

**ANIL NEERUKONDA EDUCATIONAL SOCIETY****HUMAN RESOURCE MANUAL****Medical Benefit Policy****ANES/HR/SOP/01****IssueNo:01****Issue Date: 09.09.2022****Page 1 of 2****Prepared By****Human Resources Department****Approved By - CEO****Purpose**

The policy sets in relation to the medical benefit of ANES associates and his /her dependents

Scope:

The policy applies to all Staff working under Anil Neerukonda Educational Society & their Dependents & Immediate Family Members.

Category I – All Regular/ Consultants / On roles employees working under ANES.

Category II – Dependents of ANES Employees (Spouse / Children / Dependent Parents).

Category III - Immediate Family members (Brothers, Sisters, In-laws).

Process Owner:


Human Resources Department

Process:

Registration of Family Members: All associates should enroll their dependents & immediate family members through HR department to obtain Unique ID Number.

Availing the Benefit:

- i. Visit OP Registration Counter along with Employee ID and Unique ID Number.
- ii. Doctor Consultation: If Doctor recommends any Tests (Lab / Radiology) as per schedule benefits will apply.
In case of Doctor suggest to admission – Please Visit IP Manager (They will coordinate everything and Immediate Communication to HR Through IP Manager)
- iii. IP Admission: (As per policy – Benefits will applicable as per schedule below)



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Employee benefits / Coverage's

Benefits to Employee and Dependents (Spouse, Children & Parents) & Immediate Family Members.

Hospital Services	Employee (Category – I)	Dependents (Category – II)	Immediate Family Members (Category – III)
Out Patient Services	Nil Charges	Nil Charges	50% Discount
Lab Tests	Nil Charges	Nil Charges	50% Discount
Radiology	Nil Charges	Nil Charges	50% Discount
Pharmacy	Nil Charges	20% Discount	20% Discount
Consumables	Nil Charges	20% Discount	20% Discount
Inpatient Services			
<u>Room Charges</u>			
General Wards	Nil Charges	Nil Charges	Nil Charges
Super speciality Wards	Nil Charges	50% Discount	50% Discount
Super speciality Cubical	Nil Charges	50% Discount	50% Discount
Super speciality Special Rooms	Nil Charges	50% Discount	50% Discount
ICU Charges	Nil Charges	Nil Charges	50% Discount
Doctor Consultation Charges	Nil Charges	Nil Charges	50% Discount
Operation Theatre Charges (Including Cardiology)	Nil Charges	50% Discount	50% Discount
Maternity (For Delivery)	Nil Charges	Nil Charges	Nil Charges

*Discounts will applicable only for in-house tests & services.

Proposed By	Approved By
 G RAVI SRIKANTH Sr. Manager – HR - ANES	 NIRANJANA KUMAR K Chief Executive Officer - ANES