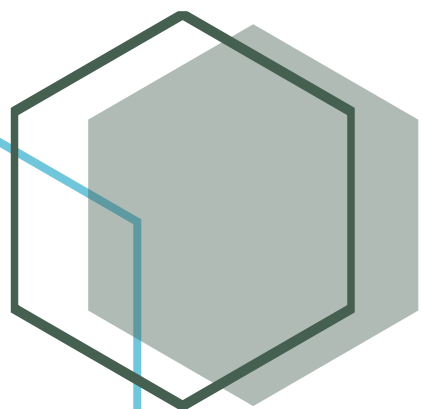




# Guidelines on Process of Registration for Diagnostic Centre

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Ayushman Bharat Pradhan Mantri Jan Arogya Yojana  
National Health Authority  
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**Disclaimer:** The purpose of these guidelines is to provide with the information to assist in the Registration of Diagnostic Centers.

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## Background

AB PM-JAY has been empanelling hospitals till now. Whatever services were required for providing the care to patients had to be provided by the hospital - either in-house or through outsourcing.

With the advent of Corona pandemic and foreseeing the requirement an important step in the diagnosis of the ailment, a need was felt to expand the testing capacity for the benefit of AB PM-JAY beneficiaries, hence the packages for diagnostics testing are been notified by NHA.

Also. after the request of industry NHA has decided to start registration of the diagnostic centers (Laboratory & Radiology). NHA has developed the module to register the diagnostic centers.

## Basic Information:

The following are the requirements for registration of the diagnostic (Laboratory & Radiology) center.

Licenses/ Certificates:

- i. Diagnostic Centre Registration Certificate as per state/UTs laws
- ii. NABH certificate
- iii. NABL certificate (as applicable)
- iv. AERB Registration & License
- v. PCPNDT Certificate (If applicable)
- vi. CGHS/ECHS empanelment document
- vii. Government Hospital Diagnostic Centre
  - a) Declaration on letter of appropriate authority/head of institution (Medical Superintendent or dean)

### Process for Application:

1. The centers can apply through HEM platform for registration with AB PM-JAY.
2. Every center willing to get registered will need to visit the web portal, <https://hospitals.pmjay.gov.in> create an account for themselves.
3. Once the login ID is created, center shall apply for registration through an online application form on the web portal link available on <https://hospitals.pmjay.gov.in>
4. All the required information and documents will need to be uploaded and submitted by diagnostic center through the web portal.
5. After registering on the web-portal, the center user will be able to check the status of their application.

### Institutional Set up for Registration

#### 1. Role of NHA

- 1.1.NHA will be responsible for direct registration of diagnostic centers across India.

#### 2. Process of Registration

- 2.1.Diagnostic centers will have to register themselves on a web-based platform called 'Hospital Empanelment Module' (HEM) portal to get registered under the PM-JAY. The diagnostic center must apply through this portal using URL <https://hospitals.pmjay.gov.in> as a first step for registering.
- 2.2.Each center will have to fill in some basic information in the HEM portal and create an account which will provide an exclusive diagnostic reference number and password to the center on their registered mobile number. Using the credentials, a application form will have to be filled for registration of the diagnostic center.
- 2.3.Approval Flow and Process
  - 2.3.1. Once the diagnostic center has filled the application, the verification and approval process will be undertaken by the NHA. Only those diagnostic centers will be allowed get registered under the scheme who have been registered as an establishment under the relevant central or state acts **(if applicable)**. The verification process may be undertaken as follows:
    - 2.3.2. **Desktop Verification within 15 working days**
      - 2.3.2.1.1. The application will be scrutinized by the NHA and processed completely within 15 working days of receipt of the application.

- 2.3.2.1.2. As a first step, the documents uploaded by the diagnostic center will be verified by NHA for completeness and recommend for approval of registration. In case any documents are found wanting, the NHA may seek clarification on the application to the diagnostic center for rectifying any errors in the documents submitted.
- 2.3.2.2.3. Recommend Non-Registration: For applications which do not meet the minimum standards, or the diagnostic center have been found to be misreporting information, NHA will recommend non-registration.
- 2.3.2.2.4. In case of rejection of registration request, the NHA will state the reasons for rejection of the request and share it with the diagnostic center. The decision (and reasons) will also be updated on the PM-JAY web portal within 3 working days of the decision being taken. The NHA may direct the diagnostic center to remedy the deficiencies observed and submit a fresh request for registration, if needed.
- 2.3.2.2.5. In case the registration is approved, the same will be updated on the PM-JAY web-based portal and the diagnostic center will be notified through SMS/email of the final decision within 3 working days.
- 2.3.2.2.6. The final decision on registration under PM-JAY should be completed within 15 working days of receiving the application.

## Declaration -1

### Self-Declaration Form

Date: \_\_\_\_\_

To  
The Joint Director  
National Health Authority,  
3<sup>rd</sup> Floor, Jeevan Bharti Building  
New Delhi:110001

<<Name of State>>

Subject: Self declaration of availability of services at diagnostic center for registration under AB PM-JAY

Sir,

This is to inform that <<Diagnostic Center Name>>, <<Address>> is applying for registration under PradhanMantri – Jan Arogya Yojana (PM-JAY).

As a part of the application process, it is hereby confirmed that the center has provision / arrangement for the following services:

Please write the name of specialties:

I, the undersigned, hereby declare that the information submitted in the AB PM-JAY registration application form is factual and correct and all supplementary details, which forms the written evidence or attachments submitted to the AB PM-JAY office for the purposes of reviewing service provision against the standards for AB PM-JAY adopted by the NHA, gives, to the best of my knowledge, are true and accurate presentation

Yours sincerely,

<<Sign of Authorized person along with seal>>

<<Name>>

<<Designation>>

<<Hospital Name & address>>

*Note: For list of investigation please attach along with Self Declaration form duly, named, signed and sealed by authorized signatory*