

HO:BR:113:87

12.04.2021.

CIRCULAR TO ALL BRANCHES / OFFICES IN INDIA.

Issued by
HRM Department, HO, Baroda

Madam / Dear Sir,

Re: Mandatory Annual Health Check-up – Cashless Facility through tie-up with health check-up facilitators.

As you all are aware, our Bank has in place an Annual Health Check-up scheme for the welfare of its employees. The Health check-up scheme facilitates employees to detect health issues before they start and enables them to take timely prevention and cure by availing proper medical services and advice on their health, diet and life style.

Regular annual health check-ups facilitates employees to be aware of their health and provide an opportunity for stepping ahead towards leading a healthy, happy and quality life. Particularly, in this era where Bankers are susceptible to stress and sedentary work life, which leads to various lifestyle disorders including obesity, heart disease, hypertension, etc.

As per Bank's Mandatory Health Check-up scheme conveyed vide our Circular no HO:BR:111:116 dated 10.05.2019 eligibility of employees for mandatory health check-up is mentioned as under::

Area	Maximum eligible Cost of health check-up	
	Per Employee (in Rs.)	With Spouse (in Rs.)
Metro (Delhi, Mumbai, Kolkata, Chennai, Hyderabad, Bangalore, Pune, Ahmedabad, Surat)	4000	8000
Other Centres	3500	7000
Upto 30 years of age – once in two years	Above 30 years of age – every year	

Presently, tie-up arrangements have been made with the reputed Hospitals/Diagnostic Centers/Clinics by the respective ROs / ZOs, covering all the major centers for availing health check-up and reimbursement to employees is being done through HR Connect. However, employees posted at remote locations were not able to avail the benefit.

In order to provide uniform facilities to all employees across the Bank and to motivate eligible staff members and their spouses to undertake annual medical health check-up, we have entered into a tie-up arrangement with **Arcofemi Healthcare Ltd** (under the brand name- **Mediwheel**) to provide cashless health check-up services to our employees PAN India at more than 5000 centers.



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The above mentioned service provider shall facilitate **cashless health check-up** benefit for the eligible employees and their spouses. The cost incurred shall be centrally paid by the Head Office directly to the service provider.

To avail the cashless health check-up, the following steps need to be followed:

1. Employees have to apply in HR Connect for generating 'Permission Letter' containing booking reference number, which is the unique number generated in HR Connect for each application for self and spouse separately.
2. Employees have to book appointment (select hospital and date for cashless health check-up) with service provider on their website.
3. Employees have to submit copy of Bank Id card and permission letter to the Hospital / Diagnostic Centre at the time of availing health check-up.

For generating permission letter for cashless health check-up in the HR Connect, the path to be followed is given below:

- a) Employee Self Service -> Reimbursement -> Reimbursement Application -> Add a new value - Reimbursement Type: Mandatory Health Check-up - Add
- b) Select Financial Year 2021, Self or Spouse, Claim Type - Cashless and Submit
- c) After submission, click print button to generate 'Permission Letter'

For booking appointment for cashless health check-up with **Arcofemi Healthcare Ltd** (under the brand name- **Mediwheel**), the steps are given below:

- a) For the first time signup: <https://mediwheel.in/bob/bobsignup> (select: Corporate Users, Enter: Employee Code, Name, Mobile Number, Email and Sign Up)
- b) Subsequent logins, <https://mediwheel.in/bob/boblogin> Login ID (Mobile No.): _____
Password: _____
Or
- a) Call 24x7x365 Helpline - 011- 41195959

The cashless health check-up facility is extended to employees to facilitate easy, hassle-free and assisted annual health check-up in designated hospitals/ diagnostic centers. However, for employees who wish to avail the health check-up facility in any other hospitals / diagnostic centers approved by the Zone/Region and which are not covered by the service provider, they may avail the service by making payment and claim reimbursement through HR Connect, as per guidelines.

We once again reiterate that "prevention is better than cure" and we trust that all staff members shall understand the importance of undergoing regular health check-ups for a better and healthier life.

Please bring the contents of the circular to the notice of all employees.

Yours faithfully,



(PRAKASH VIR RATHI)
CHIEF GENERAL MANAGER (HRM)