



IITB Hospital Guidebook

Introduction to Medical Facilities

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Introduction

- IITB Hospital is primary care hospital on campus for medical treatment of students and staffs.
- All bonafide students of the institute are entitled to free medical attendance and treatment available in the Institute hospital.
- There are **14 medical officers** available for consultation and **30 Visiting specialists** available for referral in hospital.
- Mrs Nisha Shah is the **CMO** (Chief Medical Officer) of the hospital.
- Basic diagnostic facilities including Pathology lab, Radiology, Sonography is available in the hospital.
- There is also a pharmacy at the hospital to get the medicines referred by a medical officer. Students can get medicines from here for free.
- It is instructed to the pharmacy to provide students with complete strip of tablets to avoid any confusion of expiry dates etc. So, if the tablets are unnecessarily more than required, they can be donated in the boxes present at the hospital. You should cut out the extra tablets keeping in mind the part of the strip you donate have clearly mentioned expiry date and name of the tablet on it.
- **Ambulance facility** can be availed **24X7** within the campus. For ambulance call internal number **1110**.
- If any treatment is not available in institute hospital, a referral to any of the empanelled hospital in Mumbai can be made by medical officers and the expenses of treatment can be reimbursed from the hospital.
- Following is the link to IITB Hospital's official website -
<http://www.iitb.ac.in/hospital/>

Regarding consultation visits

- A medical file is issued to students by the hospital on contacting hospital reception at their first visit.
- Students have to bring their medical file for all hospital visits. The files are kept in the shelves near the entry gate of the hospital, but if desired it can be taken by the student. However, it is necessary to produce it for all hospital visits.
- For the consultation with any medical officer, the student needs to self-generate a **Treatment slip** using the computer present at the reception.
- He/She can then visit the available medical officer with the treatment slip and the medical file.
- If the doctor advises the student for bed rest, he/she can demand a **Pink-slip** which is a valid proof in case one is unable to attend classes.

Booking a specialist

- A specialist can be consulted on referral by a medical officer.
- If the medical officer refers to a specialist, an appointment has to be taken at the reception counter for the specialist's visit.
- On the day of the appointment, you need to report at the counter 10 minutes prior to the appointment or else the appointment is postponed to the next availability.

Hospital timings-Doctor's duties

	On weekdays	On holidays
Medical officers in OPD	8:00 AM to 6:00 PM	8:00 AM to 1:00 PM
Emergency duty (Part-time medical office in the ward)	5:00 PM to 10:00 PM	1:00 PM to 9:00 PM
Medical officer on night duty	10:00 PM to 8:00 AM	to 8:00 AM

The timetable for specialist doctors is not fixed, It can be checked using [Specialist Schedule](#)

**Note- All the timing mentioned above are subject to change as per hospital administration and HHAC

Hospital timings

OPD	8:00 AM to 6:00 PM
Pathology Sample Collection	8:30 AM to 9:30 AM
Pathology Report Collection	4:00 PM (from the counter)
X-Ray	8:30 AM to 1:00 PM and 2:30 PM to 6:00 pm
Ultrasonography	Only by appointment
Physiotherapy	2:30 PM to 5:30 PM
Dispensary	8:00 AM to 6:00 PM
Ward	Emergency cases after 6:00 PM

Medical reimbursement (Non Accidental)

Q. In what cases I'm eligible for a reimbursement?

- Expenditure on indoor treatment, under the advice of the **Authorized Medical Attendant (AMA)** in a recognized hospital in an entitled class of accommodation, will be reimbursed by the Institute subject to the ceiling of Rs. 1.5 Lakhs per semester
- Cost of medicines purchased from the market as well as pathological/radiological charges incurred in **empanelled hospitals only** on the advice of AMA of IITB Hospital is reimbursable

Q. How can I claim for reimbursement?

- For reimbursement in the above-mentioned cases, student needs to submit a filled up form to IITB Hospital claiming the medical expenditure.
- The form can be downloaded using the link [Downloadable forms](#).
- The student needs to attach all the original bills/receipts, IIT Hospital reference and xerox copy of the discharge summary by the empanelled hospital.

Q. What is medical advance ? How

- Medical advance can be granted on the advice of IITB Hospital for further treatment in a referred hospital. It can be claimed by submitting the form from the link [Downloadable forms](#)
- The medical advance limit for students is **Rs. 75,000**
- The medical advance taken needs to be settled within **15 days** of discharge from the hospital. If not settled future registration would be affected
- The advanced form is to be signed by the Hospital authority and submitted to the Dean SA office for advance

Accidental Injury reimbursement

- All bonafide students of the institute are covered under accidental injury insurance and are **applicable all over India**
- Only hospitalization cost will be covered under insurance
- Reimbursement limit for accidental injury is Rs.2 lacs per incidence
- An advance of max Rs. 75,000 will be applicable in empanelled hospitals
- If no reference from IITB Hospital, a certificate of the treating doctor on a document containing a copy of the student's ID card stating that the doctor had treated the student must be produced

Note

- Treatment of chronic cases or prolonged illness requiring special medical treatment for a long period will be the responsibility of the parents/guardian of the students.
- A prolonged illness may be that which requires treatment in any authorized hospital for a period of over 30 days.
- The institute will not reimburse the expenditure incurred for treatment taken outside IITB during the vacations and treatment taken without reference from AMA.
- Elective surgeries are discouraged as far as possible. However, if it is planned at IITB Hospital, consent and presence of the parent/local guardian is essential for surgery
- Dental treatment, cosmetic correction and treatment of infertility are not reimbursable.
- No maternity reimbursement is available to students
- The medical facilities(OPD only) is extended to the spouse and children of full-time married research scholars, based on basis of a certificate of dependency issued by Hostel Coordinating Unit.

Doctor's note

Students are advised to:

- Complete vaccination and update medical files
- Avoid self-medication
- Bring medical files on any visit to a doctor at IITB Hospital
- Attend the seminars/workshop/awareness programmes conducted by the Hospital
- Visit the IITB Hospital if you face any sort of health issues

Vaccinations

- Vaccination Camps are conducted at the IIT Hospital. The tentative schedule for the same is circulated well in advance
- Students who haven't completed their vaccination can avail this facility at the Hospital. It is mandatory for all the students to complete their vaccination well in time
- Details of regular vaccines available at the hospital can be found on the IITB Hospital website under the link [Vaccinations](#)

FAQs

Q. How do we visit a specialist?

- To visit a specialist, you need to first visit a medical officer and get a referral. An appointment has to be made with the specialist at the Hospital counter. On the day of the appointment, you need to report at the counter 10 minutes prior or else the appointment is postponed to the next visit

Q. How do we get a reimbursement?

- To get a reimbursement, you need to fill the Medical Claim form on the website and submit it to the hospital

Q. Are we allowed to take the file with us?

- You can keep the file, but it is advisable to have it on each hospital visit

Q. What is the procedure when we get urgently transferred to a hospital outside at night? Who pays the security deposit on an urgent basis?

- The IIT Hospital has tie-ups with a number of hospitals and no hospital can ask for a deposit right away. One can fill the Medical Advance form which can take care of the expenses

Emergency contact numbers and Hospital feedback

- In case of a medical emergency, please call the ambulance at 1110 or 2149 from any internal phone, or contact +91-22-2572-2149
- Hospital Contact Number: +91-22-2576-7051/53 or dial 7051/53 from internal phone
- Any feedback regarding the hospital can be emailed on hospital_feedback@iitb.ac.in or you can get in touch with Rishabh Kumar (Institute Secretary Hostel Affairs and Student nominee, Hospital) at rishav.kumar.2303@gmail.com
- You can also provide online feedback just after treatment from HA website using the link <https://gymkhana.iitb.ac.in/HospitalFeedback/index.php>
- The hospital website can be visited at www.iitb.ac.in/hospital/index.html

Hospital Health and Advisory Committee

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