the prevailing CGHS rates or actual whichever is lower. Any amount over and above CGHS rates shall be borne by employees only as per existing guidelines.

7. **IPD medical treatment**

- 7.1. In case of remote locations in various regions where the medical health care facilities are not available at par with the main land and the difficulties are being faced to empanel the hospitals/ nursing home, then the special provisions as in case of NER (in accordance with circular A.60011/35/2014- GS iii (Medical) dated 13th Feb 2017), for a period not more than two years, shall be considered to empanel the hospitals/ nursing homes by the respective RED's. In all such cases, the O/o RED's are to make the case and submit their duly justified and recommended proposal to CHQ for obtaining the approval of the CA i.e. Member-HR.
- 7.2. **In case of eye treatment:** Only in diseases of Retina, where the conventional treatments procedures are not recommended by the specialist consultant, then the treatment through Laser procedures may be allowed subject to the certificate issued by the attending consultant.
- 7.3. Any kind of cosmetic/ beautification treatments shall not be allowed under IPD treatment.

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8. **Financial Contribution by Retired Non- Executives Employee to become member of the scheme:**

8.1. Currently applicable membership renewal fee of **Rs.50/- for every three years shall stands dispensed with.**

8.2. Employees who are going to retire after implementation of this scheme may join the AAI Medical scheme by making a onetime lump sum payment as mentioned below:

Level	Lump Sum Contribution (In INR)
Group D employees	2000/-
Group C employees	2700/-
Group B employees	3500/-

8.3. All existing retired Non-Executives who are member of the existing Medical scheme need not to pay any renewal fees or lump sum contribution as mentioned in para 8.2 above.

8.4. All retired Non-Executives who wish to avail AAI medical benefit scheme has to submit life certificate for themselves and their dependents yearly in the beginning of financial year, i.e. in the month of April.

8.5. Retired Non-Executives may add his/her dependent parents, who are not taking medical facility from any other source, as a part of family for the purpose of availing retired medical benefit scheme subject to meeting the financial condition of dependency of the family member.

9. The above mentioned scheme is applicable from **1st April 2019.**

10. All other terms and condition, except to the extent as modified above, shall remain same as per the existing guidelines issued time to time.


(Sanjay Jain)
Executive Director (HR)

Distribution:

- DGM (ES) to Chairman
- DGM (ES) to Member (Fin / HR /Ops/Plng ./ ANS)/ CVO
- All HODs at CHQ/Operational Office/AAI Office Complex
- GM(IT) for uploading on AAI website/All GM(HR)/GM (SAP)
- GS – AAOA (I)/ ATC Guild (I) / IAAIOA / AAI Engg. Guild(I)/ AAI SC ST Association
- GS – AAEU
- Hindi Version will follow.

Annexure – A

➤ Chronic Diseases as applicable to those who opt for Scheme A.

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|-----------------------|---------------------------------------|--|
| 1. Tuberculosis | 11.ChronicRenal
Failure | 21. Cystic Fibrosis |
| 2. Metabolic Diseases | 12. Parkinson | 22. Sarcoidosis |
| 3. Epilepsy | 13.Hypothyroidism &
Myxedema | 23 Systemic
Hypertension |
| 4. Pemphigus | 14.Hyperthyroidism
(Thyotoxicosis) | 24. Cardiac
Arrhythmias |
| 5. Bronchial Asthma | 15.Open angle
Glaucome | 25. Osteoporosis &
All types of Arthritis |
| 6. Hepatitis –B | 16.Retinal Detachment | 26. Crohn’s Disease |
| 7. Hepatitis –C | 17. COPD | 27. Muscular
Dystrophy |
| 8. Nephrotic Syndrome | 18. Diabetes | 28. Ankylosis
Spondylitis etc. |
| 9. Ulcerative Colitis | 19. Schizophrenia | 29. SLE |
| 10. Aplastic Anemia | 20. Bronchitis | 30. Ischemic/Rheumatic
Heart Diseases |

Annexure – B

100% Reimbursement is applicable for the following critical/Chronic disease subject to the issuance of Chronic Certificate by HR/Administration department for both Serving and Retired AAI officials.

1. Kidney Dialysis
2. Thalassemia
3. Cancer
4. Hemophilia
5. Post Organ Transplant medication.
6. Cirrhosis of Liver
7. HIV infection (AIDS)

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Annexure C

Test admissible for Non Executives (NE-1 to NE-10) over the age of 50+ once in every 2 year)
Hemogram
1. HB%
2. TLC
3. DLC : P/L/M/E/B
4. ESR
5. Peripheral Smear
Blood Sugar- F/PP
Liver Function Test
Kidney Function Test
Lipid Profile
Cardiac Profile
1. S. LDH
2. CK-MB
3. S.CRP
4. SGOT
PSA (for Men)
PAP Smear (for Women)
USG- whole Abdomen
ECG
X-Ray Chest
Eye (Fundus) Examination
ECHO
Mammography
