

Proceedings of the 23rd Executive Committee Meeting of the Suvarna Arogya Suraksha Trust under the Chairmanship of the Additional Chief Secretary, Health & Family Welfare Department held on 2/6/2018 at 3.00 pm in SAST Conference Hall, Bangalore.

Members Present:

1. The Additional Chief Secretary to Government, Health & Family Welfare Department & Chairman, Suvarna Arogya Suraksha Trust, Vikasa Soudha, Bangalore.
2. The Commissioner, Health & Family Welfare Services, Bangalore.
3. Dr. H. Sudarshan, Karuna Trust, Bangalore.
4. Representative from Medical Education Department, Bangalore.
5. Representative from Finance Department, Bangalore.
6. Representative from Medical Education Department, Bangalore.
7. The Executive Director, SAST, Bangalore.

Leave of absence :

1. The Director, Health & Family Welfare Department, Bangalore.
2. The Mission Director, NHM, Bangalore

Others:

1. Director (MM), SAST
2. Director (Finance), SAST
3. Deputy Director (Op), SAST

The Executive Director, SAST welcomed the Chairman and members to the meeting.

Subjects on the Agenda were taken up for discussion.

Subject No. 23.1

Reading and Confirmation of the proceedings of 22nd EC meeting held on 10/1/2017

The Executive Committee confirmed the proceedings of the 22nd Executive Committee Meeting held on 10/1/2017.

Subject No. 23.2

Action taken Report - Review of action taken on the decision of the 22nd EC meeting

held on 10/1/2017

Action taken report of 21st EC Meeting held on 30/4/2017

SI No.	Decision Point	Action Taken	Remarks of the Committee
22.9	<p>Updates of Arogya Jaagruti Abhiyana - SC/ ST villages / Habitations & Special Health Camps</p> <p>The Chairman directed to prepare plan of action for regular camps and circulate in advance to Ashaworkers/ANMs and ensure that the campaign is made more effective.</p>	<p>Action Plan for regular camps was submitted to Government for perusal and monthly camp schedule are circulated in advance.</p>	<p>The Chairman directed to conduct health camps with the participation of government hospitals' specialists/staff at Govt. institutions only.</p> <p>He stated that NCD section of DoH&FWS should conduct the camps. Screening in camps as done under VAS should be stopped, as referral will be done only after screening done at Government hospitals.</p> <p>In the Arogya Karnataka Scheme, Commissioner, H&FWS should assess the screening capabilities and diagnostic facilities available in all government hospitals in the State and make necessary tie ups with private diagnostic facilities, wherever there is shortage.</p> <p>[Action: Director (MM) & IEC Consultant)</p>
22.10	<p>Updates of schemes: Cochlear Implant scheme Journalist scheme Sr. citizen scheme Indira Suraksha Scheme Forest Proposal Committee suggested to; a) link with NGOs working with</p>	<p>a) RC, Bangalore and DD, RSBY attended the meeting organized by Directorate of Disabled Welfare and oriented on the subject. NGOs were requested to refer the patients to SAST empanelled hospitals.</p>	<p>RBSK procedures approved by the Govt. are 163 in number. However, SAST have been permitting 883 procedures without the express approval of Gol. The Chairman took strong objection to the practice</p>

	senior citizens at the district level through Directorate of disabled Welfare. b) send reminder letter to the Forest Dept.	b) Proposal submitted to Forest Department on 27.4.2017.	and has stated that any modification of scope of schemes cannot be decided at the level of SAST, as SAST is only an implementing agency. It should be sent to Govt. for approval. [Action: Director (MM)]
22.11	RSBY - Chairman directed to write a letter to insurance companies reg. their low performance	Letter sent to Insurance companies on 18.01.2017 and same was communicated to Gol. The performance of Insurance Companies was reviewed in regular monthly meetings and also the EDC meetings held. There has been approximately 10% increase in the performance of the Insurance Companies from the year 2016-17 (72594 claims) to 2017-18 (80504 claims).	The Chairman directed that the analysis of the performance of the insurance companies for the year 2016-17 and 2017-18 should be completed within June 2018. Reg. the unsettled claims of 2015, correspondence with the Labour dept should begin on priority. Coordinate with Information & Publicity Dept for giving wide publicity to the continuation of RSBY scheme. [Action: Director (MM)]

Subject No. 22.3

Reading and Confirmation of the 36th to 42nd Empanelment & Disciplinary Committee

The Executive Committee confirmed the Proceedings of the 36th to 42nd EDC Meetings held on **5/7/2016, 22/9/2016, 30/12/2016, 1/7/2017, 17/5/2017, 22/8/2017 and 3/1/2018.**

Decision :

1. The Committee confirmed the proceedings of 36th to 42nd EDC meetings and noted.
2. The Chairman stated that the de-empanelment policy has to be revisited and it should not be clubbed with empanelment guidelines and directed to make a separate item in the SAST website.

[Action: Director (MM) & Project Manager, IT]

Subject No. 23. 4

Status Report of SAST Schemes

The Executive Director explained in brief to the Committee about preauth approved, claims settled since inception of the VAS, RAB, JSS, RSBK, RSBY. MSHS, ISY and Yeshasvini schemes.

Decision:

1. The Committee noted the same.
2. In the context of the new referral policy of the Arogya Karnataka Scheme, the chairman questioned the wisdom of giving a preauthorization from SAST after a qualified doctor from Government hospitals has made a referral. He directed that the preauthorization policy be revisited by forming an internal committee within the government consisting of representatives of H&FW, Medical Education and SAST.
3. He advised to explore the procedures that can have system based preauthorization and make a distinct list of the documents that are required during preauthorization and documents, which are required at the time of claims.

[Action: Director (MM) & Project Manager, IT]

Subject No. 23.5

Releases and expenditure details of schemes

The Committee perused the details of the releases and expenditure of schemes implemented under Suvarna Arogya Suraksha Trust for the year 2017-18 scheme-wise.

RBSK : The Chairman enquired about the pending bills for payment under RBSK scheme and enquired whether NHM had confirmed budgetary support for the excess

number of procedures that have been implemented in SAST. He asked to be informed if the MoU between SAST and NHM permitted freedom for SAST, to modify the number of procedures that have been approved by the Gol. He also questioned the wisdom of incorporating SNCU services under RBSK, when it is a totally distinct government programme.

RSBY Sr. Citizen - It was informed by the Director, Finance that the fund for RSBY Sr. citizens had not been released from Gol for the financial years 2016-17 and 2017-18 .

Decision:

The Chairman advised to write once again to the Gol for expediting release of funds under RSBY Sr. Citizen scheme.

[Action: Director (Finance)]

Subject No. 23.6

Funds position of SAST as on 31/3/2018

The funds position of all schemes of SAST in different banks viz; IDBI, Vijaya Bank and Corporation Bank of Savings Account, Sweep in Account balance details as on 31/3/2018 was placed before the Committee.

Decision:

The Committee noted the same.

Subject No. 23.7

Updates on Implementation of Arogya Karnataka Scheme

The Executive Director briefed the Committee regarding the new scheme "Arogya Karnataka", which is a universal health scheme in which the hitherto schemes that were implemented by SAST have been subsumed including Yeshasvini. Jyothi Sanjeevini Scheme is continued as a separate scheme

Dr. H Sudarshan stated that as enrollment of beneficiaries has not begun in all PHIs of the State, he suggested extending the period of earlier schemes by a few more months for the benefit of the beneficiaries. In response, the Chairman informed that

the modification Government Order No. HFW 91 CGE 2017, Dated 1/6/2018, Bangalore was issued that allowed for beneficiaries to avail treatment by providing BPL or Aadhar card in provisionally empanelled network hospitals with a manual referral form by PHIs. Arkid will not be mandatory till three months.

Decision:

After detailed discussion, the Chairman suggested as follows;

- 1. Government of India in PMRSSM scheme is making preauthorization mandatory only for 300 procedures. SAST also should look into this aspect, while revising the preauthorization policy for Arogya Karnataka Scheme.**
- 2. The Chairman advised to use intelligent analytics for system generated preauthorization and system driven checks such as checking the date of diagnostic reports, dates of treatment**
- 3. Preauthorization should be considered only where there is discretion and thereby preauthorization can be reduced to only those specialities where it is absolutely necessary.**

[Action: Director (MM) & Project Manager, IT]

Subject No. 23.8

Organization Structure for Arogya Karnataka Scheme

The Executive Director brought to the notice of the Committee that the Organization structure of SAST needs to be restructured as many of the existing schemes were subsumed under Arogya Karnataka. Since PMRSSM has also suggested an organization structure, it is necessary for rationalization.

The Chairman enquired about the existing position of staff details both at headquarters and district level. He also opined that there should be two Arogyamitras located in all District Hospitals and one Arogyamitra should be located in all taluka hospitals. He advised to have a relook at the necessity of locating Arogyamitras in private network hospitals.

Decision :

The Committee advised the Executive Director to work out the requirement as per the advice of the Committee and place it in the following committee meeting. It

was also advised that the posts proposed to be cancelled and added should be indicated in the same diagram.

[Action: Director (Operation))

Subject No. 23.9

Rashtriya Swasthya Bima Yojana (RSBY) Extension

The Executive Director informed the Executive Committee that the contracts have been signed for the extended period till August 2018 with the insurance companies and State share of Rs. 10,63,91,594/- has been released. The central share premium for the year 2017-18 also has been released to the insurance companies.

Decision:

The Committee noted the same.

Subject No. 23.10

Revision of Trust Deed & Delegation of Financial Powers to Executive Director

The Executive Director brought to the notice of the Committee regarding the resolution of the Trust Board to amend the Trust Deed in the Board Meeting; the need for making bye laws, framing of Cadre and Recruitment Rules as per the present circumstances of the Trust, as there is a lack of clarity in the existing Trust Deed reg. policy decisions and delegation of powers, which is causing difficulty in resolving administrative and financial issues.

The Executive Director informed the Committee that Sri. Ramanathan, who is a retired Joint Secretary and has a vast experience in the field has submitted a proposal to prepare Byelaws, Cadre and Recruitment Rules for an amount of Rs. 2,15,000/-.

Decision:

After detailed discussion, the Committee approved the proposal.

[Action: Director (Operations))

Subject No. 23.11

Release of fund to the Conference of International Health Tourism Congress (ಅಂತರಾಷ್ಟ್ರೀಯ ಆರೋಗ್ಯ ಪ್ರವಾಸೋದ್ಯಮಕಾಂಗ್ರೆಸ್ ಸಮ್ಮೇಳನ ಅನುದಾನ ಬಿಡುಗಡೆ)

The Executive Director explained to the Committee that Sri. Basavaraj Horahatti addressing the Hon'ble Chief Minister after successfully completing the Conference of International Health Tourism Congress had requested to release Rs. 50.00 lakh for the said conference. The letter was forwarded by the Hon'ble Chief Minister to Finance Department and to the Principal Secretary, Health & Family Welfare stating to release **Rs. 20.00 lakhs.**

The Executive Director also informed that the then Principal Secretary, Health & Family Welfare had directed participation of Suvarna Arogya Suraksha Trust in the said programme. SAST District Co-ordinators and Arogyamitras have participated in the programme. As funds were not available, only **Rs. 2.00 lakh** was released for the programme.

Decision:

The Committee ratified the action taken.

Subject No. 23.12

Entrusting the Court Case pertaining to MD India Networks Pvt. Ltd

The Executive Director explained to the Committee **M/s MD India Networks Pvt. Ltd.** was the Implementation Support Agency from 01.07.2014 to 30.06.2017 for SAST. The services of ISA were terminated on 15/3/2016, after a notice period of 30 days as the performance of the field staff was unsatisfactory.

The Executive Director also informed that following actions have taken:

- As per clause 7.1 of MoU, the agency had proposed for reconciliation and nomination of arbitration agency.
- As per clause 7.2 of MoU, Sri SBN Prakash, former District Court Judge, Bangalore was recommended for arbitration from SAST.

- On 23.05.2017 a Sub-Committee was formed to assess the penalty with reference to MoU.
- As per the finding of the subcommittee the amount of penalty for deviation of MoU was Rs. 344.14 lakhs of which Rs. 30.29 lakhs has been paid by the company and payment pending for last quarter is **Rs. 89.96 lakhs.**
- The penalty calculated was exceeding the bank guarantee. Correspondence was initiated with Manager, Bank of India, Vimananagar, Pune, to forfeit the Bank Guarantee of **Rs. 116.53 lakhs.** However MD India brought a stay order on the forfeiting of the Bank Guarantee
- Ms. Gifty George, Advocate has been appointed to represent SAST in the Pune High Court for a fee of Rs. 50,000/- .
- Sri. G. Sridhar, Advocate has been entrusted to co-ordinate the case at Pune and he has attended the court on 19/9/2017 and 27/2/2018 and he has been paid flight charges and other expenses and charges of preparing of counter statement

Decision:

The Committee ratified the action taken and expenses incurred.

Subject No. 23.13

Appointment of Legal Consultant

The Executive Director explained to the Committee that Sri Sampath Anand Shetty, of M/s. Sampath & Vastsala Law Associates, Bangalore was appointed as Legal Consultant on a retainership basis of Rs. 7,500/- per month, to attend the day to day legal issues like, suggestions/ guidance/preparation of parawise replies on behalf of the Trust, vide OM No. HFW/SAST/68/2015-16, dt.29-2-2016. w.e.f. 1-3-2016. The contract period was not mentioned in the OM and Sri Sampath Anand Shetty expressed his unwillingness to continue serving the Trust. His remuneration was paid till April-2017. The Advocate has sent a legal notice dated 14-10-2017 to pay his retainership Fee till date.

The Executive Director also informed that the case was referred to Sri. G. Sridhar, Advocate and Consultant of NHM and he opined that since there was no Agreement between SAST & Sri Sampath Anand Shetty, the Retainership fees should not be paid till April 2017.

ED, informed the committee that cases handled by Sri Sampath Anand Shetty before the Hon'ble High Court & Karnataka Medical Council was entrusted to Sri. G Shridhar. A Notification was published in Newspapers calling for EoI for working as a legal Consultant in SAST on 12-02-2018. 2 applications were received within the stipulated date. After scrutiny of the applications, as per the criteria fixed, the Selection Committee recommended Sri G. Sridhar, Advocate as he had the necessary qualification and had qualified and quoted the lowest retainership fee of Rs. 15,000/- per month. She sought approval for the same.

Decision:

The Committee approved the proposal to appoint Sri G. Sridhar as Legal consultant and approved a monthly Retainership fee of Rs. 15,000/-.

[Action: Director (Operations)]

Subject No. 23.14

Constitution of Performance Appraisal Committee

The Executive Director explained to the Committee that the Performance Appraisal Committee (PAC) under the chairmanship of Executive Director was constituted to assess the performance of the staff/employees as per the decision of 9th Trust Board meeting to assess the staff/employees' performance for continuing for the following year. The Committee was reconstituted by replacing members vide OM HFW/SAST/108/2015-16 dated 25/1/2017, as the earlier Committee members were not attending PAC meetings.

Confirmation of the OM mentioned with modification of one member i.e., to make Director, Operations instead of Deputy Director, Operations as member was sought with a time limit for the PAC Committee to review only for three years. After 3 years the positions should be thrown for open competition and the incumbents can also compete with those who apply freshly.

Decision:

After detailed discussion the Committee approved the reconstitution of the PAC and proposal of revised modalities.

[Action: Director (Operations)]

Subject No. 23.15

Hiring of Vehicle through Travel Agency

The Executive Director explained to the Executive Committee that the vehicles hired through travel agency and allotted to four regional consultants working in SAST at four divisions of Belagaum, Bengaluru, Mysore, Kalburgi for official purpose to visit network hospitals and various empanelled hospitals for smooth functioning of SAST. Tender was floated in Kannada & English newspaper to hire travel agency as per DPAR rates. There was no response from the travel agents for the said rates. Negotiations were made with the existing travel agent and contract has been extended from time to time.

She also informed that the issue was discussed with DPAR officials, who suggested getting approval of the decision making authority of the organization and revising the rates suitably. Therefore, the following rates were proposed;

- | | | |
|---|---|-------------|
| 1) Up to 2500 Kms, for Non-AC vehicle (car) | - | Rs.35,000/- |
| Rs.8/- per Km, exceeding 2500 Kms. | | |
| 2) Up to 2500 Kms, for Ac vehicle (car) | - | Rs.40,000/- |
| Rs.13/- per Km, exceeding 2500 Kms. | | |

Decision:

After detailed discussion, the Committee approved the subject.

[Action: Director (Operations)]

Subject No. 23.16

Ratification of Transportation facility provided to RC Mysore

The Executive Director explained to the Committee that a vehicle had not been provided to Regional Consultant in Mysore Division, Dr. Prasad H S, Regional Consultant, Mysore. He was permitted to use his personal vehicle vide No. HFW/SAST/ADM/25/2014-15 dated 15-04-2015. As per OM NO: HFW/SAST/

ADM/147/2012-13, he was reimbursed an amount of Rs. 8,11,667/- being vehicle charges @ Rs. 25,000/- per month from 15-02-2015 to 14-12-2017. He has been provided a hired vehicle after calling quotation from 14-12-2017.

Decision

After detailed discussion, the Committee approved the subject with an advice that this practice should not be repeated. The chairman advised to study the hiring practice in Gujarat and explore the possibility of adopting it in SAST.

[Action: Director (Operations)]

Subject No. 23.17

Maternity Leave Benefits to female Employees & Paternity Leave to Male Employees of SAST working on Contract & Outsource Basis

The issue was taken up by the Committee and the Committee noted the clarification issued by Ministry of Labour and Employment vide No. S.36012/03/2015-S5-1 "The Act is applicable to all Women who are employed in any capacity directly or through any agency i.e. either on contractual or as consultant" and the Circular issued by National Health Mission, vide No. NHM/SPMU/PGM/90/12-13, dt. 3-10-2016 wherever Female employees working on contract basis are eligible for 180 days Maternity Leave limited to 2 children.

ED, SAST, sought approval for sanction of 180 days Maternity Leave without granting any additional leave beyond 180 to female employees working both on Contract and Outsource basis with pay. In case, the employees do not report for duty after completion of maternity leave, the services of such employee will be terminated without assigning any reason and the pay due during the leave period will be withheld.

Decision :

After detailed discussion, the Committee approved 180 days Maternity Leave without granting any additional leave beyond 180 to female employees working both on Contract and Outsource basis with pay. In case, the employees do not report for duty after completion of maternity leave, the services of such employee will be terminated without assigning any reason and the pay due during the leave period will be withheld

[Action: Director (Operations)]

Subject No. 23.18

Hiring the services of Manpower Agency

The Executive Director informed the Committee that the period of service of Manpower Agency M/s. Wild Cat Security Services come to an end on 31-8-2017. A fresh tender was floated in the e-Procurement Portal, wherein 7 bidders participated in the e-portal system; only one bidder was technically responsive. Hence, action was taken for re-tendering and the services of the said Agency extended upto 30-9-2017.

She also informed that a Notification was re-published on e-proc and 6 bidders have participated. M/s. Navodaya Service Centre, Bangalore and M/s. Hindustan Security Services, Bangalore had quoted 2% (two percent) as service fee. As per **Tender Clause-12.6 of Section – 1**, the Selection Committee accepted the offer of M/s. Navodaya Service Centre, Bangalore with a 2% (Percent) service fee. Letter of Award was issued to M/s. Navodaya Service Centre, Bangalore and Contract Agreement was signed after the agency furnished Bank Guarantee of Rs. 12.00 lakhs.

The Chairman directed to ensure that ESI/PF contributions is being regularly paid by the Agency and verify with the bank account statements of the employees .their take home salary.

Decision :

After detailed discussion, the Committee ratified the subject

Subject No. 23.19

Revision of remuneration for Outsourced Employees

The Executive Director informed the Committee that the Outsourced employees working in SAST are recruited as per the requirement of personnel, which were approved in various Executive Committees and Trust Board meetings. The 11th Trust Board Meeting held on 01-06-2017 resolved enhancement of remuneration of outsourced employees ranging from 10 – 20 % of the existing wages. The salary revision is proposed to be considered from 1st October 2017 & the arrears are proposed to be paid from 1st October 2017.

Decision:

The Committee directed to withdraw the subject and bring it up in the next meeting.

[Action: Director (Operations)]

Subject No. 23.20

Appointment of Regional Consultant, Kalburgi Division

The Executive Director informed the Committee that a notification was invited to appoint a Regional Consultant for Kalburgi Division. In response, 4 candidates attended the interview, Mr. Matt Mallikarjuna was appointed as Regional Consultant for Kalburgi Division. He tendered resignation for the post, Dr Alibaba Doddamani who was in the waiting list was appointed for the post of Regional Consultant, Kalburgi Division.

Decision:

The Committee ratified the appointment of Regional Consultant, Kalburgi Division and the period of services rendered by him so far.

Subject No. 23.21

Procurement of Desktops, Laptops & Tabs to SAST Office

The Executive Director informed the Committee that the Suvarna Arogya Suraksha Trust was entrusted with the responsibility of being an ISA for Yeshaswini Scheme. As per the decision of the 11th Trust Board new posts were created and staff appointed. There was a need to procure computers, laptops and tablets to provide to the newly recruited staff.

On the suggestion of the Need Assessment and Specifications Committee that was constituted for the purpose, a tender was floated in the e-Procurement Portal to procure 39 Desktops, 63 Laptops & 600 Tablets. Totally 5 bidders participated in the tender for supply of Desktops and Laptops & 3 bidders participated in the tender for supply of Tablets. Among them M/s. Intellic Solutions & M/s. Premier IT Solutions quoted the lowest price respectively. The purchase order to supply 39 Desktops and 63 Laptops amounting to 48.70 lakhs & Rs. 73.40 lakhs for 600 Tablets was issued. M/s.

Nisaki Technology Services was appointed for pre-delivery inspection for the materials. The materials were supplied by the above said companies & payment has been made.

The Chairman enquired about the budget provision and viewed the files related to the subject.

Decision:

Since the subject had been approved by the Trust Board, Chairman directed that the subject should be placed before the Trust Board.

[Action: Director (Operations)]

Subject No. 23.22

Desktop & Laptops hired on Rental Basis

The Executive Director informed the Committee that the Laptops and Desktops were procured on rental basis from KEONICS for a period from 26-8-2017 to 25-11-2017 as Yeshaswini was taken up by SAST. Since the Laptops and Desktops procurement was under process, the hiring period was extended from one month to 3 months (i.e. 26-8-2017 to 25-11-2017). The bill was submitted by KEONICS for Rs. 6,01,092/-. She sought approval to release rental charges to KEONICS.

Decision:

After detailed discussion, the Committee approved the payment of Rs. 6,01,092/- to be made to KEIONICS for hiring laptops and desktops.

[Action: Director (Operations)]

Subject No. 23.23

Enhancement of Mobile Charges for Arogyamitra

The Executive Director informed the Committee that Airtel CUG connections are provided to all Arogyamitras for an amount of Rs. 400/-, as per the decision of the 21st EC meeting. The service provider suggested a better plan for Rs.499/- + taxes totalling Rs. 589/- for the maximum utilization of the plan. Approximately an amount of Rs. 60,000/- per month will be the extra expenditure for SAST.

Decision:

The Committee advised to explore the possibility of giving fixed allowance for individual connections instead of CUG, as the rates have come down to a large extent.

[Action: Director (Operations)]

Subject No. 23.24

Ratification of action taken for appointments and Extension of Services of Contractual Staff appointed in Suvarna Arogya Suraksha Trust.

The Executive Director brought to the notice of the Committee that the action taken for appointment of Doctors/Officers/Managers/Staffs on contract basis as per the decision of the 11th Trust Board meeting and Extension of services of Officers/Consultants/staff are as follows;

a) New Appointments :

As per the decision of 11th Trust Board to appoint Doctors/Officers/Managers/Staffs on contract basis as the various health schemes were entrusted to SAST for implementation- No. of employees – 180, Action taken for appointments and extension of their service is as below:

b) Extension of Services- SAST Contractual Staff

The initial appointment of Contractual Staff was for a period of one year and their contracts were extended based on their performance. As per the decision of the 9th Trust Board Meeting, Performance Appraisal Committee was re-constituted vide HFW/SAST/ADM/108/2015-16, dt.25-1-2017, to review the performance of the SAST contractual staff. On the recommendation of the PAC, the contract of the officers/staff is extended for a period of one more year with a hike in remuneration from 5% to 20% - No. of employees – 12

c) Performance Appraisal Committee Meeting regarding percentage of hike in remuneration for District Co-ordinators jointly decided by Director (Operations), Director (Finance) & Director (MM) - No. of employees - 27

d) Extension of contract of Director (MM) & Director (Operations) with 10% of hike in remuneration approved by Chairman, SAST as per the recommendation of Executive Director, SAST – No. of officers – 2

e) **Extension of Services- SAST Contractual Staff:**

The initial appointment of Contract Staff was for a period of one Year. The contract will be extended based on their performance. As per the decision of the 9th Trust Board Meeting Performance Appraisal Committee was re-constituted vide HFW/SAST/ADM/108/2015-16, dt.25-1-2017, to review the performance of the SAST staff. As per the decision of the 11th Trust Board under agenda 9.17, constitution of PAC under the chairmanship of Executive Director, SAST & the modalities of working of the said committee was recommended. But as no action was initiated on this, to work out the modalities & to finalise the roles & responsibilities of the PAC, and the contractual period of the staff was coming to a close, a proposal to extend the contractual period was submitted to Chairman, SAST for approval upto 30-06-2018. Approval was given on file vide HFW/SAST/ADM/108/2015-16 para 163 - Nos. of employees – 68

The Chairman enquired about the total staff strength including Coordinators and directed to review their performance. He also suggested working out the requirement of Coordinators. He advised positioning of Arogyamitras at the District and Taluka Hospital. The chairman also suggested exploring how many claims can be processed through system based checks.

Decision:

After detailed discussion, the Committee ratified the action taken and directed the Executive Director to work out the required staff position.

[Action: Director (Operations)]

Subject No. 23.25

Redesignation of Dr S. Rajanna, Pre-auth processing doctor as Deputy Chief Vigilance Officer, SAST

The Executive Director explained to the Committee that Shri S.R. Naik, Deputy Director, Administration was designated as Chief Vigilance Officer and the respective Regional Consultants are Vigilance Officers to the respective regions as per GO dated 22.6.2016.

Shri S.R. Naik has resigned w.e.f. 24 Oct 2017. As the post of CVO at SAST was vacant, the post of Chief Vigilance Officer was required to be filled up as per the decision of the 11th Trust Board. Dr. S. Rajanna was appointed as Pre-auth processing doctor with a monthly remuneration of Rs.40,000/- . As Dr. Rajanna has an experience of more than 30 years in Govt Sector and has held various responsible positions such as Administrative Medical Officer, RMO, Medical Superintendent and also worked as Regional Consultant in SAST, he was given the job of Vigilance Officer & charge of Grievance cell. .

The Executive Director requested the committee to approve Dr S Rajanna's re-designation as Vigilance Officer and permit enhancement of his remuneration on par with the Regional Consultants, SAST. The present remuneration for Regional Consultants is Rs.50,000/- per month and she sought approval for the same. Dr H. Sudarshan was of the opinion that Dr Rajanna would not fit the role of Vigilance Officer and he can be continued as Preauthorization consultant.

Decision

After detailed discussion, the Chairman directed that the file pertaining to Dr. Rajanna should be sent to Govt and it would be reviewed by ACS, HFW.

[Action: Director (Operations)]

Subject No. 23.26

Collaboration with Department of Health Research (DHR), Gol for Health Technology Assessment (HTA)

The Executive Director brought to the notice of the Committee that SAST was made a member of the Health Technology Assessment (HTA) in collaboration with Department of Health Research (DHR), Gol and it had signed a MoU.

Decision:

After detailed discussion, the Chairman strongly objected to SAST getting involved in activities that are beyond its scope and advised that government approval should be taken while signing such MoUs.

[Action: Director (Operations/MM)]

Subject No. 23.27

Ratification and approval of special cases (not covered in the existing procedures) for treatment already provided under SAST.

The Executive Director brought to the notice of the Committee that the following cases were treated under SAST as special cases;

1. Patient Narayanaswamy , aged 64 years, a case of chronic hepatitis needs T-Hepcvir-L tab for 4 months - Rs. 23550/- was settled to UCE Pharmaceutical distributors, Kolar on 3/7/2017.
2. Patient Sankalp Mahesh Sinde aged 3.5 years with severe thalassemia; Patient belongs to SC/ST category, hence patient was considered as a special case support - Rs. 3,00,000/-, was settled to Sankalp India Foundation, Bangalore on 27/9/2017.
3. Patient Lakshmanachar aged 63 years referred by health minister, admitted at Apollo hospital on 07.08.2017 -Rs. 95000/- was settled to Apollo Hospital, which is not empanelled with SAST, Bangalore on 12/10/2017.
4. Patient Dharshan M Patil aged 14 years case of amputation of right proximal 3rd forearm - Rs. 30000/- was settled to Mahalaxmi Hospital, Chikkodirao, Nipani on 28/10/2017.
5. Patient Maruthi aged 10 years case of sever thalassemia - Rs. 3,00,000/-, was settled to Sankalp India Foundation, Bangalore on 14/12/2017.
6. Patient Deepika J.S aged 4.02 years, case of sever thalassemia - Rs. 3,00,000/-, was settled to Sankalp India Foundation, Bangalore on 14/12/2017.
7. Patient Ravi aged 35 years, case of CVA underwent Tracheostomy under GA - Rs. 109000/-, was settled to ST. Joseph Hospital Mysore on 28/12/2017.
8. Patient Nagaraj aged 57 years case of RTA - Rs. 60000/-, was settled to R.NJalappa Hospital Kolar on 28/12/2017.

Ratification was requested for the expenditure on the above mentioned 8 cases.

Decision:

After detailed discussion, the Chairman advised that if the special cases are not covered under the VAS procedures such cases should be sent to Government for approval. Cases where the specialties are available in VAS but there may be difference in the procedures and methodologies, then a Committee of Experts should be formed and with their opinion it should be recommended in the next meeting.

[Action: Director (MM)]

Subject No. 23.28

Revision of Target and cases considered for the purpose of calculating remuneration to Pre-auth/ Claims processing doctors

The Executive Director brought to the notice of the Committee that the remuneration approved for the targets and incentives for doctors for processing pre-auth and claims as per the decision of the 22nd EC Meeting.

She also informed that in order to ensure that the basic principle of "Single payment for a single preauth/claim processed till its logical end/ conclusion" is achieved. An Internal Committee discussed these issues in detail and recommended the following:

- a) Only the following cases will be considered for the purpose of target and Calculation of remuneration for Doctors (for the salary period)
 - (i) Final Approved Cases (after approval by validators and Accounts Section)
 - (ii) Enhanced cases

A target of 700 cases/month is fixed for processing doctors who work from office without any additional responsibilities. For others the target set is 600 cases/month. Incentives shall be paid for Doctors (Work from Office) processing cases over and above the set target of 700 cases as per existing rates.

b) If there is continuous low performance 50% below the target for continuously 3 months, their services will be terminated.

c) For medically incorrect approvals and those having financial implications to SAST, the amount of loss incurred by the processing doctors will be recovered from his payment due. If he continues more than 3 instances his services will be terminated and the entire amount will be recovered from him.

d) If there is delay in processing of a case for more than 48 hours he will be penalized at the rate of 50% of the processing charges per case. The case will be forwarded to the next doctor and he will be paid the cost fixed for preauthorization.

e) Penalty for wrong medical processing to the doctors - First time the processing charges for the particular claim and Second time processing fees and Rs.100/-.

She sought approval for the proposal.

Decision:

After detailed discussion, the proposal was approved.

[Action: Director (Operations)]

Subject No. 23.29

Online payment of PF Subscription (Employer and Employees) & Professional Tax (PT) pertaining to contract employees of SAST

The Executive Director brought to the notice of the Committee that the SAST is registered with EPF Organization with PF Code No. BGBNG1613354 000 w.e.f 1/6/2017. As per EPFO letter dated 11/4/2018, the PF remittances made by employees should be mandatorily through internet banking only and as per Department of Commercial Tax letter, Professional Tax had to be credited mandatorily through internet banking e-payment only.

She also informed that the internet banking will be enabled for PF & PT transfer only from other receipt account No. 0896104000194211 maintained at IDBI Limited, HSR Layout. Monthly transaction will be limited to Rs. 26 lakhs only. Internet banking facility will include ;

- a) View facility to Executive Director, Director (Finance) and Assistant Director (F)/ Superintendent.
- b) View and transaction facility will be enabled for the Superintendent (Admin/Operations), Director (Operations) and Director (Finance)

The procedure of internet banking will involve:

- Preparation of online statement by Superintendent (Admin/Operations) -Maker
- Verification of the statement Director (Operations) as Checker 1
- Verification of the statement and submitting statement on manual file to Executive Director for approval- Director (Finance) as Checker 2
- Approval on file for making payment-Executive Director
- Making payment to EPFO & PT after approval of Executive Director- Checker
- Monthly transaction shall not exceed Rs. 26 lakh and transaction shall be only with EPFO for transferring PF & PT contribution of SAST employees

Decision:

After detailed discussion, the proposal was approved with a caution that that only minimum balance should be maintained in the account.

[Action: Director (Finance))

Subject No. 23.30

Statutory Audit Report of Trust for 2016-17 and appointment of Statutory Auditor and Internal Auditor

The Executive Director brought to the notice of the Committee the following issues ;

- (i) Statutory Audit Report of Trust for the year 2016-17 audited by Auditor M/s. S. Venkataraman & Co, submitted is placed before the Committee.
- (ii) C&AG, Government of India has forwarded a list of 5 auditors for selecting statutory auditor.
- (iii) During 2016-17 Mercantile system of accounting is followed by statutory auditor and Cash basis accounting is followed in writing cashbook as per Government system. Therefore permission is requested to follow cash basis accounting by the statutory auditor.
- (iv) Internal Auditor's period appointed for three years during 2015-16 was completed on March 2018, Due to election code of conduct appointment of Internal Auditor was delayed.

Decision:

After detailed discussion, the Committee advised as follows:

1. The Audit and Finance Committee should review the financial status of the Trust and place its report in the following EC meeting.
2. Appoint the statutory auditor by selection from the list of auditors forwarded by C&AG, Gol.
3. Continue to follow the accounting procedure as done during 2016-17.
4. Appoint internal auditor for 2017-18 through a tendering process.

[Action: Director (Finance))

Additional Subject No. 1:

Enhancement of the remuneration of Arogyamitras

The Executive Director informed the Committee that the services of man power agency hiring Arogyamitras is coming to an end of 30/6/2018, the remuneration of Arogyamitras needs to be revised at the time of calling tender to appoint man power agency.

Decision:

Workout the requirement of Arogyamitras, as per the advice in the earlier subject and then place a comprehensive proposal before the Committee.

[Action: Director (Operations)]

Additional Subject No. 2

Terms of Reference for Empanelment & Disciplinary Committee

The Executive Director explained to the Committee that in the G O dated 1/3/2017, the EDC has to be constituted for process of empanelment, de-empanelment, to inspect, to take disciplinary actions and review the empanelment status of hospitals with reference to MoU signed and recommend disciplinary action including levying of penalty and de-empanelment of the hospitals under Arogya Karnataka Scheme. The Terms of Reference (ToR) for constituting EDC is prepared for approval.

She also informed of the Fee structure approved by the Government for empanelling hospitals under Arogya Karnataka as follows:

Empanelment Fee (for both New and previously empaneled hospitals)

- Rs. 10,000/- for private hospitals providing complex secondary care only.
- Rs. 20,000/- for private hospitals providing tertiary care only.
- Rs. 10,000/- for private hospitals proving emergency care only.
- Rs. 20,000/- for private hospitals providing combination complex secondary, tertiary and emergency care.

The above fees shall be valid for 3 years. There is no fee for Government hospitals.

Decision:

After detailed discussion, the Committee approved the fee structure for empanelling hospitals under Arogya Karnataka Scheme and directed to:

- a) Have EDC committee smaller than the one proposed
- b) Vigilance officer will assist the EDC for findings and enquiries

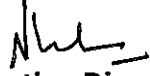
[Action: Director (MM)]

The Meeting concluded with vote of thanks.

**Proceedings approved by the Additional
Chief Secretary, H&FW & Chairman, SAST**

**Sd/-
(AJAY SETH)
Additional Chief Secretary to Govt.,
Health & Family Welfare Dept. &
Chairman, SAST**

"COPY"


**Executive Director,
Suvarna Arogya Suraksha Trust,
Bangalore.**

Copy to:

1. The Principal Secretary to Government, Health & Family Welfare Department & Chairman of Suvarna Arogya Suraksha Trust Vikasa Soudha, Bangalore.
2. The Principal Secretary to Government (Exp.), Finance Department, Vidhana Soudha, Bangalore.
3. The Principal Secretary to Government, Medical Education Department, Vikasa Soudha, Bangalore.
4. The Commissioner Health & Family Welfare Services, Ananda Rao Circle Bangalore.
5. The Mission Director, National Health Mission/Project Administrator, KHSDRP, Sheshadri Road Bangalore.
6. The Director Health & Family Welfare Services & Vice Chairperson of Executive Committee, Ananda Rao Circle Bangalore.
7. The Chief Executive Officer, Yeshaswini Trust, MS Building, Bangalore.
8. Dr. H. Sudarshan, Karuna Trust, #686, 16th Main, 39th cross, 4th 'T' Block, Jayanagar, Bangalore-560 041.
9. All Officers, SAST, Bangalore.