

GOVERNMENT OF WEST BENGAL

Department of Health & Family Welfare
PHP Branch
Swasthya Bhavan, Block GN-29, Sector - V
Salt Lake, Kolkata - 700 091.

No. HF/O/PHP/661/6M-06/2004/Pt.II **Dated, Kolkata, the 21st July, 2005.**

From: Shri S. Suresh Kumar,
Special Secretary to the Government of West Bengal.

To: 1) Director of Health Services, West Bengal.
2) Director of Medical Education Services, West Bengal.

MEMORANDUM

Medical: Boards are regularly held at various Medical College & Hospitals. District Hospitals & Sub-Divisional Hospitals under the Chairmanship of the Superintendent of the concerned Hospital for issuing disability certificate to persons with disabilities in this State. In addition to the Institutional Medical Boards, special camps of disabled persons are also held at various places where Medical Board comprising Specialist Doctors under the Chairmanship of nearest Medical Institution issue disability certificates.

Various guidelines on the manner of holding Medical Boards & issue of Certificates have also been released from time to time towards effective, expeditious issuance of disability certificates for the benefit of disabled persons. Still there are scope for further development of the entire process. With this end in view, the undersigned is directed by order of Governor to say that following measures in addition to the existing norms shall be taken by the Chairperson of each Medical Board before issuing of disability Certificate viz -

- 1) Each Disability Certificate must clearly indicate the percentage of disability.
- 2) Type of Disability should be clearly noted in the Certificate.
- 3) In case of multiple disability that should be clearly indicated by mentioning nature of disabilities.
- 4) Railway concession form should be signed only by Medical Superintendent cum-Vice Principal in case of Medical College & Hospital & Superintendent in case of District Hospital & Sub-divisional Hospital. Railway concession forms should be signed afresh when certificate were issued years ago.
- 5) Medical Board at Medical College & Hospital, District Hospital & Sub-divisional Hospital shall sit at least once in a week covering all type of disabilities.
- 6) When any institution(School/Home) approaches the concerned Medical Board for examination & certificates of the PWDs inmates, the concerned Board should examine & issue certificate to them irrespective of their residential address.
- 7) Person with Mental Illness should be certified by the Medical Board following the questionnaire circulated vide notification No. 16-18/97-NI dt. 1.8.2002 of the Govl. of India in the Ministry of Social Justice & Empowerment.

All concerned are requested to appreciate the the problems of disabled persons & rise to the occasion to deal with the same

Special Secretary