Registration Process Flow Chart

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Step 1 – Patient Arrival
Patient arrives at the hospital reception/front office.

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Step 2 – Take Token for Billing Purpose
Collect a token number from the token counter/kiosk before registration.

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Step 3 – Collect Registration Form
Collect the registration form or QR registration from the Help Desk/Reception.

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Step 4 – Complete the Form
Fill in patient details correctly with a valid mobile number and ID proof.

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Step 5 – Submit at Registration Desk
Submit the completed form and required documents at the registration counter.

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Step 6 – Pay Registration Fee
Pay the applicable registration/consultation fee at the billing counter.

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Step 7 – Receive UHID / Registration Card
Receive the patient registration card with a Unique Hospital Identification Number (UHID).

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Step 8 – Proceed to Consultation Area
Wait for your turn and proceed to the concerned department/doctor consultation area.

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