Headquarters
Employees' State Insurance Corporation
Panchdeep Bhavan, CIG Marg , New Delhi-11002

Letter No: F/19/35/11-A/2014 A/Cs VI/Noida Hosp.   Dated 22.05.14

To,

All Director(F)/JD(F)/DD(F)/AD(F) of RO/SRO/ESIC Hospitals/D(M)D,D(M)
Noida/SMC/SSMC Office

Sub : Processing of SST Bills

       This has reference of various complaints received at the Headquarters regarding delayed payment of Super-specialty Bills leading to deep resentment among the tie-up hospitals and consequent hardship faced by our valued IPs in availing the SST facilities. Therefore, undue delay in processing of the SST Bill may be avoided at Finance & Account Branches of the ESIC run Hospitals/SSMC offices. However, all the processes/procedures on the subject should be followed strictly while processing the SST Bills, any discrepancy/shortcoming found during the scrutiny of the bills may be prompt brought to the knowledge of the concerned SSMC/ MS/DMS/Director(Medical) through the concerned branches handling the SST bills.

       It should be also ensured that all the SST Bills are processed online and any difficulty in online processing of SST bills should be reported to ICT Division of Hqrs office.Further, all the accounting units at ESIC Hospitals are requested to prepare Monthly Summary Report for SST Bills(MSRS) for each month as prescribed in annexure "A" of this letter. The Monthly Summary Report for SST Bills(MSRS) would be reviewed by officers from Hqrs randomly on their visit to hospitals.

This issues with approval of Addl.Commissioner(F) ·
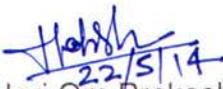
(Hari Om Prakash)
Dy. Director (F)

Encl: As above
Copy to :

1. PS to FC
2. IC(ICT) to ensure complete online processing of SST Bills and the System is able to generate complete and actionable MIS Report.
3. The Web Content Manager with request to upload this letter on ESIC Website.

वेबसाइट की विषय-सूची का प्रबन्धन............
Website Contents Management.............
डायरी सं./Diary No......3.9.1............
दिनांक/Date......2.2./0.5./1.4

ANNEXURE "A"

	Status Report on Monthly Disposal of SST Bills				
	No. of SST Bills received in the month of..... (tie-up hospital-wise)	No. of SST Bills processed and payment released	Amount released in the month (tie-up hospital-wise)	No. of SST Bill pending for processing	Reasons for pendency, if any
Total					