

## **Guidelines for submission of application for empanelment of hospitals with Govt. of Haryana.**

It is requested to adhere to following points during the process of resubmission of application with documents for empanelment of your hospital, as per New Empanelment Policy dated 08.06.2017 and amended dated. 20.03.2018 & further additions/ amendments/ substitutions in New Empanelment Policy dated. 03.07.2019:

1. Indexing and serial wise placing of documents with page numbers as per the application proforma.
2. Provide the Fax Number/e-mail of the hospital.
3. Consent as per Para D of additions/amendments/substitutions in New Empanelment Policy dated. 03.07.2019.
4. NABH certificate should accompany the scope of services being offered by the hospital.
5. Services offered by hospital for empanelment should match with scope of accreditation of services approved by NABH.
6. Telephone numbers of Nodal Officers along with e-mails to be provided.
7. List of medical and paramedical staff along with the registration numbers with concerned councils to be provided.
8. Copy of Building plan approval from concerned authorities.
9. All the registration certificates and Licenses from the competent authority to be submitted without expiry.
10. Brief history of the hospital to be provided on the letter head of the hospital.
11. Following undertaking on the letter head of the hospital duly attested and signed by the competent authority of the hospital
  - i. Regarding Land Purchase/ Rented Accommodation etc:
  - ii. All the services not applicable to the hospital.
  - iii. Regarding the bed strength of the Hospital.
12. Copies of MOU of outsourced services without expiry and NOTARY attested.
13. All the documents submitted should be attested and stamped by the competent authority of the Hospital.
14. New Empanelment Policy dated 08.06.2017, amended dated. 20.03.2018 and dated 03.07.2019, are available on [haryanahealth.nic.in](http://haryanahealth.nic.in).

**Note: The incomplete files (Deficient of valid documents) will not be considered and will be returned back in original with all documents.**