



GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE GENERAL OF HEALTH SERVICES  
F-17, KARKARDOOMA, DELHI-110032  
(DELHI GOVT. EMPLOYEES HEALTH SCHEME)

F.No.25(III)/DGEHS/458/DHS/2015-16/Pt-III/12834-13094 Date: 28/3/15

OFFICE MEMORANDUM

Keeping in view the difficulties being faced by the DGEHS beneficiary in availing OPD/IPD treatment in DGEHS empanelled Hospitals/Centres, it has been decided that a Nodal Officer shall be appointed by all empanelled Hospitals/Centres who could be contacted by the DGEHS beneficiaries (pensioner & serving), in case any difficulty is faced by them in getting the entitled treatment. The detail of Nodal Officer shall be displayed at a prominent place within hospital premises i.e. reception, help-desk etc. It is requested that details of Nodal Officer & Medical Director/Superintendent be furnished to DGEHS at [spodgehs@gmail.com](mailto:spodgehs@gmail.com) in following format:-

Name of Hospitals/Center		
Nodal Officer	Name	
	Designation	
	Mobile number	
	Telephone number	
	E-mail address	
Medical Director/ Superintendent	Name	
	Designation	
	Mobile number	
	Telephone number	
	E-mail address	

The initiative will be monitored by this Directorate through feedback received from patient/relative/attendant. In this regard, all empanelled Hospitals/Centres are, hereby, directed to provide mobile number of the beneficiary or close relative/attendant, on the bill itself along with other details of the patient.

It is further informed that in case, there are any change in aforesaid contact details, the same shall be informed to DGEHS immediately at [spodgehs@gmail.com](mailto:spodgehs@gmail.com) for necessary amendment in office records.

(Dr. Ashok Kumar)  
Director General Health Services

To,  
Medical Director/Superintendent,  
All empanelled Hospitals/Centres.