



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



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## For Website

F.NO.122/Z-15/12/1/16MHL-Part-3

### PUBLIC NOTICE

This is to inform the general public and all concerned, including patients and their legal representatives, that the E.S.I.C. Model Hospital, Ludhiana, has weeded out and now intends to shred the inpatient files of 2016, 2017 and 2018 as per retention schedule of the medical records specified by ESIC Headquarters, New Delhi.

The destruction of old records would be as per the guidelines mentioned in section 29(I) of the pre conception and pre natal Diagnostic Techniques Act, 1994 (Amended in 2003) and as per the retention schedule of medical records laid down by the E.S.I.C. Headquarters in its circular no. U-16/30/232/2013-Pro. Cell (SST)/PRO.Cell(SST)/Maha./Wup, dated 09/05/2019.

S. No	Nature of Record	Documents in MRD approved for weeding out
1	In patient (IPD) Medical record (case sheets)	January 2016 to December 2018
2	Old referral forms	Till 31/03/2012

It is notified that that in case any member of the public or a patient or his/her legal representative or any authority.

- Desires a copy of any of these records or
- Needs any information contained therein or
- Hold any stake/interest whatsoever in the contents of these records in question

May contact the office of the Medical Superintendent within a period of 30 days of publication of this notice.

In case no objection is received within period of 30 days from publication of this notice, the above mentioned records will be shredded on any date as deemed suitable by the undersigned. No correspondence will be entertained regarding the matter after the period of 30 days of publication of this notice.

Date:

Place: Ludhiana

Medical Superintendent  
11/05/23.