

RAJASTHAN RAJYA VIDYUT UTPADAN NIGAM LIMITED

Corporate Identity Number (CIN)-U40102RJ2000SGC016484

(Regd. Office: Vidyut Bhawan, Jan Path, Jyoti Nagar, Jaipur-302005)

Ph.No.0141-2742439; E-mail: rvun_control@rvun.co.in; website: energy.rajasthan.gov.in/rvunl

No.RVUN/CCOA(HQ-II)/AO/Control/D. 118

Dated: 12 04 2021

CIRCULAR

Cashless medical treatment under RGHS in the approved private hospitals as well as Govt. Hospitals, is being provided to all the Nigam employees w.e.f.01/07/2021, who are a beneficiary of Medi-claim Policy of RVUN for the policy year 2021-22.

Recently, SI&PF Department has informed that offline reimbursement claims arose after 30/09/2021 against Medi-claim Policy of RVUN, shall not been entertained.

It is, enjoined upon all the beneficiaries RVUN, who have submitted their reimbursement claim (in hard copy) mentioned claim for the above period to the Dept., to collect their claim file from RGHS office and upload the same (in soft copy) through their SSO ID as per procedure attached herewith. It is also to be noted that reimbursement facility shall only be available for treatment taken in emergent conditions after 30/09/2021.

Encl.: As above.

By Order,

(Divya Jain)
Accounts Officer (Control)

Copy submitted/forwarded to the following for information & necessary action:

1	The Director (Finance/Technical/Project), RVUN, Jaipur.		
	The Chief Engineer/Addl./Dy. CE (), RVUN,		
3.	The Chief Controller of Accounts (), RVUN,		
	The Chief Personnel Officer, RVUN, Jaipur.		
5.	The JD (Corporate Affairs) cum Company Secretary, RVUN, Jaipur.		
6.	The Chief Accounts Officer/Sr. AO (), RVUN,		
7.	The Superintending Engineer (), RVUN,		
8.	The Joint Director/DDP (), RVUN,		
9.	The AO/AAO-I (), RVUN,		
	1		

Accounts Officer (Control)

RGHS Reimbursement Software Application User Guide for Beneficiaries





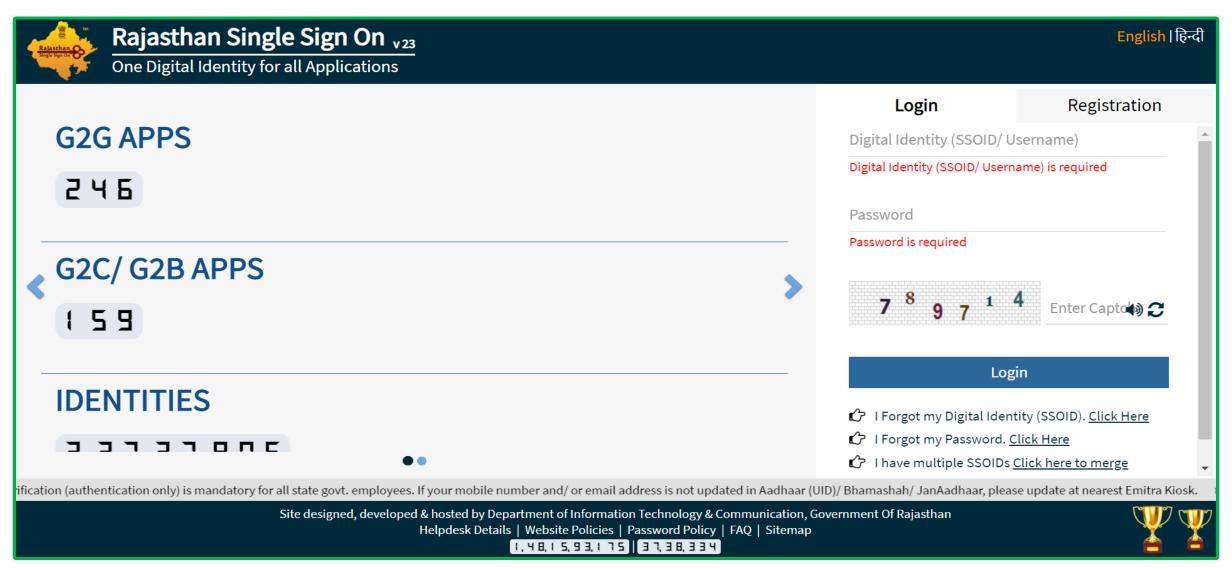
The Reimbursement request will be considered in case of **Emergency** and **Referral** only

Conditions:	IPD, Day Care and OPD
Validity:	Bills after 01.10.2021 will be accepted
Eligibility:	All RGHS Card holders

SSO Log in Page

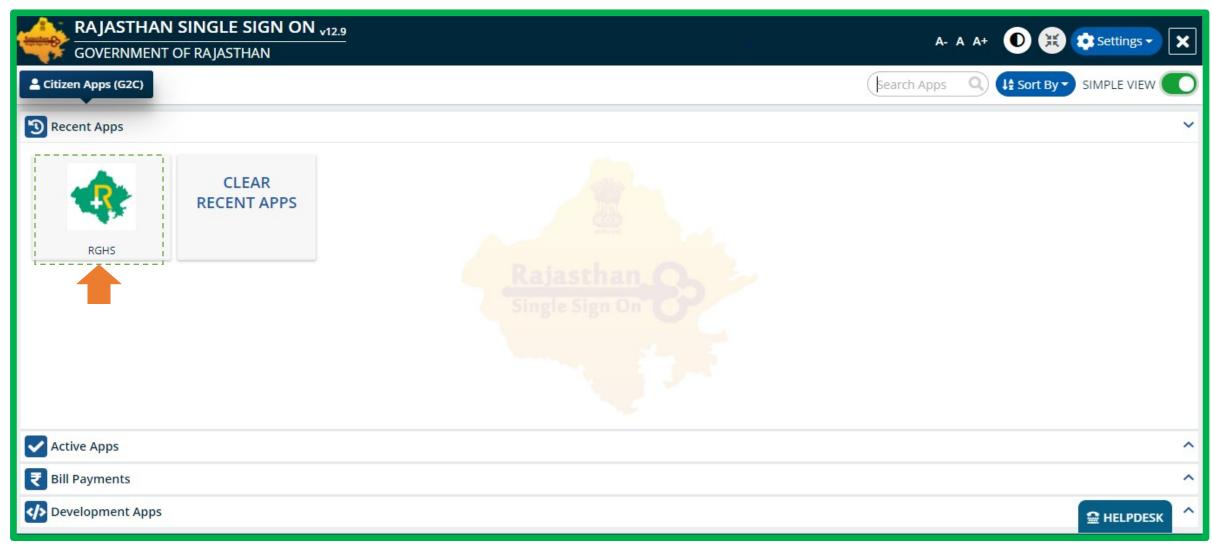


❖ Login through SSO ID: User shall login through their respective SSO ID and password.



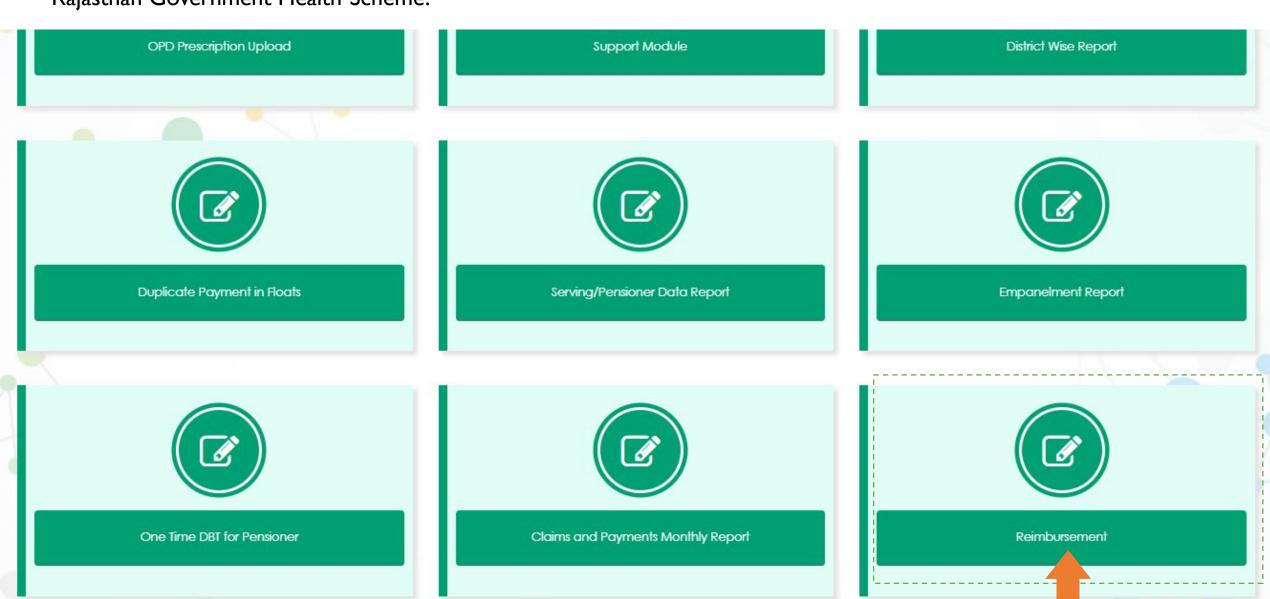
RGHS Icon Page

Link for RGHS (Icon): RGHS icon will be displayed on SSO website, On clicking on RGHS icon which redirects user towards the RGHS menu page for Reimbursement.



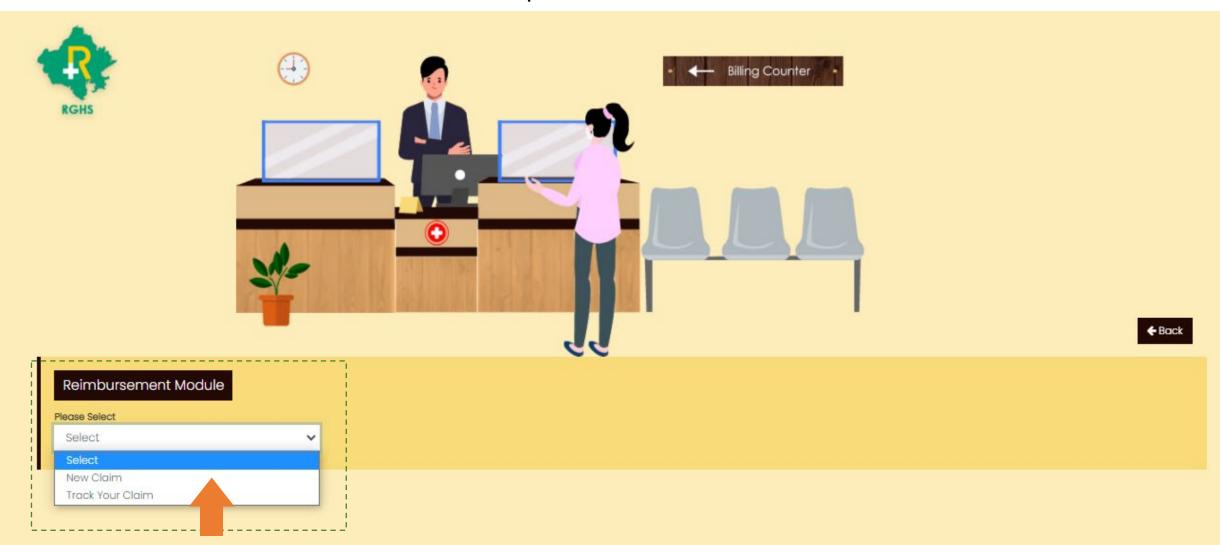
Menu Page

* Reimbursement: User to click on "Reimbursement" Tab to proceed towards Reimbursement Request process in Rajasthan Government Health Scheme.



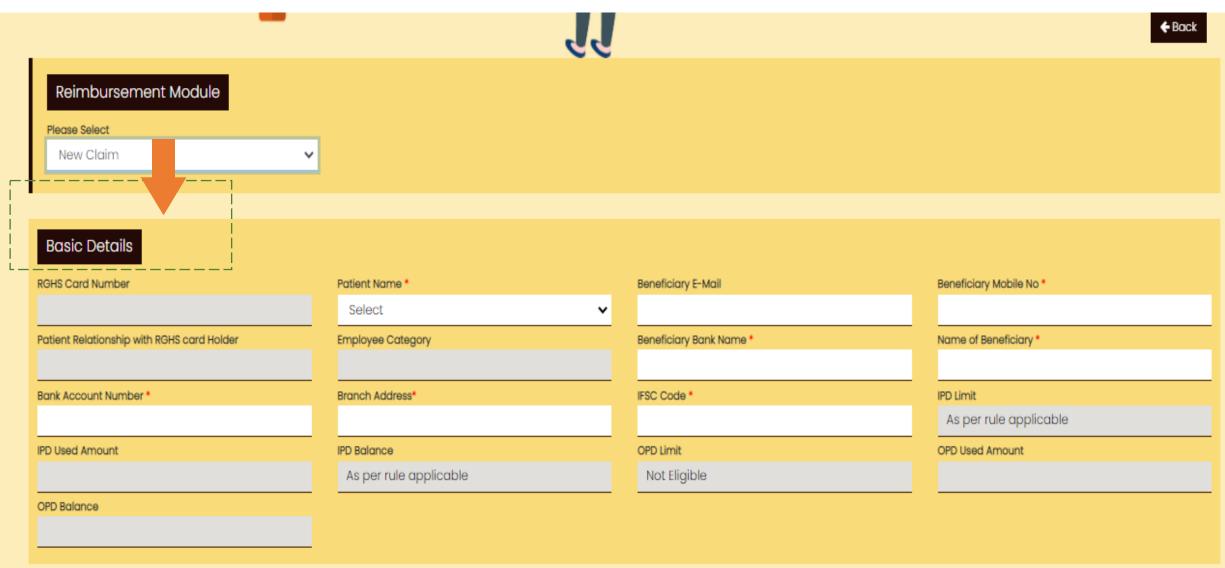
Reimbursement Module Page (1/8)

- * Reimbursement Module: User can select "New Claim" option from the dropdown to file the request for new reimbursement
- ❖ User can select "Track Your Claim" from the dropdown to know about the current status of submitted claim.



Reimbursement Module Page: New Claim (2/8)

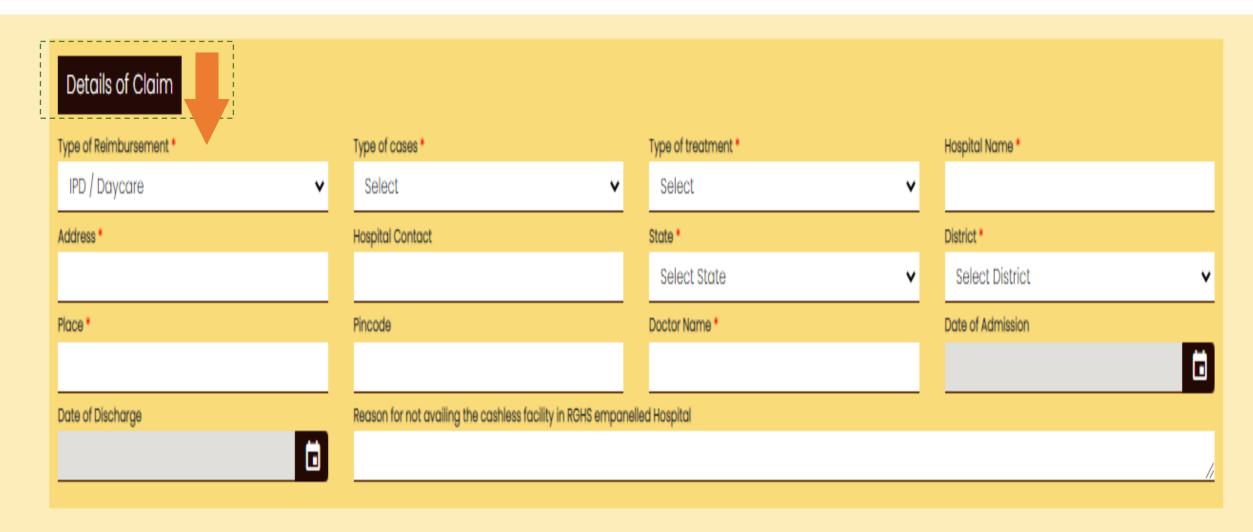
* STEP I: User must fill all the mandatory and non-mandatory information under the "Basic Details" section and scroll down on the same page to fill "Details of Claim"



Reimbursement Module Page: New Claim (3/8)

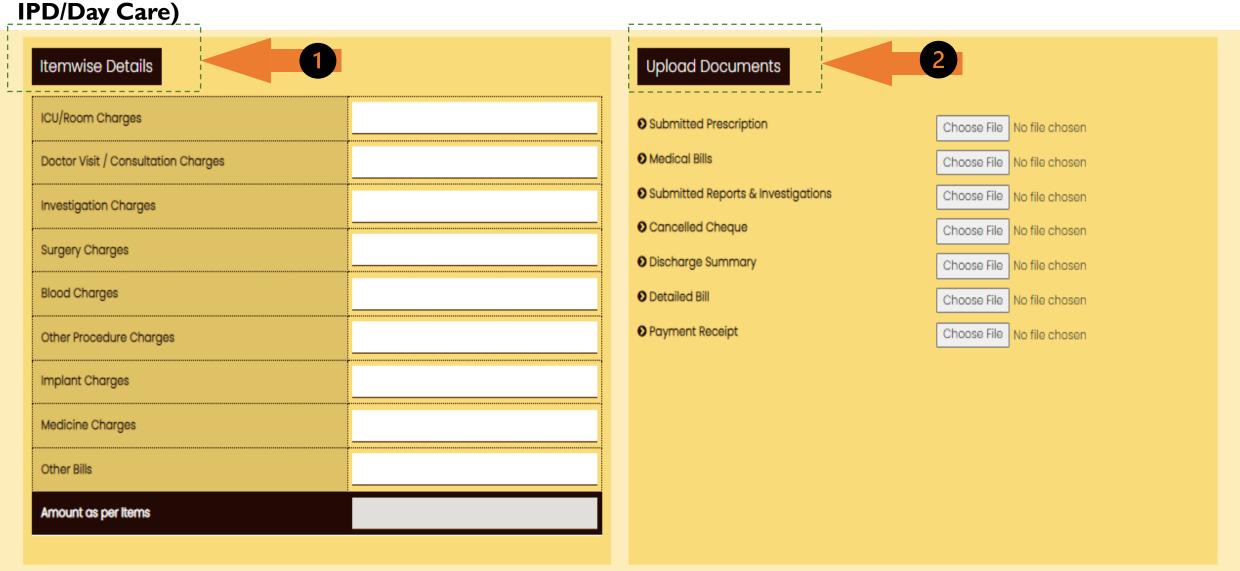


* STEP II: (In Case of IPD/Daycare) User will fill all the mandatory and non-mandatory information under the "Details of Claim" section and scroll down on the same page to fill "Itemwise Details"



Reimbursement Module Page: New Claim(4/8)

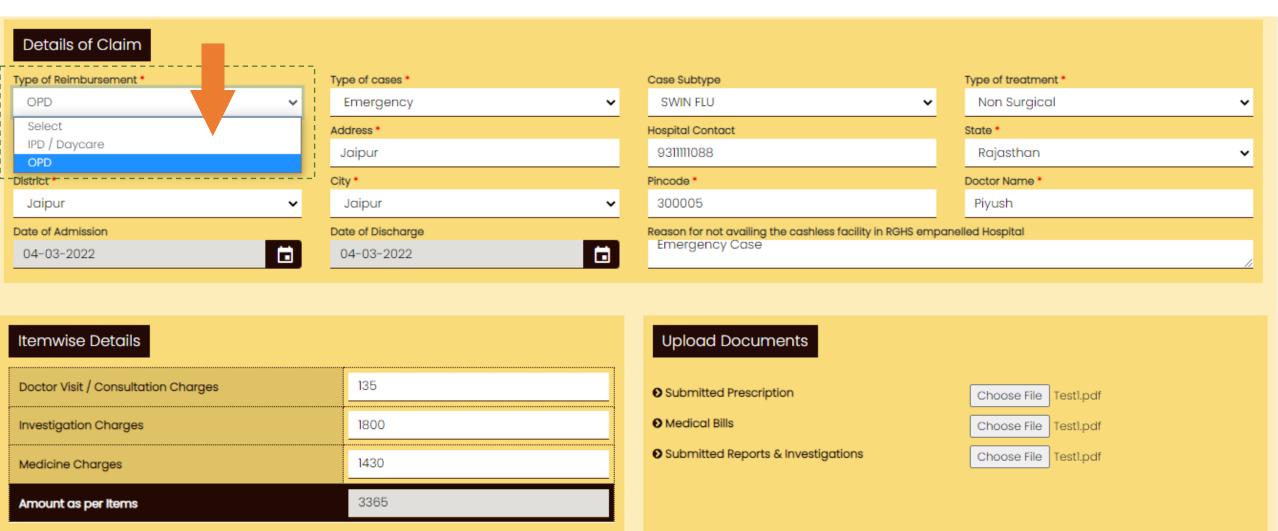
* STEP III: (In Case of IPD/Daycare) User will enter item-wise amount under the "Itemwise Details" section and upload all the mandatory documents on the right-side of the same screen "Upload Documents" (In Case of IPD/Day Care)



Reimbursement Module Page: New Claim(5/8)

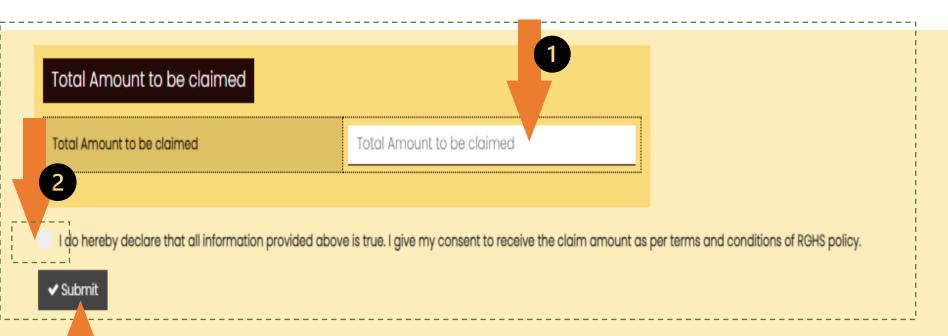


* STEP II & III: (In Case of OPD) User will select OPD to fill all the mandatory and non-mandatory information under the "Details of Claim" section and scroll down on the same page to fill "Itemwise Details" and "Upload Documents"



Reimbursement Module Page: New Claim (6/8)

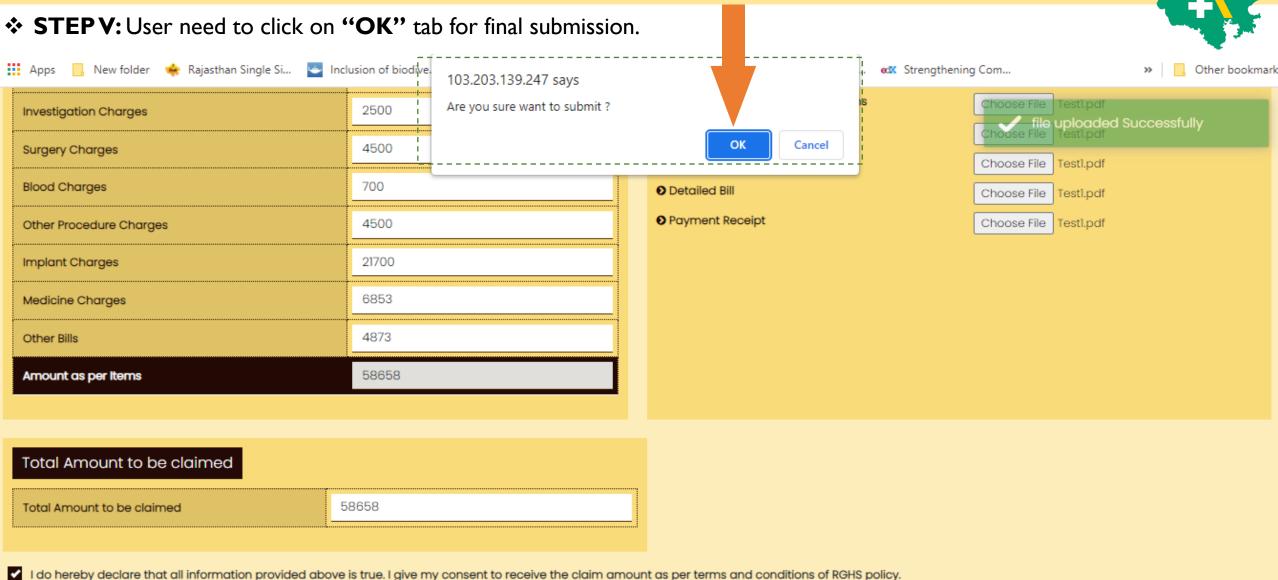
* STEP IV: User will verify the "Total Amount to be Claimed" shown automatically based on amount filled in Step III "Itemwise Details" and Click on the consent tab to "Submit" the Reimbursement form



3

Reimbursement Module Page: New Claim(7/8)

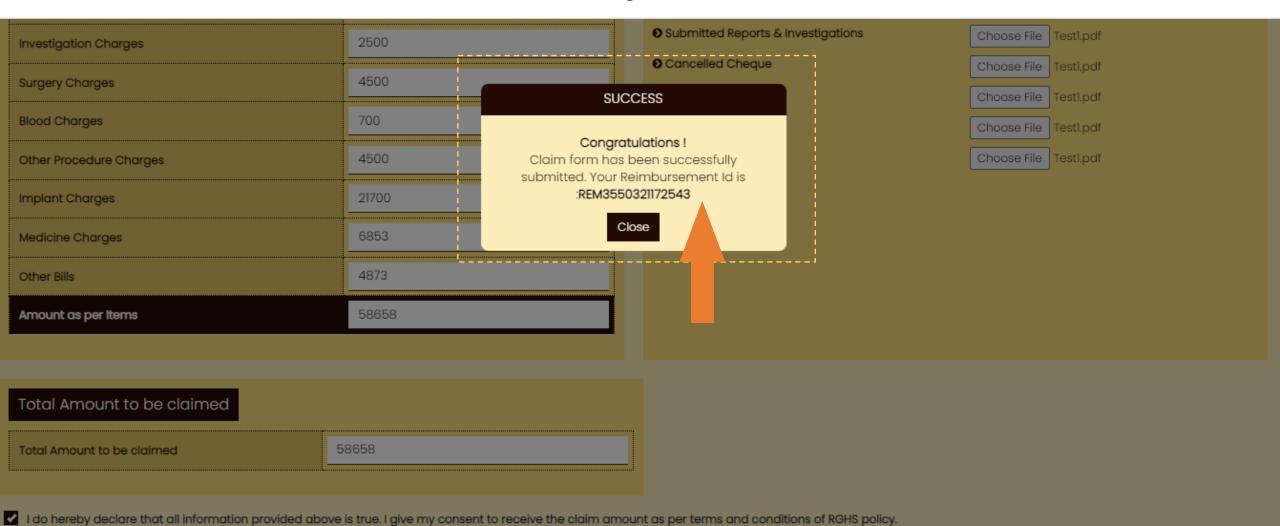
Submit



Reimbursement Module Page: New Claim(8/8)

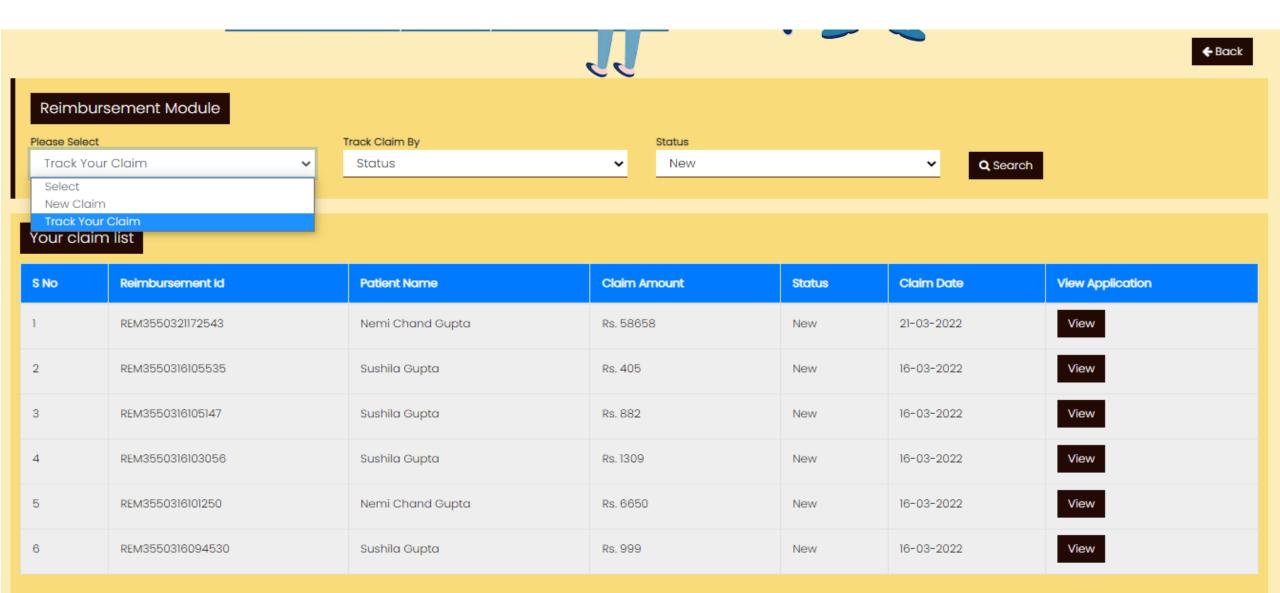
Submit

❖ STEP VI: Once the User will click on submit tab, a Pop-up message with Reimbursement ID will reflect on his/her screen and user will receive SMS/Email notification on the registered mobile number and e-mail address.



Reimbursement Module Page: Track Your Claim (1/1)

* Reimbursement Module: User can select "Track Your Claim" from the dropdown to know about the current status of New submitted claim.



Thank You

