

ANNEXURE I

When A Proposal is submitted to the Ministry for sanction, the HOM/HOP should carefully examine it to ensure that it conforms to the provisions of the AMA Scheme. All detailed relevant information pertaining to the proposal should be forwarded and must include the following:

A. IN CASE OF DOCTORS/SPECIALISTS

- (I) Whether professional qualifications, reputation, personal integrity, etc. of the doctor have been taken into consideration before recommending his inclusion on the approved panel.
- (ii) Whether the doctor has beds available in one or more of the approved hospitals where the system is in vogue.
- (iii) Whether the doctor is a specialist. Does he have a clinic with beds for in-patient treatment?
- (iv) How the fees of the doctor being recommended compare with those of the other doctors of similar status in the locality, and whether doctors of similar status charging lower fees than the doctor being recommended cannot be found.
- (v) How the fees of the doctor being recommended compare with those of the other doctors already on the approved panel (as far as possible, a comparative statement should be furnished).
- (vi) Whether there is any local medical or health association or other similar body which fixes the fees of the doctors and if so, whether the fees of the doctor being recommended are in accordance with the fees fixed by such body.

B. IN CASE OF HOSPITALS

- (I) Whether the hospital is prepared to guarantee treatment and /or accommodation whenever required by the entitled personnel of the Mission/Post.
- (ii) Whether the hospital recommended is well staffed and equipped. Here the exact nature of the services and facilities e.g. maternity, surgical, X-Rays, pathological tests, etc., should be indicated.
- (iii) Similar information wherever relevant as is required in the case of doctors.