

Indian Institute of Information Technology Allahabad

Institute Health Centre

Dos and Don'ts

Dos

- 1) Visit IHC as soon as you start feeling unwell without waiting for the night to fall or your situation getting worsened.
- 2) Keep the phone number of IHC Helpdesk (0532-292 2310) handy to call.
- 3) When visiting IHC, always carry your Institute Identity Card in Original with you.
- 4) Visit the Doctor during the prescribed OPD Hours.
- 5) Be specific about your reason to be at the IHC.
- 6) Register yourself at the Registration Desk of the IHC, before appearing before the Doctor on Duty.
- 7) Wait for your turn and be polite.
- 8) Understand carefully, the dosage of the prescribed medicines.
- 9) All medicines required to meet your particular health condition may not be available at the Institute Pharmacy. Some may require them to be purchased by you from outside. Chemists who would drop them at your doorstep for free available at your service. Have their contact numbers in your cellphone handy.
- 10) IHC would prescribe the medication best suited in its opinion, for curing your particular situation, after seeing you in person. Some of such medicines may be admissible for reimbursement by the Institute, while some may not be. So please be aware, what is best required for you medically (is what is prescribed by IHC), what is reimbursable by the Institute (as per CGHS Rules applicable) and what is required by you BUT not reimbursable by the Institute (as per CGHS Rules applicable).
- 11) In case you are referred to any outside empaneled Specialist or Hospital, Doctor / Paramedical Staff on duty will help you in case of any difficulty. Stay connected with them.
- 12) Know your entitlements from IHC well in advance. CGHS Rules apply by default, in absence of any specific arrangements.
- 13) Maintain your Updated Blood Group and Known Allergies in the ERP System.
- 14) Follow the Institute guidelines for Referrals, Reimbursements, etc.
- 15) Students MUST inform the Insurance agency, within 24 Hrs, of Admission to any hospital, for claiming the privileges under MCAIP.
- 16) Recognize that IHC is there to help you when you are in pain and suffering.

Don'ts

- 1) IHC is a place of serious business dealing with human life with care and compassion, not a place of general assembly and gossip. So don't crowd or gather inside IHC or in its close proximity unnecessarily.
- 2) Though IHC is open round the clock, avoid turning up for treatment / medication of old illnesses at night or outside of general OPD hours.
- 3) During non OPD hours, IHC is equipped to handle only emergencies. Avoid OPD consultations during night time.
- 4) IHC is equipped with limited, but carefully thought over facilities, in view of the past experiences. In case something particular in your case is required and not available, Don't panic. On duty staff will give you the best possible way out.
- 5) Don't self-medicate. Don't demand medicines from pharmacy, unless they are duly prescribed by the Doctor.
- 6) Best treatment happens, when Doctors and Paramedics are allowed to perform freely, without any pressure on them. So, no more than two, friends / colleagues may accompany the ailing student / family members, for others.
- 7) Ambulance shall be made available ONLY upon the directions of the Doctor on Duty, so Don't pressurize the on-duty staff for its use. Paramedical Staff is instructed to act upon the instructions of Doctor only.
- 8) Ambulance is for use only in cases of emergency where the patient is himself immobile / under such acute condition as in the opinion of the treating Doctor, requires to be moved under ambulance conditions. Its not meant for routine visits to specialists, Empaneled Hospitals, etc. for which other vehicles may be booked, as per availability.
- 9) Don't undertake loud noised / merry making activities in IHC area.
- 10) Don't Park your vehicle either at the doorsteps / Ramp / Adjacent to Stairs of the IHC, leave it free for patients in need to access.
- 11) Don't Park your vehicles in the parking meant for IHC.
- 12) Don't visit any outside empaneled Specialist or Hospital / Nursing care establishment without getting a due referral from IHC. It may not be reimbursed.
- 13) Don't litter IHC with garbage, Beetle nuts / Pan Masala.
- 14) Don't trouble your parents / guardians unless the situation really demands. IHC is quite competent to handle your requirements. Have due trust !
