

Through Email/Website



HEADQUARTERS OFFICE
EMPLOYEES' STATE INSURANCE CORPORATION
'PANCHEEP BHAWAN'. CIG ROAD,
NEW DELHI – 110 002
(VIGILANCE WING)



No C-12/18/13/1051-Vig (Vol.II)
To,

Date: 28th of March, 2012

All Medical Vigilance Officers
(Posted in field)

Sub: Job description of Medical Vigilance Officers posted in Field Offices.

Sir,

Please refer to this office's letter of even number dated 21.2.12 vide which job description of Medical Vigilance Officers posted in field offices was circulated to all concerned for strict compliance.

It has been observed that the field officers are not complying the instructions while reporting the investigations done at field. In this respect, it is reiterated that this office requires information from Medical Vigilance Officers in the Annexure I and II only attached with the above-mentioned letter. Further, only those cases shall be informed to this office which involves serious vigilance angles. All irregularities of routine nature are to be reported to the concerned SSMC/SMC/MS for taking corrective measures. However, follow up action on the investigation reports submitted to concerned SSMC/SMC/MS are to be monitored at field level only.

From the reports received, it has been observed that Medical Vigilance Officers are sending photocopies/details of each and every investigated item to this office, even though no irregularities were found. Therefore, it is once again informed that issues containing serious vigilance angles requiring immediate intervention of the Medical Vigilance Cell, Hqrs. office only are to be reported to this office alongwith the relevant supporting documents. Detailed documentation is to be done at their locations only.

This issues with the approval of Director (Vigilance).

Yours faithfully,


28/3/12
(RAJIV LAL)
DY. DIRECTOR

Copy to:

System Division, Headquarters with the request to upload on ESIC website.