

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

**Request form for Private Ward Room**

1. Name of the patient \_\_\_\_\_
2. Father's Name/Husband's Name \_\_\_\_\_
3. Age \_\_\_\_\_
4. C.R. No. \_\_\_\_\_
5. Date of application \_\_\_\_\_
6. Tentative date when room required \_\_\_\_\_
7. Address \_\_\_\_\_
8. Telephone / Mobile No. \_\_\_\_\_
9. Treating Doctor / Unit \_\_\_\_\_
10. Income As: (Basic+Grade Pay) \_\_\_\_\_  
*Private / Business / Retd. / Pensioner OR  
Govt. Individual (Punjab / Haryana / H.P. / UT/ Central / Other)  
₹ (Basic+Grade Pay)*

I certify that Sh./Smt./Ms. \_\_\_\_\_ is wholly dependent upon \_\_\_\_\_, who is working/retired as \_\_\_\_\_ in the department of \_\_\_\_\_. I also certify that information from Sr. No. 1 to 10 above is true and correct to the best of my knowledge and belief and nothing has been concealed therein.

SIGNATURE OF APPLICANT  
Relation with patient \_\_\_\_\_

**INSTRUCTIONS:**

1. Private Ward Room can only be allotted on the recommendations of treating doctor alongwith updation of income on the patient card from the Medical Record Department.
2. Private Ward Rooms will only be allotted on the availability of rooms strictly as per waiting list.
3. For Govt. employees of Centre Govt./States Govt./Organizations and their dependents, their eligibility will be decided by their respective authorities as it may vary from one department to other.
4. For UT Govt. employees, the basic pay should be ₹ 14,590/- (Basic + Grade Pay) or above (Proof of the same is to be provided).
5. For dependant of Govt. employees: Dependent Certificate to be provided.
6. For allotment of private rooms to the pensioners/retired individuals of Chandigarh Administration and who are drawing basic pension of ₹ 7000/- P.M. or above, shall be entitled for allotment of private rooms. The pensioners whose basic pension is less than ₹ 7000/- P.M. and having additional income from other sources and total income comes ₹ 15000/- P.M. or above can also avail the facility against payment.
7. Govt. employee, who are not entitled may avail private ward against payment, for which no claim of charges of Pvt. Ward will be entertained for verification and their bills will be verified excluding the charges of Pvt. Ward.
8. For Private/Business individuals, the gross income should be ₹ 15,000/- P.M. or above.

**FOR OFFICE USE ONLY**

ALLOTTED PRIVATE WARD ROOM NO. \_\_\_\_\_, BLOCK-A / C

Medical Superintendent,  
Govt. Medical College & Hospital,  
Sector-32, Chandigarh.