



कर्मचारी राज्य बीमा निगम  
(श्रम एवं रोजगार मंत्रालय, भारतसरकार)  
**Employees' State Insurance Corporation**  
(Ministry of Labour & Employment, Govt. of India)



मुख्यालय/HEADQUARTER

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No. V-14/11/15/2014/Med.I (Policy)

Date: 28.12.2022

To,

All Medical Superintendents/ DEANs  
ESIC Hospitals/Medical colleges

Director (Medical)  
Delhi/Noida

**विषय: Guidelines related to prescription/dispensing of medicines to patients.**

Madam/Sir,

Please refer to this office letter of even number dated 25<sup>th</sup> November, 2022, on the subject of dispensing medicines to patients from ESIC hospitals/dispensaries (*copy enclosed*).

In continuation, the Competent Authority has directed that following guidelines are to be followed while prescribing/ dispensing medicines to the patients:

1. In order to ensure hassle free experience to patients, only Dhanwantri module is to be used for prescribing and dispensing medicines and unnecessary movement of patient from window to window is to be avoided.
2. It is to be ensured that patients are prescribed medicines which are available through DGESIC Rate Contract (RC). Only in exceptional cases when medicine is not listed in DGESIC RC and no substitute is available in the RC, the doctor prescribing medicine will have to give justification/certify essentiality/mention non-availability of RC substitute in prescription. In any case, medicine is to be prescribed mentioning generic/salt name and not brand name.
3. Hospital patients to be given choice for getting prescribed medicines either from the hospital pharmacy or from his/her dispensary without the need of repeat prescription from dispensary doctor.
4. Patients from all age group who are suffering from chronic ailments and require long term treatment, to be prescribed and issued medicines up to 3 months in one go.

Accordingly, all DEANs/MSs/DMD/DMN/Dispensary/DCBO in-charges are requested to take necessary actions for logistical and other arrangements so as to implement above.

This is for strict compliance.

This issues with the approval of Competent Authority.

Encl: as above

**Dr. Reshma Verma  
DMC (MS-1)**

**Copy to:**

1. DMC(ICT) with request to Co-ordinate with all ESIC hospitals for facilitating smooth implementation of the above guidelines.
2. WCM with a request to upload the same on ESIC website.

**Dy. Medical Commissioner (MS-1)**