

F.No. 5-36/CGHS (HQ)/HEC/2024
 Government of India
 Ministry of Health & Family Welfare
 Central Government Health Scheme (CGHS) Headquarters
 CGHS Bhawan, Sector-13, R.K. Puram, New Delhi-110 066
 (Hospital Empanelment Cell)

Dated: 2025

OFFICE MEMORANDUM

Subject: One-Time Waiver and Revised Guidelines for Uploading Geo-Tagged Photographs of CGHS Beneficiaries.

In continuation of the earlier instructions regarding the uploading of geo-tagged photographs of CGHS beneficiaries admitted for IPD treatment, the matter has been reviewed in light of the concerns and difficulties expressed by stakeholders. It has now been decided to revise the guidelines as follows:

1. One-Time Waiver

A one-time waiver is hereby granted for the requirement of uploading *daily* geo-tagged photographs for the period commencing from the date on which the earlier order mandating daily uploads was issued up to the date of this O.M. A copy of the present O.M. must be appended by the HCO to every case covered by this waiver and resubmit in the TMS portal.

2. Revised Geo-Tagging Requirements

Category	Requirement	Remarks
IPD – Referral Cases(e-referral)	No geo-tagged photographs required.	Referral must be valid and uploaded on NHA portal.
IPD – Non-Referral Cases (manual) (including emergencies, beneficiaries ≥ 70 yrs, follow-up admissions, etc.)	<ul style="list-style-type: none"> • Two geo-tagged photographs: <ul style="list-style-type: none"> (i) at admission, (ii) at discharge. <ul style="list-style-type: none"> • For hospitalisation > 7 days, an additional geo-tagged photograph every 7th day. • Photographs must be captured <i>in situ</i> (ward/ICU). • Display of CGHS card in the frame not required. 	
OPD – With Valid Referral / Endorsement (consultation, investigations, day-care)	No geo-tagged photographs required.	
OPD – Without Referral	Mandatory geo-tagged photograph for: <ul style="list-style-type: none"> • Beneficiaries ≥ 70 yrs; • Follow-up consultations linked to a main referral where no fresh 	

	endorsement is issued; • Bed-ridden beneficiaries (video consultation screenshot acceptable).	
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3. Mode of Capture & Upload

- 4.1. Photographs must be geo-tagged automatically by the device (smart phone/tablet) and uploaded to the CGHS/NHA billing portal in real time or within 24 hours of capture.
4.2. Image resolution should be kept reasonable (≤ 1 MB per file) to avoid network congestion.
4.3. HCOs shall maintain a local back-up of the images for a minimum of 90 days for audit purposes.

4. Implementation & Compliance

- 5.1. The revised guidelines takes effect **immediately** and will remain in force until further orders.
5.2. Non-compliance will attract action under the CGHS Empanelment Agreement, including withholding of payments and/rejection of claims.

5. This issues with the approval of the competent authority

[Dr. Satheesh Y.H.]

Director

To:

- 1) **All Health-care Organisations (HCOs) empanelled under CGHS – through NHA portal/email/**
- 2) **All Ministries / Departments, Government of India.**
- 3) **Additional DDG (HQ),AD(HQ) and all Additional Directors of CGHS cities outside Delhi to circulate to all the HCOs and Sanctioning Authorities under their jurisdiction.**
- 4) **All Pay & Accounts Officers under CGHS.**
- 5) **Additional Director (SZ / CZ / EZ / NZ), CGHS, New Delhi.**
- 6) **AD (Admin.) / AD (R&H) / JD (Grievances) / Sr. CMO (HC) / DDO, CGHS (HQ), Delhi.**
- 7) **CGHS Desk-I, Desk-II, CGHS-I and CGHS-II, Dte. GHS, Nirman Bhawan, New Delhi.**
- 8) **Establishment Sections I-IV, Ministry of Health & Family Welfare.**
- 9) **Administration Sections I-II, Directorate General of Health Services.**
- 10) **Rajya Sabha and Lok Sabha Secretariats.**
- 11) **Registrar, Supreme Court of India and Registrar, Punjab & Haryana High Court, Chandigarh.**
- 12) **PPS to Secretary (H&FW) / Secretary (AYUSH) / Secretary (HR) / Secretary (AIDS Control), MoHFW.PS to AS and DG,PS to JS(CGHS).**
- 13) **Office of the Comptroller & Auditor General of India, 10 Bahadur Shah Zafar Marg, New Delhi.**
- 14) **All Offices / Sections / Desks in the Ministry of Health & Family Welfare.**
- 15) **Director Convergence , National Health Authority, with request to upload in TMS portal.**
- 16) **Nodal Officer MCTC to upload in CGHS website.**
- 17) **Office-order / Guard file.**