

GOVERNMENT OF WEST BENGAL  
DEPARTMENT OF HEALTH & FAMILY WELFARE  
GN-29, SECTOR-V, SALT LAKE, KOLKATA-700 091

Memo No: HFW-14015(99)/6/2019-SPSRC SEC-Dept. of H&FW/PPP/ 1341

Date: 29/09/2020

NOTIFICATION

**Sub:- Outsourcing of laboratory services in Government Hospitals**

**Ref :- Proceedings of the meeting for Policy decision for Outsourcing of investigations in Government hospitals issued vide Memo No HFW-46012(11)/4/2019 MC-SEC Dept of H& HW/ M/13 Dated 03-01-2020.**


The Department of Health & Family Welfare has equipped all tiers of Hospitals from Medical Colleges to Primary Tier hospitals with sophisticated Laboratory equipments and provided adequate Technical Manpower and Logistics support with a vision to make maximum tests available in house and free of cost to patients;


It is also evident now that most of the Laboratory Investigations as per the level of hospitals, excluding some highly sophisticated and specialized investigations, can be performed departmentally.

Under such circumstances the department felt the need to issue broad guidelines regarding protocol for Laboratory testing, both in house and outsourcing if required. Accordingly all tiers of Government Hospitals will henceforth follow the necessary guidelines strictly:-

1. The Hospitals authorities will display the comprehensive lists of Laboratory investigations available in house in departmental website and circulate the same to all departments including Emergency and OPD. This will be updated from time to time.
2. Sophisticated and specialized investigations required for patient management, but not available in house may be send to the nearest Government Hospitals where such facilities exist. Such samples will be treated on priority basis. If such facilities are not available in nearby hospitals and Medical Colleges, then they can be outsourced from NABL accredited Laboratories with due permission from concerned authorities of the department following all existing Financial norms of tendering.
3. Bills raised for payment by the private laboratories to the hospitals for such outsourced investigations, will have to be countersigned by HOD of the department for MCH level hospitals and Bed in charge or Treating physicians for Secondary and primary tier hospitals. The same has to be sent for payments with undertaking from MSVP/ Deputy Superintendent for MCH and Superintendent/ BMOH for other tiers that such investigations are not available in house and mandated outsourcing in interest of patient management. Bills will be accompanied with photocopies of Prescription.

4. Investigations presently outsourced under different schemes like JSSK, RBSK, JSSY , Swastha Sathi etc for which facilities are available in house, may be conducted departmentally. The funds from these schemes will be utilized for procurement of reagents and other necessary logistics for above purpose.
5. All essential investigations should be available 24x7 up to Secondary tier hospitals. Hospital authorities are hereby directed to make arrangements for sample collection accordingly in order to avoid long queues and dates.
6. As per proceedings of the meeting for Policy decision for Outsourcing of investigations in Government hospitals issued vide Memo No HFW-46012(11)/4/2019 MC-SEC Dept of H& HW/ M/13 Dated 03-01-2020 which is already circulated, no payments for outsourcing of investigations will be allowed after 01.01.2020 unless conditions in para 2 and 3 above are fulfilled.
7. MSVP / Superintendent may designate one Deputy Superintendent (NM)/ Asst Superintendent ( NM ) who will randomly check the bills along with Accounts section. CMOH may instruct Deputy CMOH-1 & District Nodal Officer PPP and Concerned ACMOH to act as district level and sub division level monitoring officers.
8. This is issued in interest of public services.

  
28/9/2020  
Director of Health Services  
DoHFW, GoWB

  
28/9/2020  
Director of Medical Education  
DoHFW, GoWB

Copy forwarded for information to:-

1. Secretary PPP DoHFW, GoWB.
2. MD NHM, DoHFW, GoWB.
3. Director SPSRC DoHFW, GoWB.
4. Additional Secretary HS and IT DoHFW, GoWB.
5. MD, WBMSCL, DoHFW, GoWB.
6. AMD NHM, DoHFW, GoWB.
7. Special Secretary ME
8. Director, IPGME&R- SSKM/ STM/RIO
9. Principal – All Medical College & Hospitals.
10. MSVP- *All Medical College & Hospitals with a kind request to circulate to all the departmental HODs.*
11. Joint DHS & SFWO
12. Joint DHS HA
13. Joint DHS NCD
14. Joint DHS PH&CD
15. Joint DHS AA&V
16. Financial Advisor of the Department.
17. PO NHM-1
18. PO NHM-2
19. Director FMG
20. FA Samiti
21. CMOH – *All Districts including health districts with a kind request to circulate this to all health institution under their jurisdiction.*
22. DADHS HA
23. Deputy CMOH I and District Nodal Officer PPP- All Districts including health districts.
24. TO SPSRC
25. All Superintendent DH/ SSH/ SDH/ SGH with *a kind request to circulate the order to all departments.*
26. All BMOH-RH/BPHC *to circulate the same to all PHCs in the block.*
27. Senior Co-ordinator IT with a request for web posting of the notification.
28. Sr. PA to Secretary to the Dept of Health & Family welfare GoWB.

  
Director of Health Services  
DoHFW, GoWB

  
Director of Medical Education  
DoHFW, GoWB