Manual for District Empanelment Committee AB-MGRSBY, Rajasthan State Health Assurance Agency

Version 1.0 (Sept. 2020)

Empanelment of Health Care Providers

The health care services under AB MGRSBY would be provided to its beneficiaries through a network of public and private healthcare providers. Given the above, detailed guidelines have already been issued vide no. 778 on 02.07.20. These guidelines contains empanelment criteria required by the hospital, constitution and responsibilities of District Empanelment Committees (DECs) and State Empanelment Committee (SEC) etc.

Hospitals desirous of empanelment will submit online application which will be scrutinized initially by DEC and then SEC. Final decision on empanelment will be taken by SEC. DEC will examine the application submitted by private hospital and after necessary inspection recommend it to SEC for empanelment or rejection of application. This entire process shall be coordinated through an online portal (AB-MGRSBY).

Online Empanelment through HEM Portal

A web-based platform Hospital Empanelment Management (HEM) has been developed for registration of a healthcare provider willing to get empanelled under the AB MGRSBY.

- District Empanelment Committee (DEC): DEC will undertake field-based inspection/verification of the information and documents provided by the hospital. The team will recommend whether hospital should be empanelled or not based on their field-based inspection/verification report.
- 2. State Empanelment Committee (SEC): To finalize whether hospital should be empanelled or not based on the recommendation of DEC.

STEP 1: Go To https://sso.rajasthan.gov.in/ address bar of the browser.



STEP 2: At the extreme right top area we can see "User Login". After clicking on it the login screen will appear (As shown in Screenshot 2)

STEP 3: After filling in the login details & capatcha user will click on login. After which the portal will redirect you to Dashboard of the logged in ID (As shown in Screenshot 3.1 & 3.2)



 ← → 心 û https://sso.rajasthan.gov.in/dashboard RAASTHAN SINCLE SIGN ON vtr/ COVERNMENT OF RAASTHAN CLEAR OTHER APPS BBBY CLEAR RECENT APPS BBBY
RAJASTHAN SINGLES SIGO RAJASTHAN SINGLES KON CLEAR OTHER RECENT APPS BBSY Bhamashah Swasthya Bima Yoja: + CLEAR OTHER APPS BBSY Bhamashah Swasthya Bima Yoja: + CLEAR OTHER APPS BBSY CLEAR OTHER APPS BBSY CLEAR APPS BBSY CLEAR APPS BBSY BBSY CLEAR APPS BBSY CLEAR
CUCENNIENT OF KUASTAN Image: Comparison of the property of t
CLEAR RECENT APPS BSBY BSBY BSBY Bhamashah Swasthya Bima Yoja: x + ← → ℃ ☆ ○ Not secure bsbyapp.health.rajasthan.gov.in/BSBY/page/core/SBYKiosk_HospitalCaseStz Ayushman Bharat
□ Bhamashah Swasthya Bima Yoja: × + ← → ○ ∩ Not secure bsbyapp.health.rajasthan.gov.in/BSBY/page/core/SBYKiosk_HospitalCaseStz ✓ ✓ ○ ∩ Not secure bsbyapp.health.rajasthan.gov.in/BSBY/page/core/SBYKiosk_HospitalCaseStz ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
Mahatma Gandhi Rajasthan Swasthya Bima Yojana
Quick Links Welcome to Ayushman Bharat-Mahatma Gandhi Rajasthan Swasthya Bima Yojana (AB-MGRSBY) Home Page Contact Rajasthan Sampark helpline at 180 ActionMaster आयुप्पान भारत-महाला गांधी राजस्थान स्वास्थ्य बीमा योजना दिया निर्देय हेतु http://health.raja ii-guidelin DEC Approval Form

STEP 4: Next towards left there are two major headings "DEC Approval form" (As shown in Screenshot 4)

🕒 Bhamashah Swasthya Bir	ma Yojan 🗙 🕂
\leftrightarrow \rightarrow \circlearrowright	① Not secure bsbyapp.health.rajasthan.gov.in/BSBY/page/core/PublicHospitalApproveRe
	Ayushman Bharat Mahatma Gandhi Rajasthan Swasthya Bima Yojana
Quick Links	Search Hospital
Home Page ActionMaster	Token ID Search Pending TokenId Print
DEC Approval Form	

Screen shot 4

STEP 5: Next towards left we will click on "Search pending token Id" and options under it will be visible (As shown in Screenshot 5)

🗋 Bhamashah Swasthya Bima	Yojan 🗙 🕂			
\leftrightarrow \bigcirc \bigcirc \leftrightarrow	Not secure bsbyapp.h	nealth.rajasthan.gov.in/	BSBY/page/core/PublicH	ospital Approve Re
	Mahatma Gandhi	Ayushman Bharat Rajasthan Swasth	ya Bima Yojana	
Pending Token ID				
		(1 0	f 2) 📧 🚺 2 🕨 🖬 20	
Token ID	Hospital Name	Status	Name of Hospital Incharge	Moile No. Hospital Inch
T10321	R P Memorial Hospital	Pending	Dr Maya Sharma	91
T10227	R.K. FRACTURE HOSPITAL AND TRAUMA C	Pending	Dr. Rajendra Kumar Sharma	98
T10186	BALAJI HOSPITAL AND ORTHOPAEDIC CE	Pending	DR. RAMESH AGARWAL	98
T10199	PALAK HOSPITAL SHAHPURA	Pending	DR.MAHESH KUMAR MOURYA	93
T10182	MANAS HOSPITAL	Pending	DR HEMRAJ KHORWAL	99
T10180	SS MAHILA AND GENERAL HOSPITAL	Pending	DR. ANITA SHARMA	95
T10197	KABRA EYE HOSPITAL	Pending	DR MANOJ KABRA	94
T10194	VIRAT HOSPITAL ACCIDENT AND TRAUMA	Pending	NARENDER SINGH RAO	78
T10175	IMPERIAL HOSPITAL	Pending	UMANG YADAV	98
T10172	CHOMU MAHILA AND EYE HOSPITAL PVT I	Pending	DR RAJESH KUMAR CHOUDHARY	94
T10192	SHRI R.K. MEMORIAL HOSPITAL	Pending	DR MAYURA GUPTA	98
T10190	JANKALYAN HOSPITAL	Pending	DR N C NITHARWAL	82
T10170	STAR WOMEN AND GENERAL HOSPITAL	Pending	DR RAKESH KEDAWAT	98
T10168	KANDOI HEALTH CARE PVT LTD	Pending	DR BHAGWATI PRASAD KANDOI	94

Screen shot 5

STEP 6: Now we will click on "Token Id". After which we will see the application details of particular hospital (As shown in Screenshot 6)

🕒 Bhamashah Swa	asthya Bima '	Yojan × +					
$\leftarrow \rightarrow $ D	ណ៍	(i) Not secure b	sbyapp.ł	nealth.rajasthan	.gov.in/BSB	Y/page/core/PublicHosp	italApproveRe
		Mahatma	Gandh	Ayushman B i Rajasthan S	harat wasthya I	Bima Yojana	
Quick Links	•	Search Hospital					
Home Page		Takan ID T10221		Carrish Danie	ling Tokantd Dr	int	
ActionMaster		IDKEITID TTOSET		Search Pene	ing rokenia 11		
DEC Approval Form		Hospital details Banki	ing details	Human Resource	Specialities	Services/Document Download	DEC Recommand
		Hospital Type*		Private O Governme	ent	Name of	f Hospital Incharge <mark>*</mark>
		Hospital Name*	R	P Memorial Hospital		Hospital	Incharge mobile no.*
		Hospital Short Name	R	РМН		Hospital Alternat	Incharge Phone No. emobile no.
		Hospital Category	Pr	roprietorship		Hospital	Incharge Email id*
		Package Category*	Se	condary Tertiary		Name of	f Owner
		Hospital Classification*				Mobile N	lo. of Owner
		Location*		rban 💌		Email id	of Owner

Screen shot 6

STEP 7: Here we can see all filed details and can take print before inspect the hospital for reference. (As shown in Screenshot 7)

Bhamashah Swasthya	🄞 Mozilla Firefox		- 🗆 X	
← → ♂ 6	and Print	×	ppro ···· 🏦 😑	Reject.jsf
	General			^
	Select Printer			t hua Rima Va
	Sector 1020	Microsoft XPS Document V		
	Microsoft Print to PDF	Send To OneNote 2010		
Quish Links	<	>		
	Status: Ready	Print to file Preferences	DR KEWAL KF	
Home Page	Comment:	Find Printer	SHARMA	Print
ActionMaster	Page Range		0820137704	
DEC Approval F	All	Number of copies: 1	9629137794	alities Services/
	O Selection Current Page O Pages: 1 Enter either a single page number or a single page range. For example, 5-12		e 9829137794 le	
	позрнан санедогу - г торгненогошр	Print Cancel	nl kewalsharma16(
	Scr	reen shot 7		
			AB-MG	BRSBY 5

STEP 8: Now we will check all the heads of particular "Hospital ID" which we opened to see the application filled by hospital and check the provided details (As shown in Screenshot 8.1)

Bhamashah Swasthya Bima Yojar	na × +				
← → C @	0	🔏 bsbyapp.health. raja :	sthan.gov.in/BSBY/pa	age/core/PublicHospital	ApproveReject.jsf
		Maha	tma Gandh	Ayushman B i Rajasthan S	sharat wasthya Bima Yo
					â Back to
Quick Links					
Home Page		Hospital details	Banking details	Human Resource	Specialities Services/
ActionMaster					
DEC Approval Form		Full time Consult	ant		2
		SNO		Name	Reg. No
			1	DR K K SI	HARMA
			2	DR ANU SI	HARMA
		Part time Consul	tant		0
		SNO		Name	Reg. No.
					r

Screen shot 8.1

We can check all the attachments in the application for example license, MoU etc. in "Attachments" tab we can find all the scanned or attached images by hospital during the registration time (As shown in Screenshot 8.2)

Bhamashah Swasthya Bima Yojana 🛛 🗙	+
\leftrightarrow > C' $$	🗴 bsbyapp.health. rajasthan.gov.in /BSBY/page/core/PublicHospitalApproveReject.jsf
4	Ayushman Bharat
•	Mahatma Gandhi Rajasthan Swasthya Bima Y
	☆ Back
Quick Links	Grievance registration and disposal mechanism* Discharge*
Home Page	Document Name
ActionMaster	Ownership of the Hospital
DEC Approval Form	Profit OR Loss account of the Hospital certified by C.A.
	Copy of certificate authorizing number of beds.
	Details of Specialist consultants.
	Fire safety certificate

STEP 9: DEC take print this Inspection report.(Its filled and can be uploaded)

	Inspection Report	
S	Description	Availability
N		(Yes/No)
1.	DEC Committee is required to check all basic details which	
	has been filled by hospitals online. (Like: Hospital proper	
	name as per documents, address) etc	
2.	DD 10000/- (In favor of CEO-RSHAA)*	
3.	NABH Accreditation	
4.	Hospital Working last 2 years regularly in the state*	
5.	Hospital De-empanelled in past	
6.	Hospital Available at (District HQ / Other)	
7.	Provisional Clinic Reg. No.	
	(Clinical Establishment Act 2010) (Its provided by	
	CM&HO)	
8.	PAN Card (Name as available in attached PAN card copy)	
9.	Banking Details (Name as available in attached Cancelled	
	cheque copy)	
10.	Doctors details as per attached documents with their Reg.	
	no. and aadhar ld.	
11.	All remaining staff details	
12.	No. of Bed Verified as per filled application and guidelines.	

AB-MGRSBY

	(District HQ : 30, Other than DHQ: 10)	
	General Ward	
	ICU	
	NICU(IICU)	
	HDU	
13.	No. of Major OT	
14.	No. of Minor OT	
15.	Cath Lab facility	
16.	Specialties availability as per their ideal norms. (if not	
	available than can recommended for remove specialty)	
17.	DEC Will verified all basic hospital infrastructures as per	
	norms.	
18.	Reception and billing *	
19.	Registration of patients *	
20.	Assessment of patients *	
21.	Infection control practices including use of Disinfectants	
	and hand washing *	
22.	Patient safety practices *	
23.	Safety consideration *	
24.	Grievance registration and disposal mechanism *	
25.	Discharge *	
26.	Ambulance facility*	
27.	DEC will verify all attached documents and make a file of	
	hospital wise individually.	

Its report must be signed by committee.

Step 10 : After we click on desired hospital ID, we will be redirected to the application page where we can see all the detailed application with all the tabs including "Approve/Reject" tab (As shown in Screen shot 9.2)

Bhamashah Swasthya Bima Yoja	ina 🗙 🕂		
← → ♂ ☆	🔽 🔏 bsbyap	p.health. ra j	asthan.gov.in/BSBY/page/core/PublicHospitalApproveReject.jsf
		Maha	Ayushman Bharat atma Gandhi Rajasthan Swasthya Bima Yo
			🏦 Back to
Quick Links			
Home Page	Hospita	al details	Banking details Human Resource Specialities Services,
ActionMaster	DEC	Recomman	ndations
DEC Approval Form		_	
	Ren	narks*	
	Inse	pection Rep	+ Choose J Upload Ø Cancel
		Screen	a shot 9.2
		0010011	
As we click on "Ar	prove/Reject" t	ah (As	shown in Screenshot 9 3) we will get
As we click on "Ap options of "Workflo	prove/Reject" ta w Details", "Ph	ab (As s sical \	shown in Screenshot 9.3) we will get /erification Report Attachment" &
As we click on "Ap options of "Workflo 'Remarks" (As sho	prove/Reject" ta w Details", "Ph wn in screen sl	ab (As s lysical \ hot 9.3)	shown in Screenshot 9.3) we will get /erification Report Attachment" &)
As we click on "Ap options of "Workflo "Remarks" (As sho	oprove/Reject" ta ow Details", "Ph own in screen sl	ab (As s ysical \ hot 9.3)	shown in Screenshot 9.3) we will get /erification Report Attachment" &)
As we click on "Ap options of "Workflo "Remarks" (As sho Bhamashah Swasthya Bima Yoja	oprove/Reject" ta ow Details", "Ph own in screen sl	ab (As s ysical \ hot 9.3)	shown in Screenshot 9.3) we will get /erification Report Attachment" &)
As we click on "Ap options of "Workfle "Remarks" (As sho Bhamashah Swasthya Bima Yoja $\overleftarrow{\leftarrow} \rightarrow \ \mathbf{C} \ \mathbf{\hat{\omega}}$	oprove/Reject" ta ow Details", "Ph own in screen sl	ab (As s ysical \ hot 9.3)	shown in Screenshot 9.3) we will get /erification Report Attachment" &) iasthan.gov.in/BSBY/page/core/PublicHospitalApproveReject.jsf
As we click on "Ap options of "Workfle "Remarks" (As she Bhamashah Swasthya Bima Yoja $\overleftarrow{\leftarrow} \rightarrow \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ $	pprove/Reject" ta ow Details", "Ph own in screen sl ma × + v bsbyap	ab (As s ysical \ hot 9.3)	shown in Screenshot 9.3) we will get /erification Report Attachment" &) jasthan.gov.in/BSBY/page/core/PublicHospitalApproveReject.jsf
As we click on "Ap options of "Workfle "Remarks" (As she Bhamashah Swasthya Bima Yoja $\overleftarrow{\leftarrow} \rightarrow \ C \ \widehat{\mathbf{o}}$	oprove/Reject" ta ow Details", "Ph own in screen sl max + v bsbyap	ab (As s ysical \ hot 9.3)	shown in Screenshot 9.3) we will get /erification Report Attachment" &) iasthan.gov.in/BSBY/page/core/PublicHospitalApproveReject.jsf Ayushman Bharat
As we click on "Ap options of "Workfle "Remarks" (As she Bhamashah Swasthya Bima Yoja $\overleftarrow{\leftarrow} \rightarrow \ C \ \widehat{\omega}$	oprove/Reject" ta ow Details", "Ph own in screen sl ma X + v bsbyap	ab (As s ysical \ hot 9.3) p.health.raj	shown in Screenshot 9.3) we will get Verification Report Attachment" &) jasthan.gov.in/BSBY/page/core/PublicHospitalApproveReject.jsf Ayushman Bharat atma Gandhi Rajasthan Swasthya Bima Ye
As we click on "Ap options of "Workfle "Remarks" (As she Bhamashah Swasthya Bima Yoja $\overleftarrow{\leftarrow} \rightarrow \ C \ \widehat{\omega}$	oprove/Reject" ta ow Details", "Ph own in screen s	ab (As s ysical \ hot 9.3) pp.health.raj	shown in Screenshot 9.3) we will get /erification Report Attachment" &) jasthan.gov.in/BSBY/page/core/PublicHospitalApproveReject.jsf Ayushman Bharat atma Gandhi Rajasthan Swasthya Bima Yo & Back to
As we click on "Ap options of "Workfle "Remarks" (As she Bhamashah Swasthya Bima Yoja	oprove/Reject" ta ow Details", "Ph own in screen sl ma × + v	ab (As s ysical \ hot 9.3)	shown in Screenshot 9.3) we will get /erification Report Attachment" &) iasthan.gov.in/BSBY/page/core/PublicHospitalApproveReject.jsf Ayushman Bharat atma Gandhi Rajasthan Swasthya Bima Ya
As we click on "Ap options of "Workfle "Remarks" (As she Bhamashah Swasthya Bima Yoja $\overleftarrow{\leftarrow} \rightarrow \ C \ \widehat{\omega}$ Quick Links Home Page	pprove/Reject" ta pw Details", "Ph pwn in screen sl ma x + v v bsbyap v bsbyap	ab (As s ysical \ hot 9.3) p.health.raj Maha	shown in Screenshot 9.3) we will get Verification Report Attachment" &) iasthan.gov.in/BSBY/page/core/PublicHospitalApproveReject.jsf Ayushman Bharat atma Gandhi Rajasthan Swasthya Bima Ya & Back to Banking details Human Resource Specialities Services,
As we click on "Ap options of "Workfle "Remarks" (As she Bhamashah Swasthya Bima Yoje ← → C û Quick Links Home Page ActionMaster	oprove/Reject" ta ow Details", "Ph own in screen sl ma × + v v bsbyap	ab (As s ysical \ hot 9.3) p.health.raj Maha al details	shown in Screenshot 9.3) we will get /erification Report Attachment" &) iasthan.gov.in/BSBY/page/core/PublicHospitalApproveReject.jsf Ayushman Bharat atma Gandhi Rajasthan Swasthya Bima Yo & Back to Banking details Human Resource Specialities Services/

Remarks*

Insepection Report *

+ Choose

J Upload Ø Cancel

AB-MGRSBY

Screen shot 9.3

To attach Physical verification Report, we can upload multiple reports & in remark column we can write up the remarks during visit.

The last option on the page is having three action type (As shown in Screenshot 9.4)

Final Decision:

- 1. Recommended for approval
- 2. Recommended for rejection

Remarks* Remarks*

Submit

Following document must be uploaded by DEC with seal and sign.

- 1. Inspection report *
- 2. CEA Certificate document *