

Important Instructions MoU registration

STEP 1.

All MoU's shall be executed at SHA Bhopal office only. A Model MoU shall be available on the MP Ayushman Bharat website for reference only.

STEP 2.

Post approval of a Hospital under EC, a letter/email should be sent to the Hospital to schedule a visit to SHA for registration of MoU.

STEP 3.

All applicant Hospitals are advised to bring the following:-

- a) Authority letter for personnel signing/executing the MoU (Annexure 1)
- b) Seal of the organization
- c) Cancelled cheque
- d) Empanelment form
- e) Kiosk photo

STEP 4.

SHA shall provide a printed copy of the MoU to the applicant Hospital and post review, provider shall get the MoU signed and notarized on a STAMP paper of 500/- INR.

It may be noted that all expenses with regard to execution of this MoU shall be borne by the Hospital.

(Annexure 1)

(ON OFFICIAL LETTERHEAD OF THE INSTITUTION/HOSPITAL)

To,

**General Manager (Operations)
Ayushman Bharat "Niramayam",
State Health Agency, IEC Bureau,
1250 J. P. Hospital Campus,
Bhopal, Madhya Pradesh**

Respected Sir/Madam,

I, _____ Director/Trustee/Chairman _____,
of _____, am unable to come to execute Memorandum of
Understanding to be signed with State Health Agency, Madhya Pradesh under Ayushman
Bharat Niramayam Scheme.

I hereby authorise Mr/Mrs. _____, Designation _____
(photo identification number) _____, to sign and execute
aforesaid Memorandum of Understanding.

He/she shall be submitting a copy of his/her original passport/ Photo Identity Card or
document for verification.

His/her signature is attested below.

Yours sincerely

Name:

Date:

Signature of authorized representative:

Attested

Signature & Seal of the applicant:

Note: Bearer of Authority Letter is required to produce his/her Original Photo Identity Card or
Document for verification at the SHA office.