
	<p><u>EMPLOYEES' STATE INSURANCE CORPORATION,</u></p> <p>Ministry of Labour & Employment, Govt. of India</p>	 <p>सत्यमेव जयते</p>	<p><u>E.S.I.C. HOSPITAL, VANNARAPETTAI, TIRUNELVELI- 627003</u></p> <p>Phone: 0462-2502199 Email: ms-tirunelveli@esic.nic.in Website: www.esic.gov.in</p>
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PUBLIC NOTICE

This is to inform the general public and all concerned, including patients and their legal representatives, that the E.S.I.C. Hospital, Tirunelveli, intends to destroy its old medical records as part of its weeding out policy.

The destruction of old records will be carried out as per the guidelines mentioned in accordance with the retention schedule of medical records as 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) from 2012 to December 2021
2	Admission/Discharge registers from December 2012 to December 2021
3	OPD & Other Registers Relevant to OPD Registration from December 2012 to December 2021

Members of the public, patients, their legal representatives, or any concerned authority who:

- Desire a copy of any of these records, or
- Require any information contained therein, or
- Hold any stake/interest whatsoever in the contents of these records,

may contact the office of the Medical Superintendent within a period of 30 days from the date of publication of this notice.

In case no representation is received within the aforementioned 30-day period, the above-mentioned records will be destroyed forthwith, on any date deemed suitable by the undersigned. No correspondence regarding this matter will be entertained after the 30-day period from the date of publication of this notice.

Date: 15.03.2025

Place: Tirunelveli

**Medical Superintendent
ESIC Hospital, Tirunelveli**