

4/8

Dr. Croja

दक्षिण मध्य रेलवे
SOUTH CENTRAL RAILWAY



सं.No. एमडिMD.100/ System Improvement

MD / CH / LGD
CMS / SC, HYB, BZA, GTL, GNT & NED

प्र. मु.चि.नि. कार्यालय
Principal Chief Medical Director
रेल निलयम Rail Nilayam

सिकंदराबाद Secunderabad-500025.

दिनांक Date: 20.11.2023



विषय Sub : System Improvement – Hiring of Ambulances – reg.

In a recent Vigilance Check of hiring of ambulance at one of the Health Units of SCR, certain irregularities have been observed. In this context, the following points are brought out as system improvement to avoid such irregularities in future :

- 1) Doctor incharge of the Ambulance should ensure the availability of same vehicle as per the PO/Agreement made with the Contractor.
- 2) Details of the contact number (either Ambulance Driver or Hospital Staff) should be displayed in all the prominent places of Health Unit / Hospital.
- 3) Log Book should be maintained. Entries should be made immediately after completion of the Trip with details of patient and purpose. The Doctor Incharge should sign the Log Book after completion of every Trip.
- 4) A separate register indicating details of the patient along with movement also needs to be maintained. Name of the referring doctor also should be mentioned along with patient details.
- 5) MD/CMS should countersign the same on an weekly basis.
- 6) As far as bills certification is concerned, it is mandatory to do 20% check. This should be ensured and a separate register is to be maintained to that extant.
- 7) The utilization of the Ambulance for the purpose for which it is hired should be optimum. CMS/MD should review it once in three months.
- 8) The distances maintained in the log book should be cross checked with the available tools like Google Map etc.
- 9) Penalty Clause incorporated in the agreement should be strictly implemented.

Please acknowledge the receipt of this letter.

Dr. Venkateswarlu
21/11/23

डॉ. सि.के.वेंकटेश्वरलू./ Dr.C.K.Venkateswarlu

प्रधान मुख्य चिकित्सा निदेशक
Principal Chief Medical Director

Copy to : SDGM/SC

.. for information pl.