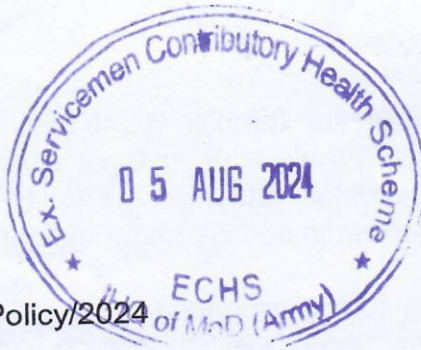


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Central Organisation, ECHS  
Adjutant General's Branch  
Integrated Headquarters  
Ministry of Defence (Army)  
Thimayya Marg, Near Gopinath  
Circle, Delhi Cantt-110010

B/49774/AG/ECHS/Policy/2024

02 Aug 2024

(  
All Regional Centers

### **EXTN HOSPITAL STAY: COMPLIANCE**

1. Refer to the following letters of this office :-

- (c) B/49774/AG/ECHS/Hosp Extn/Policy/2024 dt 05 Apr 2024.
- (d) B/49774/AG/ECHS/Waiver/2024 dt 22 May 2024.
- (e) B/49774/AG/ECHS/Waiver/2024 dt 28 May 2024.

2. it is observed that most hospitals are still unaware about requirement of geotagged photograph for approval of extension of hospital stay and are not uploading it for approval of ECHSF E1/E2/E3 as evident from audit trail on BPA site. This is resulting in unnecessary NMI, prolonged approval period and cascading effect on future extensions of hospital stay causing avoidable delays and reflecting very poor patient management. This is compounded by the fact that many appx are uploaded by OIC PC without signatures of Rep of SEMO and Stn HQs.

3. In view of the above the following guidelines are reiterated and issued in the interest of more efficacy:-

(a) Every time an extension of hospital stay is requisitioned online atleast one fresh, clear, geotagged, bedside photo of the patient must be uploaded by the treating HCO in PDF format failing which extension will not be sanctioned. No NMI in this respect will be raised and accepted. It is the responsibility of the OIC PC to ascertain genuineness of extension either by visiting the patient personally (or by rep) or checking whether a fresh bedside photo of the patient was uploaded simultaneously along with requisition by Emp HCO before approval/recommending it for approval by higher HQ.

(b) Henceforth uploading of appx without signatures of rep of SEMO and Stn HQs, will not be accepted and viewed as serious lapse in service on part of the OIC PC. It will be ensured by OIC PC that NoK of patients is not made to run around to get any kind of approval. Complaint or report in this respect will be acted upon by the Dir RC against the hospital with intimation to this office.



(c) It will be responsibility of the Dir RC ECHS to widely disseminate all guidelines to each hospital in their AOR and will ensure strict compliance by all stake holders to these guidelines. Strict action must be taken against any Emp HCO or OIC PC if found lacking in service under intimation to this HQ.

4. It is collective responsibility to ensure effective patient management and judicious fund utilization to achieve desirable beneficiary satisfaction level.



(Jitendra Singh)  
Brig  
Dy MD  
For MD ECHS

Internal

Stats & Automation Sec - for uploading the letter on ECHS website.

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B/49774/AG/ECHS/Hosp Extn/Policy/2024

05 Apr 2024

IHQ of MoD (Navy)/Dir ECHS (N)  
DAV, Subroto Park / DGMS (Army)  
HQ Southern Command (A/ECHS)  
HQ Eastern Command (A/ECHS)  
HQ Western Command (A/ECHS)  
HQ Central Command (A/ECHS)  
HQ Northern Command (A/ECHS)  
HQ South Western Command (A/ECHS)  
HQ Andaman & Nicobar Command (A/ECHS)  
( )  
All Regional Centres

### **ADVISORY FOR EXTN OF HOSPITAL STAY**

1. Please refer to CO ECHS letter No. B/49774/AG/ECHS/Hosp Extn Policy/2022 dated 06 Oct 2022 and CO ECHS letter No. B/49770/AG/ECHS dated 15 Mar 2010.
2. As per existing policy on extension of hospital stay Appx 'A', Appx 'B' or Appx 'C' should be initiated at least 48 hrs in advance from tentative date of discharge.
3. It is learnt from the environment that these provisions are allegedly increasingly being misutilized by Emp HCOs. In view of the above to safeguard the interest of the organization uploading of short videos of these patients on online portal for approval of extension of stay is under consideration for implementation. In the interim, till the online system is readied, measures outlined below will be implemented with immediate effect. For recording such videos following guidelines are to be adhered to :-
  - (a) A short bedside video of minimum 02 min and not more than 04 min duration describing the condition of the patient will be uploaded by the treating hospital on BPA portal. The case will be explained by the treating doctor and need for extn clearly being brought fwd.
  - (b) The file description should include name of the patient, days of extension required, hospital name and PC.
  - (c) The short clip should be Geo-tagged with date, time and lat/long clearly visible.

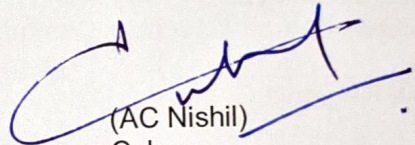


(d) As an interim measure the video will be fwd to PC, JDHS (RC) and JD (Med), Central Org ECHS (on their mobile numbers) and also to the email of JD (Med), CO ECHS.

(e) This video clip will be stored in our system and shared with BPA once the online module is upgraded to host the clips for audit purpose.

(f) A complete summary of the condition of the patient and treatment given will be elaborated in appendices (A,B,C).

4. For your info and necessary action.

  
(AC Nishil)  
Col  
Dir (Med)  
For MD ECHS

**Copy to :-**

MoD (DoESW)

- for info Please

UTI-ITSL

- for info please.

153/1, Above Farico Show Room  
First Floor, Old Madras Road  
Halasuru, Bangalore  
Karnataka-560 008

**Internal**

(Ops & Coord) Sec, Claim Sec  
Stats & Automation Sec

- for uploading the letter on ECHS website and  
issue of necessary direction to BPA as per Para 3.



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B/49774/AG/ECHS/Waiver/2024

28 May 2024

(  
All Regional Centre ECHS

**REVISED NOMENCLATURE OF ECHS FORMS**

1. Refer to CO ECHS letter No B/49770/AG/ECHS dt 08 Jan 2021 and B/49774/AG/ECHS/Referral/2021 dt 09 Dec 2021.
2. It is learnt from the environment that similar sounding nomenclatures wrt appendices are causing lots of confusion. In order to bring more clarity and further streamline the process new nomenclature as given below will be implemented (amended sample copy attached):-
  - (a) Appx 'A' for extension of stay- ECHSF- 'E1'
  - (b) Appx 'B' for extension of stay- ECHSF- 'E2'
  - (c) Appx 'C' for extension of stay- ECHSF- 'E3'
  - (d) Appx 'A' for unlisted procedure- ECHSF- 'U'
3. It will be effective from 30 May 2024. All claims in the system, already uploaded or in the process at empanelled hosp will also be accepted. Post 30 May 2024 Emp Hosp and BPA will ensure the new nomenclature.
4. All RCs are requested to disseminate the same to all SEMOs/Emp Hosps/ECHS PCs.
5. For your info and necessary action please.

(AC Nishil)  
Col  
Dir (Med)  
for MD ECHS

**Copy to:-**

UTI -TSL

BPA

- will have to implement it wef 30 May 2024.



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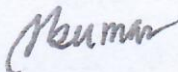
B/49774/AG/ECHS/Waiver/2024

22 May 2024

( )  
All Regional Centre ECHS

**EXTN OF HOSP STAY**

1. Refer to CO ECHS letter No B/49774/AG/ECHS/Hosp Extn/Policy/2024 dt.05 Apr 2024.
2. It is learnt from the environment that many beneficiaries and emp HCOs are citing breach of confidentiality and invasion of privacy by sharing bedside video clips of patients on social media and emails. As an interim measure geotagged photographs of the patient in place of video obtained after due consent may be shared as PDF on BPA portal while requesting for fresh extension of stay with the necessary justification.
3. It is reiterated that OIC polyclinic and MO in the polyclinic will ensure that the extn is essential. They may use any means like physical verification, video calls, photos etc to verify the antecedents.
3. This has approval of MD ECHS.

  
(Sri Kant Kumar)  
Lt Col  
Jt Dir (Med)  
for MD ECHS