

F.No. Z.15025/1/2016/DIR/CGHS
Govt. of India
Ministry of Health and Family Welfare
Directorate General of CGHS

Nirman Bhawan, New Delhi-110011.
Dated: 31st March, 2016.

OFFICE MEMORANDUM

Subject: Self-printing of CGHS Card

This is with reference to the above subject.

2. CGHS is pleased to announce a new initiative by which its beneficiaries can now print their own cards at their convenience. This facility for self-printing is applicable for those beneficiaries whose CGHS membership has already been approved by the concerned Additional Director.
3. The steps involved in printing of the card are given below:
 - Visit CGHS portal cghs.nic.in
 - Click 'Beneficiary Login'
 - Enter Ben ID and Password, and sign in.
In case the beneficiary does not have a password or has forgotten it, then click on 'Generate Password' and follow the instructions.
 - Click 'Print Card' for the beneficiary whose card needs to be printed.
 - Enter the One Time Password (OTP) sent on registered mobile.
 - Click 'Print CGHS Card'
 - A message will appear on the screen requesting to take a coloured printout and get the card laminated. Click 'OK'
 - Download or open the CGHS card in PDF format.
 - Print the CGHS card using Print command.
4. The introduction of this facility may kindly be given due publicity.



(Dr. D.C. Joshi)
Director, CGHS


To

No.CGHS/JPR/3-1/2016(Admn.)/ 401-500

Dated: 6.4.2016

Copy endorsed for information and wide circulation:-

All the Central Govt. Offices situated at Jaipur.



AD
ADDITIONAL DIRECTOR,
C.G.H.S., JAIPUR.

F.No. Z.15025/1/2016/DIR/CGHS

Govt. of India
Ministry of Health and Family Welfare
Directorate General of CGHS

Nirman Bhawan, New Delhi-110011.

Dated: 31st March, 2016.

OFFICE MEMORANDUM

Subject: Self-printing of CGHS Card

Kindly refer to the above subject.

2. This is to intimate that a facility for self-printing of CGHS cards from CGHS website (cghs.nic.in) has been launched by the Hon'ble Union Health Minister on 29th March, 2016. This facility, which is available only to those beneficiaries who are already a part of the CGHS, will prove to be useful in various situations.

3. The basic purpose of this reference is to highlight that a card self-printed by the beneficiary stands on the same footing as one printed and issued by the CGHS itself. Software has been designed to ensure that the self-printed card will be of the same colour as the card issued by the CGHS. Therefore, all the staff working in your Hospital / Clinic / Diagnostic Centre may be sensitized to ensure that there is no harassment to a beneficiary carrying a self-printed card. In case of any doubts, the particulars on the self-printed card may be compared with the CGHS database already available on CGHS website. Such instances should however be rare.




(Dr. D.C. Joshi)
Director, CGHS

To

No.CGHS/JPR/8-1/2016(Admn.)/ 357-400

Dated: 6.4.2016

Copy endorsed for information to all the concerned Private Recognized Hospitals /Diagnostic Centres empanelled under CGHS, Jaipur.


ADDITIONAL DIRECTOR,
C.G.H.S., JAIPUR.

F.No. Z.15025/1/2016/DIR/CGHS
Govt. of India
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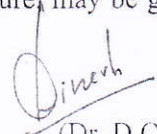
Nirman Bhawan, New Delhi-110011.
Dated: 31st March, 2016.

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3. The basic purpose of this reference is to highlight that a card self-printed by the beneficiary stands on the same footing as one printed and issued by the CGHS itself. Therefore all the staff working in your office / dispensary may be sensitized to ensure that there is no harassment to a beneficiary carrying a self-printed coloured card.
4. Software has been designed to ensure that the self-printed card will be of the same colour as the card issued by the CGHS. In case of any doubts, the particulars on the self-printed card may be compared with the CGHS database already available on CGHS website. Such instances should however be rare.
5. The procedure for printing the card is as follows:
 - Visit CGHS portal cghs.nic.in
 - Click 'Beneficiary Login'
 - Enter Ben ID and Password, and sign in.
In case the beneficiary does not have a password or has forgotten it, then click on 'Generate Password' and follow the instructions.
 - Click 'Print Card' for the beneficiary whose card needs to be printed.
 - Enter the One Time Password (OTP) sent on registered mobile.
 - Click 'Print CGHS Card'
 - A message will appear on the screen requesting to take a coloured printout and get the card laminated. Click 'OK'
 - Download or open the CGHS card in PDF format.
 - Print the CGHS card using Print command.
6. It is requested that wide publicity to this facility, and the above procedure, may be given in the areas under your jurisdiction.



(Dr. D.C. Joshi)
Director, CGHS


No.CGHS/JPR/8-1/2016(Admn.)/

345-56

Dated: 6.4.2016

Copy endorsed for information and wide circulation to:

1. The Officer Incharge, CGHS WC No.1, 2, 3, 4, 5, 6, 7 and Polyclinic, Jaipur with the request to display prominently on Notice Board.
2. The Secretary, C.G.E.W.C.C., C/o Income Tax Office, Jaipur
3. Pensioners Association / AIS Pensioners Association.
4. The Secretary, GDMO Association / AICGHSEA, Jaipur Branch, Jaipur.
5. Guard File / Website of CGHS, Jaipur.



ADDITIONAL DIRECTOR,
C.G.H.S., JAIPUR.