



UNIVERSITY GRANTS COMMISSION

Finance Circular Letter No.09/2015

30th December 2015

Vice – Chancellors of Universities
Directors of Institutes
Rectors of Campuses

Proposed Health Insurance Scheme for Members of the Universities Provident Fund

This refers to Finance Circular Letter No. 01/2015 of 09.07.2015 with regard to the proposed Health Insurance Scheme for Members of Universities Provident Fund.

01. The Commission at its 930th meeting held on 03.12.2015 granted approval to implement the revised Health Insurance Scheme considering the additional benefits offered by the Sri Lanka Insurance Corporation as given in annex I

02. Eligibility

All permanent employees of the Universities/HEIs are eligible to join the plan-01 or Plan-02 of the proposed Health Insurance Schemes as given in Annex I.

03. Proposed scheme will be implemented with effect from 01.01.2016.

04. New applications should be submitted by the Universities/HEIs to the Sri Lanka Insurance Corporation on or before 15.02.2016.

05. Payment of Premium

Universities/HEIs should allocate required funds from the budget to implement the Health Insurance Scheme equal to 50% of the premium of “Plan 02-b Individual” of the above scheme (50% of Rs. 14,492/-). Employees who are eligible for the Insurance Scheme may opt to select one of the Health Insurance Scheme given in Annex I (Plan 01 a/b - individual or family *OR* Plan 02 a/b individual or family) and additional cost (Additional cost = premium of selected Insurance Scheme - University/HEI contribution) should be borne by the employees accordingly.


Universities/HEIs are requested to remit total annual premium directly to Sri Lanka Insurance Corporation Ltd within 01st three months of the policy period and deduct the employee contribution from their salary during the policy period. The list of employees should be send along with the annual insurance premium as per the Form 1-A & 1-B of this circular.

06. The operations of the Health Insurance Scheme should be coordinated directly with the Sri Lanka Insurance Corporation by the respective Universities/HEIs. University Grants Commission will intervene only if any assistance required by the Universities/HEIs and Sri Lanka Insurance Corporation in this regard.

The Provisions of the Finance Circular Letter No. 01/2015 will continue to apply subject to the amendments stated in this circular.

If you need further clarification in this regard please contact Senior Assistant Accountant/UGC on 0112-685 511 / insurance@ugc.ac.lk.

Please take action accordingly.



Prof. Mohan De Silva
Chairman

Copies

- 1) Secretary/ Ministry of Higher Education
- 2) Chairman's Office/ UGC
- 3) Vice Chairman/UGC
- 4) Members of the UGC
- 5) Secretary/UGC
- 6) Deans of Faculties
- 7) Registrars of Universities
- 8) Accountant/UGC
- 9) Bursars of Universities
- 10) Librarians/SAL/AL of the Higher Educational Institutes/Institutes
- 11) Deputy Registrars/Snr. Asst. Registrars/Asst. Registrars of Campuses/ Institutes
- 12) Deputy Bursars/Snr. Asst. Bursars/Asst. Bursars of Campuses/ Institutes
- 13) Internal Auditor/UGC
- 14) Secretaries of Trade Unions
- 15) Auditor-General

UGC/F/HIS/2015/1

Proposed Health Insurance Scheme

Annual Inpatient Benefit	Plan 01 (Rs.)		Plan 02 (Rs)	
	Plan 01 - a	Plan 01 - b	Plan 02- a	Plan 02 - b
Any Year Limit / Any One Benefit	400,000	400,000	200,000	200,000
Inpatient Benefits (Private Hospitals)				
01) Hospital & Nursing Home Maintenance Charges including Room Charges	160,000	160,000	80,000	80,000
Per Day	8,500	8,500	7,500	7,500
02) Consultant's/ Specialist's / Surgeon's & Anesthetists	240,000	240,000	120,000	120,000
Fees ,Medical & Operational Expenses, Nursing charges				
Investigation & Special treatment recommendation				
On the Consultant Specialist on Hospitalization				
Additional Benefits				
01) Normal Birth Cover	160,000	160,000	80,000	80,000
02) Cesarean Birth Cover	200,000	200,000	150,000	150,000
03) Instrumental Child Birth	200,000	200,000	150,000	150,000
Inpatient Benefits (Government Hospitals)				
01) Govt. Hospital Per Day (Non Paying wards Max 30 days) (One Night considered a day)	3,500	3,500	2,000	2,000
02) Expenses incurred on drugs purchased & Test, Scans, & X-rays undergone whilst being an inpatient in Govt. Hospital (Non Paying Wards)	100,000	100,000	75,000	75,000
Other Benefits				
01) Birth of twin within indoor limit	25,000	25,000	10,000	10,000
02) Cost of Lens kit for Cataract Surgery (Maximum Limit)	30,000	30,000	30,000	30,000
Out Patient Benefit				
Cost of Drugs (Excluding Vitamins), Specialist or MBBS Doctor , Special Consultation Fees, Test & Investigation	N/A	6,000	N/A	6,000
Personal Accidental Benefits (Member Only)				
01) Accidental Death Cover	500,000	500,000	500,000	500,000
02) Natural Death Cover	100,000	100,000	100,000	100,000
Annual Premium per person (excluding taxes)				
Individual	17,500	22,000	8,250	12,750
Family	20,750	25,250	9,650	14,150
	Plan 01 - a	Plan 01 - b	Plan 02- a	Plan 02 - b
Annual Premium per person (including taxes)				
Individual	19,891	25,006	9,377	14,492
Family	23,585	28,700	10,968	16,083
Critical Illness Cover				
Any one event per person per year	800,000	800,000	600,000	600,000
Maximum events for Critical Illness Cover per year	Unlimited		Unlimited	
Annual Limit	24,000,000	24,000,000	18,000,000	18,000,000

N.B. Government taxes would be applicable as at the date of commencement of the insurance policy.

University Health Insurance Scheme - Member's Information

Higher Educational Institution / Higher Educational Institute :

List of Members

Member Name	Date of Birth	Employee No.	National ID Number	Health Insurance Scheme (If family cover selected)			Life Term Insurance	
				Dependents Names	Date of Birth	Premium		A/C Numbers

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Signature of DR/SAR/AR
Establishment Branch

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Signature of Registrar

You are requested to submit duly filled hard copy with soft copy directly to Sri Lanka Insurance Corporation Limited.

University Health Insurance Scheme – Payment of Premium

Higher Educational Institution / Higher Educational Institute :

Insurance Premium

Member Details			Health Insurance Premium (Rs.)				Insurance Premium for Life Term Insurance (Rs.)	Total (Rs.)
Member Name	Employee Number	NIC Number	Plan 01-a	Plan 01-b	Plan 02 - a	Plan 02 - b		

Cheque No. :
 Date :
 Amount :

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 Signature of Bursar

Note
 You are requested to submit duly filled hard copy with soft copy directly to Sri Lanka Insurance Corporation Ltd along with the cheque amounting to total annual premium of the members of your institute. Cheque should be drawn in favour of "Sri Lanka Insurance Corporation Ltd."

Form 2

Insurance Plan I
II

Employee No

University Health Insurance Scheme - 2016
Application

Name of the University / HEI:.....

1. Employee Name with Initials:
2. Designation:
3. Universities Provident Fund No:
4. Date of UPF Membership:
5. Date of Birth:
6. NIC No.:.....
7. Contact Address:
8. Civil Statues:
9. Dependents Information for Family Unit:

i. Name of spouse (If Married)	Date of Birth	NIC No.
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ii. Details of Unmarried Children 0- 21 Years

Name of Children	Date of Birth	NIC No. (Age over 18 Years)
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11. Bank Account Numbers : Name of the Bank : Bank Code..... Branch Code :
A/C No.

12. I certify that all the particulars given by us in this application are true and accurate.

13. I hereby express my consent to deduct from my monthly salary as annual premium of Insurance Scheme as follows.

- a) Annual Premium for Health Insurance Scheme - Rs.
- b) Annual Premium for Group Term Life Assurance Cover - Rs.

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Signature of Applicant